

AGENDA

Council

Tuesday 21 August 2018 at 10.30am

Northland Regional Council Agenda

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

ID: A1094908

Executive summary

The presentations that will be presented at the meeting are listed below.

Recommendation

That the presentations:

1. Tane Mahuta Response Plan
 2. CEO to present new executive team
- be received.

Authorised by Group Manager

Name: Chris Taylor

Title: Governance Support Manager

Date: 07 August 2018

TITLE: Health and Safety Report
ID: A1094593
From: Tracey Warboys, Health and Safety Specialist

Executive summary

This report provides an update from the Health and Safety Specialist for the month of July 2018. For the year-end period for 2017/18, a total of 115 reports were received, a decrease of 0.9% reports from the 2016/17 period (133 in total).

There were seven Lost Time Injuries in the 2017/18 year as opposed to two Lost Time Injuries in the previous year. Four out of the seven Lost Time Injuries were of a minor nature with one-day lost time each.

Recommendation

That the report 'Health and Safety Report' by Tracey Warboys, Health and Safety Specialist and dated 6 August 2018, be received.

Background

Reports on council's health and safety activities for the month of July 2018 – 10 reports.

Summary of Events (only items of note documented)

Serious Chemical Event Update (June) – Investigation complete with many recommendations being worked through and/or completed. Assisting the Waste and Water Monitoring Officer to develop a timeline to implement remaining recommendations.

Incident (2)

Staff member witnessed a violent attack on a member of the public when leaving the office after work. Employee is being supported through duty of care and counselling.

Garmin activated – first responder responded within five minutes and established employee inadvertently pressed the wrong button (false alarm). Employee received further tuition on the unit.

Discomfort, Pain and Injury (4)

Workstation assessments undertaken, with one new starter. Adjustments made to set up and/or equipment ordered.

Internal Policy and documentation review

- Snorkelling manual reviewed and published.
- H&S Promapp continues.

Audits and Inspections

- Contractor – Clarks Buses (4 July), no issues.
- Contractor – Height Access Technology (13 July), no issues.
- Assisted staff to review six contractor health and safety plans as part of the pre-qualification requirements.

Authorised by Group Manager

Name: Dave Tams
Title: Group Manager, Corporate Excellence
Date: 07 August 2018

TITLE: Confirmation of Minutes - 16 May 2018, 10 July 2018, and 24 July 2018

ID: A1091048

From: Chris Taylor, Governance Support Manager

Recommendation

That the minutes of the Long Term Plan deliberations meeting held on 16 May 2018, the extraordinary council meeting held on 10 July 2018, and the council meeting held on 24 July 2018, be confirmed as a true and correct record.

Attachments

Attachment 1: Long Term Plan Deliberations Minutes - 16 May 2018 [↓](#)

Attachment 2: Extraordinary Council Minutes - 10 July 2018 [↓](#)

Attachment 3: Ordinary Council Minutes - 24 July 2018 [↓](#)

Authorised by Group Manager

Name: Chris Taylor

Title: Governance Support Manager

Date: 01 August 2018

Northland Regional Council Minutes

Meeting held in the Council Chamber
36 Water Street, Whangārei
on Wednesday 16 May 2018, commencing at 9.30am

Present:

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

In Attendance:

Full Meeting

Chief Executive Officer
GM - Governance and Engagement
GM - Environmental Services
GM - Corporate Excellence
Management Accountant
Strategy Specialist
Governance Support Manager

Part Meeting

GM - Customer Service - Community Resilience
Compliance Monitoring Manager
Transport Manager
Finance Manager
Transport Strategic Planning Officer
Economist

The Chair declared the meeting open at 9.30am and advised the meeting would adjourn at 10am for a morning tea celebration for staff.

Secretarial Note: The GM – Governance and Engagement provided a brief introductory presentation addressing the following key points:

- *Consultation - Feedback*
- *How people heard about LTP process*
- *Substantial support for the 'Big three' consultation topics (water, pest management, region-wide flood rate)*
- *Recommended changes following consultation*
- *Next steps*

Apologies (Item 1.0)

There were no apologies.

Declarations of Conflicts of Interest (Item 2.0)

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

Secretarial Note: The Chairman commenced proceedings with the following opening remarks:

- *The draft 2018-28 Long Term Plan:*
 - *was bold, visionary and a credit to council;*
 - *had been developed in response to the community, government and council's aspirations; and*
 - *had attracted substantial community support for initiatives.*
- *For the purpose of discussion, the Chair and Deputy Chair would move and second all recommendations (Technically this would not prohibit either from moving or seconding an amendment).*

Council Deliberations on the Long Term Plan 2018-2028 Consultation Document and Supporting Information (Item 3.1)

ID: A1052445

Report from Malcolm Nicolson, Chief Executive Officer

Moved (Shepherd/Sinclair)

1. That the report 'Council Deliberations on the Long Term Plan 2018-2028 Consultation Document and Supporting Information' by Malcolm Nicolson, CEO and dated 7 May 2018, be received.
2. That the Chief Executive Officer be given delegated authority to approve any consequential amendments as a result of council decisions on submissions and any minor accuracy and grammatical amendments.
3. That the Chief Executive Officer be given delegated authority to approve changes required to revise the financial statements and rating information within the final Long Term Plan 2018-2028.
4. That the 17 inadmissible submissions that were received not be accepted or considered by council during deliberations.

Carried

Moved (Shepherd/Sinclair)

5. That council supports the division of the land management rate and council services rate in to six core targeted region-wide rates (the council services rate, freshwater management rate, pest management rate, land management rate, civil defence and hazard management rate, and flood infrastructure rate), to provide a more transparent and fair rating system.

6. That council supports the establishment of a new freshwater management rate, to be set based on the equalised land value of each rateable unit in the region.
7. That council supports the establishment of a new pest management rate, to be set based on equalised capital value and number of rating units or separately used or inhabited parts of a rating unit (SUIPs).
8. That council supports the establishment of a new civil defence and hazard management rate, to be set based on equalised capital value and number of rating units or separately used or inhabited parts of a rating unit (SUIPs).
9. That council supports the establishment of a new flood infrastructure rate, to be set on a fixed amount on each rateable SUIP/rating unit.

Carried

Moved (Shepherd/Sinclair)

10. That council supports the provision of an additional \$280,000 per year from 2018/19 to 2021/22 for four additional staff members (including associated overhead costs), to progress freshwater improvement in the Northern Wairoa and Northland dune lakes, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
11. That council supports the provision of an additional \$127,858 in 2018/19, and \$35,681, \$91,535, \$119,000, and \$12,000 over the following four years for Council's contribution toward the operational costs of the Northern Wairoa and dune lakes freshwater improvement projects, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
12. That council supports the provision of an additional \$364,000 per year from 2021/22 to continue freshwater improvement projects, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
13. That council supports the provision of an additional \$7,800 in 2019/20 and 2020/21, and then every second and third year after that, for expansion of council's wetland monitoring programme, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
14. That council supports the provision of an additional \$48,490 in 2018/19, \$5,104 in 2019/20, and \$6058 in 2020/21 for the expansion of council's annual lakes ecological monitoring programme, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

Carried

Moved (Shepherd/Sinclair)

15. That council supports the provision of an additional \$229,556 in 2019/20, increasing to \$307,043 each year following, for three additional hill country erosion staff (including associated overhead costs), increasing to four additional staff in 2020/21, to progress council's soil conservation programmes and priority catchment management plans as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
16. That council supports the provision of an additional \$85,500 in 2020/21, increasing to \$303,000 by 2027/28 to increase funding to create a council afforestation grant scheme, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

17. That council supports the provision of an additional \$507,942 in 2018/19, and \$369,412 and \$387,883 in the two years following, to be made available in council's Environment Fund, which supports land management and biodiversity projects, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
18. That council supports the provision of an additional \$36,000 in 2018/19, \$47,000 and \$58,000 the following two years for an expansion of council's Flyger road nursery, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
19. That council supports the provision of an additional \$66,285 per year for a full time equivalent Flyger road nursery manager (including associated overhead costs), as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
20. That council supports the provision of an additional \$3,500 in 2018/19, and \$6,500 each year following, for additional equipment to support the increase in level of service for land and water, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

Carried

Moved (Shepherd/Sinclair)

21. That council supports the provision of an additional \$146,883 in the 2019/20 year and \$222,918 every year following, for two additional full-time equivalent positions for hydrology (including associated overhead costs), rising to three positions in 2020/21, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
22. That council supports the provision of an additional \$81,221 per year from 2019/20 for an additional groundwater scientist (including associated overhead costs) as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
23. That council supports the provision of an additional \$55,809 per year for a junior hydrology officer (including associated overhead costs) from 2019/20, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
24. That council supports the provision of an additional \$40,000 in 2019/20, \$40,000 for 2020/21, and up to \$45,000 every year following to support the increase in hydrometric operations as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
25. That council supports the provision of an additional \$69,500 per year for council's coastal state of the environment monitoring programme, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
26. That council supports the provision of an additional \$152,069 per year for two additional staff members (including associated overhead costs), for environmental science reporting and freshwater ecology as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
27. That council supports the provision of an additional \$81,000 per year from 2019/20 for an additional staff member (including associated overhead costs), for freshwater monitoring as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
28. That council supports the provision of an additional \$55,809 for 2018/19, and \$105,924 from 2019/20 and every year following to cover the cost of field and digital equipment and lab testing associated with state of the environment monitoring, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

29. That council supports the provision of an additional \$15,000 per year from 2019/20 for a regional sediment monitoring programme, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
30. That council supports the provision of an additional \$70,848 per year for an additional compliance monitoring officer (including associated overhead costs), as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

Carried

Moved (Shepherd/Sinclair)

31. That council supports the provision of an additional \$10,000 per year until 2022/23, for the control of wild ginger as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
32. That council supports the provision of an additional \$40,000 per year for a feral animal eradication response programme as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
33. That council supports the provision of an additional \$190,000 for the 2018/19 year and \$330,000 for two years from 2019/20 for additional staff members (inclusive of associated overhead costs) to implement the Pest Free Northland programme as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information, with ongoing costs for up to eleven additional members by 2027/28 as proposed in the supporting information.
34. That council supports the provision of an additional \$431,120 in 2018/19, \$530,702 in 2019/20, and \$606,802 in 2020/21 for the operational costs associated with the Pest Free Northland programme as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information, with ongoing costs until 2027/28 as proposed in the supporting information.
35. That council supports the provision of an additional \$60,000 in 2018/19, and \$40,000 in 2019/20 for a vessel hull surveillance database for marine biosecurity, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
36. That council supports the provision of an additional \$5800 in 2018/19, increasing \$2475 every year following for additional costs associated with pest control and monitoring equipment, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

Carried

Moved (Shepherd/Sinclair)

37. That council support an additional \$200,000 every year to address established and emerging risks posed by Kauri dieback on private land throughout the region, to be funded by a reduction in the funding of the projects (by 16.68%) in Western Northland, and the Mid North/Bay of Islands, Tutukaka, Kai Iwi Lakes and the Mangawhai/Waipū high value pest control areas.

Carried

(Councillor Blaikie voted against the motion)

Moved (Shepherd/Sinclair)

38. That council supports the provision of an additional \$365,775 per year for Western Northland projects associated with Pest Free Northland, including projects at Tane Whakapiripiri, Puketi, Mataraua, Waimā, Waipoua and Warawara, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

Carried

Moved (Shepherd/Sinclair)

39. That council supports the provision of an additional \$93,000 per year for biosecurity work in the high value pest control area of Whangārei Heads, to be funded from the pest management rate, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
40. That council support ceasing the collection of the Whangārei Heads Pest Management targeted rate.

An amendment was moved (Dimery/Finlayson)

39. That council supports the provision of an additional \$93,000 per year for biosecurity work in the high value pest control area of Whangārei Heads, to be funded from the pest management rate, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
40. That the targeted rate for the Whangārei Heads Pest Management remains in place but council ceases collection of it.

Secretarial Note: Councillor Bain notified the Chair his intention to move a further amendment if the existing was lost (as per Standing Order 22.6).

Lost

(The Chairman in putting the motion called for an expression of opinion by show of hands; the result being Councillors Bain, Dimery, Finlayson and Sinclair voted in support of the motion. Councillors Blaikie, Smart, Stolwerk and Yeoman voted against the motion. The Chairman applied his casting vote against the motion (as per Standing Order 18.3).

Moved (Bain/Sinclair)

39. That council supports the provision of an additional \$93,000 per year for biosecurity work in the high value pest control area of Whangārei Heads, to be funded from the pest management rate, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
40. That council supports ceasing the collection of the Whangārei Heads Pest Management targeted rate; noting that the previous targeted rate be reinstated if funding for pest management is reduced in this area (on request by the community).

Carried

The Chairman subsequently put the substantive motion which was **Carried**.

Secretarial Note: The meeting adjourned at 10.05am and reconvened at 10.25am.

Moved (Shepherd/Sinclair)

41. That council supports the provision of an additional \$249,960 per year for biosecurity work in the high value pest control area of the Mid North/Bay of Islands, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

Carried

Moved (Shepherd/Sinclair)

42. That council supports the provision of an additional \$91,652 per year for biosecurity work in the high value pest control area of Tutukaka, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

Carried

Moved (Shepherd/Sinclair)

43. That council supports the provision of an additional \$124,980 per year for biosecurity work in the high value pest control area of Kai Iwi Lakes, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

Carried

Moved (Shepherd/Sinclair)

44. That council supports the provision of an additional \$166,640 per year for biosecurity work in the high value pest control area of Mangawhai/Waipū, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

Carried

Moved (Shepherd/Sinclair)

45. That council supports the funding of 70% of the cost of new flood infrastructure capital work that meet the criteria of the Flood Infrastructure Fund, via the newly established flood infrastructure rate (FIR), making the portion of the rate to fund these works \$7.81 per SUIP/rating unit.
46. That council supports lowering the local contribution from 50% to 30% for ratepayers in the Awanui, Kaeo-Whangaroa, and Whangārei flood management areas.

Carried

Moved (Shepherd/Sinclair)

47. That council supports the \$15 million 'Option 1' Awanui flood scheme upgrade proposal, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

Carried

Moved (Shepherd/Sinclair)

48. That council supports ongoing flood works in Kerikeri-Waipapa, to be funded from the existing Kerikeri-Waipapa flood scheme reserve, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

Carried

Moved (Shepherd/Sinclair)

49. That council supports the provision of an additional \$400,000 total funding from 2019/20 for floodway construction and channel benching works at Matangirau, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
50. That council supports the provision of an additional \$750,000 total funding from 2024/25 for flood works at Kāeo (Kāeo Flood Scheme Stage II), comprising: widening of Waikare Creek (\$150,000); re-alignment of the Kāeo River (\$450,000); and deflection bank extension work (\$150,000), as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

Carried

Moved (Shepherd/Sinclair)

51. That council supports the provision of an additional \$950,000 total funding from 2018/19 for the lower Waiarohia stream flood overflow reduction project, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
52. That council supports the provision of an additional \$50,000 total funding from 2022/23 for a basin wetland creation project at the Hopua te Nihotetea detention dam, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

Carried

Moved (Shepherd/Sinclair)

53. That council supports the provision of an additional \$440,000 total funding from 2018/19 for the development of a flood scheme at Panguru, to be funded 100% from the Flood Infrastructure Rate. The works, budget, and funding arrangements are as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information, however the timing of the works is proposed to be brought forward to 2018/19 - 2019/20, with \$40,000 in 2018/19 (design and consenting) and \$400,000 in 2019/20 (construction).

Carried

Moved (Shepherd/Sinclair)

54. That council withdraws the flood works proposed at Taumārere-Kawakawa in the Long Term Plan 2018-2028 Consultation Document and supporting information, and not strike a targeted river management rate for this catchment.

Carried

Moved (Shepherd/Sinclair)

55. That council supports the provision of \$100,000 per year for a full-time equivalent staff member (including associated overhead costs) to effectively resource Māori engagement, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

Carried

(Councillor Bain voted against the motion)

Moved (Shepherd/Sinclair)

56. That council supports the provision of \$5000 in 2018/19 and 2020/2021, increasing to \$7000 in 2022/2023 and continuing every second year following, for sponsorship of the biennial Māori Business Awards, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

Carried

(Councillors Bain and Sinclair voted against the motion)

Moved (Shepherd/Sinclair)

57. That council supports the provision of an additional \$2000 in 2018/19, increasing to \$6000 from 2019/20, for a Northland Regional Council Tai Tokerau Māori Scholarship, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

An amendment was moved (Bain/Dimery)

57. That council supports the provision of an additional \$2000 in 2018/19, increasing to \$6000 from 2019/20, for a Northland Regional Council Tai Tokerau Māori Scholarship, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information. A second scholarship to be provided with the same quantum of funding as the Northland Regional Council Tai Tokerau Maori Scholarship.

Carried

The Chairman subsequently put the substantive motion which was **Carried**.

Moved (Shepherd/Sinclair)

58. That council supports the provision of \$55,000 every year from 2020/2021 for a new Māori internship position (including associated overhead costs) as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

An amendment was moved (Bain/Sinclair)

58. That council supports the provision of \$55,000 every year from 2020/2021 for a new internship position (including associated overhead costs) as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

Lost

The Chairman subsequently put the original motion which was **Carried**.

Moved (Shepherd/Sinclair)

59. That council supports the provision of \$10,000 per year from 2019/2020 onward to support the Māori initiatives fund as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

An amendment was moved (Blaikie/Smart)

59. That council supports the provision of \$20,000 per year from 2019/2020 onward to support the Māori initiatives fund as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

Lost

The Chairman subsequently put the original motion which was **Carried**.

Moved (Shepherd/Sinclair)

60. That council supports the provision of an additional \$25,000 per year for marketing and promotions, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
61. That council supports the provision of \$15,000 for 2018/19 and 2019/20, increasing to \$20,000 from 2020/2021 for a community environmental awards programme, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
62. That council supports the provision of an additional \$21,000 per year for work and equipment required to maintain online services, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
63. That council supports the provision of an additional \$72,000 per year for a new full time equivalent position for social media management (including associated overhead costs), as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
64. That council supports the provision of \$20,000 per year for the first three years, increasing to \$22,500 from 2021/2022, and to \$25,000 from 2024/2025 for technical support to facilitate social media management, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
65. That council supports the provision of an additional \$32,500 per year from 2019/20 onward for an additional Enviroschools early childhood contractor, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
66. That council supports the provision of an additional \$5,000 per year to meet the demand for Enviroschools Biosecurity and WaiRestoration courses, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

Carried

Moved (Shepherd/Sinclair)

67. That council supports the provision of an additional \$84,000 per year for a realignment and increase in capacity of the customer services front line team (including associated overhead costs), as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

Carried

Moved (Shepherd/Sinclair)

68. That council supports the provision of \$31,000 a year to increase funding for elected members expenses and allowances as required by the Remuneration Authority, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
69. That council supports the provision of \$40,000 in 2019/20 and every election year following, for additional costs associated with elections as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

Carried

Moved (Shepherd/Sinclair)

70. That council supports the provision of an additional \$81,000 per year for a full time equivalent position (including associated overhead costs) to support council's economic development activities, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

Carried

Moved (Shepherd/Sinclair)

71. That council supports the provision of an additional \$20,000 in 2018/19, and \$50,000 in 2019/20 and 2020/21 to progress stalled proposals for marine protected areas, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
72. That council supports the provision of \$50,000 to complete the hearings process for the new Regional Plan, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

Carried

Moved (Shepherd/Sinclair)

73. That council supports the provision of an additional \$71,000 per year from 2019/20 for a full time equivalent to increase the capacity of the maritime team (including associated overhead costs), as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
74. That council supports the provision of and additional \$15,000 in 2018/19, \$22,500 in 2019/20, and \$30,000 every year following, to fund an increase in remuneration for the region's harbour wardens, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

Carried

Moved (Shepherd/Sinclair)

75. That council supports the provision of \$50,000 per year from 2019/20, for an additional full time equivalent to increase capacity for transport project planning (including associated overhead costs), as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

76. That council supports the provision of a one-off payment of \$18,400 in 2019/20 to enable a regional investigation into disability transport need, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

Carried

Moved (Shepherd/Sinclair)

77. That council supports the provision of an additional \$100,000 per year for a human resources manager (including associated overhead costs), as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
78. That council supports the provision of an additional \$70,000 per year for a full time equivalent (including associated overhead costs) to enhance financial management, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
79. That council supports the provision of an additional \$152,000 in 2019/20 and 2020/21, and \$112,000 every year following to cover costs associated with necessary information technology consolidation and improvement, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
80. That council supports the provision of an additional one-off cost of \$90,000 in 2020/21 to repaint the exterior to the council's Whangārei office to keep it in good repair, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

Carried

Moved (Shepherd/Sinclair)

81. That council supports the provision of an additional \$15,000 in 2018/19, increasing to \$40,000 by 2020/21, for vehicle running costs, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
82. That council supports the provision of an additional \$68,000 in 2018/19, increasing to \$254,000 by 2020/21 for depreciation to allow for replacement of new capital assets, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.
83. That council supports a reduction in capital expenditure for corporate services by \$70,000 in 2018/19 and \$80,000 to reflect a reduction in the number of new vehicles.

Carried

Moved (Shepherd/Sinclair)

84. The council supports the provision of an additional \$100,000 in 2018/19 and \$150,000 per year in 2019/20 and 2020/21 for an additional resource and consultant support for the information technology team, to be funded from the Council Services Rate.

Carried

Moved (Shepherd/Sinclair)

85. That council supports additional capital expenditure of \$300,000 in 2019/20, and \$250,000 in 2020/21, for land purchase and development of a far north poplar and willow nursery, to be funded from both council's Property Reinvestment Fund and the Forestry Equalisation Fund.

86. That council supports the provision of an additional \$6,250 in 2020/21 for depreciation on the development of infrastructure for the Far North poplar and willow nursery, to be funded from the Council Services Rate.
87. That council supports the provision of an additional \$66,285 from 2020/21 for a full time equivalent Far North land management and nursery advisor, to be funded from the Land Management and Freshwater Management rates.

Carried

Moved (Shepherd/Sinclair)

88. That council supports an additional \$70,000 per year from 2019/20 for an additional full time equivalent monitoring officer, to be funded from the Freshwater Management rates.

Carried

Moved (Shepherd/Sinclair)

89. That council supports the provision of an additional \$5,000 per year from 2020/21 to meet the demand for EnviroSchools Biosecurity and WaiRestoration courses to support delivery of the EnviroSchools Strategy to be funded from the Council Services Rate.

An amendment was moved (Dimery/Stolwerk)

89. That council supports the provision of an additional \$10,000 per year from 2020/21 to meet the demand for EnviroSchools Biosecurity and WaiRestoration courses to support delivery of the EnviroSchools Strategy to be funded from the Council Services Rate.

Carried

(Councillor Smart voted against the motion).

The Chairman subsequently put the substantive motion which was **Carried** *(Councillor Smart voted against the motion).*

Moved (Shepherd/Sinclair)

90. That council supports the provision of an additional \$72,000 per year from 2020/21 for a new full time equivalent position and associated resources to support delivery of the EnviroSchools Strategy to be funded from the Council Services Rate.

Carried

Moved (Shepherd/Sinclair)

91. That council supports the provision of an additional \$130,588 in 2019/20 and \$112,117 in 2020/21 to bring the additional amount available in council's Environment Fund during these years up to \$500,000, and supporting land management and biodiversity projects, to be funded from the Land Management and Freshwater Management rates.

Carried

Moved (Shepherd/Sinclair)

92. That council determines to join the Local Government Funding Agency as a guarantor member, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

Carried

Moved (Shepherd/Sinclair)

93. That council continues to support emergency services via the emergency services rate and that council makes this emergency services fund non-contestable, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

Carried

Moved (Shepherd/Sinclair)

94. That council supports the continuation of the allocations of funding to: the Northland Emergency Services Trust (\$525,000 per year); St John, Northern Region (\$90,000 per year); and Coastguard, Northern Region (\$84,000 per year);

Carried

Moved (Shepherd/Sinclair)

95. That council supports an increased allocation of funding to Surf Life Saving Northern Region (of \$200,000 per year) for sustaining the regional lifeguard service at 6 Northland beaches.

Carried

(Councillor Stolwerk declared a conflict of interest and abstained from voting on this matter).

Moved (Shepherd/Sinclair)

96. That council adds Far North and Northland Search and Rescue (\$20,000) to the list of organisations supported by the emergency services rate.

Lost

Secretarial Note: The meeting adjourned at 11.25am and reconvened at 11.33am.

Moved (Shepherd/Sinclair)

97. That council increase the emergency services rate from \$11.76 per SUIP/rating unit by \$0.30, to \$12.06 to cover the increased allocation to Surf Life Saving, Northern region.

Carried

(Councillor Stolwerk declared a conflict of interest and abstained from voting on this matter).

Moved (Shepherd/Sinclair)

98. That council supports the establishment of a regional sporting facilities rate at a fixed rate of \$17.25 a year per SUIP/rating unit ('option 1'), to provide funding support to assist the development of sporting facilities across Northland that are of regional benefit, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

99. That council allocates funds from the sporting facilities rate to Northland projects of regional significance or benefit where a project is identified and financially supported in relevant Territorial Authority's Long Term Plans, is on the Northland Sports Facilities Plan schedule and has substantially met schedule criteria, is a sporting facility not active recreation facility, involves a new build or significant extension of a current facility (not maintenance or refurbishment) and the fund is used for construction and construction management only.
100. That staff prepare a paper for the July 2018 council meeting outlining the allocation process and procedures to cover the three years of the LTP 2018-2028.

Carried

Moved (Shepherd/Sinclair)

101. That council supports the continuation of the regional infrastructure rate at a rate of \$3.49 per \$100,000 land value in the Whangārei district, \$2.78 in Kaipara district and \$3.14 in the Far North district, to fund activities relating to the development and/or completion of the regional infrastructure projects, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

Carried

Moved (Shepherd/Sinclair)

102. That council supports an increase in the Whangārei transport rate of \$7.56, to allow for improvements to be made to the service as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

Carried

Moved (Shepherd/Sinclair)

103. That council supports an additional increase in the Whangārei transport rate of \$2.50, to fund a trial of alternative transport services to Hikurangi, Whangārei Heads and Ruakaka/Waipū as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

Carried

Moved (Shepherd/Sinclair)

104. That council supports the establishment of a district-wide rate for transport in the Far North of \$8.80 per SUIP, to fund the investigation and provision of transport services, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

Carried

Moved (Shepherd/Sinclair)

105. That council stops funding Creative Northland, as proposed in the Long Term Plan 2018-2028 Consultation Document and supporting information.

Carried

Moved (Shepherd/Sinclair)

106. That council supports the rating policies (including the policy on the remission and postponement of rates on Māori freehold land) as consulted on and to be included in the Long Term Plan 2018-2028.

Carried

Moved (Shepherd/Sinclair)

107. That council supports the Revenue and Financing Policy as consulted on, to be included in the Long Term Plan 2018-2028.

Carried

Moved (Sinclair/Smart)

108. That council supports the Significance and Engagement Policy, as consulted on in the Long Term Plan Consultation Document and supporting information, for inclusion in the Long Term Plan 2018-2028, subject to the following amendment:

Does the matter being considered involve:	Degree of significance	What this means
Rates Setting a new rate; or Increasing <u>an existing specific targeted rate; or</u> <u>Increasing an existing region wide targeted rate by more than 2% annually above that previously approved in the Long Term Plan 2018-2028.</u>	SIGNIFICANT	We will consult

Carried

(Councillors Blaikie and Yeoman voted against the motion)

Moved (Shepherd/Sinclair)

109. That council supports the current arrangements for funding and operating the Investment and Growth Reserve and the Community Investment Fund as set out in the Supporting Information to the Long Term Plan 2018-2028 Consultation Document.
110. That council supports the proposed level of operational funding for Northland Inc. Limited as set out in the Supporting Information to the Long Term Plan 2018-2028 Consultation Document.

Secretarial Note: The Chairman signalled his intention to move an additional motion.

Carried

Moved (Shepherd/Sinclair)

110A. That council invite Northland Inc to provide council with a recommendation for Investment and Growth Reserve project funding for regional promotions activities, with associated business case and deliverables, up to the value of \$200,000 annually for the next three financial years.

Carried

Secretarial Note: The Chairperson in putting the motion called for an expression of opinion by the show of hands; the result being Councillors Bain, Finlayson, Sinclair, Smart and Stolwerk voting in favour of the motion. Councillors Blaikie, Dimery and Yeoman voted against the motion.

Moved (Shepherd/Sinclair)

111. That council supports the replacement of the current list of objectives for Northland Inc. Limited in the Long Term Plan 2018-2028 with the following list:

- Advocate and promote the establishment and development of infrastructure that underpins regional economic growth.
- Attract, facilitate and support investment opportunities in regionally strategic sectors.
- Promote Northland as a progressive and positive place to visit, do business and live.
- Provide and facilitate business support services that enable Northland businesses to grow.
- Increase innovation and entrepreneurship in Northland.
- Partner with Māori to develop and implement economic development projects for the benefit of Northland.
- Support and facilitate the implementation of the Tai Tokerau Northland Economic Action Plan.
- Support tourism product development and infrastructure as enablers of Northland's tourism sector.

112. That council supports the replacement of the current key performance measures and targets for Northland Inc. Limited in the Long Term Plan 2018-2028 with the following list:

Work programme	How we will measure	2017/18 result	2018/19	2019/20	2020/21
Investment and infrastructure	Percentage of IGR business case decisions (by the Board) made within 90 days of receiving application	New measure	100%		
	Number of inward delegations hosted	New measure	4	4	4
	Investment recommendations are accompanied by a robust business case	New measure	100%		
	Number and value of high impact projects that are implemented	New measure	2	2	2
Business innovation and growth	Number of unique businesses assisted (by TA and industry)	225	230		

	Value of NZTE and Callaghan Innovation grant funding facilitated	\$1.5M	\$1.5M		
	Client satisfaction (as measured by Net Promoter Score)	New measure	75% (NPS 50)		
	Orchard occupancy rate	45%	60%	65%	70%
Regional promotion and tourism	Visitor spend from target markets	New measure	\$1,052M	\$1,099M	\$1,146M
	Value of industry investment in regional promotion activity	\$340,408	\$350,000		
	Equivalent Advertising Value achieved from destination marketing	\$15M	\$16.5M		
	RTO Net Promoter Score	New measure	40		
Action Plan	Percentage of milestones completed	New measure	100%		
Māori economic development	Number of unique Māori businesses assisted (by TA and industry)	New measure	30		
	Number and value of high impact projects that are implemented	New measure	1	1	1
	Value of NZTE and Callaghan Innovation grant funding facilitated for Māori businesses	New measure	\$50,000		
	Client satisfaction (as measured by Net Promoter Score for Māori businesses)	New measure	75% (NPS 50)		

Carried

Moved (Shepherd/Sinclair)

113. That council supports the inclusion of the following list of regionally strategic sectors for the Investment and Growth Reserve (IGR) in the Long Term Plan 2018-2028

- Agriculture and Horticulture
- Marine
- Tourism
- Digital

Carried

Moved (Shepherd/Sinclair)

114. That council does not make any changes to the Long Term Plan 2018-2028 as a result of submissions on these topics: Climate Change/Sustainability, Core Business, District Council Matters, Finances, GE/GMO, Governance, LTP Process, Mangroves, Mining/Industry, RMA and Rooding/Rail.

Carried

Moved (Shepherd/Sinclair)

115. That council adopts staff recommendations outlined in the spreadsheet (included as Appendix 2 pertaining to Item 3.1 of the 16 May 2018 council agenda) as council decisions, and do not make any changes to the Long Term Plan 2018-2028 as a result of these submission points.

Carried

Moved (Shepherd/Sinclair)

116. That council supports the Vision, Mission, Values and Areas of Focus (Community Outcomes), as set out in the Long Term Plan 2018-2028 Consultation Document and supporting information document.

Carried

Moved (Shepherd/Sinclair)

117. That council supports the capital expenditure required to support council's ongoing activities as included in the Long Term Plan 2018-2028 supporting information document, subject to specific resolutions elsewhere in this report.

Carried

Moved (Shepherd/Sinclair)

118. That council notes the submissions opposed to the overall average rate increase however does not agree that the overall average rate increase needs to be lowered for the reasons stated by those submitters.

Carried

Council Deliberations on the Charging Policy 2018/19 (Item 3.2)

ID: A1064087

Report from Kyla Carlier, Strategy Specialist

Moved (Shepherd/Sinclair)

1. That the report 'Council Deliberations on the Charging Policy 2018/19' by Kyla Carlier, Strategy Specialist and dated 7 May 2018, be received.
2. That Jonathan Gibbard, Group Manager - Strategy and Governance be given delegated authority to approve any consequential amendments as a result of council decisions on submissions and any minor accuracy and grammatical amendments.
3. That council supports the increase in charges contained in the Charging Policy by 2%, as set out in the draft Charging Policy 2018/19.
4. That council supports the draft Charging Policy 2018/19, as notified, subject to the inclusion of an explanatory note in relation to cancellation of charges for cruise ships and an amendment to section 1.3.5 relating to remissions of charges, as documented in this report.

Carried

Secretarial Note: Council extended appreciation to staff for making the deliberations process 'user-friendly'; which was endorsed by acclamation.

Conclusion

The meeting concluded at 12.11pm.

Northland Regional Council Minutes

Meeting held in the Council Chamber
36 Water Street, Whangārei
on Tuesday 10 July 2018, commencing at 9.30am

Present:

Chairman, Bill Shepherd
Deputy Chairman, David Sinclair
Councillors:
John Bain
Paul Dimery
Mike Finlayson
Penny Smart
R Stolwerk
Joce Yeoman

In Attendance:

Full Meeting
Chief Executive Officer
GM - Corporate Excellence
Management Accountant
Assistant Management Accountant
Governance Support Manager

The Chair declared the meeting open at 9.30am.

Apologies (Item 1.0)

Moved (Sinclair/Smart)

That the apology from Councillor Blaikie for delayed arrival be received.

Carried

Secretarial Note: The meeting concluded prior to Councillor Blaikie's arrival.

Declarations of Conflicts of Interest (Item 2.0)

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

1. Adoption of the rating policies pertaining to the Far North district (Item 3.1)

ID: A1076948

Report from Bree Torkington, Assistant Management Accountant

Moved (Yeoman/Smart)

1. That the report 'Adoption of the rating policies pertaining to the Far North district' by Bree Torkington, Assistant Management Accountant and dated 20 June 2018, be received.
2. That having undertaken consultation in accordance with sections 82 and 83, and pursuant to section 102 and sections 108-110 of the Local Government Act 2002, and having considered Schedule 11 of the Local Government Act 2002, the council adopt the rating policies for the Far North district (including the Policy on the Remission and Postponement of Rates on Māori Freehold Land), effective from 1 July 2018, as attached to this report.
3. That council authorises Dave Tams, Group Manager – Corporate Excellence, to make any necessary minor drafting, typographical, or presentation corrections to the rating policies prior to the document going to print.

Carried

Conclusion

The meeting concluded at 9.31am.

Northland Regional Council Minutes

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

Present:

Chairman, Bill Shepherd

Councillors:

John Bain

Justin Blaikie

Paul Dimery

Mike Finlayson

Penny Smart

Rick Stolwerk

Joce Yeoman

In Attendance:

Full Meeting

Chief Executive Officer

Independent Financial Advisor

GM - Environmental Services

Governance Support Manager

Part Meeting

GM - Regulatory Services

GM - Governance and Engagement

GM - Corporate Excellence

The Chair declared the meeting open at 10.32am.

Secretarial Note: The Chief Executive advised that Confidential Item 9.7 had been withdrawn (as per Standing Order 9.9).

Apologies (Item 1.0)

Moved (Shepherd / Stolwerk)

That the apologies from Councillor Sinclair for non-attendance be received.

Carried

Declarations of Conflicts of Interest (Item 2.0)

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

2. Health and Safety Report (Item 3.0)

ID: A1085047

Report from Tracey Warboys, Health and Safety Specialist

Moved (Smart/Yeoman)

That the report 'Health and Safety Report' by Tracey Warboys, Health and Safety Specialist and dated 6 July 2018, be received.

Carried

3. Confirmation of Minutes - 21 June 2018 (Item 4.1)

ID: A1081375

Report from Chris Taylor, Governance Support Manager

Moved (Yeoman/Blaikie)

That the minutes of the council meeting held on 21 June 2018 be confirmed as a true and correct record.

Carried

4. Receipt of Action Sheet (Item 4.2)

ID: A1084937

Report from Chris Taylor, Governance Support Manager

Moved (Finlayson/Stolwerk)

That the action sheet be received.

Carried

5. Council Working Party Updates and Chairpersons' Briefings (Item 4.3)

ID: A1059887

Report from Sally Bowron, Governance and Engagement Team Admin/PA

Moved (Smart/Dimery)

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

Carried

6. Council Working Group Updates (Item 4.4)

ID: A1079486

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

Moved (Blaikie/Finlayson)

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

Carried

7. Approval to write off bad debt (Item 5.1)

ID: A1080686

Report from Simon Crabb, Finance Manager

Moved (Blaikie/Stolwerk)

1. That the report 'Approval to write off bad debt' by Simon Crabb, Finance Manager and dated 26 June 2018, be received.
2. That \$196,935 owed by Clear Ridge Station Limited and Beejay Stud Limited is written off against a corresponding specific provision held in council's balance sheet.

Carried

8. Amendment to Delegations (Item 6.1)

ID: A1077966

Report from Dave Tams, Group Manager, Corporate Excellence

Moved (Blaikie/Dimery)

1. That the report 'Amendment to Delegations' by Dave Tams, Group Manager, Corporate Excellence and dated 22 June 2018, be received.
2. That council delegate to the Group Manager, Corporate Excellence all powers, duties and functions under the Local Government (Rating) Act 2002.

Carried

Secretarial Note: Clarification was provided that under the Local Government (Rating) Act delegated functions must be made directly from council to officers (the Chief Executive could not sub-delegate these functions).

9. Marsden Maritime Holdings Ltd - Appointment of Directors (Item 6.2)

ID: A1083770

Report from Dave Tams, Group Manager, Corporate Excellence

Moved (Stolwerk/Bain)

1. That the report 'Marsden Maritime Holdings Ltd - Appointment of Directors' by Dave Tams, Group Manager, Corporate Excellence and dated 3 July 2018, be received.
2. That, consistent with council's policy on the appointment of directors to council organisations, council establishes a committee comprising of Chair Bill Shepherd, Deputy Chair David Sinclair, Cr Penny Smart, and Cr Paul Dimery, to consider applications and conduct interviews, with responsibility to make a recommendation on preferred candidates to council.
3. That council appoint Sandra McKersey as an independent member of the committee to provide advice and support. For the avoidance of doubt, Sandra will be a full member of the committee with voting rights.

Carried

10. Regional Software Holdings Limited Statement of Intent 2019-2021 (Item 6.3)

ID: A1081796

Report from Carol Cottam, Information Services and Technology Manager

Moved (Yeoman/Blaikie)

1. That the report 'Regional Software Holdings Limited Statement of Intent 2019-2021' by Carol Cottam, Information Services and Technology Manager and dated 28 June 2018, be received.
2. That council note Regional Software Holdings Limited's Statement of Intent 2019-2021 as set out in Attachment 1 (pertaining to Item 6.3 of the 24 July 2018 council agenda).

Carried

11. Chair's Report to Council (Item 7.1)

ID: A1081480

Report from Bill Shepherd, Chairman

Moved (Shepherd/Yeoman)

That the report 'Chair's Report to Council' by Bill Shepherd, Chairman and dated 2 July 2018, be received.

Carried

12. Chief Executive's Report to Council (Item 7.2)

ID: A1075383

Report from Malcolm Nicolson, Chief Executive Officer

Moved (Shepherd/Blaikie)

That the report 'Chief Executive's Report to Council' by Malcolm Nicolson, Chief Executive Officer and dated 24 July 2018, be received.

Carried

13. Formal Lodgement of the Ngāti Kuri Environmental Management Plan (Item 7.3)

ID: A1085373

Report from Rachel Ropiha, Kaiarahi - Kaupapa Māori

Moved (Dimery/Finlayson)

That the report 'Formal Lodgement of the Ngāti Kuri Environmental Management Plan' by Rachel Ropiha, Kaiarahi - Kaupapa Māori and dated 9 July 2018, be received.

Carried

14. Audit Report on the Long Term Plan 2018-2028 (Item 7.4)

ID: A1078150

Report from Dave Tams, Group Manager, Corporate Excellence, and Jonathan Gibbard, Group Manager – Governance and Engagement

Moved (Shepherd/Bain)

That the report 'Audit Report on the Long Term Plan 2018-2028' by Dave Tams, Group Manager, Corporate Excellence and Jonathan Gibbard, Group Manager - Governance and Engagement and dated 22 June 2018, be received.

Carried

Secretarial Note: The Independent Financial Advisor provided commentary on the audit of the Long Term Plan 2018–2028. Financial staff and the auditors were complimented for their involvement in the process.

15. Receipt of Committee Minutes (Item 8.0)

ID: A1081235

Report from Chris Taylor, Governance Support Manager

Moved (Stolwerk/Finlayson)

That the unconfirmed/confirmed minutes of the:

- Property Subcommittee – 8 June 2018 and 3 July 2018;
 - Civil Defence Emergency Management – 19 June 2018; and
 - Investment Subcommittee – 26 June 2018
- be received.

Carried

Business with Public Excluded (Item 9.0)

Moved (Shepherd/Smart)

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 – 21 June 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	Purchase of a Hihiaua Precinct 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 a Commercial Property in Kaitia	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	Sale of Council's Lessor's Interest to Freehold a Whangārei 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).
9.7	Proposal for a significant property development	This item was withdrawn.

3. That the Independent Financial Advisor be permitted to remain during business with the public excluded.

Carried

Conclusion

The meeting concluded at 11.53am.

TITLE: **Receipt of Action Sheet**

ID: A1095594

From: Chris Taylor, Governance Support Manager

Executive summary

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

Recommendation

That the action sheet be received.

Attachments

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

Authorised by Group Manager

Name: Chris Taylor

Title: Governance Support Manager

Date: 14 August 2018

Id	Meeting	Date Completed	Description	Request Details	Most Recent Comment
4534	Council 24/07/2018	30/07/18	Amendment to Delegations	That the Delegation Manual be updated to reflect the delegation to the GM Corporate Excellence under the Local Government Rating Act 2002.	Delegations Manual updated accordingly.
4537	Council 24/07/2018	8/08/18	Northland Marine Pathway Plan	That a letter be drafted to compliment the biosecurity team on the highly commended award received at the LGNZ conference for the Northland Marine Pathway Plan.	Letter sent to Don McKenzie on 30 July 2018

Outstanding Actions

Id	Meeting	Target Date	Description	Request Details	Most Recent Comment
4538	Council 24/07/2018	7/08/18	LGNZ magazine	That consideration be given to circulating the LGNZ magazine to media contacts.	
4539	Council 24/07/2018	7/08/18	Formal Lodgement of the Ngāti Kuri Environmental Management Plan	That councillors be provided a copy of the Ngati Kuri Environmental Management Plan. The questions contained in the plan to be workshopped with council; including a suggested way forward.	

TITLE: Council Working Party Updates and Chairpersons' Briefings

ID: A1086407

Recommendation

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

Te Taitokerau Māori and Council Working Party

(Co-chairs Cr Dimery and member Tipene)

The Te Taitokerau Māori and Council Working Party met on 5 July 2018. The topics for discussion included:

- Updates on the council's applications to the Provincial Growth Fund, the 2018 representation review and biosecurity risks, Mycoplasma bovis and Myrtle Rust. Ngāti Rehia also provided some background to the training and work they have been doing under the guidance of the national response to Myrtle Rust.
- TTMAC August Regional Marae Based Hui which will be hosted by Te Uri o Hau at Te Arai Nursery and Tara Iti.

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

- That council providing a bus to enabling all TTMAC members to travel together for the August regional marae-based hui at Te Arai Nursery so that members could learn about nursery operations.

Authorised by Group Manager

Name: Jonathan Gibbard

Title: Group Manager - Governance and Engagement

Date: 15 August 2018

TITLE: Council Working Group Updates

ID: A1092341

Recommendation

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

Waitangi Catchment Group (Interim Chair – Duncan Kervell)

The Waitangi Catchment Group met on 7 July 2018. The topics for discussion included:

- An update was provided to the group regarding the recently MPI approved DairyNZ Sustainable Farming Fund project based in the Waitangi Catchment regarding productive riparian zones.
- Enviroschools nursery update and details of decision approved.
- Update from Sustainable Coastlines regarding Waitangi based nursery and trees in the catchment.
- Waitangi Catchment Plan – landowners' field day.

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

- DairyNZ are looking for expressions of interest from the Waitangi Catchment group for who might want to be involved in the governance group for the Sustainable Farming Fund project, and who would be happy to have demonstration sites on their farms.
- Staff to arrange for Sam Judd, Co-Founder of Sustainable Coastlines, to speak to the catchment group.

Kaeo River – Whangaroa Catchment Working Group (Chair - Councillor Justin Blaikie)

The Kaeo River – Whangaroa Catchment Working Group met on 6 July 2018. The topics for discussion included:

- Budget for 2018/2019.
- Maintenance works update 2017/2018 and proposed works 2018/2019.
- Long Term Plan.
- Shepherds Forest update.

Following discussion, Kaeo River – Whangaroa Catchment Working Group agreed to the following actions:

- Earmark \$50,000 from the surplus budget to address ongoing flooding issues at Matangirau and for a bridge upgrade if required.
- NRC staff to contact Summit Forest representatives to ask them to provide details on their planting programme around steep areas.

Kaihu River Working Group (Chair – Councillor John Bain)

The Kaihu River Working Group met on 9 July 2018. The topics for discussion included:

- Terms of Reference.
- 2018/2019 budget and proposed works programme.
- Northland irrigation study update.

Following discussion, the Kaihu River Working Group agreed to the following actions:

- Kaipara District Council – representative – letter to be sent to the Mayor of Kaipara District Council requesting that a councillor is appointed to the Kaihu River Working Group.
- Spraying to be undertaken by helicopter and for any small areas not accessible by helicopter, staff will arrange for those areas to be sprayed by boat.

Authorised by Group Manager

Name: Bruce Howse
Title: Group Manager - Environmental Services
Date: 09 August 2018

TITLE: Request for Approval to Carry Forward Operational Budget from the 2017/18 Financial Year into the 2018/19 Financial Year

ID: A1094558

From: Vincent McColl, Financial Accountant and Simon Crabb, Finance Manager

Executive Summary

Unspent 2017/18 operational budget of \$63,969 is proposed to be carried forward into the 2018/19 financial year to fund the completion of operational projects.

In addition, \$66,146 of previously approved unspent operational budget will also be carried forward into 2018/19 and used to fund the completion of capital projects.

Recommendations

1. That the report 'Request for Approval to Carry Forward Operational Budget from the 2017/18 Financial Year into the 2018/19 Financial Year' by Vincent McColl, Financial Accountant and Simon Crabb, Finance Manager and dated 8 August 2018, be received.
2. That council approves the operational expenditure carry forwards from the 2017/18 financial year into the 2018/19 financial year of:
 - a. \$50,000 for Regional plan hearings; and
 - b. \$6,382 for removal of the Stanaway marine vessel
 - c. \$7,587 for the Ecosystem prioritisation project related project.
3. That council notes \$66,146 of unspent operational budget, approved under Schedule 3 of the Delegations Manual in 2017/18, has been carried forward into the 2018/19 financial year to fund:
 - a. \$37,756 for the Flyger road nursery expansion.
 - b. \$28,390 for the Tutukaka beacon replacement project

Background

As with previous years, carry forwards of unspent 2017/18 operational budgets are required to enable the completion of the various operational and capital projects in the 2018/19 financial year.

Following the 30 June 2018 year-end staff review, 5 projects totalling \$130,115 were identified as requiring unspent 2017-18 operational budgets to be carried forward as funding in 2018/19. \$63,969 related to operational work programmes. \$66,146 related to capital projects and was approved by under the delegation manual during the 2017/18 year.

The total of \$130,115 has been incorporated into the draft financial result. The projects requiring this funding are explained over the page:

OPERATIONAL PROJECTS	2017/18 Budget	2017/18 Spent	2017/18 Budget Unspent	Amount to Carry forward
Regional plan hearings	93,343	22,161	71,182	50,000
Stanaway Marine Vessel Removal	60,000	18,665	41,335	6,382
Ecosystem Prioritisation Project	26,308	18,721	7,587	7,587

- \$50,000 for Regional plan hearing commissioner and associated hearing costs (e.g. venue hire, commissioner disbursements, printing and catering etc). It was originally expected to hold hearings in June 2018 but now they are to be held in August 2018.
- \$6,382 for the removal of old boat sheds that was delayed due to health and safety documentation and weather issues. This was carried out in July 2018.
- \$7,587 for the Ecosystem Prioritisation Project which was delayed due to availability of the contractor. This project has partial contributions from district councils that have also been deferred.

CAPITAL PROJECTS	2017/18 Budget	2017/18 Spent	2017/18 Budget Unspent	Amount to Carry forward
Flyger road nursery expansion	40,000	2,244	37,756	37,756
Tutukaka beacon replacement	28,390	0	28,390	28,390

- \$37,756 for the Flyger road nursery expansion work that is underway but expected to be completed in the 2018/19 financial year. This funding was approved under schedule 3 of the Delegations Manual.
- \$28,390 for the Tutukaka beacon replacements delayed due to the contractor experiencing some equipment failure. This is now expected to be completed in the 2018/19 financial year. This funding was also approved under schedule 3 of the Delegations Manual.

Considerations

1. Options

No.	Option	Advantages	Disadvantages
1	Approve carry forward of all requested unspent operational budgets	Allows the completion of 2017/18 projects	Reduces retained earnings though at budgeted levels.

2	Approve no unspent operational budget carry forwards	Retains more surplus in the 2017/18 financial year.	Projects from the 2017/18 financial year do not get finished or 2018/19 programmes must be deferred to allow for 2017/18 work already contracted.
3	Approve some of the unspent operational budget carry forwards	Some projects will go ahead.	Some projects will not go ahead. Some of 2018/19 programmes might be deferred to allow for 2017/18 work already contracted.

The staff's recommended option is option 1 to maintain all contractual work programmes.

2. Significance and engagement

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

3. Policy, risk management and legislative compliance

The activities detailed in this report are in accordance with the 2017/18 Annual Plan and 2018–28 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.

Other considerations

4. Financial implications

In arriving at the draft surplus of \$20,542, \$63,969 has been deducted to represent the proposed operational carry forwards. A further \$66,146 has also been deducted to represent the unspent operational budgets already approved to fund capital projects.

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

Authorised by Group Manager

Name: Dave Tams
Title: Group Manager, Corporate Excellence
Date: 14 August 2018

TITLE: Request for Approval to Carry Forward Capital Expenditure Budget from the 2017/18 Financial Year into the 2018/19 Financial Year

ID: A1093840

From: Vincent McColl, Financial Accountant and Simon Crabb, Finance Manager

Executive Summary

The purpose of this report is to seek council approval to carry forward \$605,605 of unspent general capital budget from the 2017/18 financial year into the 2018/19 financial year. It should be noted that \$66,146 of unspent 2017/18 operational budgets has already been approved as a source of funding for the Flyger Road nursery expansion and Tutukaka beacon projects.

Recommendations

1. That the report 'Request for Approval to Carry Forward Capital Expenditure Budget from the 2017/18 Financial Year into the 2018/19 Financial Year' by Vincent McColl, Financial Accountant and Simon Crabb, Finance Manager and dated 3 August 2018, be received.
2. That council approves the carry forward of \$605,605 general capital expenditure budget from the 2017/18 financial year into the 2018/19 financial year, noting that \$66,146 will be funded from unspent 2017/18 operational budgets.

Background

Staff have carried out a final review on any ongoing capital projects and associated capital expenditure carry forwards for council consideration and approval.

As part of the budget process finance staff ensure that all capital expenditure is adequately funded via depreciation over the expected useful life of each asset class.

Following the 30 June 2018 year-end staff review, which was based upon the actual capital expenditure incurred and the review of ongoing requirements, a total of \$605,605 is proposed to be carried forward into 2018/19. This is made up entirely of general capital expenditure as opposed to Capital Expenditure (Capex) funded by targeted rates.

2017/18 Actual and Budgeted Capital Expenditure

The revised capital expenditure budget for 2017/18 is \$2,389,428. The total actual capital expenditure incurred in 2017/18 is \$11,688,840, resulting in an overspend of \$9,299,411. Of this \$9,368,246 relates to unbudgeted commercial property transactions that are funded from the Property Reinvestment Fund. For a breakdown of this please refer to **Attachment One**.

2018/19 Budgeted Capital Expenditure and Proposed Carry Forwards

The original 2018/19 capital expenditure budget is \$5,190,265, and by adding the total requested 2017/18 carry forwards of \$605,605, this budget will increase to \$5,795,870. The detail of the original 2018/19 capital expenditure programme and the proposed capital carry forwards are presented in **Attachment Two**.

Explanations to proposed capital carry forward expenditure for 2017/18

Monitoring: Proposed capital expenditure carry forward reduction of \$3,414

Approval of a reduction of \$3,414 capital expenditure reduction is sought in relation to:

- \$3,414 for the early replacement of a broken air conditioning unit. State of the Environment (SOE) used some of the 2018/19 hardware replacement budget to replace an air conditioning unit that broke down in the 2017/18 financial year. Thus, there was an overspend in 2017/18 and an offsetting reduction of \$3,414 is required to the 2018/19 budget.

Land and Biodiversity: Proposed capital expenditure carry forward \$72,473

Approval of \$72,473 capital carry forward expenditure is sought:

- \$37,756 towards the Flyger Road nursery expansion. The work is underway but expected to be completed in the 2018/19 financial year. As presented in agenda item 6.1 this project is to be funded from an unspent operational budget and has already been approved under schedule 3 of the Delegations Manual.
- \$34,717 for the Riparian Planner initiative. This Landcare Research project has suffered delays around software development scoping.

Harbour Safety: Proposed capital expenditure carry forward \$38,972

Approval of \$38,972 capital carry forward expenditure is sought:

- \$10,582 of the balance of the Automatic Identification system project is being requested to be used for improvements to Bay of Islands pilotage.
- \$28,390 for the Tutukaka beacon replacements delayed due to the contractor experiencing some equipment failure. This is now expected to be completed in the 2018/19 financial year. As presented in agenda item 6.1 this project is to be funded from an unspent operational budget and has already been approved under schedule 3 of the Delegations Manual.

River Management: Proposed capital expenditure carry forward \$120,563

Approval of \$120,563 capital carry forward expenditure is sought:

- \$92,308 for Hydrology safety system corrections. This work is under contract and will run into 2018/19.
- \$28,256 for Awanui River flood scheme emergency preparedness. This project was approved at council to be funded by the Land Management Reserve and the Equalisation Fund. It is expected to be completed in early 2018/19.

Information Systems: Proposed capital expenditure carry forward \$338,284

Approval of \$338,284 capital carry forward expenditure is sought in relation to:

- 2018/19 new staff set up of \$11,716 was incurred in 2017/18 and a reduction needs to be carried forward and applied to the 2018/19 revised capital budget.
- Contribution to the future rating shared service of \$300,000 as a recognition of the potential cost of future rating and rates collection. The cost is not known at this time as the final configuration of any future solutions is unknown.
- Business Intelligence implementation of \$50,000 was delayed due to a wider initiative within the regional sector to work more collaboratively across councils.

Communications: Proposed capital expenditure carry forward \$33,121

Approval of \$33,121 capital carry forward expenditure is sought:

- \$11,712 to complete work on new display equipment delayed due to issues with the external designer.
- \$21,409 for the phone and contact system upgrade. This was delayed due to the need to reassess once the enterprise solution is known. Interim solutions are still being investigated.

Transport: Proposed capital expenditure carry forward \$13,602

Approval of \$13,602 capital carry forward expenditure is sought:

- For the development of an electronic ticketing system for the bus services. This is a national project that council is a part of. This project is underway.

Property / Support: Proposed capital expenditure carry forward reduction \$7,996

Approval of a reduction of \$7,996 capital carry forward expenditure is sought in relation to:

- Corporate Excellence move of \$7,996 was spent in 2017/18 as Corporate Excellence had the opportunity to move to the third floor earlier than expected. Thus, there was an overspend in 2017/18 and an offsetting reduction of \$7,996 is required to the 2018/19 budget.

Considerations

Options

No.	Option	Advantages	Disadvantages
1	Approve carry forward of all requested capital carry forwards	Allows the completion of the 2017/18 capital programme.	Reduces retained earnings at budgeted levels.
2	Approve none of the Capex carry forwards	Retains more earnings for other capital projects.	Projects underway or delayed won't get the required funding to be completed.
3	Approve some of the Capex carry forwards	Some of the capital projects get to be completed.	Some of the capital projects don't get completed.

The staff's recommended option is Option 1. This maintains the unspent capital programme budget from 2017/18 allowing projects that are underway and delayed to be completed.

2. Significance and engagement

In relation to section 79 of the Local Government Act 2002, this decision is considered to be of low significance when assessed against council's Significance and Engagement Policy because it is part of council's day to day activities.

3. Policy, risk management and legislative compliance

The activities detailed in this report are in accordance with the 2017/18 Annual Plan and 2018–28 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.

Other Considerations

4. Financial implications

\$605,605 of capital carried forward from the 2017/18 financial year to the 2018/19 financial year, with \$66,146 funded from previously approved unspent 2017-18 operational budget.

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

Attachments

Attachment 1: 2017/18 Actual and Budgeted Capital Expenditure [↓](#)

Attachment 2: 2018/19 Budgeted Capital Expenditure and Proposed Carry Forwards [↓](#)

Authorised by Group Manager

Name: Dave Tams
Title: Group Manager, Corporate Excellence
Date: 14 August 2018

Capital Expenditure Reporting June 2018 Year to Date				
Activity	YEAR TO DATE			Carry Forward Proposed
	Provisional 2017-18 Actual	2017-18 Revised Capital Expenditure Budget	Variance	
Monitoring	11,063	8,427	-2,636	(3,414)
Biosecurity	0	0	0	
Emergency Management	0	0	0	-
Land and Biodiversity	146,130	198,063	51,933	72,473
Harbour Safety and Navigation	255,081	289,005	33,924	38,972
Oil Pollution Response	0	0	0	-
River Management	459,441	581,583	122,142	120,563
Commercial Investments	9,951,531	0	-9,951,531	-
Information Systems	332,832	671,815	338,983	338,284
Communications	49,107	82,228	33,121	45,712
Transport	113,102	126,704	13,602	13,602
Support	370,551	431,603	61,052	(7,996)
GRAND TOTAL FOR COUNCIL	11,688,840	2,389,428	(9,299,411)	618,196

ATTACHMENT 1

	2016-17 Provisional Actual Capital Expenditure	2016-17 Revised Capital Expenditure Budget	Variance	Carry Forward Proposed	Comments
Monitoring					
Handheld YSI Field Meters	7,345	8,427	1,082	-	
Remote Operated Surface Vessel	304	-	(304)	-	
SOE Asset replacement schedule	3,414	-	(3,414)	(3,414)	Will reduce the 2018/19 budget
TOTAL MONITORING	11,063	8,427	(2,636)	(3,414)	
Land and Biodiversity					
Stage 4 Nursery Development	116,215	118,063	1,848		
Nursery Capex 17-18 extra	2,244	40,000	37,756	37,756	Funded from operational budgets
Riparian Planner Initiative	5,283	40,000	34,717	34,717	Project under way
Side by Side Northern Wairoa River	22,388	-	(22,388)		Funded from land management reserve
TOTAL BIOSECURITY	146,130	198,063	51,933	72,473	
Harbour Safety and Navigation					
Aids to Navigation	22,526	26,335	3,809		
Safety Signs	25,358	25,248	(110)		
Hydrographic Surveys	61,074	87,757	26,683		
Pile replacement Whg Harbour	64,626	60,000	(4,626)		
Hatea Beacon Upgrade	30,805	-	(30,805)		Relates to a 2016/17 capex project
AIS System	9,418	20,000	10,582	10,582	Wanting to be used for Bay of Islands pilotage improvements
Tutukaka Beacon Replacements	-	28,390	28,390	28,390	Funded from operational budgets
Hydrographic Survey Equipment	41,275	41,275	-		
TOTAL HARBOUR SAFETY AND NAVIGATION	255,081	289,005	33,924	38,972	
River Management					
Water Level Sensor Replacement	26,620	26,335	(285)	-	
New Groundwater Equipment / Bores	16,723	15,801	(922)	-	
Awanui River Renewal	-	63,001	63,001	-	Offset with Awanui River Stopbank Relocation
DRUC Calibrator	17,635	20,000	2,365		
IRIS150 Logger	27,120	23,810	(3,310)	-	
Safety System Corrections	37,692	130,000	92,308	92,308	Under way
Satelite Loggers	25,000	27,500	2,500		
Pumppro Units Replacement	24,828	24,000	(828)		
Awanui River Stopbank Relocation	212,951	150,000	(62,951)		Offset with Awanui River Renewal
Awanui Flood Scheme Emergency Preparedness	51,744	80,000	28,256	28,256	Under way
Other	19,128	21,136	2,008		
TOTAL RIVER MANAGEMENT	459,441	581,583	122,142	120,563	
Commercial Investments					
Residential Property Chattels	16,070	-	(16,070)	-	
Storage Facility	490,675	-	(490,675)		
Building Purchase Investigation	8,989	-	(8,989)		
Bells Hill Remediation	18,000		(18,000)		
Kensington Development	18,613		(18,613)		
Commercial property purchases	9,399,184	-	(9,399,184)		

	2016-17 Provisional Actual Capital Expenditure	2016-17 Revised Capital Expenditure Budget	Variance	Carry Forward Proposed	Comments
	9,951,531	-	(9,951,531)	-	
Information Systems					
Hardware replacement programme	159,223	247,281	88,058		
New Staff Desktop setup	42,501	10,534	(31,967)		
New Staff setup (2018/19 budget)	11,716	-	(11,716)	(11,716)	Will reduce the 2018/19 budget
Rating Software	-	300,000	300,000	300,000	Will go towards any rating unit software costs
Elearning - IRIS and other content	53,912	40,000	(13,912)		
Business Intelligence Implementation	-	50,000	50,000	50,000	Delayed due to nation wide initiative
Infocouncil implementation	40,599	-	(40,599)		
Water Street Wall penetration Sealing	24,881	24,000	(881)		
TOTAL INFORMATION SYSTEMS	332,832	671,815	338,983	338,284	
Communications					
Display Systems	8,810	20,522	11,712	11,712	Started late after confirmation of rebranding
Fit Out Mid North Customer Service Centre	40,297	27,706	(12,591)		
Phone/Contact System Upgrade	-	34,000	34,000	34,000	Delayed due to reassess once the enterprise system is known
TOTAL COMMUNICATIONS	49,107	82,228	33,121	45,712	
Transport					
Total Mobility Administration System	10,000	10,000	-		
CityLink Electronic Ticketing System	103,102	116,704	13,602	13,602	To be completed in 2018/19
TOTAL TRANSPORT	113,102	126,704	13,602	13,602	
Support					
Furniture, Desk set-up and Office configuration	51,584	52,670	1,086	-	
Vehicle replacement programme	161,770	241,933	80,164		Reduced spend to offset overspend in 2016/17
Air Con Replacement	88,465	87,000	(1,465)	-	
Lone Worker Capex	30,585	-	(30,585)		
Electric car charging station	1,416	-	(1,416)		
Corporate Excellence move	7,996	-	(7,996)	(7,996)	
PowerBI Development	20,000	-	(20,000)		
Residential Insulation and Chattels	8,736	50,000	41,264	-	
TOTAL SUPPORT	370,551	431,603	61,052	(7,996)	
TOTAL	11,688,840	2,389,428	(9,299,411)	618,196	

Proposed Revised 2018-19 Capital Expenditure Budget

ATTACHMENT 2

Monitoring

SOE – data loggers for air quality stations
SOE – digital data collection of water clarity
SOE – mobile devices
SOE - Tableau
SOE - Water quality sondes replacement
SOE - Assets replacement schedule
KiEco Biological Database
Water quality meters and sondes

Land and Biodiversity

Community monitoring and pest control equipment
Biodiversity field equipment and phones
IT projects
Farm Planning tools - mobile devices
Land Manned Terrain Vehicle
Flyger Road Nursery long term expansion
Survey Equipment
Riparian Planner Initiative

Biosecurity

Wireless pest control sensor network

Harbour Safety & Navigation

AIS System
Bungy mooring system trial
Karetu replacement engines
Phones
Radar for Ruawai
Thermal Imaging for Waikare
Waverider buoy
Tutukaka Beacon upgrade

River Management

15-25LTP Kerikeri River flood reduction by-pass spillway
2015-25 Awanui River Renewal
Safety System Corrections
Awanui River Stopbank Relocation
Awanui Flood Scheme Emergency Preparedness
Water level stations: far north
Water level stations - various
ADCP Flow tracker
ADCP M5
Hydrometric capex renewals
Satellite units
Sediments monitoring gear
Staff cellphones
FIR Capex Subsidy Programme
Awanui River FIR Programme
Whangarei River FIR Programme

Information Systems

16-17 Historical Aerial Photography
IT - Replacement Capex Programme
IT - New staff setup
Rating Software
Business Intelligence Implementation

Communications

Display Systems (Banners etc)
E-Schools Gazebo and Flags
Mobile devices (10 year project)

<i>2018-19 Annual Plan Budget</i>	<i>Proposed Carry forwards from 2017- 18</i>	<i>2018-19 Proposed Revised Capital Budget</i>
19,000		19,000
10,000		10,000
7,200		7,200
10,960		10,960
5,130		5,130
14,750	(3,414)	11,336
20,000		20,000
80,000		80,000
167,040	(3,414)	163,626
23,000		23,000
4,000		4,000
15,000		15,000
5,000		5,000
30,000		30,000
42,500	37,756	80,256
13,916		13,916
	34,717	34,717
133,416	72,473	205,889
27,000		27,000
27,000	0	27,000
0	10,582	10,582
15,000		15,000
30,000		30,000
477		477
3,500		3,500
52,000		52,000
93,512		93,512
	28,390	28,390
194,489	38,972	233,461
15,000		15,000
51,000		51,000
0	92,308	92,308
150,000		150,000
0	28,256	28,256
30,000		30,000
7,500		7,500
20,000		20,000
35,000		35,000
130,000		130,000
30,000		30,000
35,985		35,985
750		750
1,878,970		1,878,970
347,130		347,130
240,000		240,000
2,971,335	120,563	3,091,898
22,250		22,250
140,000		140,000
47,400	(11,716)	35,684
	300,000	300,000
	50,000	50,000
209,650	338,284	547,934
0	11,712	11,712
5,800		5,800
5,000		5,000

Cameras and equipment (e.g. show trailer)
Phone / contact system upgrade

Regional Transport

CityLink Electronic Ticketing System

Support

HR - Furniture/Desk set up etc...
Vehicle Replacement Programme
Finance - Additional Vehicles

Property

Property – Water St Chamber reconfiguration
Union East St Shelving and Racking
Property – Water St Building Reconfiguration

Community Relations

Far North customer service centre
Kaipara customer service centre
Water street reception

Total Council Capital Expenditure

<i>2018-19 Annual Plan Budget</i>	<i>Proposed Carry forwards from 2017- 18</i>	<i>2018-19 Proposed Revised Capital Budget</i>
7,500		7,500
	34,000	34,000
18,300	45,712	64,012
	13,602	13,602
0	13,602	13,602
80,050		80,050
383,985		383,985
120,000		120,000
584,035	0	584,035
315,000	(7,996)	307,004
35,000		35,000
110,000		110,000
460,000	(7,996)	452,004
35,000		35,000
270,000		270,000
120,000		120,000
425,000	0	425,000
5,190,265	618,196	5,808,460

TITLE: Special Reserves at 30 June 2018

ID: A1095483

From: Simon Crabb, Finance Manager and Vincent McColl, Financial Accountant

Executive Summary

At 30 June 2018, council has \$22.6M of special reserves set aside to cover expenditure on specific projects and work programmes.

This report provides a breakdown of the special reserves held by council, including their purpose and balance as at 30 June 2018.

Recommendation

That the report 'Special Reserves at 30 June 2018' by Simon Crabb, Finance Manager and Vincent McColl, Financial Accountant and dated 8 August 2018, be received.

Background

The equity in council's balance sheet represents the communities' interest in council and is measured by the value of total assets less total liabilities. Equity is classified into a number of general and special reserves to enable a clearer identification of the specified uses for which various funds have been assigned.

A general reserve does not have a specific purpose, whereas a special reserve holds funds that are set aside to cover expenditure on specific projects. In addition special reserves may facilitate the funding of works of an inter-generational nature, capital expenditure in particular, over the most appropriate time period.

The special reserves and their respective balances (surplus/(deficit)) in place at the end of the 2017/18 financial year are as follows:

Land Management Reserve	370,094
Awanui River Reserve	(861,974)
Kaihu River Reserve	90,365
Whangaroa Kaeo Rivers Reserve	127,630
Whangārei Urban Rivers Reserve	(9,606,486)
Infrastructure Facilities Reserve (Marsden Point Rail Link)	(2,814,161)
Recreational Facilities Reserve	27,518
Property Reinvestment Fund Reserve	18,443,917
Equalisation Reserve	954,319
Hātea River Reserve	175,617
Investment and Growth Reserve	2,184,603
Approved Carry Forwards Reserve	187,145
Kerikeri-Waipapa Rivers Reserve	453,198
Kaitiāia Bus Service Reserve	38,412

Whangarei Heads Pest Management Reserve	546
Infrastructure Investment Fund Reserve	12,129,210
Whangārei Transport Reserve	(144,569)
Emergency Services Reserve	148,736
Mid North Bus Reserve	87,768
LIDAR Project Reserve	546,934
Capital Subsidy Reserve (Ticketing System)	67,017
Total Special Reserves	\$ 22,605,291

Some special reserves earn, or are charged interest depending on their closing balance being in deficit or surplus. Our current protocol is for reserves in surplus of \$50,000 or greater earn interest at 5% (being the budgeted rate in the Long Term Plan (LTP)). Reserves in deficit are charged interest at 4.12% (being the average cost of external borrowing).

A description of the purpose of each reserve, the transfers from and/or to the reserve for the year, and the closing balance of each reserve as at 30 June 2018 is provided below.

Land Management Reserve

The Land Management Reserve was created to allow council to set aside unutilised Land Management rates for the purpose of funding projects in future years. In addition, the Land Management Reserve can be utilised to fund emergency events such as remedial storm expenditure on a case by case basis, thereby reducing the need for borrowing in the event of an emergency.

The operational reserve movements of (\$335,790) from the Land Management Reserve constitute funding contributions towards the Environment Fund of \$108,351, council's LIDAR contribution of \$100,000, and other land management projects of \$127,439. The capital reserve movements constitute funding contributions towards a Freshwater Improvement Fund project of \$22,388 and the Awanui River flood scheme emergency preparedness capital of \$51,744. This produces a closing balance of \$370,094.

Land Management Reserve	Actual	Revised Budget
Opening Balance as at 1 July 2017	780,016	760,692
Increase/(Decrease) in Reserve throughout 2017/18 (operational transfer)	(335,790)	(534,936)
Increase/(Decrease) in Reserve throughout 2017/18 (capital transfer)	(74,133)	-
Closing Balance as at 30 June 2018	370,094	225,756

In 2018/19 \$352,778 is committed to come from this reserve for Freshwater Improvement Fund projects and a portion of the Awanui River flood scheme emergency preparedness costs. Taking these future commitments into account the estimated reserve balance at 30 June 2019 is \$17,316.

Awanui River Reserve

The Awanui River Reserve was created to hold any targeted Awanui River Management rates collected and unspent in any given year to cover any future funding shortfalls for river works required as part of the Awanui River Flood Management Scheme.

In the 2017/18 financial year the Awanui River Management project had an operating surplus of \$45,489. Capital expenditure of \$212,951 was incurred with \$126,605 of depreciation funding transferred from the Infrastructure Investment Fund (IIF) producing a closing book and cash reserve deficit of (\$735,368).

Awanui River Reserve	Actual	Revised Budget
Opening Balance as at 1 July 2017	(694,511)	(590,418)
Increase /(Decrease) in Reserve throughout 2017/18 (operational transfer)	45,489	134,107
Increase /(Decrease) in Reserve throughout 2017/18 (capital transfer)	(212,951)	(63,001)
	(861,974)	(519,312)
Depreciation funding utilised	126,605	63,001
Closing Balance as at 30 June 2018	(735,368)	(456,311)
Accumulated depreciation funding not utilised and held in IIF	-	-
Closing cash balance as at 30 June 2018	(735,368)	(456,311)

Whangaroa Kaeo Rivers Reserve

The Whangaroa Kaeo Rivers Reserve was created to hold any targeted Whangaroa Kaeo Rivers Management rates collected and unspent in any given year to cover any future funding shortfalls of river works required as part of the Whangaroa Kaeo Rivers Flood Management scheme.

In the 2017/18 financial year there was an operating surplus of \$57,642 resulting in a closing reserve balance of \$127,630. Unused accumulated depreciation of \$17,357 is held in the IIF resulting in a closing cash balance of \$144,987.

Whangaroa Kaeo Rivers Reserve	Actual	Revised Budget
Opening Balance as at 1 July 2017	69,988	13,791
Increase /(Decrease) in Reserve throughout 2017/18 (operational transfer)	57,642	22,800
Increase /(Decrease) in Reserve throughout 2017/18 (capital transfer)	-	-
	127,630	36,591
Depreciation funding utilised	-	-
Closing Balance as at 30 June 2018	127,630	36,591
Accumulated depreciation funding not utilised and held in IIF	17,357	-
Closing cash Balance as at 30 June 2018	144,987	36,591

Whangārei Urban Rivers Reserve

The Whangārei Urban Rivers Reserve was created in the 2011/12 year to hold any targeted Whangārei Urban Rivers Management rates collected and unspent in any given year to cover any future funding shortfalls of river works required as part of the flood risk reduction project for the Whangārei CBD.

The operating surplus of \$364,324 has been transferred to the reserve. This produces a deficit/overdrawn balance of (\$9,606,486). Adding the unused accumulated depreciation held in the IIF gives a cash balance of (\$9,484,075).

Whangarei Urban River Reserve	Actual	Revised Budget
Opening Balance as at 1 July 2017	(9,970,809)	(9,860,078)
Increase /(Decrease) in Reserve throughout 2017/18 (operational transfer)	364,324	399,403
Increase /(Decrease) in Reserve throughout 2017/18 (capital transfer)	-	-
	(9,606,486)	(9,460,675)
Depreciation funding utilised	-	-
Closing Balance as at 30 June 2018	(9,606,486)	(9,460,675)
Accumulated depreciation funding not utilised and held in IIF	122,411	-
Closing cash Balance as at 30 June 2018	(9,484,075)	(9,460,675)

Infrastructure Investment Fund (IIF) Reserve

The IIF Reserve was established to stabilise the impact of irregular large infrastructure projects on council's income and capital requirements. It will help to spread the costs of such projects. The fund is also intended to provide more flexibility around when such large capital intensive projects can commence.

The balance of the reserve reflects the balance of funds held in the IIF. During the 2017/18 year \$272,826 is proposed to be transferred into the reserve representing reinvestment of gains achieved above budgeted levels. The IIF Reserve also holds \$139,767 of unutilised accumulated depreciation and \$1,068,841 of capital repayments collected and held to repay external borrowings.

Infrastructure Investment Fund Reserve	Actual	Revised Budget
Opening Balance as at 1 July 2017	6,058,736	6,025,737
Accumulated depreciation not utilised prior years	66,152	
Infrastructure asset depreciation transferred 2017/18	200,220	117,880
Depreciation utilised for capital expenditure 2017/18	(126,605)	63,001
Total Accumulated Depreciation available to utilise	139,767	180,881
Increase in Reserve due to proposed reinvestment of gains	272,826	-
Increase in Reserve due to additional borrowings	4,655,191	3,039,306
Increase in Reserve due to targeted rates held to repay debt	1,068,841	
Closing Balance as at 30 June 2018	12,129,210	9,065,043

Accumulated depreciation balance in IIF by asset	Actual
Awanui River	-
Whangaroa Kaeo Rivers	17,357
Whangarei Urban Rivers	122,411
Total	139,767

Targeted rates held to repay debt	Actual
Awanui River	45,489
Whangarei Urban Rivers	1,023,352
Total	1,068,841

Kaihu River Reserve

The Kaihu River Reserve was created to hold any targeted Kaihu River Management rates collected and unspent in any given year to cover any future funding shortfalls for river works required as part of the Kaihu River Flood Management Scheme.

In the 2017/18 financial year there was an operating surplus of \$10,914 transferred to the reserve producing a closing balance of \$90,365.

Kaihu River Reserve	Actual	Revised Budget
Opening Balance as at 1 July 2017	79,450	55,502
Increase/(Decrease) in Reserve throughout 2017/18 (operational transfer)	10,914	(10,000)
Increase/(Decrease) in Reserve throughout 2017/18 (capital transfer)	-	-
Closing Balance as at 30 June 2018	90,365	45,502

Kerikeri–Waipapa Rivers Reserve

The Kerikeri–Waipapa Rivers Reserve is set up to hold any targeted Kerikeri-Waipapa rates collected and unspent in any given year to cover any future funding shortfalls of river works required as part of the flood risk reduction project for the Kerikeri-Waipapa area.

The Kerikeri–Waipapa targeted rate was discontinued in 2017/18 resulting in an operating deficit of (\$14,195) which has been transferred from the reserve.

Kerikeri Waipapa Rivers Reserve	Actual	Revised Budget
Opening Balance as at 1 July 2017	467,393	593,742
Increase /(Decrease) in Reserve throughout 2017/18 (operational transfer)	(14,195)	(43,800)
Closing Balance as at 30 June 2018	453,198	549,942

Infrastructure Facilities Reserve

The Infrastructure Facilities Reserve was created to set aside any targeted Regional Infrastructure rates collected and not fully utilised in any given year for the purpose of funding future infrastructure projects. This reserve consists of the cost of capital, holding costs, and council's share of the costs for the designation asset associated with the Marsden Point Rail Link (MPRL) Joint Venture project.

The operating surplus of \$707,734 and council's share of the designation asset of (\$3,065,482) have been transferred into the reserve producing a closing balance of (\$2,814,162) overdrawn.

Infrastructure Facilities Reserve	Actual	Revised Budget
Opening Balance as at 1 July 2017	(456,413)	(655,009)
Increase /(Decrease) in Reserve throughout 2017/18 (operational transfer)	707,734	175,200
(Decrease) in reserve: our 50% share of Kiwirail costs to secure designation	(1,464,125)	-
(Decrease) in reserve: our 50% share of designation area of land holding	(848,057)	-
(Decrease) in reserve: our 50% share of injurious affection of area of land holding	(753,300)	-
Closing Balance as at 30 June 2018	(2,814,161)	(479,809)

Recreational Facilities Reserve

The Recreational Facilities Reserve was established to set aside any targeted Regional Recreational Facilities rates collected and not fully utilised in any given year for the purpose of funding the Northland Events Centre.

During the 2017/18 year the surplus Targeted Regional Recreational Facilities rates of \$968,925 has been transferred to this reserve resulting in a closing surplus reserve balance of \$27,518.

Recreational Facilities Reserve	Actual	Revised Budget
Opening Balance as at 1 July 2017	(941,407)	(963,748)
Increase /(Decrease) in Reserve throughout 2017/18 (operational transfer)	968,925	963,748
Increase /(Decrease) in Reserve throughout 2017/18 (capital transfer)	-	-
Closing Balance as at 30 June 2018	27,518	(0)

Property Reinvestment Fund Reserve

The Property Reinvestment Fund (PRF) Reserve was created to enable proceeds from property sales to be set aside for reinvestment at a future date.

During 2017/18 this reserve recognised \$7,404,089 of property sale proceeds and \$9,368,246 of property purchases. In addition, it is proposed that \$453,130 of PRF gains are reinvested generating a closing balance of \$18,443,917.

Property Reinvestment Reserve	Actual	Revised Budget
Opening Balance as at 1 July 2017	19,954,942	23,184,284
Increase in Reserve due to proposed reinvestment of gains	453,130	118,361
Increase in Reserve throughout 2017/18 due to property sale proceeds	7,404,089	
Decrease in Reserve throughout 2017/18 due to property purchases	(9,368,246)	-
Closing Balance as at 30 June 2018	18,443,917	23,302,645

Equalisation Reserve

The Equalisation Reserve was created to set aside council's forestry net income arising in any harvesting year. This reserve is intended to provide future funding of council's general activities by allowing council to use these funds for any council activity to smooth future rating increases. It is further intended that this fund be used to fund the cost of forestry operations in non-harvesting years.

A total of \$434,284 is required from the Equalisation Reserve to cover LTP costs, the Rogan legal fees, the Awanui River flood scheme emergency preparedness carry forward, and forestry operations. These movements resulted in a closing balance of \$954,319. This closing balance is largely in line with the 2018–28 LTP opening position of \$846,000, suggesting there is an adequate balance to provide the necessary funding signalled in the 2018–28 LTP.

Equalisation fund Reserve	Actual	Revised Budget
Opening Balance as at 1 July 2017	1,388,603	1,211,366
Increase /(Decrease) in Reserve throughout 2017/18 (operational transfer)	(434,284)	(543,087)
Increase /(Decrease) in Reserve throughout 2017/18 (capital transfer)	-	-
Closing Balance as at 30 June 2018	954,319	668,279

Hātea River Reserve

The Hātea River Reserve was created to set aside a component of the council's Services Rate (\$1.50+GST) specifically levied across the Whangārei constituency to ensure funding is immediately available in the event dredging of the Hātea River is required.

This year there was an operating surplus of \$11,767 transferred to the reserve producing a closing reserve balance of \$175,167.

Hātea River Reserve	Actual	Revised Budget
Opening Balance as at 1 July 2017	163,850	153,934
Increase /(Decrease) in Reserve throughout 2017/18 (operational transfer)	11,767	5,268
Increase /(Decrease) in Reserve throughout 2017/18 (capital transfer)	-	-
Closing Balance as at 30 June 2018	175,617	159,202

Investment and Growth Reserve

The Northland Regional Council Investment and Growth Reserve was established in 2011/12. The reserve was created to set aside investment income to fund activities and projects that contribute towards the economic well-being of Northland.

Investment and Growth Reserve	Actual	Annual Plan Budget
Opening Balance as at 1 July 2017	2,795,410	1,535,386
Redirected Investment Income	1,700,000	1,700,000
CIF Income		642,690
Payments to Northland Inc	(1,922,279)	(1,832,676)
Project Funding	(585,867)	(1,650,000)
Other Deposits	197,339	132,559
Closing Balance as at 30 June 2018	2,184,603	527,958

Approved Carry Forwards Reserve

The Approved Carry Forwards Reserve was set up to record operational projects for council that have not been completed during the current year and need to be carried forward to the next financial year. This is the subject of agenda item 6.1. At 30 June 2018 the closing balance of the projects proposed to be carried forward is \$187,145 (excluding LIDAR which has been carried forward into its own reserve).

Approved Carry Forwards - General Funds	Actual	Revised Budget
Opening Balance as at 1 July 2017	414,536	414,536
(Decrease) in Reserve throughout 2017/18 for 2016/17 carry forwards	(414,536)	(414,536)
Increase in Reserve for 2017/18 operational carry forwards	63,969	-
Increase in Reserve for Awanui preparedness funded from Equalisation Reserve	123,176	
Closing Balance as at 30 June 2018	187,145	-

Kaitiāia Bus Service Reserve

The Kaitiāia Bus Service Reserve was created to hold any targeted Kaitiāia Transport rates collected and unspent in any given year to cover any future funding shortfalls of Kaitiāia bus service.

The operating surplus of \$8,094 has been transferred to the reserve producing the closing reserve balance of \$38,412. This closing balance will be utilised when setting the 2019/20 targeted Kaitiāia Transport rate.

Kaitiāia Bus Service Reserve	Actual	Revised Budget
Opening Balance as at 1 July 2017	30,318	24,594
Increase/(Decrease) in Reserve throughout 2017/18 (operational transfer)	8,094	2,363
Increase/(Decrease) in Reserve throughout 2017/18 (capital transfer)	-	-
Closing Balance as at 30 June 2018	38,412	26,957

Whangārei Heads Pest Management Reserve

The Whangārei Heads Pest Management Reserve was created to hold any targeted Whangārei Heads Pest Management rates collected and unspent in any given year to cover any future funding shortfalls in the Whangārei Pest Management programme.

This year there was a deficit from operating of (\$12,943) transferred from the reserve producing a closing reserve balance of \$546. This will be spent in 2018/19 on traps for stoat control in the Whangārei Heads area.

Whangarei Heads Pest Management Reserve	Actual	Revised Budget
Opening Balance as at 1 July 2017	13,488	20,031
Increase /(Decrease) in Reserve throughout 2017/18 (operational transfer)	(12,943)	(8,933)
Increase /(Decrease) in Reserve throughout 2017/18 (capital transfer)	-	-
Closing Balance as at 30 June 2018	546	11,098

Whangārei Transport Reserve

The Whangārei Transport Reserve was created to hold any targeted Whangārei Transport rates collected and unspent in any given year to cover any future funding shortfalls in the Whangārei bus and total mobility programmes.

In 2017/18 Whangārei Bus made a deficit of (\$133,876) and Total Mobility made a surplus of \$46,390. This resulted in \$87,486 being transferred out of the reserve making the reserve balance a deficit of (\$144,569). This deficit will be taken into account when setting the 2019/20 Whangārei Transport rates.

Whangarei Transport Reserve	Actual	Revised Budget
Opening Balance as at 1 July 2017	(57,083)	(9,544)
Increase /(Decrease) in Reserve throughout 2017/18 Whangarei Bus	(133,876)	9,544
Increase /(Decrease) in Reserve throughout 2017/18 Total Mobility	46,390	-
Increase /(Decrease) in Reserve throughout 2017/18 (capital transfer)	-	-
Closing Balance as at 30 June 2018	(144,569)	0

During 2017/18 two projects were not completed. The timetable displays and maintenance project of \$25,750 were delayed due to regional ticketing system delays. The Citylink CPI claim of \$22,000 is still uncertain. Any costs relating to these two projects are now expected to be incurred in 2018/19 and will be funded from this reserve.

Emergency Services Reserve

The Emergency Services Reserve was created to hold any targeted Emergency Services rates collected and unspent in any given year to ensure all collected rates go to emergency services in the future.

The closing balance of \$148,736 represents three years of targeted rates collected (and adjusted for non-collection) and not allocated to date.

Emergency Services Reserve	Actual	Revised Budget
Opening Balance as at 1 July 2017 (revised)	117,885	124,371
Increase /(Decrease) in Reserve throughout 2017/18 (operational transfer)	30,851	87,034
Increase /(Decrease) in Reserve throughout 2017/18 (capital transfer)	-	-
Closing Balance as at 30 June 2018	148,736	211,405

Mid North Bus Reserve

The Mid North Bus Service Reserve was created to hold any targeted Mid North Transport rates collected and unspent in any given year to cover any future funding shortfalls of the Mid North bus service.

The operating surplus of \$55,948 was generated during the year and we refunded \$112,015 to ratepayers who had been rated and were outside of the rating area.

Mid North Bus Reserve	Actual	Revised Budget
Opening Balance as at 1 July 2017	143,835	-
Increase /(Decrease) in Reserve throughout 2017/18 (operational transfer)	55,948	106,238
Increase /(Decrease) in Reserve due to refund to ratepayers outside rating area	(112,015)	-
Closing Balance as at 30 June 2018	87,768	106,238

LIDAR Reserve

The LIDAR Reserve was created to hold any LIDAR contributions as this project is run over a number of years and includes funding from seven parties.

The current unspent funding of \$100,000, has been transferred to the reserve. The reserve balance at 30 June 2018 is \$546,934, consisting of \$496,934 of council funding and \$50,000 of Land Information New Zealand (LINZ) funding.

LIDAR Reserve	Actual	Revised Budget
Opening Balance as at 1 July 2017	446,934	-
Increase /(Decrease) in Reserve throughout 2017/18 (operational transfer)	100,000	-
Increase /(Decrease) in Reserve throughout 2017/18 (capital transfer)	-	-
Closing Balance as at 30 June 2018	546,934	-

Capital Subsidy Reserve

There is \$67,017 of subsidy received held in this reserve to partially offset future depreciation costs associated with the Regional Integrated Ticketing Information System (RITIS).

Authorised by Group Manager

Name: Dave Tams
Title: Group Manager, Corporate Excellence
Date: 14 August 2018

TITLE: Regional Rates Collection for 2017/18

ID: A1094292

From: Simon Crabb, Finance Manager

Executive Summary

Council received \$22.8M of its 2017/18 rate strike, representing 92.2% (2016/17 92.8%), with the average three year current collection rate rising to 92.5% (2016/17: 91.9%).

\$720K of rate arrears were collected in 2017/18 representing 17.3% of the arrears balance. This was lower than the corresponding 2016/17 levels of \$766K and 19.8%.

The overall level of outstanding rates owed to council, as presented in the 2017/18 Annual Accounts, is \$3.02M (2016: \$2.95M), with council holding a provision of \$2.43M or 80.4% (2016/17 \$2.39M, 81%) to offset the prospect of not collecting these rates.

Recommendation

That the report 'Regional Rates Collection for 2017/18' by Simon Crabb, Finance Manager and dated 6 August 2018, be received.

Background

Confirmation of council's rates transactions and outstanding rate balances as at 30-6-2018 are provided by each district council as part of the year-end Annual Report process.

Attachment 1 is the Rates Reconciliation Statement for the year ended 30 June 2018. This reconciliation summarises council's rate strike, cash received, remissions, write-offs, penalties charged, and includes the Māori Freehold Land impairment adjustment that are all accounted for when calculating council's annual rates revenue and outstanding rate arrears in our year-end accounts.

2017/18 current year rates

In 2017/18 council received \$22,784,394 representing **92.2%** (2016/17: \$22,531,271, 92.8%) of the annual rates strike. The average current rates collection rate over the past three years has risen to **92.53%** (2016/17: 91.9%).

- **Graph 1** over the page presents the level of current rates received per district council over the past six years.

2017/18 total outstanding rate arrears

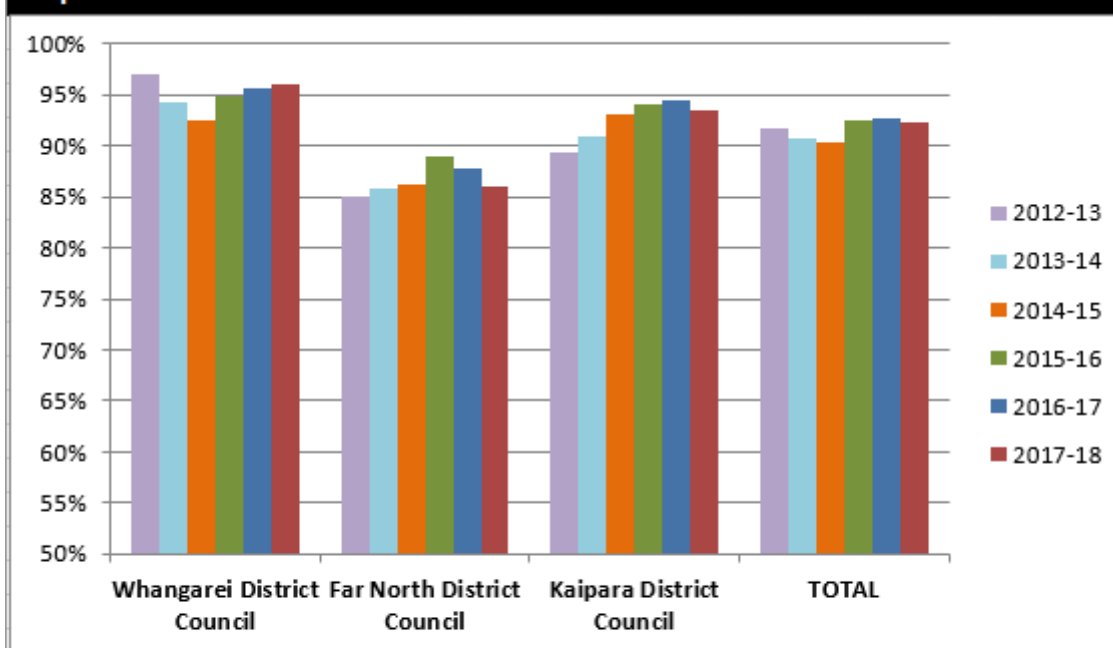
As at 30 June 2018, council's total outstanding rate arrears in its year-end accounts is \$3,022,207. This reflects an increase of \$71,286 from last year's balance of \$2,950,921.

Rate arrears (including penalty arrears) collected in 2017/18 totalled \$719,626 representing a collection rate of **17.3%** (2016/17: \$766,475, 19.8%) excluding the MFL impairment adjustments. The average rate arrears collection rate over the past three years has reduced to **20.7%** (2016-17 22.5%).

In dollar terms the Far North District Council collected \$384,604 (2016/17 \$360,046) of its rate arrears. Whangārei District Council collected \$170,434 (2016/17 \$221,439) noting that, less than 20 General Title properties contribute to their outstanding arrears. Kaipara District collected \$164,587 (2016/17: \$184,934) noting that they did not chase arrears for some time throughout the year while the Rogan court case was proceeding.

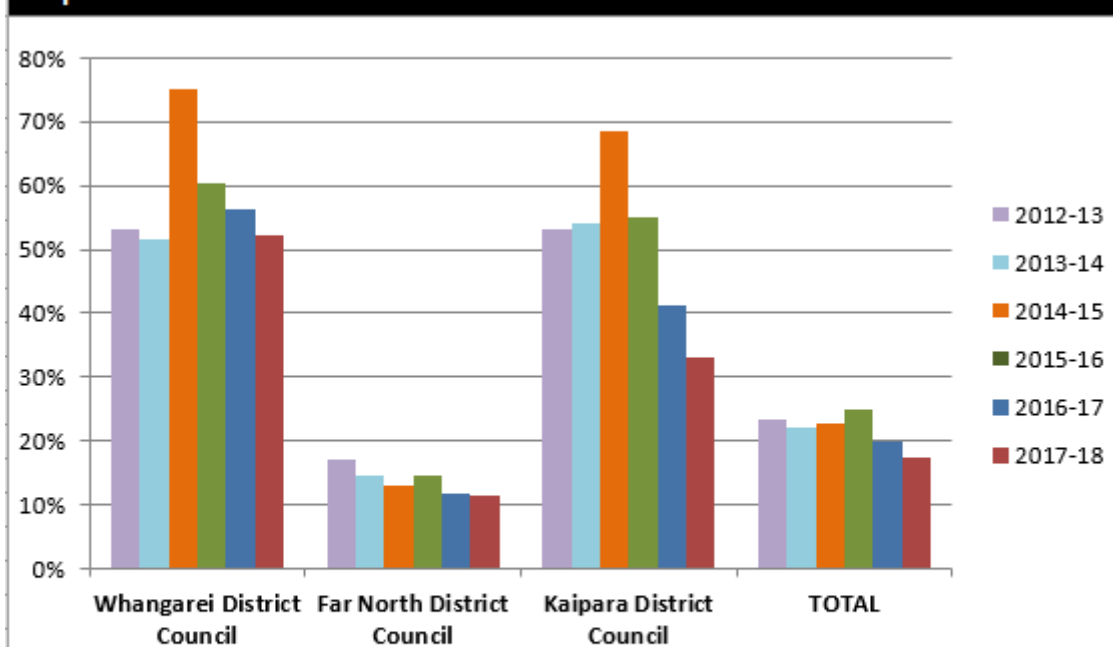
Graph 2 presents the rate arrears collection rate per district council over the past six years.

Graph 1. Collection of Current Rates



Collection Of Current Rates	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18
Whangarei District Council	97.0%	94.3%	92.4%	94.8%	95.7%	96.0%
Far North District Council	85.1%	85.8%	86.1%	88.9%	87.9%	86.1%
Kaipara District Council	89.4%	90.9%	93.1%	94.0%	94.4%	93.5%
TOTAL	91.7%	90.8%	90.3%	92.6%	92.8%	92.2%

Graph 2. Collection of Rates Arrears



Collection Of Rate Arrears	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18
Whangarei District Council	53.3%	51.7%	75.1%	60.4%	56.3%	52.1%
Far North District Council	17.2%	14.7%	12.9%	14.7%	11.9%	11.5%
Kaipara District Council	53.1%	54.0%	68.5%	55.2%	41.1%	33.2%
TOTAL	23.4%	22.1%	22.6%	25.0%	19.8%	17.3%

Rating impairment required under IPSAS 23

The Accounting Standard IPSAS 23 governs the recognition and measurement of rating revenue and this standard stipulates that revenue is recognised when it is probable that council is going to receive payment.

Due to our historical experience of non-payment of rates on Māori Freehold Land, it was considered necessary (and confirmed as necessary by Deloitte) that the 2017/18 rates revenue struck on Far North Māori Freehold Land (MFL) should be reduced and a corresponding reduction made to the provision for doubtful debts expense. The overall effect is lower revenue, lower expenditure and **no impact on the bottom line** for the year. The amount of the MFL adjustment for 2017/18 is \$377,087 which is largely in line with last year's adjustment of \$375,494.

Māori Freehold Land (MFL)

The table below presents the amount of MFL rates collected compared to the amount struck in 2017/18, the amount of arrears collected during the 2017/18 year, and the overall balance of outstanding MFL rates owing to council at 30 June 2018. The Far North figures are taken from the FNDC report in Attachment 3 and exclude MFL impairment adjustments. Kaipara did not supply figures for this table by the agenda deadline.

Maori Freehold Land (MFL) Rates 2017/18	Current MFL Rates Struck*	Current MFL Rates Collected	MFL Rate Arrears Collected	MFL Rate Arrears Closing Balance
Whangārei District Council	164,296	(127,066)	(38,821)	158,368
Far North District Council	606,062	(200,443)	(33,026)	2,768,763
Kaipara District Council	-	-	-	-
TOTAL	\$ 770,358	\$ (327,509)	\$ (71,847)	\$ 2,927,131

* including current rate adjustments

Provision for rate doubtful debts at 30 June 2018

Attachment 2 presents the provision for doubtful rates calculation at 30 June 2018.

The rationale behind the rates doubtful debt calculation is:

- All outstanding rate arrear penalties are 100% provided for.
- All other rate arrears are provided for by the three year average non-collection percentage specific to each district council.
- The IPSAS rating revenue impairment is removed from the provision for doubtful debts, as it is already accounted for as reduced revenue.

Based on the above rational, the total provision for rate doubtful debts at 30 June 2018 is \$2,430,735 representing 80.4% of the total arrears balance (2016/17 \$2,393,521, 81%). The 2016/17 provision included 100% of the Kaipara rate arrears from 2012–2016 as we awaited the Rogan case judgement. This requirement is no longer necessary, and the basis of the Kaipara provision has reverted back to their three year average non-collection rate of 56.84%

Far North District Council Revenue and Collections Quarterly Report 30 June 2018

Attachment 3 is a report provided by FNDC on the actions in place to collect current rates and rate arrears. This report reflects the balances in the Far North District Council rating database. As such it excludes the accumulated MFL rating impairment adjustment made in council's accounts. Far North District Council staff are in Auckland on 21 August 2018 and unable to attend the NRC meeting. Any questions for FNDC in respect to this agenda item can be relayed via NRC staff

Attachments

Attachment 1: 2017-18 Rates Reconciliation Statement [↓](#)

Attachment 2: 2017-18 Provision for Doubtful Rates Calculation [↓](#)

Attachment 3: 2017-18 Far North District Council - Revenue and Collections Quarterly Report to 30 June 2018 [↓](#)

Authorised by Group Manager

Name: Dave Tams
Title: Group Manager, Corporate Excellence
Date: 10 August 2018

ATTACHMENT ONE NORTHLAND REGIONAL COUNCIL - RATES RECONCILIATION STATEMENT 2017/18																						
ANNUAL RATES RECONCILIATION WITH DISTRICT COUNCILS (including Year end MFL Impairment adjustment)																						
District Council	Rates due as at 1 July 2017	Impairment on MFL rates (3 years)	Rates due as at 1 July 2017	2017/18 Rate Strike (GST Incl)	Current Rate Strike Adjustment	Other Adjustments to Rate Strike (remissions & postponements)	Penalties Applied	Discounts	Rate Write-offs /ons	Current rates received	Arrears received	Penalties received (cash)	Total Cash Received	Total	Impairment on MFL rates (17-18)	Total 30 June 2018	Current Balance 30 June 2018	Arrears Balance 30 June 2018	Note	Current Balance 30 June 2017	Arrears Balance 30 June 2017	Total 30 June 2017
Far North District Council	\$3,339,391	(\$1,211,885)	\$2,127,506	\$8,151,842	\$220,385	(\$306,033)	\$103,114	\$0	(\$205,826)	(\$7,204,348)	(\$360,606)	(\$55,801)	(\$7,620,755)	\$2,470,233	(\$377,087)	\$2,093,146	\$557,082	\$1,536,064	Assumes final washup payment of \$78873 which will be paid in July-18 and backdated to 30 June 2018	\$436,373	\$1,691,133	\$2,127,506
Kaipara District Council	\$496,147	\$0	\$496,147	\$3,628,140	\$55,750.54	(\$18,324)	\$118,230	\$0	(\$18,887)	(\$3,443,190)	(\$194,774)	(\$47,383)	(\$3,635,356)	\$611,691	\$0	\$611,691	\$236,123	\$375,568	Assumes final washup payment of \$85663 which was paid in July-18 and backdated to 30 June 2018	\$191,146	\$305,001	\$496,147
Whangarei District Council	\$327,268	\$0	\$327,268	\$12,406,847	\$238,185	(\$239,305)	\$74,055	(\$88,301)	(\$73,197)	(\$12,136,857)	(\$150,549)	(\$40,776)	(\$12,328,182)	\$317,370	\$0	\$317,370	\$202,329	\$115,041	Assumes final washup payment of \$125255 which was paid in July-18 and backdated to 30 June 2018	\$246,173	\$81,094	\$327,268
TOTAL	\$4,162,805	(\$1,211,885)	\$2,950,921	\$24,186,828	\$514,321	(\$560,662)	\$295,399	(\$88,301)	(\$314,919)	(\$22,784,394)	(\$645,928)	(\$153,970)	(\$23,584,292)	\$3,399,294	(\$377,087)	\$3,022,207	\$995,534	\$2,026,673		\$873,693	\$2,077,228	\$2,950,921

ATTACHMENT TWO				30-Jun-18					30-Jun-18
DISTRICT	Non Current Arrears Rates Prior 1 July 2017	Current Arrears Rates 1 July 17 to June 18	TOTAL ARREARS	Total Arrears excluding penalties & postponements	Current Arrears excluding penalties	Accum' Penalties	Current Year MFL Impairment	TOTAL ARREARS	TOTAL PROV
Far North District Council	\$1,536,064	\$557,082	\$2,093,146	\$2,159,471	\$0	\$310,761	(\$377,087)	\$2,093,146	
Non Collection Rate applied (Penalties 100%, Arrears 3 yr average collection rate)				87.28%	100.00%	100%	100.00%		
Provision Amount				\$1,884,882	\$0	\$310,761	(\$377,087)		\$1,818,556
									86.9%
Kaipara District Council	\$375,568	\$236,123	\$611,691	\$380,015	\$0	\$231,676		\$611,691	
Non Collection Rate applied (Penalties 100%, Arrears 3 yr average non collection rate)				56.84%	100.00%	100%			
Provision Amount				\$215,990	\$0	\$231,676			\$447,666
									73.2%
Whangarei District Council	\$115,041	\$202,329	\$317,370	\$271,736	\$0	\$45,635		\$317,370	
Non Collection Rate applied (Penalties 100%, Arrears 3 yr average non collection rate)				43.75%	100.00%	100%			
Provision Amount				\$118,879	\$0	\$45,635			\$164,513
									51.8%
TOTAL	\$2,026,673	\$995,534	\$3,022,207	\$2,219,751	\$0	\$588,072	(\$377,087)		\$2,430,735
				Movement in Provision for Rates Doubtful Debts					\$37,214
				Recognising Penalties, Write offs, Discounts, Remissions, Impairment					\$475,641
				Less Amount of Mid North Bus Rate write offs funded from Reserve					(\$112,015)
				Overall Net Cost to Council					\$400,839

Item:

MEETING: FINANCE COMMITTEE – NORTHLAND REGIONAL COUNCIL

**Name of item: REVENUE AND COLLECTIONS QUARTERLY REPORT
30 June 2018**

Author: Nuku Jones, Manager Financial Accounting

Date of report: 06 July 2018

Document number: A2115255

Executive Summary

The purpose of the report is to provide quarterly reporting to Northland Regional Council on action to collect current rates and rate arrears, and to provide information on how collection is tracking against targets.

1) Background:

This document has been prepared to highlight the actions taken by Far North District Council to manage the collection of the Northland Regional Council's rates and to reduce the monies outstanding. This report is prepared as at the end of the fourth quarter of the financial year 2017/18 and provides a comparison between the 2016/17 and 2017/18 rating years.

2) Discussion and options

- During the past quarter the team have continued to
 - Focus on completing the mortgage demand process. Final demands were issued to each bank and all arrears are in the process of being paid by the mortgagees. The process will be finished in mid July.
 - Audit existing collection types to ensure minimum repayments are being met.
 - Increase phone communications with those in arrears with no collection type in place.
 - Review accounts with collection agencies to ensure any long standing arrears are brought back to Council's debt collection team to proceed with the next appropriate course of action e.g. abandoned land or legal collection processes.
- The ongoing promotion of the Internal Affairs Rates Rebates Scheme in day to day communications with Ratepayers and regular meetings with relevant community organisations is another key focus.

Collection Data

A breakdown of the current and arrears outstanding debt is summarised in the following table:

NRC Outstanding Debt as at 30 June 2018			
	General Title	Maori Freehold Land	Total
Rates Strike to June 2018	7,538,974	688,183	8,227,157
Rates Adjustments/ Current Penalties/Rebates	-24,283	-82,121	-106,404
Current Rates Collected to 30 June 2018	-7,039,109	-200,443	-7,239,552
Current Rates to be collected	475,582	405,619	881,201
Arrears	716,990	2,119,390	2,836,380
Arrears Penalties	72,361	276,780	349,141
Less Arrears Collected	-351,579	-33,026	-384,605
Arrears to be collected	437,772	2,363,144	2,800,916
Total Debt to be collected	913,354	2,768,763	3,682,117

A detailed analysis of arrears that identifies the debt by collection status is provided in the table below.

Arrears Collection Type Analysis						
	Arrears \$			% of collection type to Total debt to be collected		
Collection Type	General Title	Maori Freehold Land	Total	General Title	Maori Freehold Land	Total
Direct Debits (repay arrears within 2 years - REP)	6,050	514	6,564	1%	0%	0%
Direct Debits other (not under REP)	4,538	12,059	16,597	1%	1%	1%
DMT Agreements to pay	11,146	45	11,191	3%	0%	0%
External Collection Agency	159,419	15,667	175,086	36%	1%	6%
Abandoned Land	44,039	0	44,039	10%	0%	2%
Legal	15,900	0	15,900	4%	0%	1%
Deceased	36,281	9,649	45,930	8%	0%	2%
Mortgage	30,008	0	30,008	7%	0%	1%
Total under above arrangements	307,381	37,934	345,315	70%	2%	12%
Balance to be collected by Other means	130,391	2,325,210	2,455,601	30%	98%	88%
Total Debt to be collected	437,772	2,363,144	2,800,916	100%	100%	100%

Council's remission policies

Council's remission policies are designed to recognise the unique nature of the Far North with its significant areas of unoccupied Maori freehold land. Overall the policies address issues of financial hardship and the protection of areas of land with particular conservation or community values. The following table shows the instance of remissions for each policy and the financial impact of these remissions.

Policy Name	Number Remissions Granted Year to date			
	2018		2017	
	Qty	\$value	Qty	\$value
Maori Freehold Land Remissions	772	\$ 163,770	722	\$ 177,595
Charitable or Community Organisations	45	\$ 7,055	50	\$ 8,469
Remission of Postponements	88	\$ 38,922	32	\$ 7,369
Contiguous Properties	409	\$ 51,981	450	\$ 57,222
Properties partly in District	1	\$ 1,739	1	\$ 76
Conservation Property	222	\$ 39,095	211	\$ 18,243
Total	1,537	\$ 302,563	1,466	\$ 268,973

TITLE: Reinvestment of Gains Earned on Council's Externally Managed Funds

ID: A1093948

From: Simon Crabb, Finance Manager

Executive summary

At 30 June 2018, council had \$47.7M invested in four Externally Managed Funds. All of these funds exceeded their target rate of return, generating more investment gains (revenue) than budget.

After deducting investment fees and the budgeted amount for general funding, it is recommended that all the available residual gains are reinvested (recapitalised). This approach is recommended to strengthen the capital base and generate greater future returns.

Externally Managed Fund	Actual 17/18 Total Gains	Budgeted 17/18 Total Gains	Recommended 17/18 Reinvestment	Budgeted 17/18 Reinvestment
Community Investment Fund	\$1,158,124	\$864,000	\$1,158,124	\$0.00
Property Reinvestment Fund	\$1,910,199	\$1,575,898	\$453,130	\$118,361
Infrastructure Investment Fund	\$589,897	\$329,331	\$272,826	\$0.00
Short Term (Working Capital) Fund	\$292,931	\$167,016	N/A	N/A

In addition, depreciation funding collected and earmarked for future renewal capital expenditure and rates collected and earmarked for future debt repayments are recommended to be transferred into the Infrastructure Investment Fund. This approach is proposed to preserve and track such funding until it is required to finance any future capital renewal expenditure or repay borrowings.

The recommendations in this report have been incorporated into the Draft Financial Result, however, councillors will have an opportunity to modify the reinvestment proposals at the August council meeting.

Recommendation(s)

1. That the report 'Reinvestment of Gains Earned on Council's Externally Managed Funds' by Simon Crabb, Finance Manager and dated 3 August 2018, be received.
2. That \$1,158,124 of Community Investment Fund gains earned in 2017/18 is reinvested into the Community Investment Fund.
3. That \$453,130 of Property Reinvestment Fund gains earned in 2017/18 is reinvested into the Property Reinvestment Fund.
4. That \$272,826 of the Infrastructure Investment Fund gains earned in 2017/18 is reinvested into the Infrastructure Investment Fund, and that \$106,614 of net depreciation funding and \$1,068,841 of accumulated debt repayment funding are transferred into the Infrastructure Investment Fund.

Community Investment Fund (CIF)

The CIF generated \$1,158,124 of gains in 2017/18, equivalent to a return of 9.2% for the year, exceeding its target rate of return by 4.2%.

Council's position when preparing the 2018–28 Long Term Plan was that up to 7.5% of the gains derived from the CIF would be reinvested back into the CIF, and anything over 7.5% would be presented to council for a decision to either reinvest into the CIF, or include in the Investment and Growth Reserve (IGR).

It is proposed that the entire \$1,158,124 is reinvested back into the CIF.

If council decides to reinvest only 7.5% back into the CIF, then the CIF closing balance will be \$13,975,000 and \$183,124 will be added to IGR. Council should note that, by way of resolution, they have the flexibility to transfer monies from the CIF into the IGR to fund future economic development projects should it be desirable to do so, as long as the balance of the CIF does not fall below \$12.5M.

The budgeted CIF gains for 2017/18 was \$864,000 and there was no budgeted reinvestment. When preparing these budgets, it was signalled that \$221,310 of CIF gains would be utilised as general funding. This general funding is no longer required as a larger than anticipated dividend was received from Marsden Maritime Holdings Limited. Furthermore, the original plan to re-direct the remaining CIF gains to the IGR has since been revised during the latest LTP process.

Table 1 summarises the proposed recommendation:

TABLE ONE: COMMUNITY INVESTMENT FUND	2017-18	
	Actual	Budget
Opening Balance	\$13,000,000	\$12,469,000
Reinvestment back into the Fund		
Total Gains earned on fund	\$1,158,124	\$864,000
less Gains transferred to the Investment & Growth Reserve	\$0	-\$642,690
less Gains withdrawn as general funding	\$0	-\$221,310
Total Reinvestment back into Fund	\$1,158,124	\$0
COMMUNITY INVESTMENT FUND - CLOSING BALANCE	\$14,158,124	\$12,469,000
Reconciled To Eriksens Global Investment Fund		
Fund Balance 30 June 2018 as per Agenda Item	\$14,158,125	\$12,469,000
less adjustments due to occur after balance date		
Gains withdrawn and transferred to the IGR Reserve	\$0	\$0
COMMUNITY INVESTMENT FUND - CLOSING BALANCE	\$14,158,124	\$12,469,000

Assuming there is no transfer from the CIF, the closing IGR balance at 30 June 2018 is \$2,184,603. This is largely in line with the 2018–28 LTP budgeted opening position of \$2,160,270, suggesting there is an adequate balance to undertake the economic development projects signalled in the 2018–28 Long Term Plan

The IGR reconciliation presented in Table 2 over the page also summarises the proposed recommendation that there are no CIF gains transferred into the IGR.

Table 2.

INVESTMENT AND GROWTH RESERVE	2017-2018 Annual Plan	2017-2018 ANNUAL REPORT	2018-2019 LTP BUDGET ORIGINAL	2018-2019 LTP BUDGET REVISED
OPENING BALANCE	\$1,535,386	\$2,795,410	\$2,160,270	\$2,184,603
REDIRECTION OF NRC INVESTMENT INCOME	\$1,700,000	\$1,700,000	\$1,700,000	\$1,700,000
Operating grant adjustment from CIF			\$34,000	\$34,000
COMMUNITY INVESTMENT FUND INCOME	\$642,690	\$0	\$0	\$0
WITHDRAWALS				
Payments to Northland Inc.				
Payment to Northland Inc. (Baseline Operational)	-\$1,115,900	-\$1,115,900	-\$1,246,620	-\$1,307,120
Payment to Northland Inc. (RTO functions)	-\$106,276	-\$106,276		
Payment to Northland Inc. (Feasibility)	-\$200,000	-\$289,603		
Payment to Northland Inc. (Extended Regional Promotion)	-\$410,500	-\$410,500		-\$200,000
Loans Issued				
Northland Inc. Car Loan No 4			-\$60,000	-\$60,000
Project Funding				
Twin Coast Cycle Trail		-\$111,266		-\$113,734
Extension 350	-\$250,000	-\$250,000	-\$200,000	-\$200,000
Waitangi Mountain Bike		-\$19,405		
Kawakawa Project			-\$500,000	-\$500,000
Twin Coast Discovery		-\$199,945		
HAC	-\$800,000	\$0	-\$1,000,000	-\$1,000,000
Demand assessment for water storage (prefeasibility)		-\$5,250	-\$100,000	-\$100,000
Business case assessments and project investment	-\$600,000		-\$585,000	-\$324,500
Other Deposits				
Interest earned on I&G fund Balance	\$74,102	\$149,264	\$65,728	\$62,666
Repayment from Northland Inc. of Car Loan Interest	\$107	\$1,218	\$3,610	\$3,610
Repayment from Northland Inc. of Car Loan Principle	\$7,304	\$15,866	\$18,621	\$18,621
Repayment from REL of Interest	\$69,750	\$57,395	\$57,396	\$57,396
Repayment from REL of Principle				
Investment Management and Legal Fees	-\$18,704	-\$26,405	-\$19,890	-\$19,890
CLOSING BALANCE	\$527,958	\$2,184,603	\$328,115	\$235,652

Property Reinvestment Fund (PRF)

For the 12 months to 30 June 2018, the PRF generated \$1,910,199 of gains, equivalent to a return of 10%, exceeding its target rate of return by 3%. After using \$1,457,068 to fund investment fees and the budgeted general funding contribution there are residual gains available of \$453,130.

It is proposed that the entire \$453,130 is reinvested back into the PRF, compared to a budgeted reinvestment of \$118,361

Table 3 over the page summarises this recommendation.

TABLE : THREE PROPERTY REINVESTMENT RESERVE	2017-18	
	Actual	Budget
Opening Reserve Balance	\$19,954,943	\$23,184,274
Investment of Funds from Property Sales	\$7,404,089	\$0
Withdrawal of Funds for Property purchases	-\$9,368,246	\$0
Reinvestment back into the Fund		
Total Gains earned on fund	\$1,910,199	\$1,575,898
Less Investment advisor fees	-\$32,343	-\$35,508
Less Trustee and Registry Fees	-\$2,696	\$0
less Gains withdrawn as general funding	-\$1,422,029	-\$1,422,029
Total Reinvestment back into Fund	\$453,130	\$118,361
PROPERTY REINVESTMENT RESERVE - CLOSING BALANCE	\$18,443,917	\$23,302,635
Reconciled To Eriksens Global Investment Fund		
Fund Balance 30 June 2018 as per Agenda Item	\$18,478,958	\$23,338,143
less adjustments due to occur after balance date		
Investment advisor fees to be withdrawn	-\$32,343	-\$35,508
Trustee and Registry Fees to be withdrawn	-\$2,696	\$0
	-\$35,039	-\$35,508
PROPERTY REINVESTMENT FUND - CLOSING BALANCE	\$18,443,917	\$23,302,635

Infrastructure Investment Fund (IIF)

For the 12 months to 30 June 2018, the IIF generated \$589,987, equivalent to a return of 7%, exceeding its target rate of return by 1.2%. After utilising \$317,071 to fund investment fees and the budgeted general funding contribution, there are residual gains available of \$272,826.

It is proposed that the entire \$272,826 is reinvested back into the PRF.

To preserve the component of targeted rates collected and earmarked to repay external debt, it is proposed that \$1,068,841 is transferred into the IIF and held until the next infrastructure loan is due for repayment in August 2020. Furthermore, it is recommended that \$106,614 (including \$32,999 from 2016/17) of net infrastructure depreciation funding collected and earmarked for future renewal capital works is transferred into the IIF.

Table 4 over the page summarises this recommendation.

TABLE FOUR: INFRASTRUCTURE REINVESTMENT RESERVE	2017-18			
	Actual		Budget	
Opening Reserve Balance		\$6,058,736		\$6,025,737
Additional Deposits				
LGFA borrowings drawdown 14 August 17 *	\$2,755,200		\$3,000,000	
LGFA borrowings drawdown 14 February 18 **	\$1,899,991		\$0	
		\$4,655,191		\$3,000,000
Reinvestment back into the Fund				
Total Gains earned on fund	\$589,897		\$329,331	
Less Investment advisor fees	-\$13,299		-\$9,039	
Less Trustee and Registry Fees	-\$3,906		\$0	
Less Unallocated interest costs	-\$23,552		-\$43,979	
less Gains withdrawn as general funding	-\$276,313		-\$276,313	
Total Reinvestment back into Fund		\$272,826		\$0
Targeted Rates held to Repay Debt				
Awanui River works	\$45,489			
Whangarei Dam	\$1,023,352			
		\$1,068,841		
Depreciation funding collected				
Awanui river works	\$126,605		\$67,668	
Kaeo - Whangaroa river works	\$10,187		\$0	
Whangarei Dam	\$63,428		\$34,639	
		\$200,220		\$102,307
Depreciation funding allocated to renewal capital works				
Awanui River Works	-\$126,605		-\$63,001	
Kaeo river works	\$0		\$0	
Whangarei Dam	\$0		\$0	
		-\$126,605		-\$63,001
INFRASTRUCTURE INVESTMENT RESERVE - CLOSING BALANCE		\$12,129,210		\$9,065,043
Reconciled To Eriksens Global Investment Fund				
Fund Balance 30 June 2018 as per Agenda Item		\$10,994,511		\$9,065,043
less adjustments due to occur after balance date				
Targeted Rates invested and held to repay Debt	\$1,068,842			
Net Depreciation invested	\$106,614			
Investment advisor fees to be withdrawn	-\$13,299			
Trustee and Registry Fees to be withdrawn	-\$3,906			
Unallocated interest costs to be withdrawn	-\$23,552			
		\$1,134,699		\$0
INFRASTRUCTURE INVESTMENT FUND - CLOSING BALANCE		\$12,129,209		\$9,065,043

Considerations

1. Options

No.	Option	Advantages	Disadvantages
1	Reinvest gains derived from the CIF, PRF and IIF in accordance with the presented recommendations	Maintain an equilibrium between building a capital value in an endeavour to protect future spending power	There is no additional general funding available to pay for any additional council work programmes and/or projects.

		and providing sufficient operational funding to pay for budgeted work programmes.	
2	Reinvest a lower level of gains derived from the PRF, CIF and IIF	Gains derived from Externally Manged Funds become available as general funding to pay for additional council work programmes and/or projects.	The growth in fund balances are reduced and council's future spending power is at risk of being eroded by inflation.

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 and the 2018–28 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 investing in externally managed funds has been consulted on with the community through the 2018–28 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 was undertaken with iwi as part of the 2018–28 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.

Authorised by Group Manager

Name: Dave Tams
Title: Group Manager, Corporate Excellence
Date: 10 August 2018

TITLE: Investment and Growth Reserve: Changes to the Criteria and Procedures for the Allocation of Funding

ID: A1084450

From: Darryl Jones, Economist

Executive summary

The purpose of this paper is to obtain council approval on changes to the criteria and procedures for the allocation of funding from the Investment and Growth Reserve (IGR). These changes are requested by Northland Inc. to allow them greater ability to make use of the opportunities provided by central government's Provincial Growth Fund. Staff recommend that council adopt the proposed changes.

Recommendation(s)

1. That the report 'Investment and Growth Reserve: Changes to the Criteria and Procedures for the Allocation of Funding' by Darryl Jones, Economist and dated 9 August 2018, be received.
2. That council approve the new criteria and procedures for the allocation of funding from the Investment and Growth Reserve contained in Attachment 2 pertaining to Item 7.1 of the 21 August 2018 council agenda.

Background

At its meeting on 20 February 2018 council agreed many changes to the criteria and procedures for allocating funding (criteria) from the Investment and Growth Reserve (IGR). These changes included: delegated authority to Northland Inc. Limited (Northland Inc.) for the allocation of funding for business case assessments; a clearer description of what constitutes a business case assessment eligible for funding through this IGR category; and an increase in the annual cap that can be spent on business case assessments (up from \$200,000 to \$300,000). The criteria are available on council's website: <https://www.nrc.govt.nz/Your-Council/Economic-development/investment-and-growth-reserve/>.

At its July 2018 meeting, the Board of Northland Inc. agreed to formally request that council consider making further changes to the criteria (**Attachment 1**). Northland Inc. are requesting that the description of what can be funded through the Business Case Assessment category be expanded to include work in developing and planning for the success of projects and not just proving projects through a business case assessment. The possibility of making these changes to the criteria was raised by Northland Inc. at the council workshop held on 12 June 2018. The main reason for proposing these changes is to allow Northland Inc. greater ability to make use of the opportunities provided by central government's Provincial Growth Fund (PGF).

Considerations

1. Options

No.	Option	Advantages	Disadvantages
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1	Agree to change the description of projects that can be funded through the business case assessment funding category as proposed by Northland Inc.	Provides Northland Inc. with a greater ability to assist projects applying for funding to the PGF.	Reduces focus on getting projects to investment ready stage.
2	Not support the proposed changes to the criteria	Maintains focus on undertaking business case assessments.	Limits Northland Inc.'s ability to support projects applying for funding to the PGF at current levels.

The staff's recommended option is Option 1. **Attachment 2** contains the proposed changes to the criteria and procedures to implement the request from Northland Inc. Staff recommend that the name of the funding category be changed from Business Case Assessments to Project Development to more accurately reflect the work that can be funded through this category. Staff also recommend that these changes be reviewed as part of the development of the next Statement of Intent for Northland Inc.

2. Significance and engagement

In relation to section 79 of the Local Government Act 2002, this decision is considered of low significance when assessed against council's Significance and Engagement Policy and is provided for in council's Long Term Plan 2018–2028. It is part of council's day to day activities. This does not mean that this matter is not of significance to tāngata whenua and/or individual communities, but that council is able to make decisions relating to this matter without undertaking further consultations or engagement.

3. Policy, risk management and legislative compliance

The decision is consistent with policy and legislative requirements, and does not present any significant risks to council.

Further considerations

4. Community views

The community has not been specifically consulted in recent times with regard to the IGR and the criteria. They were, however, included within the Consultation Document prepared for the Long Term Plan 2018–2028. Some submitters indicated support for council being involved in economic development while some others raised concerns about council's role in economic development, including the funding of Northland Inc. Some considered that council should be putting more money into ventures that create employment rather than Northland Inc.

5. Māori impact statement

There are no known specific impacts on Māori over and above those impacts on the wider community.

6. Financial implications

There are no financial impacts associated with the proposed changes to the criteria.

7. Implementation issues

The allocation of business case assessment funding from the IGR has already been delegated to the Board of Northland Inc. through the council decision in February 2018. No implementation issues are envisaged.

Attachments

Attachment 1: Proposed amendments to the IGR Business Case Assessment category requested by Northland Inc. (July 2018) [↓](#)

Attachment 2: Investment and Growth Reserve: Criteria and procedures for the allocation of funding dated 21 August 2018 [↓](#)

Authorised by Group Manager

Name: Jonathan Gibbard

Title: Group Manager - Governance and Engagement

Date: 14 August 2018

Subject: Investment & Growth Reserve: Proposed Changes to Business Case Assessment Criteria

Report by: Vaughan Cooper, GM Investment & Infrastructure

Dated: July, 2018

Commercial in Confidence: No

Recommendation:

That NRC be requested to amend the Business Case Assessment Category within the Investment and Growth Reserve to support activity across three areas; developing projects, proving projects and planning for success of projects.

Background to Investment & Growth Reserve Criteria

During 2017 the four Northland councils undertook a joint review of their economic development activities, including tourism and destination marketing services. This review, prepared by MartinJenkins, was undertaken to ensure compliance with the requirements of section 17A of the Local Government Act 2002.

Amongst a number of recommendations, the review suggested that the operation of the Investment and Growth Reserve (IGR) could be improved by:

- The IGR should be refocused to support impact investments (and associated feasibility studies and business cases) as the economic development rationales and benefits from commercial projects are limited.
- Prioritising the pipeline of projects to focus on those with the greatest potential impact and public benefits, aligned with regional economic development priorities. •
- Enabling the Northland Inc Board to make decisions on feasibility and business case applications, up to an agreed maximum (e.g., \$100,000), with NRC officials' providing advice as part of the process. •
- Introducing guidelines and templates for feasibility studies and businesses cases to ensure that additional and wider economic benefits are clearly assessed and specified.

As a result of the review, NRC proposed changes to the IGR criteria in late 2017 and adopted new criteria in February 2018. In summary, the changes to the new criteria where:

- Removal of the ability for council to make loan or equity investments from the IGR;
- Providing greater clarity about what projects can and cannot be funded from the IGR;
- Providing greater strategic direction to the use of the IGR;
- Tighter controls on what can be funded as part of business case assessments; and
- Delegated authority to Northland Inc for the allocation of funding for business case assessments.

National Context

A new policy development within Central Government has seen introduction of the Provincial Growth Fund – which is intended to lift productivity potential in the provinces. Its priorities are to enhance economic development opportunities, create sustainable jobs, enable Māori to reach their full potential, boost social inclusion and participation, build resilient communities, and help meet New Zealand's climate change targets. The fund is initially targeted at priority regions (labelled as surge regions) of which Northland is one. It is exciting times as central government focuses on the regions but it is also clear that the policy settings within which Northland Inc operates are likely to continue to evolve.

Supporting applications to PGF

The new IGR Criteria were developed at a time when we did not fully appreciate the Provincial Growth Fund and what is required of the region to maximise access to the fund. A lot has been learnt since the inception of the fund and we believe there is an opportunity to improve our processes.

To date, Northland has been very successful with PGF applications and the region has received approximately \$75 million in funding to date. However a significant portion of this has been attributed to projects that have been in the making for several years, including many which were part of the Northland Economic Action Plan. This highlights the significant amount of time and resource required to develop and support significant projects. It also highlights the opportunity to bring significant funding into the region.

The PGF has presented councils and their CCOs some challenges in dealing with the volume, complexity and interdependencies in developing investment-ready business cases to the PGF. One of Northland Inc's core competencies is in facilitating and coordinating complex multi-party Economic Development projects. The most effective use Northland Inc in this new environment is to play to that strength.

The current objective of IGR Criteria is to provide a fund that enables council to make strategic investments that lift the long-term growth of the Northland economy. In relative terms, the ability of Council to make strategic investments has been vastly overtaken by the ability of the Provincial Growth Fund. It is fair to say that the pipeline of projects for the IGR has been completely overtaken by the pipeline for the PGF. Whilst there will still be projects that require supplementary funding from the IGR (remember that the IGR will only fund up to 33% of the project value), every project is now focusing on the PGF as it has the potential to fund projects at 100%.

Equally the Business Case Assessment category within the IGR is to provide funding support to evaluate and assess the viability of potential projects so as to make them investment ready. This was clearly directed at ensuring projects were de-risked for Council to invest in.

Northland Inc is spending a significant amount of its time supporting projects to apply to the PGF for funding. This includes:

- Acting as clearing house for initial ideas
- Assisting clients to understand and navigate the PGF process
- Ensuring projects are of sufficient robustness to apply to PGF
- Assisting with completion of feasibility studies and business cases to support applications
- Supporting and editing applications (both Expressions of Interest and full funding applications)
- Supporting projects that receive funding through to being operational.

As the focus has now moved to ensuring projects can be successful in applying to the PGF we feel the business case assessment category needs more flexibility to support projects through this process.

It is important to remember that the PGF is a significant but likely short-term opportunity that may never be repeated. We have a relatively short period of time to maximise the opportunity and ensure that Northland benefits as much as possible. We need to really focus on the pipeline of applications to the PGF and support them to be successful.

There are three key areas that we are experiencing significant demand for:

- Developing the project – Independent expert advice on concept development and pre-feasibility studies
- Proving the project – Independent expert advice on Feasibility, Business Case, Economic Impact Analysis

- Planning for success – this is to ensure that funding recipients have the right structures, resources and elements in place to deliver against milestones and outcomes. For the avoidance of doubt - this is not intended to fund ongoing capability or delivery functions once a project is operational.

Within the current IGR criteria, it is possible to support the second area (proving the project) but not possible to support the other two.

Why shouldn't PGF pay for this activity?

Technically the PGF can fund activities related to proving the project and managing the project. However the process to gain access for funding this type of activity is significantly longer than the IGR Business Case Assessment process (delegated to NI Board) and increasingly we are seeing the PGF not willing to support this activity without a robust concept document and or pre-feasibility report – areas which it has struggled to fund to date. This is particularly relevant in commercial deals where the private sector needs assistance to become investment ready and the complexity of debt/equity deals, for example, need more work and specialist advice for the business and the PGF.

All of the advice coming from central government is that the processes for the PGF are going to get more robust, require more evidence and will be tighter on what pre-investment activity can be supported as part of an application.

Workload for Northland Inc

Northland Inc has experienced a significant increase in workload as a result of the PGF and does not have the immediate capacity to re-allocate resources to support this workload. As a result, Northland Inc is part of an application to the PGF by Economic Development New Zealand (EDNZ) to increase the portfolio/project management and business analysis capacity of EDA's across the country. This support cannot come soon enough. The intention is to use this PGF funding, if approved, to create a project management support unit within Northland Inc.

Recommendation

Recommend that NRC be requested to amend the Business Case Assessment Category within the Investment and Growth Reserve Criteria to support activity across three areas: developing projects, proving projects and planning for success.

Investment and Growth Reserve

Criteria and procedures for the allocation of funding

Version 4 – Adopted 21 August 2018

Objective of the Investment and Growth Reserve

1. The objective of the Investment and Growth Reserve (IGR) is to provide a fund that enables council to make strategic investments that lift the long-term growth of the Northland economy.

Available funding categories

2. Allocations from the IGR must fit one of the following three funding categories:
 - a. Operational expenditure funding for Northland Inc. Limited, council's economic development agency (a council-controlled organisation).
 - b. ~~Business Case Assessment~~ Project Development funding.
 - c. Enabling Investment funding.
3. Annual funding allocation limits apply as follow:
 - a. Northland Inc. Limited operational funding is limited to what is budgeted in council's Long Term Plan.
 - b. ~~Business Case Assessment~~ Project Development funding is limited to a maximum of \$300,000 each financial year.
 - c. There is no limit to the quantum of funding provided through the Enabling Investment category although the balance of the IGR cannot fall below \$0 (taking into consideration future funding commitments made to projects).

Procedures and criteria for ~~Business Case Assessment~~ Project Development funding

4. The purpose of the ~~Business Case Assessment~~ Project Development category is to provide funding support to ~~evaluate and assess the viability of~~ assist with developing, proving and/or planning for the success of potential projects that will contribute toward economic growth within the region ~~so as to for the purpose of making~~ them investment ready. Priority is given to assisting project funding applications to the Provincial Growth Fund. This funding category will be reviewed during the development of the next Statement of Intent for Northland Inc. Limited.
5. For clarity, ~~Business Case Assessment~~ Project Development funding cannot be used to fund:
 - a. the preparation of a strategy;
 - b. ~~the formulation and/or development of a potential project or concept including~~ design and engineering related work;
 - c. building or resource consent applications or any other approval required for the project to proceed;
 - ~~e.d.~~ ongoing capability or delivery functions once a project is funded; or
 - ~~d.e.~~ a project that is determined to potentially have significant adverse impacts on environmental, social, and/or cultural well-being, regardless of the positive economic impacts.
6. Decisions on funding any single ~~Business Case Assessment~~ Project Development costing less than \$100,000 is delegated from council to the Board of Northland Inc. Limited. Funding from the IGR for ~~Business Case Assessments~~ Project Development approved by the Board of Northland Inc. Limited will be paid to Northland Inc. Limited upon receipt of an invoice accompanied by evidence of the Board decision.

7. Decisions on funding any single ~~Business Case Assessment~~Project Development of \$100,000 or more require a council resolution. These must be accompanied by a Board of Northland Inc. Limited recommendation.
8. ~~Business Case Assessment~~Project Development funding decisions made under delegated authority must be reported to council through Northland Inc. Ltd quarterly and annual reporting. Copies of the work carried out with Project Development category funding ~~Business Case Assessments funded~~ must be provided to council as they are completed.

Procedures and criteria for Enabling Investment funding

9. The purpose of Enabling Investment category is to provide funding for projects that lift the economic performance of Northland through the construction of public or community held infrastructure that underpins economic growth or the development of regionally strategic sectors.
10. Projects eligible for Enabling Investment grant funding must:
 - a. Be located in Northland or substantially located in Northland;
 - b. Align with council's priorities for economic development (as set from time to time), including:
 - i. the construction of public or community held infrastructure; or
 - ii. the development of regionally strategic sectors as identified in council's Long Term Plan.
 - c. Provide viable, long-term economic development (i.e. beyond immediate short-term employment and business activity) by meeting one or more of the following:
 - i. Generating ongoing net economic benefit to the region;
 - ii. Creating ongoing new jobs in the region;
 - iii. Increasing exports from the region;
 - iv. Being innovation based.
 - d. Demonstrate that the development can be achieved in a way that does not compromise Northland's environmental, social and/or cultural well-being.
11. For clarity, Enabling Investment funding cannot be used to fund:
 - a. Projects or private businesses that generate profits which are not fully reinvested into the project or utilised for other public economic development benefits; or
 - b. Any project that is determined to potentially have significant adverse impacts on environmental, social, and/or cultural well-being, regardless of the positive economic impacts.
12. Decisions on funding Enabling Investment projects can only be made by council resolution based on the following guidelines:
 - a. Applications have been considered and evaluated for funding by the Northland Inc. Limited Board.
 - b. Funding provided by council is intended as partnership funding and cannot account for more than 33% of the total project cost unless it is demonstrated that there are exceptional circumstances.
 - c. Council will issue a formal offer to the project sponsor setting out the terms and conditions for funding. This offer will include milestones, key performance indicators and regular reporting requirements.
13. Applications for Enabling Investment funding considered by council must be accompanied by a robust business case that has been prepared at a level commensurate with the quantum of funding being requested. A business case must include the following elements:
 - a. Description of the project – e.g. what is the proposal?

- b. Strategic case / alignment – e.g. why should council make the investment? How does it align with strategic economic priorities for the region?
- c. Sustainability case – e.g. what are the costs and benefits of the project? What other options were considered?
- d. Financial case – e.g. how will the project be funded, both in the build and long-term operation? What other investors are being sought? What will council's funding contribution be used for? Are there profits being made by the private sector and if so by who?
- e. Management case – e.g. how will the project be undertaken and over what time frame? Do the project proponents have the competence, experience and capacity to deliver the project? What statutory approvals are required (e.g. resource consents)?

TITLE: Te Taitokerau Māori and Council Working Party (TTMAC) - Proposed Amendment to Ngā Kupu Pānga | Terms of Reference

ID: A1097831

From: Rachel Ropiha, Kaiarahi - Kaupapa Māori

Executive Summary

At the May meeting of TTMAC, there was a recommendation to amend the Ngā Kupu Pānga | Terms of Reference (TOR) to better reflect that the non-elected members of TTMAC were not a representative mechanism of Taitokerau iwi and hapū, and that advice and recommendations they make to council are based on information provided by staff. This report provides TTMAC recommendation to council for amendments to the working party terms of reference.

Recommendation(s)

1. That the report 'Te Taitokerau Māori and Council Working Party (TTMAC) - Proposed Amendment to Ngā Kupu Pānga | Terms of Reference' by Rachel Ropiha, Kaiarahi - Kaupapa Māori and dated 13 August 2018, be received.
2. That council supports the Te Taitokerau Māori and Council Working Party (TTMAC) - Proposed Amendment to Ngā Kupu Pānga | Terms of Reference .

Background

An amended version of the TOR was presented to the July meeting of TTMAC, which endorsed the following text to be inserted under the Ngā whaingā | Purpose section of the current TOR:

"Te Taitokerau Māori and Council Working Party members can provide advice based only on information presented. Council acknowledges that iwi and hapū representative members' advice does not usurp the mana of iwi and hapū of Taitokerau to make decisions and representations to council on issues of importance to them."

There was one further recommendation, to add names of hapū who have since joined TTMAC to the Ngā Tāngata | Membership section. Staff note, though, that the membership section of the TOR reflects those groups who have been a part of TTMAC since its inception. To add new members as they join would be inconsistent with the intent of this section, which is to recognise those who committed to the kaupapa of TTMAC since its establishment.

However, staff also noted an anomaly in this section and suggest the following minor amendment. Under the Ngā Tāngata | Membership section it currently states that TTMAC is made up of five elected members and 25 non-elected members. The non-elected members are made up of one member from each of the nine Mandated Iwi Authorities, one member from each of the hapū Treaty settlement entities, and one member from each of those tāngata whenua groups involved since TTMAC's inception.

Te Roroa has been included in both the list of Treaty settlement groups and in the list of tāngata whenua groupings. It is recommended that Te Roroa be removed from the list of tāngata whenua groupings.

The proposed changes to TTMAC's TOR are highlighted and attached for council's consideration.

Considerations

1. Options

No.	Option	Advantages	Disadvantages
1	Endorse the change as described in the agenda item 'Te Taitokerau Māori and Council Working Party (TTMAC) - Proposed Amendment to Ngā Kupu Pānga Terms of Reference' dated 13 August 2018.	Recognises TTMAC is a mechanism for advice only, and that Te Roroa are members via their Treaty settlement.	Nil
2	Decline the suggested change described in the agenda item 'Te Taitokerau Māori and Council Working Party (TTMAC) - Proposed Amendment to Ngā Kupu Pānga Terms of Reference' dated 13 August 2018.	Nil	It may be assumed that TTMAC is the voice of Māori for Taitokerau. Clarifies that Te Roroa have a Treaty settlement and are members in this capacity.

The staff's recommended option is option one. The changes are minor administrative changes which clarify that TTMAC is a conduit of information and not a representative body, and that Te Roroa are recognised as having a Treaty settlement.

2. Significance and engagement

While this does not trigger council's Significance and Engagement Policy, this is a significant issue for hapū and iwi in that it recognises mana whenua by asserting that TTMAC is a conduit for information. It also recognises Te Roroa as members of TTMAC through their Treaty settlement.

3. Policy, risk management and legislative compliance

The decisions recommended in this report are compliant with council's policies and legislative responsibilities. There are no known risks to council from making these administrative amendments to the working party terms of reference.

Further considerations

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

Attachments

Attachment 1: TTMAC Ngā Kupu Pānga | Terms of Reference with proposed changes highlighted [↓](#)

Authorised by Group Manager

Name: Jonathan Gibbard

Title: Group Manager - Governance and Engagement

Date: 15 August 2018

Document Approval

Date	Amendment	Sign
11 July 2018	Updated to include alignment with areas of focus as specified in the Long Term Plan 2018 – 2028	Jonathan Gibbard

Ngā Kupu Pānga | Terms of Reference

Te Taitokerau Māori-Kaunihera Rōpū Mahi Tahi | Te Taitokerau Māori and Council Working Party



Date: 1/09/2017
Author: Rachel Ropiha
Version: 13

Created: 19/07/2017
Version Number: 13
Document ID: A967298

Modified : 28/11/2017

Terms of Reference
Te Taitokerau Māori and Council
Working Party

Kohikohinga | Table of contents

Te Taitokerau Māori-Kaunihera Rōpū Mahi Tahi | Te Taitokerau Māori and Council Working Party

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1. Kupu whakataki | Background

There are specific legislative obligations for Local Government to:

- Take appropriate account of the principles of the Treaty of Waitangi and;
- To maintain and improve opportunities for Māori to contribute to local government decision making processes.

Recognising this, in the 2016 – 2019 triennium, council sought to establish a formal working party of council as one means to achieve this.

This Terms of Reference recognises that this agreement is not intended to be a legally binding document, but rather a document that encourages and supports a long-term relationship between Northland Regional Council and Māori of Taitokerau.

It also recognises that although two distinct partners, each bringing their own particular perspective to the table, that Māori and council may share some common aspirations in regards to the environmental, social, cultural and economic future of our shared region.

This agreement also appreciates that it will be through goodwill and cooperation that trust will develop and therefore a relationship based on mutual respect.

2. Ngā rōpū | The Parties

This agreement is between Māori of Taitokerau and Northland Regional Council.

Taitokerau Māori

Northland Māori are extremely passionate about their heritage and give regard to Te Tiriti o Waitangi as the founding document of this country and recognises a partnership between Māori and the Crown, for Māori, further cementing the intent of He Whakaputanga o Te Rangatiratanga o Nū Tirenī (1835 Declaration of Independence).

The statement of intent in regards to these for Māori is:

He Whakaputanga o Te Rangatiratanga o Nū Tirenī (Declaration of Independence) and Te Tiriti o Waitangi provide the foundation doctrines of authority and partnership that are being sought by hapū in Government, including Local Government.

Northland Regional Council

The Northland Regional Council (council) is the regional authority with responsibilities defined in the Local Government Act 2002, which provide for its obligations to Māori under the Treaty of Waitangi.

3. Te Kaupapa | Mission Statement

He tumu herenga waka | The anchorage of canoes

This whakatauki is a metaphor that represents a:

- Forum that emphasises and advocates the Māori world view
- Means by which to integrate the Māori perspective into processes and policy
- Stable platform for whānau, hapū and iwi to connect and communicate with
- Safe haven for open and forthright discussion

- Provides strong leadership in consultation with Māori communities.

4. Te Pae Tawhiti | Vision Statement

He waka hourua, eke noa | A re-adzed voyaging canoe upon which everyone may embark

This whakatauki is a metaphor that represents:

- Partnership
- A challenging journey requiring determination and collaboration
- The application of Te Ao Māori in our journey eg. the wairua dimension
- Understanding, caring for and adapting to our natural environment
- Self-reliance and a sustainable economy.

5. Ngā tikanga | Values

The following engagement principles will guide the committee in the pursuit of its purpose:

- He kanohi Māori – Application of the Māori World View.
- Mahi tahi – Increased collaboration.
- Me whakatau mā roto i te kōrero – a willingness to talk things through.
- Kaitiakitanga – Dedicated stewardship.
- Ngākau pono - Being true to the cause.

6. Ngā whainga | Purpose

To advance a model of Māori engagement that supports environmental and economic priorities across the region:

- Monitor and advise on council's compliance to its obligations to Māori under the Local Government Act 2002 and the Resource Management Act 1991 (assurance and compliance function)
- Provide advice to council on topics referred to it by council
- To develop pathways (and processes) that will achieve lasting and meaningful relationships between Māori and council
- To ensure the views of Māori are taken into account in the exercise of council functions.

Te Taitokerau Māori and Council Working Party members can provide advice based only on information presented. Council acknowledges that iwi and hapū representative members advice does not usurp the mana of iwi and hapū of Taitokerau to make decisions and representations to council on issues of important to them.

7. Ngā tāngata | Membership

The working party will comprise up to 30 members in total consisting of:

- Five elected members, and
- Twenty five non-elected members from Taitokerau Māori.

The twenty four non-elected members, as a priority, are to be made up from:

- One member from each of the 9 Mandated Iwi Authorities¹,
- One member from each of the hapū Treaty settlement entities², and
- One member from each of the following Taitokerau tangata whenua groupings*:

Ngāti Hine	Te Whakapiko
Ngāti Manu	Te Waiariki, Ngāti Kororā, Ngāti Takapari
Hokianga O Ngā Hapū	Ngāti Kuta, Patukeha
Ngāti Rēhia	Te Roroa
Te Parawhau	Te Hiku o Te Ika Marae

**(These tangata whenua groupings have shown a commitment to the kaupapa from the initial conception of the working party and represent a broad cross section of Northland Māori and will remain in place.)*

It is to be noted that these terms of reference, as they pertain to membership, are subject to change as the working party evolves.

Nominations received from iwi or hapū not currently represented on the working party will be presented to council for ratification following consultation with the working party co-chairs. Such nominations must be accompanied with documentation, to the satisfaction of the co-chairs, that the nominee has formally been mandated by iwi or hapū to represent them on the working party.

The following procedure will be followed once working party membership reaches 30 and a nomination is received from iwi or hapū not currently represented on the working party:

1. Priority will be provided for one member from each group as indicated above.
2. The working party will seek to achieve as wide and even representation as possible.
3. Those groups with two representatives on the working party will need to reduce their representation to one.
4. Once full representation is achieved from all priority groups listed above, then new membership is only available by attrition.

Tangata whenua can provide an alternate nomination to act on behalf of absent members.

8. Hurahia me whakapi | Removal and replacement of members

Each respective entity (as noted in section 7) will undertake its own selection and mandating process to identify representatives for the working party.

When selecting its members, entities are encouraged to consider gender equality, and the range of skills and experience required for the group to adequately perform their role.

Changes to member representation needs to be formally notified to council. As the entity already has a position on the working party, a change in personal does not require endorsement as required in section 7. For clarity, section 7 relates to new entities seeking to join the working party.

¹ Ngāti Kuri Trust Board, Te Rūnanga Nui o Te Aupōuri, Te Rūnanga o Ngāi Takoto, Te Rūnanga-a-Iwi O Ngāti Kahu, Te Rūnanga o Te Rarawa, Te Rūnanga O Whaingaroa, Te Rūnanga A Iwi O Ngāpuhi, Ngātiwai Trust Board and Te Rūnanga o Ngāti Whātua.

² Te Uri o Hau, Te Roroa and Ngāti Manuhiri Settlement Trusts.

Membership of the group shall cease if a member:

- Resigns, or
- Fails to attend at least three consecutive meetings over the period of one year without tabling an apology or request for leave of absence.

A member can be removed from the working party by council, following receipt of a recommendation passed by 75% of members of the working party present and voting, under exceptional circumstances where the behaviour of the member is considered detrimental to the effective operation of the group.

If a member resigns or is removed from the group, the working party will work to fill any vacancies as soon as possible.

9. Ngā heamana | Co-chair's

Provision has been made for this working party to have a co-chair arrangement. The following process will be undertaken to fill the position of co-chairs:

Council will appointment one elected member (and proxy) as their representative to act as co-chair. The non-elected members of the working party will appoint a co-chair (and proxy), from the non-elected members. Both recommendations are to be endorsed by council.

At least one co-chair must be present at the formal meetings and marae based hui of the working party.

Besides chairing meetings, the co-chairs (or proxy) will be responsible for:

- Attending agenda preview meetings and reviewing working party actions prior to circulation
- Be available to vet prospective applications for membership onto the working party
- Assist in mediation if and when required, in the first instance.

10. Te wahanga | Term of appointment

The standard term of appointment will be three years – consistent with the term of local and territorial authorities – in this case, the 2016-2019 local body triennium. The term of appointment can be less than three years if a member:

- Resigns
- Misses three consecutive meetings, or
- The working party is disbanded.

A member can be appointed for a second term should their representative group re-endorse their selection and nomination.

11. Whakamahinga | Operation

Council's Chief Executive Officer (CEO) is the senior manager responsible for this working party and shall attend all meetings and hui in this capacity.

The CEO or such person as he may from time to time appoint and other council staff designated by him will be responsible for the maintenance and servicing (provision of venue, minute-taking, catering) of the group.

Support of the committee extends to council's controlled organisation, NorthlandInc through the CEO and staff.

12. Arataki tangata | Member induction

All new members joining the working party will receive an induction pack which will include the Terms of Reference, relevant policies and procedures and information outlining the council's function and processes.

13. Papā o te pānga | Conflict of interest

Members will be asked to complete a conflict of interest form at the beginning of each year they sit on the group. A conflict of interest log will be maintained by the officer responsible for liaising with the group.

14. Hokohitanga o ngā hui | Frequency of meetings

The working party will meet up to a maximum of 10 times a year. These will alternate between a formal meeting of the working party which will be held at the council's office in Whangārei and workshops at marae focusing on local issues (i.e. up to five formal meeting and five marae based workshops.)

While any working party member is welcome to attend the marae based workshops, these workshops will not constitute a formal working party meeting and therefore no working party actions can be agreed. Working party members hosting regional hui are eligible for meeting fee allowances.

When the full working party meets at the Whangārei office of the regional council a meeting room will be made available before or after the meeting of the working party in order for the Māori members of the working party to meet.

15. Kotangitanga | Quorum

The following quorum will apply:

- At least a third of the elected members (councillors), and
- At least a third of non-elected members.

This ratio will apply to those seats that are currently filled and not include vacant positions.

16. Utunga | Payment

Payments for non-elected members of the working party (tangata whenua) for meeting attendance and mileage will be in accordance with the councils 'Appointed Members Allowance Policy' and in accordance with this Terms of Reference.

Payments include

- Meeting allowance for formal meetings of the Working Party
- Mileage (one claim for vehicle)
- Attendance at regional hui for those of the regional hui rohe, and
- Delegated sub-working parties endorsed by council.

17. Whakapai ngā tautohe | Conflict resolution

Should conflict occur, the co-chairs and the group will be responsible for working together to resolve the conflict in the first instance. If the conflict persists, the council will only intervene at the request of the majority of the working party members.

18. Pūrongorongo | Reporting - accountability

The working party, through the co-chairs will provide a summary report to the council following each meeting.

Committee members are expected to report back to and liaise regularly with their respective communities – providing information to their constituents and seeking their feedback.

Officers of council will be responsible for promoting the working party and any initiatives developed (once considered and approved by council), to the wider public through a range of media including print and radio promotion, the council's website and social media.

19. Arotakenga | Review

The Terms of Reference will subsequently be reviewed as required. All changes to the Terms of Reference will be subject to the approval of Northland Regional Council through a recommendation made by the working party.

20. Tuku mana | Delegations

The working part has no delegated authority from council.

21. Alignment with areas of focus (Long Term Plan 2018 – 2028)

- Enduring relationships with tangata whenua.



WHANGĀREI 36 Water Street, Private Bag 9021, Whangarei Mail Centre,
Whangarei 0148; P 09 470 1200 | F 09 470 1202

DARGAVILLE 42 Hokianga Road, Dargaville; P 439 3300 | F 09 439 3301

KAITĀIA 192 Commerce Street, Kaitiāia; P 09 408 6600 | F 09 408 6601

ŌPUA Unit 10, Industrial Marine Park, Ōpua; P 09 402 7516 | F 09 402 7510

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TITLE: Amendment to Delegations

ID: A1092309

From: Chris Taylor, Governance Support Manager

Executive summary

This report recommends an amendment to the delegations given to officers regarding the lodging of submissions. In detail, the amendment proposed would enable the Executive Leadership Team to lodge submissions on behalf of the Northland Regional Council, subject to an assessment of political significance. It is anticipated that this amendment would improve the efficiency and expediency of council's submission processes.

The report also seeks the retrospective approval of council for the NRC submission lodged on the Ministry for the Environment's draft National Planning Standards. Due to the short timeframe for submissions (by 17 August 2018), formal approval could not be sought by full council. Hence the submission was presented to the Planning Working Party for feedback and lodged by the Chief Executive.

Recommendations

1. That the report 'Amendment to Delegations' by Chris Taylor, Governance Support Manager and dated 30 July 2018, be received.
2. That the 'Miscellaneous Delegation' section of the Northland Regional Council Delegations Manual be amended as follows:

Miscellaneous Delegations

Section	Summary of function delegated	Delegate	Terms, conditions and notes
N/A	To make submissions on behalf of council.	The Executive Leadership Team	<ul style="list-style-type: none">• The Executive Leadership Team is delegated authority to lodge submissions on behalf of the Northland Regional Council provided the subject of the submission is deemed to have low political significance and/or is of an operational nature. A summary of the submission must be circulated to elected members prior to lodging. The submission also to be listed in the next Chief Executive's Report to council.• Full (formal) council approval is required for all submissions that are deemed to be politically significant. However, in the event timeframes are such that formal approval cannot be sought then the Executive Leadership Team may lodge a submission on behalf of council provided a draft is circulated to elected members for comment and the submission is retrospectively approved by council at the next council meeting.• For the avoidance of doubt this does not supercede existing delegations for specific council officers to lodge submissions under explicit sections of the Resource Management Act 1991, the Building Act 2004 and the Crown Minerals Act 1991.

3. That council retrospectively approve the submission (included as Attachment 1 pertaining to Item 7.3 of the 21 August 2018 council agenda) on the draft National Planning Standards issued by the Ministry for the Environment.

Background

Council regularly lodges submissions on a range of topics, discussion documents and legislation with a view to representing council's interests. Many of the submissions relate to the day to day

operations of council, but currently there is no clear delegation as to which of these submissions require full council approval. To add to the complexity, in many cases the timeframes to lodge submissions do not align with that of the council meeting calendar so seeking formal approval can be problematic. Again, there is no clear process in place when this occurs.

This report aims to remedy this situation by seeking council approval to delegate authority to the Executive Leadership Team to lodge submissions on behalf of the Northland Regional Council; provided the subject of the submission is deemed to have low political significance and/or of an operational nature.

However, full (formal) council approval would remain for all submissions that are deemed to be politically significant. In the event timeframes are such that formal approval cannot be sought then it is proposed that the Executive Leadership Team may lodge a submission on behalf of council provided a draft is circulated to members for comment and the submission is retrospectively approved by council at the next council meeting.

‘Political significance’ is not defined but will be assessed on a case by case basis by the Executive Leadership Team including, but not limited to, the sensitivity and level of risk associated with a matter.

For the avoidance of doubt, this does not supersede existing delegations for specific council officers to submit submissions under explicit sections of the Resource Management Act 1991, the Building Act 2004, and the Crown Minerals Act 1991.

To ensure councillors are kept informed of all submissions, it is proposed that a summary of any submission under delegated authority be circulated to elected members prior to being lodged. Furthermore, all submissions lodged under delegation to be reported in the next Chief Executive Officer’s report.

Retrospective approval sought

Council currently has a live example where it was not possible to attain formal council approval prior to lodging a submission on the National Planning Standards (released by the Ministry for the Environment).

These standards aim to make Resource Management Act plans simpler to prepare, and easier for plan users to understand, compare and comply with. The standards focus on aligning the structure, form, e-delivery and some common content of RMA plans. The closing date for submissions on the standards was 17 August 2018 which meant that formal approval of council could not be sought prior to lodging the submission. The draft submission was presented to the Planning Working Party on 8 August 2018 for feedback, with the submission subsequently lodged by the Chief Executive.

Retrospective approval is now sought from council (please refer to **Attachment 1** for a copy of the submission).

Considerations

1. Options

No.		Option	Advantages	Disadvantages
1		Delegate authority to the Executive Leadership Team to lodge submissions.	<ul style="list-style-type: none"> • Avoids the need for council approval for insignificant matters. • Clearly defines the process (for both council and staff) for lodging submissions. • Improves the efficiency and expediency of the submission process. 	None identified.
2		Do not delegate authority to the Executive Leadership Team to lodge submissions.	<ul style="list-style-type: none"> • Councillors are involved in every submission lodged by council. 	<ul style="list-style-type: none"> • Submission timeframes often don't align with council meetings, making it difficult to achieve formal council approval in a timely manner. • Tying up councillor time with insignificant and/or operational matters.

The staff's recommended option is to delegate authority to the Executive Leadership Team.

2. Significance and engagement

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

3. Further considerations

Being a purely administrative matter, policy/risk management/legislative compliance, community views, Māori impact statement, financial implications and implementation issues are not applicable.

Attachments

Attachment 1: Submission on draft National Planning Standards [↓](#)

Authorised by Group Manager

Name: Jonathan Gibbard
Title: Group Manager - Governance and Engagement
Date: 2 August 2018

Submission

To: Ministry for the Environment
By email: planningstandards@mfe.govt.nz

By: Northland Regional Council

On: Draft National Planning Standards June 2018

Introduction

1. The Northland Regional Council (council) is grateful for the opportunity to comment on the draft standards.
2. We are supportive of the principle of standardising plans and their content. The submission focuses on implementation issues as we see them for the National Planning Standards (the standards), and aspects we would like retained.
3. The key concern we have is the cost of implementing the standards and opening plan content to challenge. As currently proposed, our assessment is that implementing the standards is likely to require many consequential changes beyond those allowed by Section 58I, RMA, which means these changes would need to be made via a Schedule 1 process. This will result in costs to council to run the process and defend plan content – even though we won't be changing the effect of the content. We believe it's a significant waste of ratepayer's money to pay for a process that doesn't change the effect of our RMA documents. We estimate this cost could be up to \$280,000 – which is about 1% of the rates council collects.

Submission

Timeframe for implementing

4. While we are heartened to see an extension from five years (as previously signalled) to seven years to implement the standards, we would prefer that we didn't have to implement the standards until the next 10-year review of the relevant planning document. Implementing the standards as part of the 10-year review will significantly reduce the costs of implementation (assuming there is a raft of consequential changes requiring a Schedule 1 process).
5. Our Regional Policy Statement (RPS) was made fully operative in May 2018. A seven-year deadline (2026) will be two years before the RPS is due for its review.

6. The council notified the Proposed Regional Plan for Northland (a combined regional plan) in 2017 and council decisions are likely to be released in early 2019. Assuming significant appeals, it's likely the Proposed Regional Plan won't be operative until 2021 at the earliest. This means the Proposed Regional Plan will only be five years old before it needs to be changed to implement the standards.
7. If we are required to implement the standards before the 10-year review date of the RPS or regional plan, we'd likely include this with another Schedule 1 review. This will reduce some of the costs of the Schedule 1 process for implementing the standard (particularly the process costs), but there will still be potentially significant costs associated with the time and effort of defending challenges to content. It's difficult to provide an accurate estimate of this cost, but assuming there would need to be significant changes to our RPS and Regional Plan, a best guess is that it would be between \$60,000 - \$100,000 for the RPS and between \$120,000 and \$180,000 for the Regional Plan (including labour).

Flow on of changes from RPS

8. Something to be mindful of is that changes to the RPS (from implementing the standards) may have a flow on to local plans. The flow on effect is unlikely to be from the direct implementation of the standards - it will be from the potential changes to provisions that are opened to challenge resulting from the Schedule 1 process to deal with consequential changes.
9. The preference would be to amend the RPS first before territorial authorities amend their plans. According to the draft standards, all the Northland local territorial authorities will be required to amend their district plans within five years of gazettal. This would mean the RPS should be amended within 3-4 years. However, as discussed, we would much prefer to wait until the RPS is due for its 10-year review.
10. A solution would be for the implementation of the standards in territorial plans to be delayed until the conclusion of any Schedule 1 consequential amendments of the RPS.

Definitions and metrics

11. We are supportive of having nationally consistent definitions and metrics. However, we have some concerns about implementing them.

Schedule 1 vs Section 58I

12. In many instances, the inclusion of definitions and metrics will not be like for like. This means that if councils want to include definitions but not change the effect of rules (in particular), changes will need to be made to rules.

13. For example, the draft standards have a definition for earthworks:

means any land disturbance that changes the existing ground contour or ground level

14. The draft standards also define land disturbance:

means the alteration to land, including by moving, cutting, placing, filling or excavation of soil, cleanfill, earth or substrate land

15. The Proposed Regional Plan for Northland defines earthworks as:

The mechanical disturbance of the surface of the land by excavation, cutting and filling, blading, ripping, contouring, or placing or replacing earth, but does not include:

- 1. the placement of cleanfill material, or*
- 2. land preparation, or*
- 3. construction, repair, alteration or maintenance of bores, or*
- 4. the maintenance of walking and other recreational tracks, or*
- 5. the placement of roading aggregates during road and track works, or*
- 6. digging post holes, or*
- 7. planting trees.*

16. The notable difference between the two definitions is the list of excluded activities. If we didn't want to change the effect of the rules for earthworks, we'd need to amend the earthworks rules to ensure they don't capture the list of excluded activities. We don't think it should be necessary to make this type of change using a Schedule 1 process but it's not clear that such a change is anticipated by Section 58l(3)(d)¹.

17. Section 58l(3)(d) requires "...any consequential amendments to any document as necessary to avoid duplication or conflict with the amendments". Relating this back to the earthworks example, we think it would be a stretch to say that the rule changes "are necessary to avoid duplication or conflict" with the inclusion of the definition of earthworks. The wording of the rules for earthworks does not duplicate or conflict with the definition of earthworks.

¹ We assume that such a change wouldn't come under S58l(2)(b) as definitions and metrics are not a constraint or limit.

18. As stated previously, we'd like to make these types of changes without using the Schedule 1 process. The solution is to amend Section 58I or to allow a longer timeframe to implement so changes can happen at the same time as the RMA required 10-year review of plan and policy provisions.

Minimising the scope of the Schedule 1 process

19. There is a risk that the increased process costs for councils to incorporate the definitions and metrics will mean that councils may look for ways to minimise the cost of the Schedule 1 process.
20. A significant driver of Schedule 1 costs is the scope of the changes and therefore the opportunity to challenge provisions. The greater the scope of the changes, the more likely people will challenge it and councils (and others) must spend resources defending it. So, if we had to make the changes to the earthworks rules to address the exceptions, it would allow anyone with a concern with the rules to challenge any aspect of the rules – even though we have no intention of changing the scope of the rules.
21. If councils are forced to undertake a Schedule 1 process to incorporate the definitions before the 10-year review then one option they may consider is doing it in a way that would avoid opening the rules to challenge. One way of doing this would be to do a plan change to change the word 'earthworks' in the operational plan to an alternative name, for example, 'land modification'. There is still a risk that someone could argue that by changing the name in the rules, it opens the ability to challenge any part of the rules, but the risk would be a lot less compared to changing the rules to address the exceptions.
22. The draft standards state the prescribed definitions apply to synonyms. The Oxford dictionary defines a synonym as:
- A word or phrase that means the same as another word or phrase in the same language*
23. It could be successfully argued that changing the word 'earthworks' to (for example) 'land modification' would mean the definition is not 'the same', given the revised definition excludes a list of activities. Perversely, this could result in a situation that there is even more variation in the terms used in plans to describe activities than there currently is (at least in the short term). The approach may only be a stop gap measure until the 10-year review (or the relevant provisions are subject to a plan change for other reasons) at which time the definitions in the standards would be incorporated. This is not necessarily an option that we would use, however, it is worth noting that it is an option that any council could adopt.

Timing of Schedule 1 process vs 58I process

24. Another issue we foresee is that if the insertion of the definitions leads to changes in the way the rules effect activities, then the Schedule 1 changes to the rules will need to happen before the insertion of the new definitions. This is because the insertion of the definitions will be immediately operative, whereas any consequential changes requiring a Schedule 1 process wouldn't be operative until any challenges are resolved.
25. Using the earthworks example; if the definitions were inserted before the Schedule 1 process concluded, then the earthworks rules would apply to the exceptions, which may mean, for example, consent would be required for activities that are intended to be permitted, or vice versa. A Schedule 1 process may take, for example, two years, which means it would need to start at least two years before the cut-off date for implementation to avoid this situation.
26. A solution would be to have a mechanism to exempt the insertion of a definition into an operative plan if a plan change is notified to address consequential changes resulting from the definition.

A full package of mandatory content

27. As highlighted with the earthworks example above, the goal of achieving consistency with the definitions may not be achieved and is likely to be costly for councils to implement. If the planning standards are to prescribe content, then we think it should be the whole package of content. So, using the earthworks example, the standards could prescribe the definitions and the suite of rules (and possibly policies and objectives) for all earthworks and land disturbance activities. Councils would then have two choices – either to adopt the content as prescribed without a Schedule 1 process, or to vary the standardised content via the Schedule 1 process. Accompanying the standardised content should be a section 32 evaluation. If councils want to vary the standardised content, they would do a s32AA evaluation, that is, the focus would only be on the variation and councils would have the section 32 to use as the reference for the s32AA evaluation.

Mandatory headings and matters addressed

28. The standards prescribe mandatory section headings and then set out the matters to be included in each section if the matters are addressed in the plan and/or policy statement. We therefore understand the direction to mean that if the plan includes a prescribed matter it must go into that section, and that the plan and/or policy statement doesn't have to include the matter if it isn't addressed in the document. We support this approach (assuming our understanding is correct).

29. We also assume councils may include additional matters into the prescribed sections. In other words, councils are not constrained to just the matters listed for the section. Again, we support this.
30. A minor point – it's not clear what happens where the plan contains none of the matters listed. For example, there is a mandatory heading for "Evaluation and monitoring" but our Proposed Regional Plan doesn't contain any such content. Would the heading be included but with no content or, because there is no content, can we exclude the heading? If the heading must be included then our approach in this situation would be to include the text "Not included" or the like. We suggest it be made clear that the heading only needs to be included if there is content under it.

Themes

31. We are comfortable with the themes prescribed for RPS's. The themes generally align with the themes of our current RPS.
32. We do however have some concerns with the themes for regional plans, particularly as they apply to rules. The themes generally make sense as they would apply to policies, but not for rules. Our view is that there should be an option for rules to be packaged by activity.
33. Most people interact with a plan via the rules with an activity in mind – not a theme. Also, rules are written for an activity – that's what the RMA requires. The most efficient and effective way is to package them by activity.
34. Packaging rules by themes is going to result in a lot of cross-referencing and a considerable amount of confusion about where best to locate rules and which sections to cross reference from. The draft guidance material states:

For example rules relating to protecting biodiversity in wetlands, can be in the water chapter, the ecosystem and indigenous biodiversity chapter and in the relevant catchment chapter. However best practice is that the rule should only be written once (to avoid confusion and possible typos) and cross-referenced as many times as needed.

35. The example could also include 'the coastal environment' and 'landscape, landforms and natural character' chapters. Each wetland rule would have four or five cross-references. This is just one example – multiplying this across a plan, it will result in hundreds of cross-references. All of this is unnecessary if the rules were packaged by activity without the need to cross-reference to the themes.

Electronic accessibility and functionality standard

36. Instruction 16 in Table 18 requires regional coastal plan provisions to be identified (Section 64, RMA). While it is a minor issue, we don't support this because:

- It is not a legal requirement of the RMA;
- We're not aware of any benefit to plan users; and
- Identifying the coastal marine area provisions for the purposes of the Minister of Conservation's sign-off is an administrative issue and can be addressed outside the plan.

37. If it's to be retained, then the reference should be amended to "*the parts that relate to the coastal marine area*" to reflect the wording of Section 64(3), RMA.

38. Instruction 3 in Table 19 requires regional plans to be "...*spatially integrated with GIS system, allowing click to drill through different map layers and specific rules that apply to particular properties or activities and infrastructure services.*" While we do not envisage any major problem implementing this, we question the value of this functionality for users of regional plans. Unlike district plans, most of the regional plan rules have no geographic variation. It'd mean that for any one location most of the same plan rules will be applicable. It's a bit different in the coastal marine area where there are zones and overlays, but as the vast majority is not in private title, we don't envisage there would be much demand for this functionality.

Chapter form standard

39. Instruction 3 of the Chapter form standard, says:

"Chapters within Part 2 – Tangata Whenua, Part 3 – District-Wide Matters and Part 4 – Area-Specific Matters must use the order of headings below."

40. We understand that the *Part 2 – Tangata whenua* is the only relevant part applicable in instruction 3 to a regional plan or regional policy statement. We understand this to mean that *Part 2 – Tangata whenua* must include all the headings as prescribed. However, it's not clear whether content must be included under each heading as the requirement is only that we "must consider" the inclusion of the relevant content. We could be in a position where we are required to have the heading but there is no content under it.

41. Instruction 4 says;

"Unless otherwise stated, regional policy statement chapters, regional plans chapters and combined plan chapters may contain headings in the order provided."

42. We assume this means that unless otherwise stated (and we cannot find anywhere where it is stated) it is up to the council whether it chooses to include one or more of the headings. We support this.

43. Similarly, instruction 5, 6 and 7 (for example) say that “*Local authorities must consider whether...*”. We interpret this to mean that council can choose whether to include the relevant content – which we support. However, there doesn’t seem to be any direction as to how we would demonstrate that we have considered whether the relevant content is to be included. Without any direction, our approach would likely be to provide advice to council and get a council resolution.
44. Table 26 “Rule table” requires setting out the activity status when compliance with the rule is not achieved. We have some concerns with this – which we’ll highlight using the following example of a rule from our Proposed Regional Plan:

Existing structures – permitted activity

The following structures in the coastal marine area that:

- 1) existed at 30 June 2004, or
- 2) were authorised,

are permitted activities:

- 3) stormwater outlet pipes, and
- 4) road and railway culverts, and
- 5) bridges, and
- 6) aerial and submarine telephone cables, and
- 7) aerial and submarine power cables, and
- 8) suspended and submarine pipelines, and
- 9) jetties up to 10 square metres, and
- 10) hard protection structures in the coastal marine areas within enclosed waters (refer I 'Maps'), and
- 11) boat ramps and concreted slipways less than 15 metres in length and less than four metres in width, and
- 12) dinghy skids used solely for private boat launching and retrieval, and
- 13) steps, and
- 14) wharves and jetties in the Coastal Commercial Zone, and
- 15) non-habitable buildings and structures on wharves and jetties in the Coastal Commercial Zone

provided:

- 16) the structure complies with C.1.8 'Coastal works general conditions', and
- 17) the structure is not within a Marina Zone, and
- 18) the structure owner can provide, if requested by the regional council:
 - a) clear written or photographic evidence the structure existed at 30 June 2004, or
 - b) a copy of the necessary approval(s) for the authorisation of the structure.

The RMA activities this rule covers:

- Occupation of space in the common marine and coastal area (s12(2)(a)).

45. Firstly, it’s not clear what a non-compliance is versus being beyond the scope of the rule. Referring to the example, clearly if the structure doesn’t comply with clauses 16-18 then it’s a

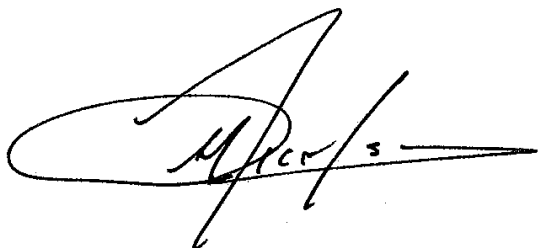
non-compliance. But what about an existing structure that doesn't come within the scope of clauses 1-15? Is a jetty more than 10m² (for example) considered to be a non-compliance?

46. Secondly, there could be many activity statuses depending on which rule requirement is not complied with, for example, depending on what zone the structure is in, whether it's in an area of outstanding natural character or not, and the type of structure.
47. Our preference would be to remove the requirement to set out the activity status when compliance with the rule is not achieved.

Mapping Standard

48. It's not clear whether a symbology set will be provided to councils. We assume it will be (to ensure consistency), and in that case, it will need to be compatible with council systems (in our case ArcGIS).

Signed on behalf of the Northland Regional Council by:

A handwritten signature in black ink, appearing to read 'M Nicolson', with a large, sweeping loop at the end.

Malcolm Nicolson (Chief Executive Officer) Dated: 15 August 2018

Northland Regional Council
Private Bag 9021
Whangārei Mail Centre
WHANGĀREI 0148

TITLE: Amendment to Elected Members' Expenses and Allowances Policy

ID: A1093600

From: Chris Taylor, Governance Support Manager

Executive summary

This report provides an overview of the Remuneration Authority's review of remuneration setting for local government members and the new approach going forward.

The report also presents the Northland Regional Council's 'Elected Members' Expenses and Allowances Policy' (the policy) which has been amended to give effect to the first tranche of changes implemented through the Local Government Members (2018/19) (Local Authorities) Determination 2018 which took effect from 1 July 2018.

Recommendations

1. That the report 'Amendment to Elected Members' Expenses and Allowances Policy' by Chris Taylor, Governance Support Manager and dated 2 August 2018, be received.
2. That council notes the revised Elected Members' Expenses and Allowances Policy (included as Attachment 1 pertaining to Item 7.4 of the 21 August 2018 council agenda.

Background

The Local Government Act 2002 (Schedule 7, section 6) stipulates that the government appointed body, the Remuneration Authority (RA) must determine the remuneration allowances and expenses payable to elected members.

Over the past two years the RA has issued a discussion document and sought the input from a broad range of stakeholders to fully understand how the role of local government members has changed and to determine the appropriate criteria when setting the remuneration for elected members.

The detailed paper setting out all the policy changes and the reasons for them is available on the RA's website www.remauthority.govt.nz but the key conclusions from the review were:

- The new system would continue to be based on a council size index but the size index has been revised to include extra sizing factors relevant to the responsibilities of regional authorities. The final list of factors to be used to measure the relative size of regional councils is as follows:
 - Population;
 - Total operating expenditure;
 - Total assets;
 - Geographic size (includes land and marine/water area); and
 - Public passenger transport boardings.
- The RA has created a local government pay scale using the parliamentary remuneration as a comparator.
- The adjustments to remuneration will be applied in three tranches; the first in the 2017/2018 determination, the second in the 2018/2019 determination and the final after the 2019 elections.
- Effective immediately:

- The RA will continue to determine the remuneration of the Chair of the regional council; based on the council rank on the size index.
- Upper limits have been set by the RA on the purchase price of the regional chairperson's vehicle. These do not apply to existing vehicles.
- The travel time allowance has been amended as follows:
 - o Regional council chairpersons are now deemed by the RA to be full time; hence they are no longer eligible to receive the travel time allowance.
 - o If an elected member lives outside the local authority area and they travel on local authority business to and from the member's place of residence, the member can only claim the travel time allowance when travelling within the boundary of the local authority area.
 - o A cap of eight hours has been placed on the amount of travel time that can be claimed within a 24 hour period.
- Following the 2019 local elections each council will be allocated a remuneration pool reflecting its rank in the size index. Each council will make a recommendation on the appropriate remuneration for base councillor salary and for positions of responsibility. The RA will normally apply the recommendations but will reserve the right to intervene if it sees reason to do so.

Considerations

1. Options

The report serves to ensure that council formally acknowledges the changes that the Remuneration Authority is making to its approach to setting remuneration for local government elected members. The Local Government Act 2002 stipulates that local authorities must give effect to the remuneration allowances and expenses as set by the Remuneration Authority. There is no option.

2. Significance and engagement

Being a purely administrative matter this is deemed to be of low significance.

3. Policy, risk management and legislative compliance

The report complies with the Local Government Act 2002 and the requirement for local authorities to give effect to the expenses and allowances set for elected members by the Remuneration Authority.

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

Attachments

Attachment 1: Revised Elected Members' Expenses and Allowances Policy [↓](#)

Authorised by Group Manager

Name: Jonathan Gibbard
Title: Group Manager - Governance and Engagement
Date: 14 August 2018



Northland Regional Council

Elected Members' Expenses and Allowances Policy

| **August 201~~8~~⁷**

(Refer to GM – Strategy and Governance for updates)

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ID: A970468

1 Document Review Approval

Date	Section Amended	Sign
31 July 2017	Revised to give effect to 2017/18 determination	
22 August 2017	Approved by council. Sent to the Remuneration Authority for approval 25 August 2017.	Chris Taylor
<u>21 August 2018</u>	<u>Revised to give effect to 2018/19 determination. Ratified by council 21 August 2018.</u>	<u>Chris Taylor</u>

ID: A970468

2 Preface

This manual has been established as a reference and to reinforce our Elected Members' Expenses and Allowances policies and procedures. It should be read in conjunction with the 'Local Government Members (2018/19) (Local Authorities) Determination 2018. This can be accessed using the following link:
<http://legislation.govt.nz/regulation/public/2018/0124/latest/LMS68270.html?src=qs>

Elected Members' Expenses and Allowances Policy confirmed:

.....
Chief Executive Officer
Northland Regional Council

August 2018⁷

ID: A970468

3 Purpose of this Policy

3.1 General Purpose

In addition to remuneration, elected members of the Northland Regional Council are entitled as set out in this policy to claim:

- Actual and reasonable expenses, in full or in part;
- Vehicle mileage and travel time allowance;
- Communication allowance;
- Hearing fees (with exception of Chairman).

Elected members may choose not to claim these allowances or expenses.

3.2 Principle of Reimbursement

In general, terms the payment of expenses is governed by evaluating a claim against the principle that elected members should not incur personal expense in the performance of their representational or governance functions and that fair and reasonable expenses incurred in the course of their representational or governance functions should be reimbursed by the council.

3.3 Claims for Expenses Not Covered by Policy

Claims for expenses other than those listed here will generally not be considered except in special circumstances. In the event that an elected member wishes to seek reimbursement for an expense not detailed in this policy, the Chief Executive Officer, or his officers, shall be guided by the Auditor-General's 2007 good practice guide on "Controlling Sensitive Expenditure: Guidelines for Public Entities" and advise the Chairman, who will make the final decision, or in the case of claims from the Chairman, the Deputy Chairman.

3.4 Evidence of Expenses

With the exception of mileage and travel time allowances, all other expense claims require supporting receipts. For mileage expenses, please refer to the policy statements in the "Vehicle Mileage and Travel Time Allowance" section of this policy.

All expense claims must:

- Clearly state the business purpose of the expenditure;
- Be accompanied by adequate original supporting documentation;
- Document the date, amount, description and purpose of minor expenditure when receipts are unavailable; and

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- Be submitted promptly (within one month) after the expenditure is incurred.

3.5 Maximum amounts payable for mileage, travel and communication allowances

Despite the inclusion of specific allowance values for mileage, travel and communications in this policy, maximum amounts payable will be automatically adjusted to match maximums fixed by the Remuneration Authority from time to time during the triennium.

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4 Travel Expenses

4.1 Chairman's Car

1. Council will provide a vehicle, ~~which may be garaged at the Chairman's home~~ with full private use ¹permitted. In accordance with Remuneration Authority methodology, a reduction in gross salary based [{value of vehicle} x 41%] x {20% - maximum deduction}] will be made;
- ~~2. For the avoidance of doubt, the Chairman is entitled to claim under the policy provisions for 'Vehicle Mileage Allowance' in the event of the Chairman's private vehicle being used for Chairman duties.~~
- ~~2. The maximum purchase price that may be paid for a motor vehicle purchased for provision to a regional chairperson is:~~
 - ~~a) In the case of a petrol or diesel vehicle, \$55,000 (including goods and services tax and any on-road costs); and~~
 - ~~a)b) In the case of an electric or hybrid vehicle, \$65,000 (including goods and services tax and any on-road costs).~~

4.2 Pool Cars

1. Elected members are entitled to make use of Northland Regional Council pool cars for use on official council business, in which case the 'Staff Vehicle Use Policy' shall apply.

4.3 Rental Vehicles

1. If a rental car is required by an elected member when travelling away from home on local authority business and a council pool car is not available, arrangement and payment for the vehicle shall be booked and arranged directly between the Northland Regional Council and the rental car company, with fuel expenses reimbursed to the elected member on production of receipts. Further, there should not be unreasonable

¹ ~~For the avoidance of doubt the definition of 'full private use' is in accordance with the Local Government Members Determination 2018 as follows:~~

- ~~a) The vehicle is usually driven home and securely parked by the regional chairperson; and~~
- ~~b) The vehicle is available for the regional chairperson's unrestricted personal use; and~~
- ~~c) The vehicle is used by the regional chairperson for a mix of local authority business and private use; and~~
- ~~d) The vehicle may also be used by other local authority members or staff on local authority business, with the permission of the mayor or regional chairperson~~

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or extensive private use of the vehicle. In these cases, “away from home” means outside of the Region; within the Region it is expected that a pool car would be used in the first instance.

4.4 Air Travel

1. If required, council will meet 100% of any air travel costs (or the equivalent airfare or mileage, whichever is the lower) required by an elected member, subject to that travel being necessary for the fulfillment of the member’s role as directed and approved the Chairman, or the Deputy Chairman or the Chief Executive Officer in the Chairman’s absence. Travel is to be booked and arranged by the Northland Regional Council.

4.5 Airline Clubs/Airpoints/Airdollars

1. Subscriptions to airline clubs (such as the Koru Club), shall be at each member’s discretion and own expense, with the exception of the Chairman whose subscription shall be arranged by the Northland Regional Council.
2. Loyalty reward schemes such as airpoints or airdollars provide a benefit to the customer for continuing to use a particular supplier of goods and services. Where air travel is paid for by the council under this policy the loyalty reward will be treated as the property of council. Council will as far as practicable apply those rewards for the benefit of the council according to its documented procedures.

4.6 Other Travel

1. If required, council will reimburse or meet the actual and reasonable costs of any ‘other travel’ (e.g. ferry fares, bus fares, car parking fees etc.) undertaken in the fulfillment of an elected member’s role on official council business.
2. ‘Other travel’ expenses may be claimed for meetings, workshops, and conferences.

5 Conference & Training Costs

1. If required, council will meet 100% of any conference fees or training costs required or incurred by an elected member, subject to that cost being necessary for the fulfilment of the member’s role as directed and approved by the Chairman or by a resolution of

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council in a public meeting and arranged by Northland Regional Council. In the case of the Chairman, any conferences, training or meetings attended will be reported to council monthly.

6 Accommodation Costs whilst away at Conferences, Seminars, etc.

1. Council will meet 100% of any accommodation required by an elected member, subject to that accommodation being necessary for the fulfillment of the member's role as directed and approved by the Chairman or by a resolution of council in a public meeting and arranged by Northland Regional Council.

2. Reimbursements for mini-bar purchases or 'in-house' movies will not be made.

6.1 Meals and Sustenance, Incidental Expenses

1. Meals purchased by an elected member while away from home on council business may be reimbursed for actual and reasonable costs, on production of receipts.
2. Meal expenses may not be claimed if a meal is provided as part of another package paid for by the entity.

6.2 Private Accommodation Paid For By Local Authority

1. No private accommodation (e.g. apartments) will be provided to any member.

6.3 Private Accommodation Provided By Friends/Relatives

1. An allowance of \$50 per night may be paid to an elected member for accommodation provided by friends/relatives of the elected member when travelling away from home on local authority business. The value of this allowance is commensurate with provisions in the staff policy.

6.4 Hospitality & Entertainment Allowances & Expenses

1. Allowances or expenses reimbursement for hospitality and/or entertainment will only be considered where these are:
 - (a) Cost-effective and appropriate for the occasion;
 - (b) Approved by the Chairman and Chief Executive Officer or the Deputy Chairman and the Chief Executive Officer;
 - (c) Substantiated by appropriate documentation that includes receipts, names of parties entertained, and the reasons for the entertainment and hospitality.

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6.5 Subscriptions to Clubs or Associations

1. Expenses will not be reimbursed, nor allowances paid, in respect of membership of subscriptions to clubs or associations, except where there is a clear relationship between the elected member's role within the local authority and the club or association (e.g. Society of Local Government Managers).

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7 Vehicle Mileage & Travel Time Allowance

7.1 Vehicle Mileage Allowance

1. A vehicle mileage allowance may be claimed in accordance with the Local Government Elected Members Determination for an elected member's use of their own vehicle, including travel to and from the member's residence, if the travel is:
 - (a) In the member's own vehicle; and
 - (b) By the most direct route that is reasonable in the circumstances; and
 - (c) On the local authority's business.
2. The vehicle mileage allowance is payable to elected members at the rate of \$0.81 per kilometre (for the use of an electric vehicle) and \$0.73 per kilometre (in any other case, including the use of a hybrid vehicle) for the first 10,000 kilometres of qualifying mileage traveled in any one year and \$0.37 per kilometre thereafter.
3. Mileage claims must be made monthly.
4. A local authority's business is defined as:
 - (a) Council, Committee/Sub-Committee, Working Party/Working Group meetings as noted in the formal meeting calendar. Claims will only be paid for travel to such public meetings at which an elected member has been elected or appointed to the forum concerned to represent the council, unless policy statement 4(c) below applies.
 - (b) Council, Committee/Sub-committee, Working Party/Working Group workshops, as noted in the formal meeting calendar. Claims will only be paid for travel to such workshops at which the elected member has been elected or appointed to the forum concerned, unless policy statement 4(c) below applies.
 - (c) Attendance at other meetings or workshops, conferences, site visits relating to an appointed portfolio, and civic functions. Travel claims outside of these areas will only be approved if there is evidence of prior approval of the Chairman (or Deputy Chairman in the Chairman's absence) or the Chief Executive Officer.

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7.2 Travel Time Allowance

1. Council will pay a travel time allowance to its members for travel by a member, including travel to and from the member's residence, if the travel is:
 - (a) On the local authority's business; and
 - (b) By the quickest form of transport reasonable in the circumstances; and
 - (c) By the most direct route that is reasonable in the circumstances
 - (d) The travel time of the member exceeds 1 hour.
2. The allowance payable for each day under clause 1 is:
 - (a) \$37.50 per hour but
 - (b) only for the travel for that day that exceeds 1 hour.
- ~~3. Travel time allowance claims must be made monthly. However, if a member of a local authority resides outside the local authority area and travels to the local authority area on local authority business, the member is only eligible for a travel time allowance in respect of eligible travel time:~~
 - ~~(a) After the member crosses the boundary of the local authority area; and~~
 - ~~(b) After the first hour of eligible travel within the local authority area.~~
- ~~4. The maximum amount of travel time allowance that a member may be paid for eligible travel in a 24 hour period is eight hours.~~
- ~~3.5. Travel time allowance claims must be made monthly.~~

8 Communication Allowance

8.1 Provision of communication devices

1. The council will provide required communication devices (e.g. mobile phone, computer /or tablet, scanner, printer, and any ancillary consumables or services, including standard internet connection) to elected members for the purpose of fulfilling their responsibilities. The cost of devices and service provision will be met by the council. Devices remain the property of the council and must be returned to the council at the Chief Executive's request. Devices may be replaced or updated triennially. Reimbursement of elected members' costs for any services or consumables in addition to those provided under this clause requires proof of expenditure and will be at the Chief Executive's discretion.

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2. An elected member who uses their own communication devices, services and ancillary consumables may claim annual allowances as set out in the following table, Reimbursement of costs for other ancillary consumables shall be on a cost recovery basis supported by proof of expenditure.

Item/Service	Maximum Allowance
Personal Computer or laptop or tablet hardware	\$200 one device only
Printer hardware	\$40
Mobile telephone (hardware)	\$150
Personal I/internet connection service	\$400
Personal mobile phone connection service, including calls, text and data	\$400 (or reimbursement of actual costs of calls made on local authority business upon production of relevant telephone records and receipts)

3. All costs reasonably attributable to the personal use of a mobile phone and related mobile services supplied by council must be paid by the elected member.

9 Credit Cards

1. The Chairman will be entitled to be issued with a council credit card. The credit card may only be used for council related expenditure and all expenditure must be supported by appropriate supporting documentation.
2. The Deputy Chairman will be responsible for authorising the Chairman's credit card expenditure on a monthly basis. In the event that the Deputy Chairman benefits from the expenditure, another councillor not involved in the transaction shall approve the expenditure.

10 ~~Resource Management Act~~ Hearing Fees

1. A member who acts as the chairperson of a hearing is entitled to be paid a fee of \$100 per hour of **hearing time**.
2. A member who is not the chairperson of a hearing is entitled to be paid a fee of \$80 per hour of **hearing time**.

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3. For any period of hearing time that is less than 1 hour, the fee must be apportioned accordingly.
4. The Chairman of the Northland Regional Council or a member who acts as Chairman of the regional council and is paid the Chairman's remuneration is not entitled to hearing fees.
5. The definition of a hearing and hearing time is provided in the currently effective Local Government Elected Members Determination fixed by the Remuneration Authority.

11 Tax Treatment

Withholding Tax

1. Council is only required to deduct withholding tax from payments that it makes to members for any *work or services* that they perform.
2. Reimbursements that council pays to members for expenditure incurred as an elected member while on council-related business or any allowances that a member may receive from council are *not* subject to withholding tax.

ID: A970468

TITLE: Environment Fund Overallocation

ID: A1093651

From: Duncan Kervell, Land Manager

Executive summary

This report requests approval of an over allocation of 20% of the Environment Fund budget to ensure withdrawals and underspends are accounted for to enable full use of available budget and delegated authority for the Farm Plan Manager to have approval for up to \$20K to manage the Environment Fund.

Recommendation(s)

1. That the report 'Environment Fund Overallocation' by Duncan Kervell, Land Manager and dated 2 August 2018, be received.
2. That for 2018/19 council approves an overallocation of the Land/Biodiversity component of the Environment Fund budget (\$1.032M) by up to 20% (\$207K).
3. That council delegates authority to the Farm Plan Manager to co-approve Environment Fund applications of up to \$20K in conjunction with the NRC Chairman's (or nominated replacement) co-approval of projects.

Background

Year to date \$900,000 of the Environment Fund budget has been prepared for the first delegated authority approval round, for 150 projects for land management and biodiversity. \$140,000 has already been allocated to over 60 projects for biosecurity, with a second approval round to be held later in the year for the remaining \$60,000.

The remaining land/biodiversity balance of the Environment Fund of \$132,942.00 is over-subscribed and there are over 50 land/biodiversity projects awaiting processing.

The final reconciliation of the 2017/18 Environment Fund showed underspends and withdrawals of \$210,557.00 which equated to 25% of the total 2017/18 budget. Withdrawals and underspends happen for a variety of reasons (for example a wet summer, individual personal circumstances changing, lack of fencing contractors, changing farming priorities during the year) and are difficult to manage.

Accordingly, this paper requests an Environment Fund overallocation of 20% (\$207K) of the 2018/19 Environment Fund land/biodiversity budget. The financial considerations section in this report describe why a 20% overallocation is considered preferable to 25%. A 20% overallocation represents a five year average of underspends and withdrawals.

A 20% overallocation would raise the amount of the land and biodiversity component of the Environment Fund available to allocate from \$1,032,942 to a total of \$1,239,530. In addition to this, procedures are being further reviewed to attempt to reduce the number of landowners withdrawing and underspending their allotted Environment Fund applications.

This year the Farm Plan Manager will take on the responsibility of managing the Environment Fund and requires delegated authority from council to co-approve projects of up to \$20K in conjunction with the NRC Chairman's co-approval of projects.

Considerations

1. Options

No.	Option	Advantages	Disadvantages
1	Provide an over allocation based on 20 % of total 2018/2019 land/biodiversity Environment Fund budget	Ensures greater utilisation of the Environment Fund budget by reducing the impact of withdrawals and underspends and ensures more work is done to improve water quality and biodiversity outcomes.	If withdrawals and underspends are less than 20 % then there will be an unfavourable variation to year end budget.
2	Decline the 20% overallocation	None	The withdrawals and underspends mean that the total Environment Fund budget is not utilised at the end of the financial year and less work is done to improve water quality and biodiversity outcomes.

The staff's recommended option is option 1.

2. Significance and engagement

In relation to section 79 of the Local Government Act 2002, this decision is considered to be of low significance when assessed against council's Significance and Engagement Policy because it has previously been consulted on and provided for in council's Long Term Plan and/or is part of council's day to day activities. This does not mean that this matter is not of significance to tāngata 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

The activities detailed in this report are in accordance with council's 2018–28 Long Term Plan which was approved in accordance with council's decision-making requirements of sections 76–82 of the Local Government Act 2002.

The primary risk that we aim to mitigate is the underutilisation of the Environment Fund budget caused by underspends and withdrawals. There is also a financial risk, and this is outlined under consideration 6 below.

Further considerations

4. Community views

Being a purely administrative matter, community views are not applicable.

5. Māori impact statement

Being a purely administrative matter, Māori impact statement is not applicable.

6. Financial implications

There is the potential of an unfavourable variation to year end budget if withdrawn or underspent projects are less than the recommended overallocation of 20%.

The following table demonstrates different scenarios and their financial implications.

No.	Scenario	Situation	Financial implication
1	Current scenario	No additional overallocation of budget is authorised.	The Environment Fund budget is underspent due to withdrawals and underspends. If this were 20% of the land/biodiversity Environment Fund budget, this would result in a favourable variation of \$207K.
2	Worst case	20% additional budget is allocated to account for withdrawals or underspends, but no withdrawals or underspends occur.	\$207K unfavourable variation to land/biodiversity Environment Fund budget.
3	Most likely scenario	Based on the five year average of 20% of underspends and withdrawals, it is likely that close to 20% of the total budget will be withdrawn or underspent.	Limited variation to budget. For example, a 5% variance to the land/biodiversity Environment Fund budget would be \$52K.

If an unfavourable variance to budget occurs, then this would need to be serviced from any potential year end surplus or subsequent years' Environment Fund (that is any overspend will go against an Environment Fund reserve to be repaid in the following year from the Environment Fund budget). However, the 20 % five year average for underspends and withdrawals indicates that a substantial unfavourable variance to budget is unlikely.

7. Implementation issues

Being a purely administrative matter implementation issues are not applicable.

Authorised by Group Manager

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

TITLE: Inter-regional Marine Pest Pathway Plan – Discussion Document

ID: A1094333

From: Don McKenzie, Biosecurity Manager

Executive summary

The purpose of this report is to seek council approval to develop a discussion document outlining the threat of marine pests in the upper North Island and to seek feedback on a range of potential measures to limit their spread – this would primarily focus on the option to develop an inter-regional marine pest pathway plan under the Biosecurity Act. This consultation project is a partnership between Northland Regional Council, Auckland Council, Waikato Regional Council, Bay of Plenty Regional Council, and the Ministry for Primary Industries (MPI). The proposal to embark on a discussion document of this nature was endorsed by the Upper North Island Strategic Alliance (UNISA) in late 2017.

The project would take the form of a discussion document and supporting information and targeted engagement with stakeholders, tāngata whenua and the public as needed. This consultation project would be run at the same time in the four participating regions with (as far as practical) consistent engagement and communications processes. Feedback received would inform decisions on marine pest management options in the four regions which could potentially lead to the development of an inter-regional marine pest pathway management plan under the Biosecurity Act 1993 (essentially a joint marine pest pathway plan across the four participating regions). The discussion document would not be a statutory process but would fulfil many of the consultation requirements if a regulatory mechanism under the Biosecurity Act 1993 (such as an inter-regional marine pest pathway plan) was to be progressed.

It is recommended that council authorise development of a draft discussion document and supporting information (in conjunction with the project partners). The draft discussion document, supporting information and outline of the consultation would be brought to council for approval prior to being publicly released for feedback (parallel approval processes would occur within other partner councils and UNISA would be updated as to progress).

Recommendation(s)

1. That the report 'Inter-regional Marine Pest Pathway Plan – Discussion Document' by Don McKenzie, Biosecurity Manager and dated 6 August 2018, be received.
2. That council approves the development of a draft discussion document outlining the threat of marine pests and potential responses and associated supporting information.
3. That the draft discussion document, supporting information and outline of the consultation programme be brought to council for consideration and approval prior to being released for feedback.

Background

The threat of marine pest incursions is particularly high in the coastal waters of northern New Zealand. This has been evident with the recent spread of pest species such as Mediterranean Fan Worm. Northland's coastal waters are particularly susceptible to incursions of marine pests given the range of habitats available, relatively benign climate and the high number of visiting and resident vessels that are a vector for spread. Northland also has significant cultural, natural heritage and economic values that are potentially impacted by marine pests. These issues are also faced by

neighbouring regions such as Auckland, Waikato and Bay of Plenty, which in combination with Northland accommodate the majority of New Zealand's vessel movements.

Controlling marine pests once established is extremely difficult and preventing their arrival is far more cost-effective – this is one of the reasons council recently developed a marine pest pathway plan targeting the movement of 'fouled' vessels. However, preventing the spread of marine pests is likely to be far more effective if a coordinated multi-region approach is adopted – there are also likely to be efficiency gains in implementation. The concept of an inter-regional marine pest pathway plan has therefore been identified as a means to address the issue.

Pathway plans are a mechanism available to regional councils under the Biosecurity Act 1993. They provide the ability to regulate activity that risks spreading pests rather than the pest itself (e.g. a rule on vessel hull fouling like those recently developed in Northland) – this is a more effective means of addressing risk than traditional pest management plans, which rely on pest presence or controlling the sale, distribution or release. The Biosecurity Act also provides for one or more councils to jointly prepare a pest management plan or pathway management plan that applies across regions (an inter-regional pest or pathway management plan), but requires that each council approve the procedural steps set out in the Act and each council has discretion over how costs are allocated in their respective regions.

A project to undertake initial scoping and consultation was endorsed by UNISA in late 2017. This project would take the form of a discussion document and supporting information and targeted engagement with stakeholders, tāngata whenua and the general public. This would be coordinated across the participating regions and consultation and communications approaches would be consistent as is practical allowing for regional nuances. The feedback received would inform the identification of management options and potentially the development of an inter-regional marine pest pathway management plan under the Biosecurity Act 1993.

The project has been discussed in detail at the Top of the North Biosecurity Group with partners being Northland Regional Council, Auckland Council, Waikato Regional Council, Bay of Plenty Regional Council with support from MPI. There is potential for other agencies to also participate. It is anticipated that the discussion document and supporting information for each region could be released late 2018 and the feedback period run over the summer months to coincide with the peak recreational boating season – the timing has yet to be confirmed but ideally the consultation would start late January 2019. Costs of producing the discussion document, the supporting information and running the engagement process are estimated to be in the order of \$15,000 for each council and MPI (excluding staff time) – a total of approximately \$75,000. Feedback received would be reported to UNISA and partner councils early 2019. Options for the management of marine pests could be assessed and decisions made on next steps at that point.

The project would be aligned as far as possible with the national process to ensure it has applicability and utility across New Zealand – this ensures the project can be adopted in other regions and/or incorporated into national pathway planning by central government in the future.

It is recommended that council approve development of the draft discussion document and supporting information in partnership with MPI and participating councils. This material, with an outline of the consultation programme, would be brought back to council for approval prior to public release.

Considerations

1. Options

No.	Option	Advantages	Disadvantages
1	Do nothing (e.g. await national pathway plan).	No costs associated with consultation.	<ul style="list-style-type: none"> • Delay in cross-council measures to address marine pest spread. • No understanding of stakeholder/community views on the matter. • Greater risk of new pest incursions.
2	No discussion document – start statutory process for inter-regional marine pest pathway plan.	Shorter timeframe and statutory methods have earlier effect.	<ul style="list-style-type: none"> • Risk consultation does not meet requirements of the Biosecurity Act. • Risks strong negative reaction from communities if not given opportunity to comment prior to formal process. • Feedback may identify unforeseen issues/problems or opportunities.
3	Release discussion document with supporting information and engagement programme.	<ul style="list-style-type: none"> • More confidence in management options (tested in consultation). • Greater stakeholder/community understanding of issues and options (better buy-in). • More confidence consultation meets requirements of Biosecurity Act if statutory options pursued. 	<ul style="list-style-type: none"> • Costs (estimated at \$15,000 per partner – \$75,000 total). • Delay in statutory process/legal effect of rules (if pursued).

Staff recommend option three on the basis it provides greater confidence in selecting management options, better meets consultation requirements of the Biosecurity Act 1991 (in the event a statutory approach is pursued), and is likely to achieve more buy-in from stakeholders/communities.

2. Significance and engagement

In relation to section 79 of the Local Government Act 2002, this decision is considered to be of low significance when assessed against council's significance and engagement policy because it does not commit significant resources or result in regulatory change. This does not mean that this matter is not of significance to tāngata 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

Being a non-statutory consultation process, the decision to develop a draft discussion document does not present any policy or legislative issues and the consultation process likely to follow is considered good practice. For similar reasons, risks are considered to be low.

Further considerations

4. Community views

While Northland communities have an interest in marine biosecurity, the development of a draft discussion document does not result in any regulatory or financial initiatives with material effect on Northland communities. If progressed, the discussion document would provide an opportunity for the community to express their views.

5. Māori impact statement

While Māori have an interest in marine pest management, the development of a draft discussion document does not have any substantive regulatory or financial implications with material effect on Māori. Therefore, no consultation in relation to this matter is proposed or required. Also, if progressed, the discussion document would provide an opportunity for the community to express their views.

6. Financial implications

The development of a draft discussion document and supporting information can be met with existing budgets.

7. Implementation issues

Coordinating the timing and content across four regions will present some implementation issues, however, careful project management should ensure these are managed.

Authorised by Group Manager

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

TITLE: Representation Review 2018 Final Proposal

ID: A1094685

From: Chris Taylor, Governance Support Manager

Executive summary

This document acts as a 'placeholder' for the report 'Representation Review 2018 Final Proposal'. This was not included in the main agenda due to Representation Review Deliberations being held on 13 August 2018 and insufficient time to formalise the outcome of these into a report to council.

The report will be sent out to members under separate cover.

Authorised by Group Manager

Name: Chris Taylor

Title: Governance Support Manager

Date: 07 August 2018

TITLE: Northland Walking and Cycling Strategy

ID: A1096093

From: Darryl Jones, Economist and Jon Trewin, Policy Analyst

Executive summary

The purpose of this report is to present to council a final version of the Northland Walking and Cycling Strategy for adoption. The strategy has been compiled with input from Northland's district councils, Northland Inc., the Walking Access Commission, the Department of Conservation, NZTA, and with the support of Craig Wilson, a consultant with Quality Tourism Development Limited. The Regional Transport Committee approved the strategy at their 8 August 2018 meeting with the recommendation to present it to council for adoption. Adoption of the strategy will give support to Provincial Growth Fund applications and applications to other funding streams for regional walking and cycling projects.

Recommendation(s)

1. That the report 'Northland Walking and Cycling Strategy' by Darryl Jones, Economist, and Jon Trewin, Policy Analyst and dated 8 August 2018, be received.
2. That council adopts the final version of the Northland Walking and Cycling Strategy 2018 as set out in Attachment 1 pertaining to Item 7.8 of the 21 August 2018 council agenda.

Background

Council has led the development of a region-wide walking and cycling strategy in collaboration with Northland's district councils, Northland Inc., the Walking Access Commission, the Department of Conservation, NZTA, and with assistance from Craig Wilson, a consultant with Quality Tourism Development Limited. Staff have been meeting regularly for over a year and a half to share information on walking and cycling initiatives and the progress of their respective walking and cycling strategies. The regional strategy has been developed to tie together the goals and aspirations of the district strategies and present a cohesive regional picture.

The strategy has been presented to council at previous workshops (in July 2018). Since then further development on the strategy has been undertaken to progress it into a finalised state (**Attachment 1**).

This final version of the strategy was approved by the Regional Transport Committee on 8 August 2018, giving the strategy regional support at the governance level by representatives of district councils and the NZTA. However, the strategy is primarily a Northland Regional Council document (albeit developed in close collaboration with partner agencies) and therefore requires to be adopted by council. The adopted strategy will provide a regional context to support applications to various national funding streams.

The most immediate priority is using the strategy to leverage access to the Provincial Growth Fund as walking and cycling (along with other transport projects) are eligible for funding for feasibility studies and to meet construction costs. The Northland Mayoral Forum have endorsed the development of the Northland Walking and Cycling Strategy as a means to access the Provincial Growth Fund. Central Government has also indicated that the development of such a strategy is a useful way of drawing together and supporting multiple bids for walking and cycling projects across the region.

Considerations

No.	Option	Advantages	Disadvantages
1	Council adopts the Northland Walking and Cycling Strategy	The strategy provides a cohesive regional vision that will support regional walking and cycling project bids.	None
2	Council does not approve the Northland Walking and Cycling Strategy	None	Project development and bids will continue but may be less successful without reference to the cohesive vision in the regional strategy. Singular bids to the Provincial Growth Fund without an underpinning strategy appear to have been less successful.

The staff's recommended option is Option 1.

1. Significance and engagement

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

In addition, the community at large has not been widely consulted on the strategy for the following other reasons:

- The strategy is a tying together of district walking and cycling council priorities to support district council national funding bids. The walking and cycling strategies have, or are being, publicly consulted on (KDC last year, WDC in June 2018, and FNDC in the future).
- Decisions to commit local funding on walking and cycling will still need to be taken at the LTP/Annual Plan level.
- The regional council has undertaken targeted consultation with district councils and other interested parties (DOC, WAC) to ensure alignment of objectives and priorities between national, regional and district strategies.
- The public have been informed on progress on the development of the strategy by including the draft in the June Regional Transport Committee agenda and the final version in the August 2018 agenda.

2. Policy, risk management and legislative compliance

No policies or specific legislative compliance matters have been identified that are relevant to this issue and the decision being made. Risks associated with adopting this strategy are deemed to be low.

Further considerations

3. Community views

From previous consultation on, for example, the Regional Land Transport Plan, Long Term Plans and district-wide walking and cycling strategies, the public have been very supportive of developing walking and cycling routes. The decision is likely to impact positively on the community at large by leading to a greater uptake of walking and cycling opportunities in the region.

4. Māori impact statement

The implementation of the strategy has the potential for positive effects for all local people including Māori. The strategy reflects the aspirations of district walking and cycling strategies which have been developed with Māori involvement. The regional strategy also includes several actions to involve Māori in the implementation of the strategy, including the development and promotion of trails as well as ensuring their sustainability. Māori involvement will be particularly important to ensure the delivery of the actions in the strategy.

5. Financial implications

There are no direct financial costs from approving this strategy. Approving the strategy may however give funding bids to central government funding sources a greater chance of success.

6. Implementation issues

The implementation of the strategy will be undertaken through a multi-agency response. Decisions on the commitment to the local share of funding for projects will still need to be made through the LTP/Annual Planning process.

Attachments

Attachment 1: Northland Walking and Cycling Strategy - Final [↓](#)

Authorised by Group Manager

Name: Jonathan Gibbard
Title: Group Manager - Governance and Engagement
Date: 14 August 2018

Northland Walking and Cycling Strategy



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Acknowledgements

This strategy has been developed in close collaboration with the Regional Walking and Cycling Steering Group. Northland Regional Council would like to thank the following organisations for their assistance through the steering group:



Whakatauaki

Manaaki Tangata Whakamua tatou Manaaki oranga	Providing for people Moving together Providing for health
---	---

Karakia

Whakataka te hau ki te uru. Whakataka te hau ki te tonga. Kia mākinakina ki uta. Kia mātaratara ki tai. E hī ake ana te atakura. He tio, he huka, he hau hū. Tihei mauri ora.	Cease the winds from the west. Cease the winds from the south. Let the breeze blow over the land. Let the breeze blow over the ocean. Let the red-tipped dawn come with a sharpened air. A touch of frost, a promise of a glorious day. Let there be life
---	---

Mihi

E ngā iwi, e ngā mana, ka mihi ki a koutou katoa.	All peoples, all authorities, our acknowledgements to you all
Ko tenei Rautaki, he Rautaki hou mo tatou rohe. E mahitahi ngā Kaunihera tokowha kei roto i te rohe o Taitokerau. Ka puta mai o ratou whakaaro mo te painga o te tangata, tautokohia te oranga, e whakamua ngā tangata, e Whakahono ngā hāpori ki ngā hāpori, e hīkoi, eke paihikara, e haumarū nei, mai a Terenga Wairua tae noa ki Kaiwaka, mai a Kaipara tae noa ki Whangārei.	This Strategy is a new strategy for our region. The four Councils in Northland. They have put their thoughts into this strategy for the benefit of people, supporting the well-being, moving people and joining communities safely through walking and cycling from Cape Reinga to Kaiwaka and from Kaipara to Whangārei.
Tena koutou, tena koutou, tena tatou katoa.	Greetings to you, greetings to everyone.

Executive Summary

The **purpose** of this strategy is to provide a strong tactical framework to support the development and implementation of district council walking and cycling strategies, and to place these within a regional context by identifying actions that can be taken at a regional level.

The overarching **vision** for the strategy is:

For Northland to be one of the world's best coastal walking and cycling destinations where the journeys and stories are as impressive and memorable as the scenery.

The vision draws attention to the 'coastal' dimension of the region. Northland has the longest readily accessible coastline in New Zealand with a total length of 3200km and 14 major harbours, including the Kaipara Harbour which is the largest harbour in the Southern Hemisphere. It offers a real point of difference to the other regions of New Zealand and internationally.

Walking and cycling is becoming an ever more important part of the transport mix. The strategy recognises several prominent **issues and opportunities** relating to walking and cycling in the region including: growing participation rates; the presence of three nationally significant journeys; a lack of connectivity between infrastructure; the importance of working together to develop and jointly fund new opportunities; and the need to unlock the economic impact that walking and cycling creates in a way that protects sensitive areas.

The strategy will assist in achieving the vision and responding to the issues and opportunities by delivering on four strategic **focus areas**.

1. Developing appealing and cohesive walking and cycling networks that connect Northland
2. Growing walking and cycling participation and promoting Northland's coastal point of difference
3. Improving community wellbeing including creating economic opportunities
4. Ensuring walking and cycling infrastructure, and its use, is sustainable

The first focus area emphasises the built infrastructure; the second concentrates on the promotion of that product; the third reflects the desire to see that the development bring benefits to Northlanders; and the fourth ensures that it is all done sustainably.

A summary of the short and longer term actions to deliver each of the four focus areas is outlined in the following diagram.

Figure ES1. Summary of short term priorities

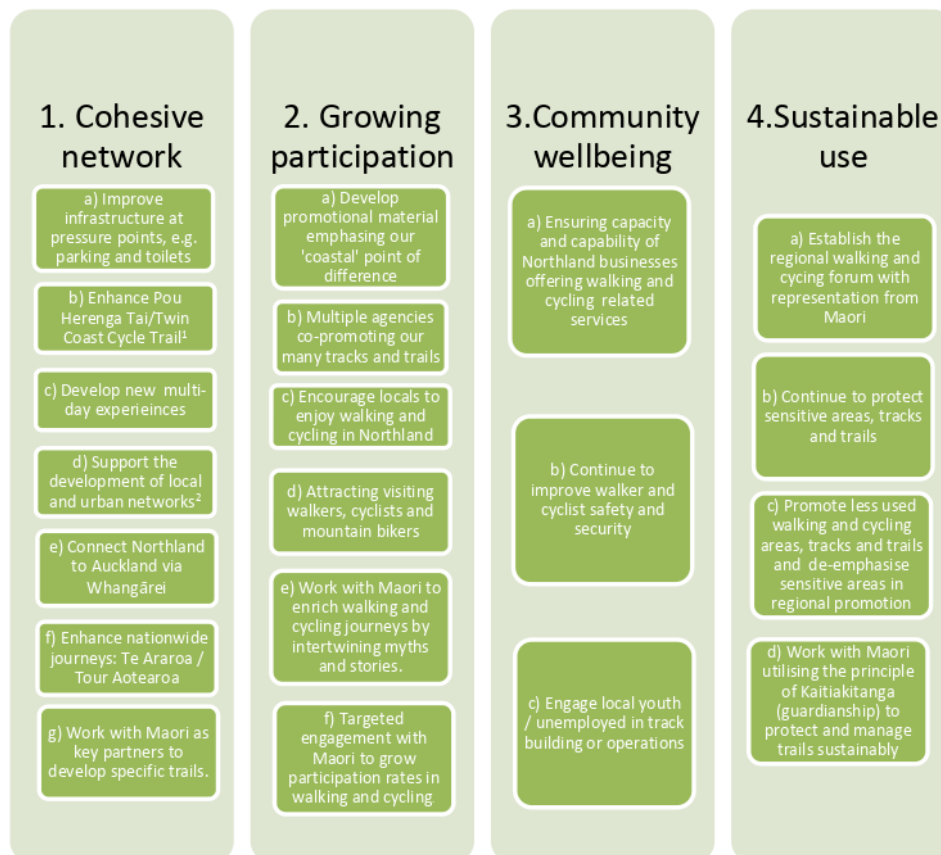


Figure ES2. Summary of longer term priorities



Notes:

1. The priorities outlined above may comprise multiple projects e.g. the Pou Herenga Tai-Twin Coast Cycle Trail has potential projects to extend the trail at both ends and to connect with Ngawha Springs near Kaikohe.
2. The development of urban walking and cycling networks will occur at a district level. However, there will be valuable regional opportunities for sharing resources and ideas.

The region presently contains several long distance cycle trails:

- The Pou Herenga Tai/Twin Coast Cycle Trail between Opua and Horeke
- The Far North Cycleway from Cape Reinga to the Hokianga Harbour.
- Kauri Coast Cycleway between Rawene and Dargaville.
- Kaipara Missing Link from Dargaville to Pouto Point at the mouth of the Kaipara Harbour and then by boat to Helensville.

The last three routes form part of 'Tour Aotearoa'.

Northland is the northern starting point of the Te Araroa Trail, a walking route which runs the entire length of the country from Cape Reinga to Bluff.

There are a large number of other scenic walks managed by DOC of varying length and grades, as well as a series of short walks managed by district councils. DOC manages a total of 119 tracks in Northland, representing 11% of all DOC tracks in New Zealand.

Northland has a relatively small number of overnight or multi-day tracks, including the Cape Brett Track and the Te Paki Coastal Track. None of these tracks are currently designated as a 'Great Walk'. Northland has a relatively high proportion of short walks (93 tracks, equivalent to 13% of the total).

A number of new projects are proposed as part of this regional strategy that will connect the region's regional routes into a cohesive network. The below map provides an overview of the proposed projects in the strategy combined with existing regional walking and cycling routes.

Map ES1: Existing and Proposed Regional Walking and Cycling Routes



Introduction

This is Northland's first regional Walking and Cycling Strategy. Its development has been overseen by a steering group made up of representatives from Northland Regional Council (NRC) and Far North, Whangarei and Kaipara District Councils (FNDC, WDC and KDC respectively) with input from the New Zealand Transport Agency (NZTA), Northland Inc. Limited, the Department of Conservation (DOC), and the New Zealand Walking and Access Commission (WAC).

The economic future of Northland relies on strong transport networks, and walking and cycling are becoming ever more important to this mix. The region is one of the least urbanised in New Zealand meaning there is a greater reliance on private car use as well as a need to travel longer distances to reach places of employment, shopping, leisure, health and education. Walking and cycling provide positive, enjoyable, economic and healthy ways of getting around.

The strategy has been split into **two sections**. The **first section** comprises three parts which set the context for this strategy. These three parts identify the key **issues and opportunities** associated with walking and cycling in Northland; examine the **growing demand** for walking and cycling; and **outline the strategic framework and linkages** at the national, regional and district level within which the strategy lies.

The second section is broken into **four parts**, one for each of the four **strategic focus areas**. Each of these parts includes a discussion of the current situation in Northland with respect to the focus area, some of the potential opportunities that could occur, and the specific actions or projects that can be undertaken.

A.1. Issues and opportunities

The Northland Walking and Cycling Strategy outlines a set of strategic focus areas that will address the following issues and pursue relevant opportunities.

Joint funding will likely be required to build and upgrade our walking and cycling infrastructure that links across district and regional boundaries. Focusing our limited funding on the right projects will be key to generating the greatest overall impacts in the medium to long term. Ongoing funding will be needed to maintain and improve these assets.

There is a current **lack of connectivity** in walking and cycling infrastructure that makes it difficult for people to use or reduces their appeal. Locals and visitors will benefit from better connections between tracks and trails. These connections may incorporate other modes of transport that make the journey more appealing and enjoyable, e.g. a scenic boat ride or heritage train trip.

Northland's unique geography presents an opportunity to **celebrate our coastline and harbours** as people walk and cycle through the region. Northland's coastal point of difference can help set us apart from other destinations and provide richer journey experiences that combine land and water based travel.

Another key advantage that Northland has over many other regions of New Zealand is **the presence of three nationally significant journeys** within the region, i.e. Te Araroa Trail walkway, Tour Aotearoa (bikepacking route) and a Great Ride (Pou Herenga Tai/Twin Coast Cycle Trail) which forms part of Nga Haerenga, the New Zealand Cycle Trail.

However, **awareness** of Northland as an iconic walking and cycling destination is low compared to other regions in New Zealand.

Growing walking and cycling **participation** rates for Northland residents and visitors to the region is likely to require a variety of interventions / activities targeted to a range of ages and interest groups from local school children through to retired visitors.

Northland's current walking and cycling offerings vary widely in levels of use resulting in pressure points on popular tracks and underutilised infrastructure elsewhere. Consistently promoting a credible set of existing walking and cycling trails while communicating where not to tread can help with **protection of sensitive areas, dispersal of visitors and asset utilisation**.

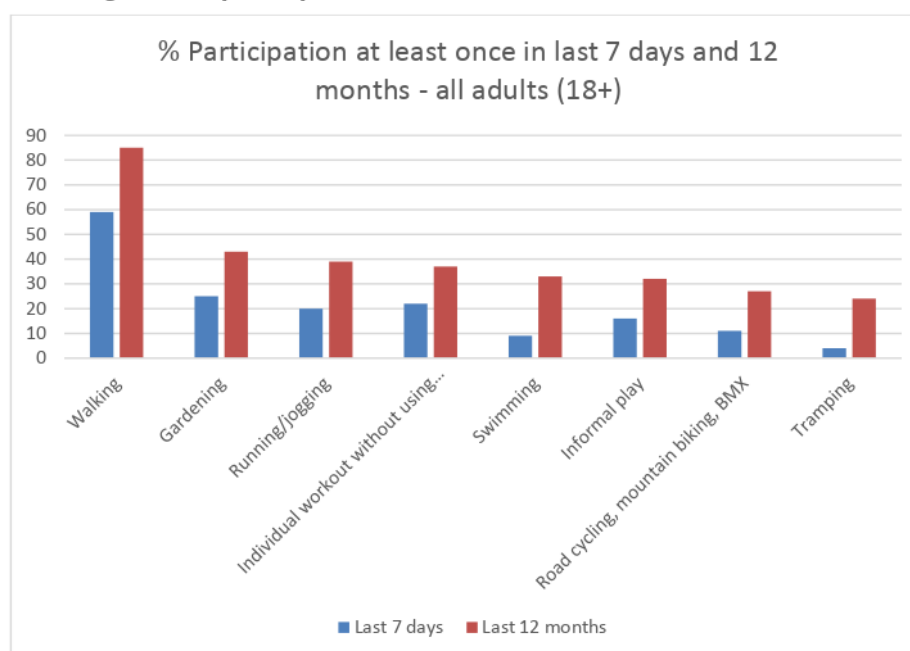
It will be necessary to engage and enable businesses to unlock **greater economic impact** through the provision of new products and experiences that will further increase awareness and appeal of Northland as a walking and cycling destination.

Identifying innovative ways of **working together** to pursue new walking and cycling development opportunities will be required in order to learn, leverage, share, save and celebrate successes.

A.2. Growing demand for walking and cycling

The most recent Active New Zealand survey (2017)¹ carried out by Sport New Zealand highlights just how popular walking and cycling is for **New Zealanders**. Walking is by far the most popular sport and recreation activity undertaken by adults (aged 18 years and over) in both the last 12 months (85%) and the last 7 days (59%). Running and jogging is third (38%) in the last 12 months while cycling is seventh (27%) in the last 12 months.

Figure 1. Popular sport and recreation activities for New Zealanders

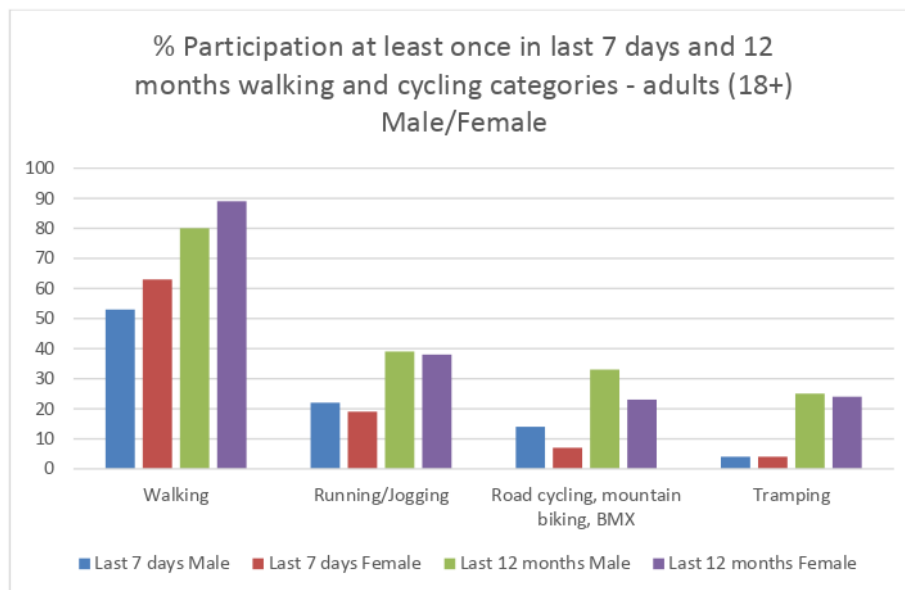


Walking is the most popular activity whatever the gender. Cycling is generally more popular for males.²

¹ Sport New Zealand.— *Findings from the 2017 Active New Zealand Survey*.

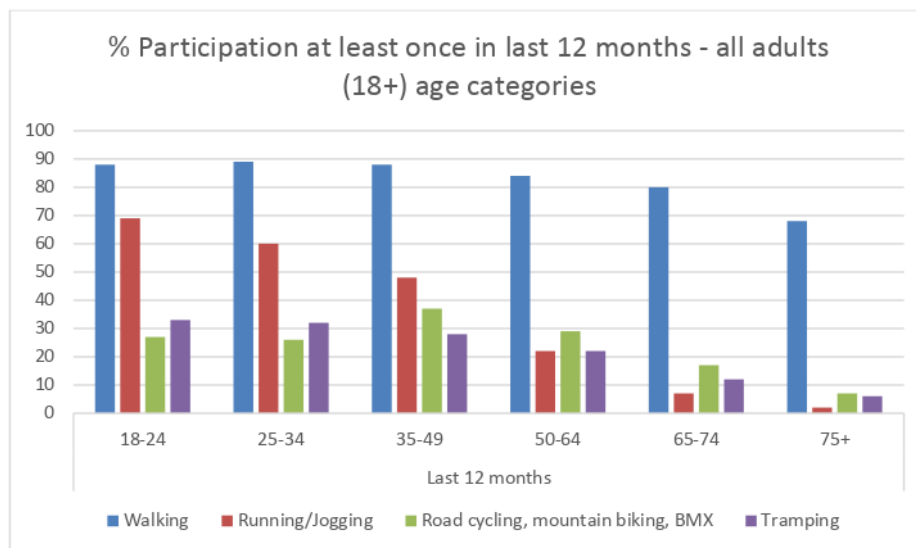
² These gender and age insights are supported by other research, such as *Benchmarking cycling and walking in six New Zealand cities: Pilot study 2015* by New Zealand Centre for Sustainable Cities.

Figure 2. Popular sport and recreation activities for New Zealanders by gender



Walking remains popular across all age categories although running and jogging rates fall off quite quickly with age. Cycling is most popular in the middle-aged categories.

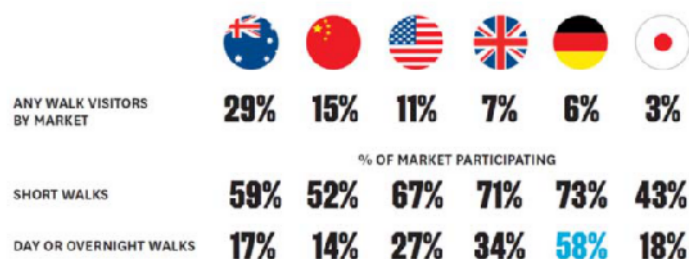
Figure 3. Popular sport and recreation activities for New Zealanders by age



In addition to these high domestic participation rates there are many **international visitors** who chose to include walking and cycling while on holiday in New Zealand.

Almost three-quarters (73%) of international visitors participated in walking / hiking over the past three years – averaging 1.1 million visitors per year (Figure 4).

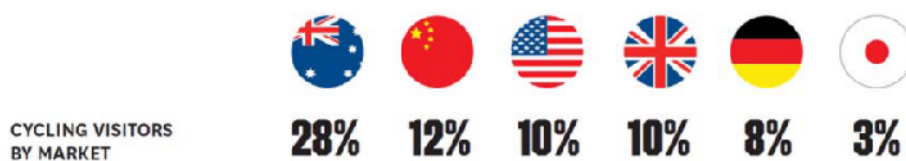
Figure 4. Walking and hiking participation rates for international visitors



Source: Tourism New Zealand, Special Interest Sectors Infographic, based on the MBIE International Visitor Survey for the three years ended March 2017.

A smaller number, 9% of international visitors, participated in cycling during the past three years – an average of 138,000 visitors per year. Australia is the largest market for cycling experiences in New Zealand (Figure 5).

Figure 5. Cycling participation rates for international visitors



Source: Tourism New Zealand, Special Interest Sectors Infographic, based on the MBIE International Visitor Survey for the three years ended March 2017.

It is important to consider the **various users** of cycling and walking infrastructure, and the underlying trends in each segment of the market (Table 1).

Table 1. Growth trends by type of walker and cyclist

Walker types	Current Trends
School / commuter	Stabilising after long-term decline
Short walks	Growing
Day walks	Growing
Multi-day walks	Growing
Epic walkers, e.g. Te Araroa	Growing but very small numbers
Cyclist types	
School / commuters	Stabilising after long-term decline
Local recreational riders	Growing

Easy off-road trails	Growing
Avid mountain bikers	Growing
Active riders wanting multi-day adventures	Growing
Bikepacker (combining biking and camping)	Growing but very small numbers

While there is a growing trend towards more walking and cycling, the type of activities/experiences sought is shifting gradually in line with changing demographics, values and attitudes, and trip characteristics. For example, visitors generally have less time and outdoor experience than previously. They want to engage physically with the outdoors but in a way that is easily accessible in terms of location and commitment. They seek short, easily accessible soft adventure activities, escaping from the everyday through nature-based experiences. Another trend to follow is the adoption rate of electric bikes that is drawing more people into cycling and mountain biking by effectively removing the need for hard uphill riding. Further research is required to better understand these trends and how they relate to Northland so that the region can benefit from the growth trends in people walking and cycling from New Zealand and around the world.

A.3. Strategic framework and linkages

The Northland Walking and Cycling Strategy provides a link between nationally relevant strategies and agencies, regional initiatives, and plans at a district level (Table 2).

Table 2. Linkages with national, regional and district strategies and plans

National	Regional	District
<ul style="list-style-type: none"> ○ The Government Policy Statement for Land Transport Funding is produced by the Ministry of Transport. It sets the priorities for central government land transport funding. ○ The New Zealand Transport Agency (NZTA) is a key partner and funding agency for transport projects across Northland ○ The Ministry of Business Innovation and Employment (MBIE) funds economic and regional development including cycle trail development 	<ul style="list-style-type: none"> ○ The Northland Regional Land Transport Plan (2015-2021) sets out the overall regional land transport priorities. This includes a strategic priority to increase travel choices and to improve participation in walking and cycling, and to promote connections between walking, cycling and public transport ○ The Tai Tokerau Northland Economic Action Plan provides a strategic framework for regional economic and tourism development 	<ul style="list-style-type: none"> ○ Whangarei District Council's Walking and Cycling Strategy 2018 (draft) provides the detail for a comprehensive set walking and cycling initiatives within the district and how these will link with other areas ○ The Kaipara Walking and Cycling Strategy 2017 outlines plans for the district to become a walking and cycling destination ○ Work is underway on a walking and cycling strategy for Far North District and an Experience and Product Development Plan for

<ul style="list-style-type: none"> o The Department of Conservation (DOC) administers Great Walks, Short Walks and Day Hikes in its role as custodian for New Zealand's public conservation land o The New Zealand Walking Access Commission is a Crown entity that protects and promotes free, certain, enduring and practical access to the outdoors o Nga Haerenga, The New Zealand Cycle Trail Inc. is focused on growing New Zealand through outstanding cycling experiences 	<ul style="list-style-type: none"> o Northland Forward Together is the collective plan for all four Northland councils to work together to deliver better outcomes for Northland and its people 	<p>Pou Herenga Tai-Twin Coast Cycle Trail</p>
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The following paragraphs describe in more detail some of these strategies, plans and funding sources.

Government Policy Statement for National Land Transport Funding

The Government Policy Statement (GPS) sets the priorities for central government land transport funding for a period of ten years. A new GPS for the period 2018/19 – 2027/28 (GPS 2018) was released in June 2018.³ Relevant objectives and results identified for walking and cycling are shown in Table 3.

Table 3. Walking and cycling objectives and results in GPS 2018

Strategic Priorities	Objective	Long term (10+ year) results	Short to medium term results (3-6+ years)
Safety	A land transport system that is a safe system, free of death and serious injury	Significant reduction in deaths and serious injuries	Cycling and walking is safer
Access	A land transport system that provides increased access to economic and social opportunities	Metropolitan and high growth urban areas are better connected and accessible	A more accessible and better integrated transport network including public transport, walking and cycling

³ <https://www.transport.govt.nz/multi-modal/keystrategiesandplans/gpsonlandtransportfunding/>

	A land transport system that enables transport choice and access	Increased mode shift from private vehicle trips to walking, cycling and public transport	Improved good-quality, fit-for-purpose walking and cycling infrastructure Improved real and perceived safety for both pedestrians and cyclists Increased proportion of journeys made using public transport and active modes of travel Expanded and better connected walking and cycling networks both in urban and rural areas
Environment	A land transport system that reduces greenhouse gas emissions, as well as adverse effects on the local environment and public health	Reduce transport's negative effects on the local environment and public health	Increased uptake of active travel modes such as walking and cycling to support environmental and public health objectives

Source: Government Policy Statement on Land Transport, 2018/19 – 2027/28

The GPS provides a quantum of funding towards walking and cycling projects based on a range (upper and lower band). The proposed annual funding range for walking and cycling projects (including capital expenditure and promotional activities) in the ten-year funding period from 2018 to 2028 is as follows:

Table 4. Annual funding for walking and cycling in GPS 2018, 2018-2028

Year	18/19	19/20	20/21	21/22	22/23	23/24	24/25	25/26	26/27	27/28
Range (\$M)	\$60-\$95	\$80-\$120	\$95-\$145	\$80-\$125	\$75-\$115	\$75-\$115	\$75-\$115	\$75-\$115	\$75-\$115	\$80-\$120

Source: Government Policy Statement on Land Transport, 2018/19 – 2027/28

NZTA has the responsibility of allocating funding through the National Land Transport Programme within this funding range. This funding can be allocated to walking and cycling projects if put forward by district councils through the Regional Land Transport Plan (see below).

Northland Regional Land Transport Plan (2015-2021)

The Northland Regional Land Transport Plan is the region's "joint" bid for funding assistance from the National Land Transport Fund (NLTF). It includes land transport projects put forward by district councils and NZTA, and the public transport programme put forward by the regional council. Councils can bid for a share of the NLTF based on the overall strategic fit of projects with funding criteria. Unless

funding assistance is provided at 100% national funding, a local share for a project is usually necessary.

Dedicated Funding Streams

There are two specific national funding sources that can be accessed for walking and cycling projects separate to the NLTF.

Urban Cycleways Programme

A \$100 million fund to be spent between 2015/16 – 2017/18 on cycling infrastructure in main urban centres throughout New Zealand. WDC received \$3.5 million (\$2 million from the Urban Cycleways fund and \$1.5 million from the NLTF) to develop the Kamo shared walking and cycling path in the city with a total cost of \$4.8 million.

National Cycleway Fund

The National Cycleway Fund, established in 2009, supported the establishment of an initial 19 Great Rides that formed Nga Haeranga, the New Zealand Cycle Trail. Three existing trails were subsequently granted Great Ride status, taking the total to 22 Great Rides throughout New Zealand. An additional \$25 million over four years was announced at Budget 2016 for the next phase of the New Zealand Cycle Trail. The Pou Herenga Tai/Twin Coast Cycle Trail was developed partly through funding from this fund.

Other Funding Streams

Provincial Growth Fund

The Provincial Growth Fund, announced by the Labour Government in 2018, aims to lift productivity potential in the provinces. Its priorities are to enhance economic development opportunities, create sustainable jobs, enable Māori to reach their full potential, boost social inclusion and participation, build resilient communities, and help meet New Zealand's climate change targets.

All provinces are eligible for funding, however, Tairāwhiti/East Coast, Hawke's Bay, Tai Tokerau/Northland, Bay of Plenty, West Coast and Manawatu-Whanganui have been identified for early investment. The fund has three investment tiers:

1. Regional projects and capability: Support of economic development projects, feasibility studies and capability building identified by the regions.
2. Sector investment (including One Billion Trees programme): Investment in initiatives targeted at priority and/or high value economic opportunities.
3. Enabling infrastructure projects: Investment in regional infrastructure projects that will lift productivity and grow jobs.

Tourism Infrastructure Fund

Provides \$25 million per year for the development of tourism related infrastructure such as car parks, freedom camping facilities, sewerage, water works and transport

projects. Although not specifically aimed at walking and cycling development, councils can access the fund to develop complimentary facilities in areas subject to growth pressure from tourists.

Investment and Growth Reserve

NRC maintains an Investment and Growth Reserve (IGR) to enable it to make strategic investments that lift the long-term growth of the Northland economy. The IGR is funded by an annual input of \$1.7 million from council's investment income with additional transfers from the Community Investment Fund to both inflation-proof this annual input and to top-up the IGR if needed to support economic development opportunities that arise. The IGR is used to provide operational funding to Northland Inc., fund business case assessments and invest in projects that meet the eligibility criteria.

New Zealand Walking Access Commission

The New Zealand Walking Access Commission (WAC) is the Crown entity that plays a lead role in protecting natural heritage by promoting free, certain, enduring and practical access to the outdoors.

WAC has indicated their support of future development of tracks and trails in Northland. This support could range from:

- assisting in understanding unformed legal roads and access ways
- assessing the relative merits of proposed walking or cycling tracks
- tapping into the expertise of their experienced team to optimise or add value to potential projects as they are scoped
- providing independent advice on regional and / or track and trail narrative development to ensure the Northland story and point of difference is being conveyed

Tai Tokerau Northland Economic Action Plan

The Tai Tokerau Northland Economic Action Plan (TTNEAP) contains more than 50 actions to coordinate economic development in Northland. The development of the action plan was overseen by a steering committee of district councils, the regional councils and government agencies. The logistics and transport infrastructure workstream includes several relevant projects to walking and cycling: This includes:

- Connecting Northland – a roading project that will connect Auckland to Whangārei in several stages. An opportunity exists to incorporate walking and cycling into the project.

- Twin Coast Discovery Route Upgrade – improving bridges, layovers and byway signage. Walking and cycling is likely to form part of the package of initiatives.

District Walking and Cycling Strategies

Though non-statutory documents, district councils may choose to develop walking and cycling strategies as a way of expressing a proposed walking and cycling programme. Currently two district councils in the region have walking and cycling strategies which have either recently been reviewed (KDC) or are in the process of being reviewed (WDC). FNDC is working to develop one.

B. Strategic Focus Areas

There are four strategic focus areas that seek to balance growth in the supply of facilities and services with the increasing demand from users within Northland and visitors from outside the region including overseas travellers. The foundation for this balanced growth will be increasingly connected and safer communities across Northland and enabling businesses to benefit in ways that are sustainable.

Figure 6. Four focus areas of the Northland Walking and Cycling Strategy



B.1. Focus Area One: Developing appealing and cohesive walking and cycling networks that connect Northland

This focus area sets out the walking and cycling “hardware” needed for Northland. It is divided into four parts: the development of a regional network, local routes, urban networks, and mountain bike opportunities.

Development of a regional walking and cycling network

Northland is a region where tourism is of increasing importance. Tourism provided approximately 8800 jobs in 2017, almost 13% of total jobs in the region (9% nationally). Over \$1 billion was spent in the region including \$783 million domestic spending and \$278 million international spending⁴. Tourism related expenditure has been growing by 10% per annum over the past three years.

At present, walking and cycling is not a prime drawcard for visitors to the region. A quality regional network will encourage an uptake in domestic and international walking and cycling tourism in Northland, increase visitor spending and extend the time visitors spend in the region. The development of a regional network will also align with projects included in the TTNEAP such as the revitalisation of Twin Coast

⁴ Northland Region Economic Profile, <https://ecoprofile.infometrics.co.nz/Northland+Region>.

Discovery Route and the development of scenic byways known as Northland Journeys. The walking and cycling projects identified in this strategy will, when fully developed, create a cohesive regional network. This will include a mix of:

- Walks – from short half-day walks to multi-day hikes.
- Easy Rides – these are rides for the recreational and casual cyclist and comprise mostly grade 1 and some grade 2. They include what are termed as 'Great Rides'.
- Avid Rides – these are rides for the more intrepid and adventurous cyclist and will comprise anything that is grade 3 or higher. These will include rides that are on and off road.

Opportunities should be taken to enable, where possible, walkers and cyclists to jointly use the infrastructure, thereby ensuring a greater target audience and use.

Map 1: Existing Regional Walking and Cycling Routes



Current state of the regional walking network

Northland is the northern starting point of the Te Araroa Trail which runs the entire length of the country from Cape Reinga to Bluff (Map 1).⁵ The trail in Northland uses a mix of beaches, paper roads, existing tramping tracks on public land and some crossing of private land. It follows the same route as the Far North Cycleway along Ninety Mile Beach (Te Oneroa-a-Tōhē) before heading eastwards across to Kerikeri through several Northland forests. From there the trail follows a route close to the western seaboard of the region. Some parts of the trail are quite challenging for casual walkers, although the trail is not intended for this purpose. Trail development has been driven by the Te Araroa Trust with financial assistance from funding partners such as DOC.

There are a large number of other scenic walks managed by DOC of varying length and grades, as well as a series of short walks managed by district councils. These provide visitors with access to stunning viewpoints and culturally significant locations throughout the region. DOC manages a total of 119 tracks in Northland, representing 11% of all DOC tracks in New Zealand (Table 5).

Table 5. DOC managed tracks in Northland and New Zealand

	Northland		New Zealand		Northland as % of NZ
	Number	% total	Number	% total	
Short (under 4 hours)	93	78%	699	62%	13%
Day (over four hours)	22	18%	274	24%	8%
Overnight / Multi-day	4	3%	157	14%	3%
Total	119	100%	1,130	100%	11%

Source: Department of Conservation, <https://www.doc.govt.nz/parks-and-recreation/things-to-do/walking-and-tramping/>

Northland has a relatively small number of overnight or multi-day tracks, including the Cape Brett Track and the Te Paki Coastal Track. None of these tracks are currently designated as a 'Great Walk'.

On the other hand, Northland has a relatively high proportion of short walks (93 tracks, equivalent to 13% of the total). These include the Tokatoka Scenic Reserve Track and Tutukaka Head tracks. The region has two of the 14 nationwide "Best Short Walks" promoted by DOC – Mt Manaia Track and Mangawhai Cliffs Walkway. It is also home to one of the five nationwide "Best Day Hikes" identified by DOC – Te Whara Track (Bream Head). These were part of a new initiative announced by the government in September 2017. Northland tracks feature on the front cover of both the "Best Short Walks" and "Best Day Hikes" brochures.

DOC have a work programme in place to improve specific tracks and experiences over the next two years. These include the Cape Brett redevelopment, the Ruapekapeka pa and battle historic site (to be completed by January 2021), and the

⁵ <https://www.teararoa.org.nz/>.

Bream Head tracks. DOC is also working towards redeveloping the Tane Mahuta experience in Waipoua Forest.

Opportunities to enhance the regional walking network

Enhance the Te Araroa Trail

The trail is of national significance and many people choose to start their journey at Cape Reinga meaning Northland is the first impression that walkers get when using the trail. The growing popularity of the trail and the fact that it crosses large parts of the region present an opportunity to improve the facilities on the route and overall visitor experience. Improvements could include access to the trail itself, signage, parking and toilets. Dedicated funding streams such as the PGF and the TIF provide opportunities for district councils and other groups such as the trail trust to apply for funding. These improvements should be coordinated with DOC's programme of work to ensure the most efficient coverage.

Investigate opportunities to develop new multi-day walks

DOC announced in 2017 that they were accepting proposals for new Great Walks. The Te Paki Coastal Track is currently being considered by DOC as one of seven proposals to be designated as a new Great Walk in the North Island. Should this progress, it will be a significant drawcard for tourists to the region, particularly given the proximity of this walk to Auckland compared to other existing Great Walks.

Rather than building a new multi-day track, an alternative is to "join up" in a promotional way existing short and day tracks in the region to present viable multi-day walking options. This could build on district council, DOC and other tracks and trails located in the region.

Current state of the regional cycling network

The Pou Herenga Tai-Twin Coast Cycle Trail between Opua and Mangunga is the region's only Great Ride (one of 22 nationwide), forming part of Nga Haerenga, The New Zealand Cycle Trail.⁶ The 87km long trail provides a safe, largely off-road route that is divided into four sections. It can be completed over several days of travel and ridden all year round. The trail is suitable for most riders as it is generally flat with gentle climbs - most of it being grade 1 and 2, with one section a grade 2-3.

The region has a developing network of Heartland Rides (Map 1). Heartland Rides function as back country cycle touring routes (mainly on-road) linking the Great Rides (mainly off-road trails), urban centres, transport hubs and other key tourist attractions. There are three Heartland Rides in Northland:

- Far North Cycleway – this 161km Heartland Ride runs along Ninety Mile Beach (Te Oneroa-a-Tōhē) from Cape Reinga to Ahipara and then along quiet rural roads to the north side of the Hokianga Harbour.

⁶ <https://www.nzcycletrail.com/>.

- Kauri Coast Cycleway – this 113km Heartland Ride links Rawene on the Hokianga Harbour through to Dargaville. This route mainly uses SH12, and passes through kauri forest and secluded coastal settlements.
- Kaipara Missing Link – this 118km Heartland Ride joins Dargaville with central Auckland. The route heads southwest from Dargaville to the holiday village of Pouto Point at the mouth of the Kaipara Harbour. The “missing link” to this cycle tour involves a boat trip across the Kaipara Harbour. The trail then follows a surprisingly gentle route into the very centre of Auckland.

Together these three routes link Cape Reinga with Pouto Point along the west coast of Northland and form the first 400km of the developing ‘Tour Aotearoa’ route from Cape Reinga to Bluff (3000km).⁷ Tour Aotearoa has grown to attract 600 riders in 2018 and is rapidly growing as a ‘bikepacking’ route attracting many overseas riders.

Northland’s existing Heartland Rides currently appeal to ‘strong and fearless’ and ‘enthused and confident’ cyclists who are comfortable travelling longer distances on the state highway network and/or gravelled roads relatively far from townships. The Pou Herenga Tai/Twin Coast Cycle Trail on the other hand provides a higher level of service, suitable for all riders, with the route mostly off road or alongside road, closer to townships and services. Other areas of the region, particularly the east coast, popular with visitors, are poorly served by cycling routes.

The TTNEAP includes amongst its projects, a plan to revitalise the Twin Coast Discovery Route (in both the Transport / Logistics and Visitor Industry work streams). The Twin Coast Discovery Route is an 800km touring route around the Northland Region starting in the Auckland Region. NZTA and Northland Inc. have partnered to develop a Programme Business Case (PBC) to collaboratively address this. The PBC considers the case for investment to address problems on the Twin Coast Discovery Route to encourage visitors and locals to get off the beaten track, to visit new places, try new experiences and stay longer in Northland.

The PBC identifies a number of options and initiatives to achieve these outcomes. Cycling is an emerging visitor activity in Northland and has the potential to generate economic benefits for the region. Accordingly, cycling connections are an important component of the PBC preferred programme with recommended options including extensions to existing cycling paths, linking to other attractions and the creation of new infrastructure.

Northland Inc. and NZTA have worked with local authority partners to develop a series of byways around the region that form a set of Northland Journeys.⁸ The thematic journeys function as offshoots of the main touring route and are road based journeys primarily for vehicles although could be used by cyclists. Northland Journeys include:

⁷ <http://www.touraotearoa.nz/p/home.html>.

⁸ <https://www.northlandnz.com/visit/northland-journeys/>.

- Where Giants Gather – the journey from Whangarei Town Basin to the Whangarei Heads
- Ancient Kauri Trail – from Paparoa to Omapere
- Into the Wide Blue Yonder – from Whangarei Falls to Tutukaka and on to Hikurangi
- Te Ara (Coast to Coast) – connecting Waitangi with Omapere including Horeke and Rawene
- The Secret Coast (Old Russell Road) – from Whakapara on SH1 (Oakura turnoff) to Russell
- All About Islands – a set of water based journeys encouraging visitors to visit an island in the Bay of Islands.

Opportunities to enhance the regional cycling network

Enhancing the Pou Herenga Tai-Twin Coast Cycle Trail

Further development of the Pou Herenga Tai-Twin Coast Cycle Trail from a visitor experience perspective is now possible given the physical trail has been completed. For example, itineraries that combine cycling with cultural experiences such as marae meals and stays, and/or create linkages with other transport modes, such as catching a steam train from Opuā to Kawakawa or a steam boat from Horeke to Kohukohu, will make this journey even more interesting and enjoyable, and maximise the economic returns and social benefits for the communities along the route.

There are also opportunities to extend the trail at both ends. At the western end, the trail could connect the Mangungu Mission House to Rawene via a bridge over the Takeke River. This 24km project would comprise a ridgeline grade 2 unsealed road trail with spectacular vistas, connecting the trail to west coast facilities and attractions. It would also create a link with the Kauri Coast Cycleway onwards to Opononi. At the eastern end, there is an opportunity to extend the trail through to Waitangi, and eventually on to Kerikeri. Extending the trail by 8km from Opuā through to Waitangi would complete the initial trail concept of linking the two initial signing grounds of the Treaty of Waitangi / Te Tiriti o Waitangi.

Connecting Auckland to Northland via Whangārei

The existing network of three Heartland Rides focusses on joining up sections of Northland's west coast. Future improvements to the state highway network between Auckland and Whangārei creates opportunities to better link the east coast of the region with Auckland for walkers and cyclists as well as motor vehicles. These include the improvements to the roading network around the Hibiscus Coast proposed by Auckland Transport, the currently under development Puhoi-Wellsford Road of National Significance, and any future improvements north to Whangārei. Whilst consideration of walking and cycling provision in tandem with any programmed roading improvements is important, it is also necessary to understand the type of offering that users want. Visitors who wish to access Northland's coastline or want a quieter experience are unlikely to find much appeal in a route wholly parallel to a state highway.

Auckland Transport are working with community cycling groups in the former Rodney District to connect the Hibiscus Coast with Wellsford and ultimately Northland. The route is likely to be on lightly travelled roads hugging the east coast. This presents an opportunity to create a Heartland Ride spanning the length of Northland's east coast from Auckland to Whangārei. To be viable, the connection to the Northland network will likely need to be at Mangawhai which could be an extension of a local initiative to develop an off-road cycleway between Waipu and Waipu Cove. The mix of quieter routes near Northland's coastline combined with some utilisation of off-road sections near upgraded state highway corridors, where appropriate, may have broad appeal to visitors.

Connecting Whangarei to Bay of Islands via the East Coast

Cyclists wishing to cycle from Whangārei to the Bay of Islands (Opuā, Paihia and Russell) currently have two choices – they can travel up SH1 or use the Old Russell Road. SH1, though more direct, carries a higher volume of traffic including heavy vehicles and therefore can present an intimidating option to cyclists. The Old Russell Road on the other hand is more lightly trafficked and provides scenic rest stop opportunities. However, it currently provides little in the way of dedicated cycling infrastructure. Directly east of Whangārei is the Tutukaka Coast, part of the Twin Coast Discovery Route, but with no direct cycleway connection. Exploratory work, led by WDC, is underway to connect Whangārei to Ngunguru with a formal cycleway connection. This could provide a logical entry point to a heartland ride running up the east coast from Whangārei to the Bay of Islands.

Utilisation of redundant rail corridors

Northland has a number of rail corridors that are no longer in use or have been 'mothballed' by Kiwirail. Some of these are currently being utilised by cycleways – for example part of the Pou Herenga Tai/Twin Coast Cycle Trail is on an old track bed. Additionally, the Kamo urban cycle route follows the operational rail corridor through Whangārei. The changing rail landscape in Northland does present a number of opportunities, including:

- The development of the Kaihu Valley River Cycle Trail (Dargaville to Donnelly's Crossing) as a Great Ride via the redundant rail corridor. This could also become part of the Kauri Coast Cycleway, making this Heartland Ride more user friendly and catering to a broader visitor group.
- The possibility of connecting Dargaville to Whangārei via the currently disused rail corridor (a branch of the North Auckland line) if and when the railway line becomes available. A decision on the decommissioning of the railway line is still to be decided and as such this is not an immediate priority. A distinctive on-rail cycling experience may also be an option on some sections of the railway track.
- Repurposing the mothballed North Auckland line north of Kauri for walking and

cycling, providing a direct route from Whangarei to Kawakawa and the Pou Herenga Tai-Twin Coast Cycle Trail. Again, this is dependent on any plans to decommission the line by Kiwirail and therefore is not an immediate priority.

North Kaipara Harbour Heartland Ride

There is currently no formal route connecting the west and east coasts of Northland south of the Pou Herenga Tai/Twin Coast Cycle Trail. North of the Kaipara Harbour, recreational cyclists can use SH12. However, this road is subject to relatively high traffic volumes including heavy vehicles. The development of a route from Dargaville to Mangawhai, could better connect townships and features in between such as the Matakoho Kauri Museum and Tokatoka Peak, using off-road routes and low volume roads. The project could capitalise on sections where existing walking and cycling projects are gaining momentum (for example at the Matakoho Bridges realignment and use of Ruawai Stopbanks) to ensure connectivity. The project could connect Dargaville to Maungaturoto and then onwards to Mangawhai.

Developing off-road or low volume road alternatives to existing Heartland Rides

Northland as a relatively sparsely populated region has a number of coach roads and other back roads with low traffic volumes. These can provide alternatives to cyclists who would prefer not to use state highways or more heavily trafficked local roads. Existing heartland rides in Northland appeal to the 'strong and fearless' cyclist. Using alternative routes such as coach roads will appeal to other types of recreational cyclist such as young families or older riders. They also present an opportunity to showcase Northland's landscape away from the state highway network.

An immediate opportunity worthy of further exploration exists with the Waoku Coach Road to the east of the Waipoua Forest. This would provide a logical extension to the potential Kaihu Valley River Cycle Trail and provide an alternative route for the Kauri Coast Cycleway which currently uses SH12 through the Waipoua Forest. This could potentially link up with the Pou Herenga Tai-Twin Coast Cycle Trail where the coach road joins with the Kauri Coast Cycleway east of Opononi. This would provide a trail experience linking Northland's key attractions.

A further opportunity is providing a safer off-road alternative to the Kauri Coast Cycleway as it runs between Rawene and the popular tourist attraction of the Waipoua Forest (currently the cycleway runs concurrent with SH12).

Enhancing existing connections from Auckland to Northland via the Kaipara Harbour

The Kaipara Missing Link connects Helensville (and by extension Auckland) with Pouto Point where the route continues north to Dargaville via Pouto Road. This section could be enhanced by increasing the frequency and dependability (i.e. a fixed season) of ferry services across the harbour and improving wharf infrastructure at Pouto. An additional ferry service to Pahi, Ruawai or Matakoho from Helensville, bypassing the longer leg of the Missing Link Cycleway on the Pouto peninsular is also a possibility.

The table and map below provides an overview of the priority regional projects in the strategy. Please note that each cycling project listed below can also be used as a walking track.

Table 6: Proposed Regional Walking and Cycling Projects

Project name	Length (kms)	Likely Grade	Strategic benefits
Pou Herenga Tai Twin Coast Cycle Trail - Opuia to Waitangi	8	1/3	Extension east of Great Ride to popular visitor attractions
Pou Herenga Tai Twin Coast Cycle Trail Enhancement	87	1 (some 2)	Enhances visitor experience on an existing Great Ride
Pou Herenga Tai Twin Coast Cycle Trail - Horeke to Rawene	24	1/3	Extension west of Great Ride to Kauri Coast Cycleway Heartland Ride
Whangarei to Mangawhai (Southern Connection)	TBD (≈70)	1/3	Part of long distance connection of Whangarei with Auckland and Bay of Islands.
Whangarei to Tutukaka Coast (Northern Connection)	55	1/2 (some 3)	Part of long distance connection of Whangarei with Auckland and Bay of Islands.
Pou Herenga Tai Twin Coast Cycle Trail - Waitangi to Kerikeri	19	1/2	Extension east of Great Ride to popular visitor attractions
Kaihu Valley Rail Trail	40	1 (some 2)	Off road alternative for existing Heartland Ride.
Dargaville to Maungaturoto	90	2/3	Part of the connection of the east and west coasts in southern Northland. Will help provide a 'loop' of the region.
Maungaturoto to Mangawhai	TBD (≈30)	3	Part of the connection of the east and west coasts in southern Northland. Will help provide a 'loop' of the region.
Tutukaka Coast to Bay of Islands (Northern Connection)	TBD (≈90)	3	Part of connection of Auckland, Whangarei with Bay of Islands
Kauri Coast Cycleway Enhancement (Rawene to Tane Mahuta)	37 / 45	3	Off road alternative for existing Heartland Ride.
Waoku Coach Road	50	4	Off road alternative for existing Heartland Ride.
Kaipara Missing Link Enhancement	59	3	Off road alternative for existing Heartland Ride (through new ferry services).

Map 2: Proposed Regional Walking and Cycling Projects



Development of local routes

The second part of focus area one recognises that developing local routes are also important. These routes will more safely connect local communities to access education and employment opportunities as well as provide health and environmental benefits.

Current state of local district walking and cycling routes

Currently the off-road network of local walking and cycling routes in Northland is limited (with the exception of the Whangarei Urban area which is addressed separately). Communities for the most part use the local roading or state highway network when travelling by bike. Footpaths are also used. However, this is illegal under the NZ road code unless designated as a shared path. Frequently, submitters to councils cite a 'hostile walking and cycling environment' as a barrier to use. This includes having to share the road with fast moving traffic as well as complaints about the roads themselves being narrow and winding.

District councils are increasingly being more proactive in helping communities to develop short local routes that connect rural areas with employment and recreational opportunities. Local community groups, with district council support, are establishing to advocate, and in some cases project manage, the development of walking and cycling routes.

A good recent example is the Waipu to Waipu Cove walking and cycling track developed by the Waipu Cycling and Walkway Trust (Map 3). The Waipu community raised funds for this project with donations of money, materials and volunteer hours from local business and residents as well as the gifting of private land.

Map 3. Stage One of the Waipu to Waipu Cove Walking and Cycling Route



Future opportunities for local district walking and cycling routes

District councils can partner with local communities to help fundraise and develop off-road and enhanced on-road walking and cycling routes. There are significant opportunities to better connect communities, particularly those with growing populations in relatively close proximity. Other examples of where local routes could be improved include:

- Whangarei to Whangarei Heads
- Mangawhai to Mangawhai Heads
- Taipa, Cable Bay, Coopers Beach and Mangonui
- Marsden Point, One-Tree Point and Ruakaka
- Links between the Kauri Coast Cycleway (and future Kaihu Valley Rail Trail) and Kai Iwi Lakes

Although off-road routes are usually the preferred solution, a package of measures including traffic calming, signage, speed restrictions and road markings can enhance the environment for on-road cycling particularly where there are constraints around

off-road provision. In addition, it is entirely possible, over the longer term, that these local routes may themselves become part of a wider regional network (Heartland Rides or Great Rides) as they form coherent connections. Another possibility is that they join to and complement the regional network by forming 'spurs'.

Development of urban networks

The third part of focus area one is the development of urban cycle networks. Strong urban network growth in Whangārei, connecting different areas of the growing city with the city centre, has led to an increased uptake in walking and cycling. Other built up areas in Northland could also benefit from the development of urban networks. Benefits tied to this include reducing congestion in the urban area, increasing safety for riders, and improving health and environmental outcomes.

Current state of Northland's urban network

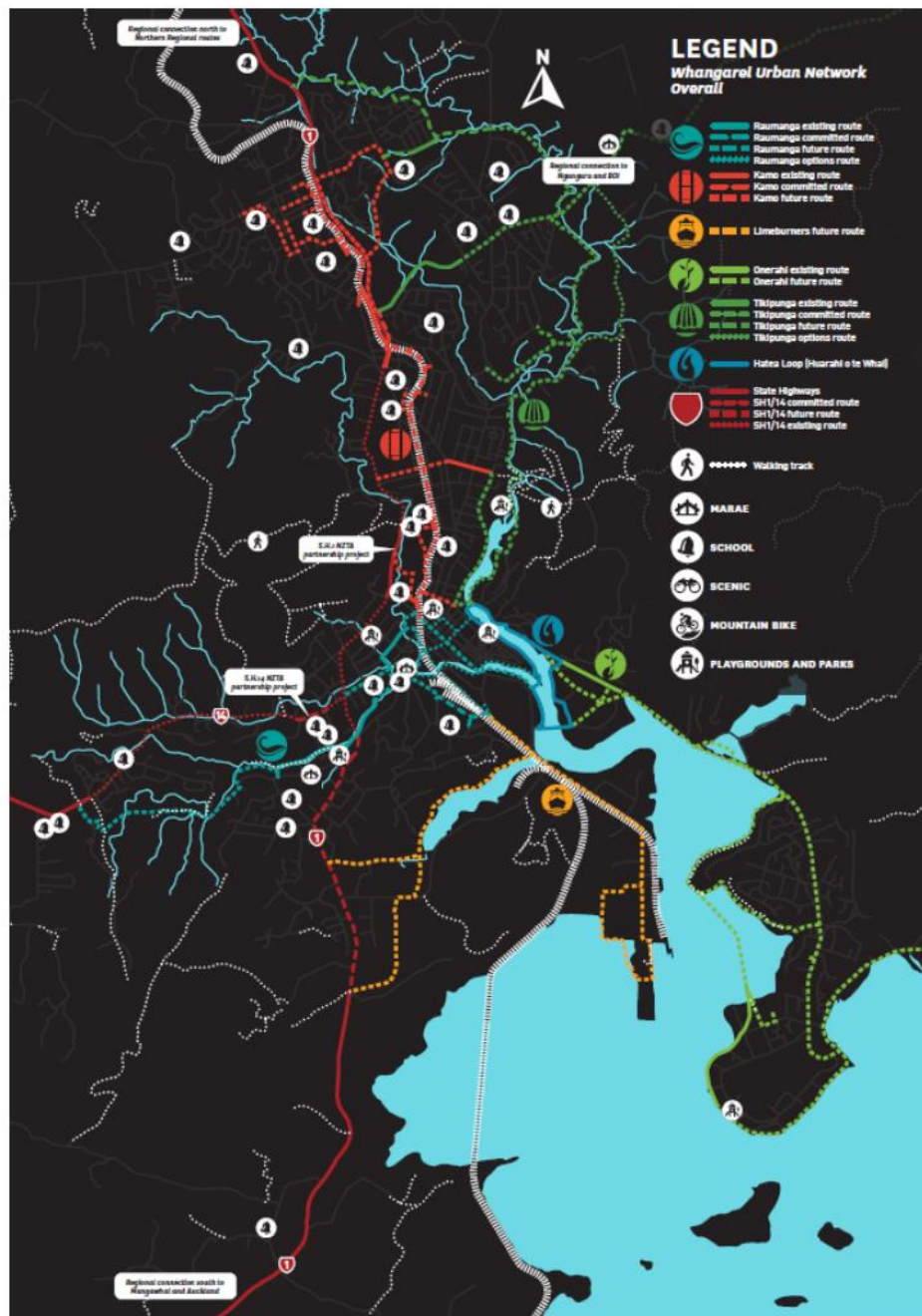
The only comprehensive urban network in Northland presently is in its biggest centre, Whangārei. The Whangārei urban network is currently being developed around five key shared path routes that spoke out from the city centre (Map 4). The three currently being development are the Kamo Route, the Onerahi Route and the Raumanga Route. The Tikipunga and Limeburners routes are proposed future developments.

WDC successfully received \$2 million from the Urban Cycleways Programme to develop the Kamo shared walking and cycling path (along with \$2 million from the National Land Transport Fund). Further funding from the National Land Transport Fund and the Urban Cycleway Programme has led to a total funding injection of \$13 million for this spoke. Construction of this route is now underway. The Whangārei city centre to Onerahi spoke has nearly been completed. A final portion of the Whangārei city centre to Raumanga pathway is awaiting completion of the SH1/Tarewa Road intersection upgrade. Where possible, shared paths are being developed using a high quality 3.5m wide concrete base suitable for all-users.

Future opportunities for Northland's urban network

In future funding rounds, the Whangārei urban network will be expanded from the three main spokes to include feeder routes to improve access to the network. These include spurs in Kamo and to Tikipunga as well as a longer route to Ngunguru and the Tutukaka Coast. The intention is that once the current spokes are complete, the network will span five high quality shared pathways. Other main centres in the region such as Kaitiāia and Dargaville (such as link between Dargaville township and the museum) could benefit from similar development of high quality shared paths, replicating their success in Whangārei.

Map 4. Whangārei urban network



Development of mountain biking opportunities

A network of mountain biking opportunities is the fourth part of this focus area. Although still a developing activity in Northland, evidence from other regions of New Zealand and internationally show that it can be an important tourism drawcard. The recent opening of the Waitangi Mountain Bike Park has further increased the viability of this leisure activity in the region.

Current state of mountain biking

There are just two DOC managed mountain biking tracks in Northland out of 176 throughout New Zealand. There are several designated mountain bike parks including:

- Glenbervie mountain bike park near Whangārei – 44 tracks and approximately 120km of track length in total. This park is on land owned by Rayonier Matariki Ltd and is managed by Whangarei Mountain Bike Club.
- Parihaka mountain bike park – 23 tracks and approximately 15km of tracks length in total. This park is on WDC reserve land and is also managed by Whangarei Mountain Bike Club.
- Waitangi Mountain Bike Park – currently 26 tracks (more are planned in 2017/18) and approximately 40km in track length. This park is on land owned by the Waitangi National Trust and is managed by Focus Paihia.
- The Kerikeri Mountain Bike Club have built and maintain more than a dozen trails in the Kerikeri inlet / Waitangi Forest.
- Heads Up Adventures – a privately-owned mountain bike park that has recently opened near Onerahi.

Mountain biking has the potential to be a significant tourism earner. For example, it is estimated that the median annual recreational value of mountain bikers using the Whakarewarewa Forest in Rotorua is \$10.2 million, and \$5.2 million from walking.⁹ The estimated recreational benefit from mountain biking is almost five times the annual timber revenue from the forest based on indicative planted forest costs and revenues.

Northland is not as well-known as a mountain biking destination but is growing in popularity, evidenced by growing ridership at Waitangi Mountain Bike Park which is reported every month. The added value from the economy comes from increased guest nights and visitor spend rather than revenue generated from using the parks themselves (entry is free to Glenbervie and Parihaka although Waitangi encourages buying a voluntary wrist band priced at \$25). In this way, the parks provide an

⁹ *Non-timber values from Planted Forest: Recreation in Whakarewarewa Forest*, Turner *et al* (2011), NZ Journal of Forestry.

additional activity complementing built and natural attractions and extending tourism into the shoulder seasons (around summer).

Future opportunities for mountain biking

The opening of the Waitangi Mountain Bike Park has the potential to draw more tourists to the Far North. The business case for the park suggests that its development will create 50 Full Time Equivalent (FTE) jobs after 3 years and 168 FTE's after 10-15 years, and contribute \$6.4 million to the local economy over 3 years (\$21 million over 10-15 years).¹⁰ In the longer term, expansion at the park could see a visitor centre opened with café and toilet facilities. The park is also seeking silver star accreditation to hold competition level events which could be a big drawcard for the area.

Although Whangārei is well served by both Glenbervie and Parihaka mountain bike parks, facilities are limited. A toilet block is to be installed at the base of Parihaka in the near future. Information and signage marketing the parks is also limited. In the future, there are likely to be opportunities to improve facilities around these existing parks which will add to rider experience and generate greater awareness of the offer to the local community and to visitors.

Short term actions

- a) Improve infrastructure at pressure points on both walking and cycling trails, e.g. car parking and toilets.
- b) Enhance Pou Herenga Tai-Twin Coast Cycle Trail – the New Zealand Cycle Trail Inc. and the Pou Herenga Tai-Twin Coast Cycle Trail Trust / FNDC should plan for and support further experience and product development on the Pou Herenga Tai-Twin Coast Cycle Trail so that appealing new itineraries are available in travel trade channels and featured by travel media to grow the appeal and economic value of the Pou Herenga Tai-Twin Coast Cycle Trail.
- c) Develop new multi-day experiences, including by:
 - i. Councils and Northland Inc. supporting any future decision by DOC to establish a Great Walk in Northlands.
 - ii. Councils and DOC working together to develop/promote multi-day experiences using existing short and day walks / rides in the region.
- d) Support the development of local and urban networks, including by:
 - i. District Councils should develop opportunities in partnership with local community groups to expand local walking and cycling networks. Assistance could be in the form of community grants as well as

¹⁰ Business Case for Waitangi Mountain Bike Park, Focus Paihia

technical expertise with business case development, feasibility studies and design work.

- ii. District councils should consider dedicating more shared pathways for the use of pedestrians and cyclists where this is safe to do so.
- iii. In partnership with local communities and special interest groups, develop local recreational walking and cycling tracks for the health, well-being, and social development.
- iv. WDC should consider future expansion of the Whangarei urban network beyond the completion of committed projects.
- v. District councils should look at opportunities to expand walking and cycling opportunities in other main centres.

e) Connect Northland to Auckland via Whangārei, including by:

- i. WDC, KDC, Auckland Transport and the NZTA should work together to ensure that walking and cycling considerations are incorporated into planned roading improvements between Auckland and Whangārei.
- ii. KDC, Auckland Transport and the NZTA should work together to on a joint proposal to connect the developing Rodney section of the Auckland to Whangarei Heartland Ride with the Northland section at Mangawhai utilising off-road and lightly trafficked routes.

f) Enhance nationwide journeys: Te Araroa / Tour Aotearoa, including by:

- i. KDC and Auckland Transport should explore long term opportunities to expand chartered ferry links across the Kaipara Harbour to promote cycle based tourism as well as seeking ways to improve wharf infrastructure at Pouto Point.
- ii. KDC should progress the Kaihu Valley River Cycle Trail by repurposing the rail corridor from Dargaville to Donnellys Crossing into an off-road cycleway and potentially also developing this route into a Great Ride extending further south to Matakōhe or Paparoa, subject to the development of a viable business case.
- iii. District councils, DOC and Northland Inc. should work with the Te Araroa Trail Trust to support the development and enhancement of the national walking trail.

g) Work with Maori as key partners to develop specific trails.

Longer term actions

- h) Improving coastal / harbour crossings on key routes
- i) Support the development of mountain biking opportunities, including by:
 - i. District councils should consider supporting the development of mountain bike parks through community grant funding and technical support.
 - ii. In addition to promoting the Waitangi Mountain Bike Park and planning for continued track maintenance and development, potential may exist for developing beach riding experiences / tours using new mountain bike (fat tyre) technology.
 - iii. In addition to physical track development, product development will be required so that companies offer services spanning bike hire through to training camps and guided rides to make it easy for locals and visitors to enjoy the facilities more.
- j) Investigate other Heartland or backcountry rides / walks including unused rail corridors, including by:
 - i. WDC and FNDC should work together to develop a Heartland Ride proposal between Whangārei and Bay of Islands utilising off-road and lightly trafficked routes.
 - ii. KDC should investigate the feasibility of a Great Ride or Heartland Ride between Dargaville (or Matakōhe / Paparoa should a Great Ride to these towns be deemed possible) and Mangawhai utilising off-road and lightly trafficked routes.
 - iii. District councils should liaise with Kiwirail, should rail corridors be decommissioned, for potential repurposing of redundant rail corridor for walking and cycling.
 - iv. KDC and FNDC should progress the development of the Waoku Coach Road as an alternative to using SH12, subject to the successful development of the Dargaville to Donnelly Crossing off-road cycleway.

B.2. Focus Area Two: Growing walking and cycling participation and promoting Northland's coastal point of difference

The purpose of this focus area is to ensure that the walking and cycling network and infrastructure built within focus area one is promoted with consistent messaging and utilised by both visitors and locals. The benefits that result from this focus area include:

- Improved health, social and environmental outcomes
- A modal shift for travel to work and education
- Increase international and domestic tourism spend
- Extend time spent in the region by visitors by slowing their pace of travel
- Improve employment prospects in the region.
- Enhance Northland's appeal as a cycling and walking destination
- Increase leverage from other initiatives in the region included in the Northland Economic Action Plan and the Provincial Growth Fund.

Current state of walking and cycling uptake in Northland

The Northland Regional Land Transport Plan (2015-2021) describes the benefits of walking and cycling for the region:

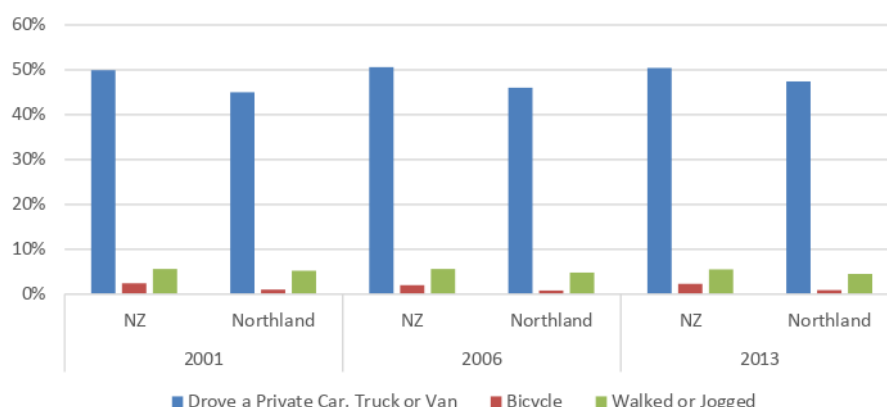
- Not all people have cars – such as the young and elderly
- There are substantial health benefits
- They are the most environmentally friendly forms of travel
- Economic benefits – less wear and tear on roading.
- Public transport is not always available
- Walking is already a component of most trips.
- They are both popular activities for visitors.

According to 2013 census data, the rates of walking and cycling versus other modes of transport are relatively low in Northland. A greater number of people are choosing to walk but, overall, the private car is much the favoured mode of transport to work. This is not dissimilar from NZ as a whole, although in Northland the choice of cycling to work is lower than the national average. These trends have remained relatively constant over the period between 2001 -2013¹¹ with reliance on the private car actually increasing slightly in Northland (Figure 7¹²).

¹¹ Data taken from Statistics NZ census data

¹² Figure 7 is a % of all those surveyed. A large % of those surveyed said they did not go to work on that day or worked from home, hence private car use is not higher.

Figure 7. Mode of transport to work in Northland and New Zealand



The 2017 Active NZ survey (the most recent survey of its type) provides an insight into the level of participation in sports in Northland.¹³ Encouragingly, walking is the most popular sport and recreational activity (55% of adults surveyed have walked in the last 7 days and 80% have walked in the last 12 months), rates not too different from the national average. However, rates of cycling in the region are notably below the national average. Only 7% of those adults surveyed have cycled in the last 7 days (compared with a national average of 11%) and, more significantly, only 18% have cycled in the last 12 months (compared with a national average of 27%).

The barriers to greater uptake of walking and cycling can be summed up as follows (most of these factors are not unique to Northland and could apply also to other provincial areas):

1. Physical barriers – distance, topography and conditions, including lack of infrastructure (e.g. signage), inappropriate infrastructure (e.g. poor surfaces), unsafe infrastructure or infrastructure that does not connect the right origins and destinations.
2. Psychological barriers – anxiety about crime and fear of traffic (i.e. an individual's common perception that it is not a safe method of travel).
3. Institutional barriers – inadequate initial and ongoing investment in infrastructure, external costs of not using private vehicles and historical neglect of pedestrian/cyclist interests in government administrations etc.

In practice, these factors overlap considerably. The lack of cycle network infrastructure in the region acts to create psychological barriers to travel in the region, particularly around fear of safety and crime. Cycling is an inherently more vulnerable form of travel, where not adequately separated from motor vehicles, with worse outcomes for riders from collisions. Historically there has been a lack of understanding on driver etiquette around cyclists. The 'share the road' scheme has

¹³ Sport New Zealand.– *Findings from the 2017 Active New Zealand Survey.*

introduced the 1.5m width for safe passing of cyclists on roads however this is not always adhered to and relies on enforcement and ongoing education.

Greater walking and cycling uptake in Northland could have significant benefits to health outcomes as the region generally fairs poorly across most indicators. For example, the region has a higher proportion of its population fall into the 'most deprived' category of the national index of deprivation compared with the NZ average. In 2016/17 38% were in Quintile 5 (most deprived) compared to a national average of 20% (nationally, equal proportions of the population live in each quintile). Greater deprivation can be a causal factor in worsening health outcomes including the development of comorbidities – i.e. a combination of factors leading to an early death (cancer, strokes, hypertension, heart failure, diabetes etc...)

In 2013/14, Northland had the third highest prevalence of obesity in New Zealand with 33.3% of adults obese. Northland has one of the lowest life expectancies, particularly for Maori males even when compared with national Maori population data. Northland also has one of the lowest self-ratings of good health at 87.9%. This measures a person's perception of their health status considering physical and mental health factors¹⁴.

Future opportunities to increase the uptake of walking and cycling in Northland

There are a number of way of encouraging behaviour change to increase walking and cycling in both every day activities such as travel to school and employment. One already discussed above is improvements to physical infrastructure such as dedicated, signed, off-road paths or on-road cycle lanes. Beyond this however there is the need to build-up the support network for walking and cycling infrastructure in the region. This includes secure storage facilities for bicycles (something which can be provided for by public funds) as well as cycle repair shops (something likely to be provided by the private sector).

Bikes in Schools is a programme led by the Bike on New Zealand Charitable Trust the purpose of which is to enable as many New Zealand children as possible to ride a bike on a regular and equal basis within the school. The package includes equipment, storage containers and tracks around the school grounds. A number of possible funding sources are suggested – local councils being one. NZ Transport Agency through the 'National Cycle Education System' has allocated \$600,000, administered through Bike on New Zealand, who will work with local councils to identify schools to financially assist. A number of schools in Northland have benefited from the scheme.

The emerging development of electric bicycles (e-bikes) presents an opportunity to overcome some of the barriers to greater uptake of cycling, i.e. distances and topography, primarily steep grades which would require a dismount for all but the fittest users. This also presents opportunities to encourage enterprising new businesses and deliver economic growth and employment opportunities. Elderly communities are seen as a major potential target audience.

¹⁴ Data from Northland District Health Board

Travel/journey planning is another way of encouraging walking and cycling through partnerships between district councils, district health boards, community groups and businesses. A dedicated resource in district councils would be useful to promote travel planning opportunities and would supplement work being undertaken to improve cycling infrastructure and promote school cycling.

Given the worse health outcomes outlined above it is important to engage particularly with Maori. The most recent Active NZ survey (2017) found that Maori and Pacific adults have lower than average weekly participation in sport. For the walking category, 56% of Maori had walked as a recreational activity in a given week whereas the rate for road cycling, mountain biking and BMX was around 9%. Both these rates were below the average however, young Maori spend the most time participating in sport in any given week. One of the barriers highlighted in the Active NZ survey was lack of fitness and poor health which were greater barriers than the average.

Growing awareness of the walking and cycling routes in Northland will be required to grow participation levels within the local community and with visitors to the region. An opportunity exists to promote the very best Northland has to offer so that these experiences provide a draw card for new walkers and cyclists to sample then engage in walking and cycling more often and for longer durations.

Northland has a dedicated regional tourism organisation (RTO), part of Northland Inc. Limited, a council-controlled organisation owned by Northland Regional Council. This important role occupies the space in the middle and works as a bridge between council and community/business interests.

Recently, promotion by the RTO has focused on highlighting Northland's walking and cycling trails including both district council managed trails and the DOC. The website portal highlights these as 'Northland journeys'. The 'journey' aspect to promotion is important and aligns with the vision of this strategy. It is expected that going forward, there will be a strong emphasis on story-telling, promoting the unique 'coastal' dimension to Northland's walking and cycling network. In promoting the 'journey' aspect, it is important to involve Maori. Northland has a rich tapestry of myths and stories involving travel – such as Kupe's journey around the coast.

What Northland presently lacks is unified walking and cycling branding. This includes everything from route signage to marketing material. Strong and unified branding will be important as regional walking and cycling routes develop. It is also a relatively inexpensive action to undertake compared to the investment in the trails themselves.

Northland has a number of advantages that allow walking and cycling to be expanded into the shoulder seasons (that is the period either side of summer). Although traditionally a summer beach destination, the weather in Northland rarely gets too cold for walking and cycling making it a viable destination for Aucklanders (our biggest domestic market) who wish to tour earlier or later in the year. This will be an important message to convey in any promotion of the walking and cycling network.

Short term actions

- a) The RTO continues to work with trail developers, businesses and the community to develop promotional material emphasising Northland's 'coastal' point of difference.
- b) Multiple agencies co-promoting our many tracks and trails, including repeating or amplifying in local media any positive international media stories that show how good Northland already is as a cycling and walking destination.
- c) Encourage locals to enjoy walking and cycling in Northland. District councils continue to partner with the NZTA, local schools, the Ministry of Education and Bike on New Zealand to deliver bikes in schools. District councils should also consider a resource to promote walking and cycling for everyday activities – for example work and educational activities.
- d) Attracting visiting walkers, cyclists and mountain bikers, such as investigating incentives for locals (perhaps supported by local businesses) to enjoy walking and cycling in Northland outside the summer season.
- e) Work with Maori to enrich walking and cycling journeys by intertwining myths and stories.
- f) Targeted engagement with Maori to grow participation rates in walking and cycling.

Longer term actions

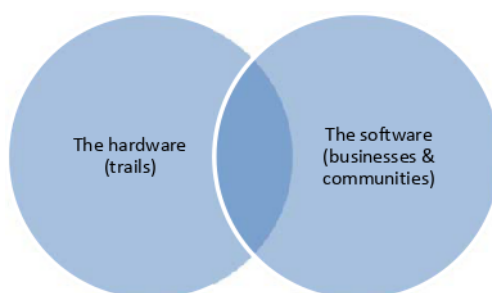
- g) Enable travel influencers to promote the region's walking and cycling options to others.
- h) Promote walking and cycling as key reasons to visit off-peak (i.e. spring / autumn campaigns / events)

B.3. Focus Area Three: Improving community wellbeing including creating economic opportunities

This focus area seeks to ensure that the benefits of developing and investing into a regional walking and cycling network flow through to locals. It concentrates on the “software” needed to provide a quality walking and cycling experience. These benefits include job creation and improved employment prospects, diversification of tourism opportunities, and less tangible aspects such as community pride.

The relationship between this focus area and focus area one – developing the trails themselves – is an important one as outlined by the figure below:

Figure 8. Relationship between focus areas one and three



The ‘hardware’ space is filled by district councils as well as agencies such as the DOC who fund and build the infrastructure. The ‘software’ space is filled by business seeking to leverage the economic benefits of trail development. This might include large scale operators but also smaller community enterprises, for example marae and homestay operators.

Northland has several attractions that receive large numbers of visitors, including the Bay of Islands, Waipoua Forest and the Tutukaka Coast. Like many popular tourist attractions across the country, these areas are increasingly under pressure from rising tourist numbers.

On the other hand, there are many areas of Northland that do not see many tourists as they are simply seen as ‘off the beaten track’, or lack specific attractions or the infrastructure to encourage people to visit. This includes most of the west coast and some of the east coast (away from the popular Bay of Islands and Tutukaka coastline). Many of these areas are some of the more economically and socially deprived areas of Northland. The development of walking and cycling routes could be a game changer for these areas and that the experience elsewhere can be replicated in Northland. This is borne out by regional and national evidence.

The development of the New Zealand Cycle Trail has had positive economic benefits in New Zealand to date. The Nga Haerenga, New Zealand Cycle Trail Evaluation Report (2014) estimated that visitors spent between \$131 - \$176 per person per day or between \$173 - \$743 per person per trip on the existing trails. 439 businesses

included in the report attributed 5% of their turnover to trail business with 50 new full-time positions created. One in seven businesses also said that the capacity for their services had been expanded at some stage, approximately 1000 people have been employed on the development of the trails since construction began. More widely, \$50 million of economic and social benefits have been realised with a positive cost: benefit ratio of 1:3.55. Anecdotally, the report found that the development of the trails fostered a sense of community pride.

In the Northland context, it is likely that similarly positive feelings will be created as tangible pieces of infrastructure begin to take shape. In Northland, the Pou Herenga Tai-Twin Coast Cycle Trail has attracted an estimated \$400,150 in revenue from domestic tourists and \$116,649 in revenue from international tourists (total visits 14,517). This was in 2015, prior to the full opening of the trail so the actual revenue and number of visitors may be higher now.

Walking and cycling trail development is expected to be especially economically beneficial in Northland because the region typically has higher rates of unemployment than most other regions of New Zealand. As of March 2018, unemployment sits at 6.3% which is higher than the national average of 4.6%. This is actually a 10-year low with unemployment in the recent past being in the range of 8-9%. The development of trails is likely to provide tangible jobs for workers during the construction phase with some positions remaining long term for track maintenance. The construction of tracks is a transferable skill, the expertise of which can be exported to other regions of New Zealand.

The perception of security and safety in walking and cycling is an important factor which contributes to an individual's modal choice. Improving security and safety is therefore an important aspect which needs to be taken into consideration when addressing the well-being of walkers and cyclists. This can be done through increased signage, lighting in appropriate places, better intersection crossings, advocating for mobile coverage, adequate car parking, road safety programmes, etc.

Short term actions

- a) Ensuring capacity and capability of Northland businesses offering walking and cycling related services
- b) Continue to improve walker and cyclist safety and security
- c) Engage local youth / unemployed in track building or operations where practicable

Longer term actions

- d) Celebrate achievements of walking and cycling options to build local awareness and pride

- e) Investigate incentives and events for locals to bring a visitor to a track / trail

B.4. Focus Area Four: Ensuring walking and cycling infrastructure, and its use, is sustainable

This focus area ensures that the work undertaken in the other three focus areas is done in a sustainable manner. While walking and cycling is inherently more sustainable than other forms of transport (the uptake of walking and cycling can lead to a reduction in carbon emissions and less wear and tear on the road network), it can come with environmental and resource costs.

For example, while seeking to increase visitor numbers, it is important to ensure that additional pressure is not placed on the environment. Ensuring that appropriate governance and funding arrangements for trails are put in place is also part of sustainable development.

A key benefit of developing an expanded regional walking and cycling network is that visitors can be spread to other less travelled parts of the region, reducing pressure on natural and infrastructure assets (existing trails, car parks, toilets and the like). In doing so however we need to ensure that we are not creating new environmental pressure and risks which did not previously exist. For example, walking and cycling trails could be a vector to transport pest species and disease.

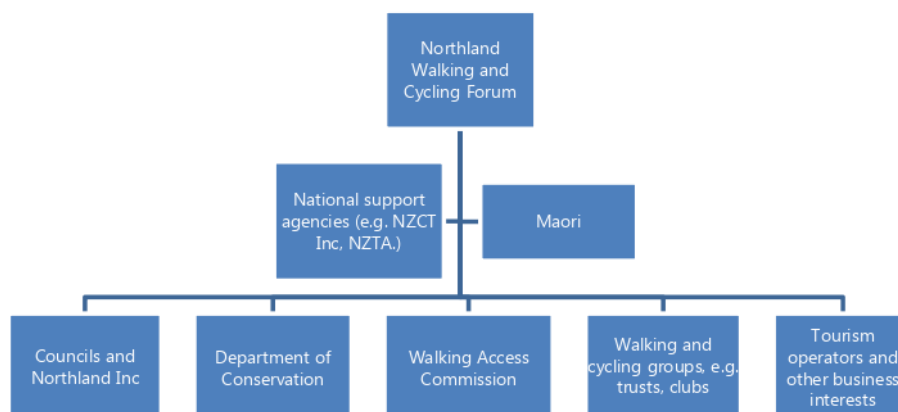
Particularly vulnerable is Northland's kauri forests. Kauri dieback has illustrated the risks associated with the spread of diseases to vulnerable and much treasured areas due to visitors. Kauri dieback is a disease spread by people not cleaning footwear or moving off track treading onto kauri roots. The disease is a major threat to kauri, a number of which are thousands of years old, with Northland having the largest and widest kauri trees in New Zealand. Some 450 sites across Northland, Auckland and Waikato have been identified as potentially affected, with most of these sites located in Northland. In June 2018, the Department of Conservation proposed to close or partially close 34 bush tracks in the upper half of the North Island to combat kauri dieback. Thirteen of these tracks are in Northland, including some tracks within the Russell and Waipoua Forests. Walking and cycling trails will thus need to be designed with environmental sustainability in mind.

In developing trails, it is important that they are constructed and maintained at the appropriate grade level and are fit for purpose. This will provide both a predictable experience for visitors as well as reduce wear and tear and thus long term maintenance costs. Ultimately this will mean that the trails are more financially sustainable. A number of innovative solutions could also be examined to reduce the local burden of trail maintenance (refer to actions below).

There is already a significant amount of work underway to improve walking and cycling infrastructure and participation within each of the three districts of Northland. This strategy is the start of an ongoing set of projects and processes that will deliver

additional connectivity and synergy for Northland. At the heart of this regional strategy will be an ongoing process for prioritising and optimising walking and cycling development activities carried out by a regional walking and cycling forum (Figure 9).

Figure 9. Northland Walking and Cycling Forum proposed structure



The forum will bring together those with roles and responsibilities in developing walking and cycling:

- The Regional Council, whose role is to coordinate the effort of the regional forum as well as advocating for a national share of walking and cycling funding for the region.
- District councils, whose roles are to fund the local share, construct and maintain walking and cycling routes and support local initiatives to increase the uptake of walking and cycling.
- Northland Inc. whose role is to promote walking and cycling from a visitor perspective.
- National support agencies often have a number of overlapping roles, for example NZTA is responsible for allocating funding to district councils through the National Land Transport Fund but also constructs, operates and maintains its own infrastructure. The Department of Conservation also owns land and undertakes trail development. The Walking Access Commission provides advice and advocacy.
- Maori will have an important role in providing guidance on the development of trails as well as how to promote and look after them.
- Local walking and cycling groups have an important role providing advice on the development of trails from a usability perspective. Tourism and business interests could provide advice from a commercial perspective.

Short term actions

- a) Establish the regional walking and cycling forum with representation from Maori.

- b) Continue to protect sensitive areas, tracks and trails including through education, infrastructure (e.g. wash stations) and closures where appropriate
- c) Promote less used walking and cycling areas, tracks and trails and de-emphasise sensitive areas in regional promotion
- d) Work with Maori utilising the principle of Kaitiakitanga (guardianship) to protect and manage trails sustainably.

Longer term actions

- e) Investigate options for alternative uses of payment to support trails with ongoing maintenance
- f) Monitoring and reporting use of walking and cycling areas / infrastructure
- g) Review and improve progress under this and other walking and cycling strategies in Northland
- h) Consider processes to establish custodial ownership of tracks and trails were appropriate

Appendix 1. Prioritisation of potential track and trail projects

In preparing this Strategy criteria was developed to assess the benefits and relative merits offered by new potential track and trail projects for walkers, cyclists and possibly also horse trekking. The criteria will continue to be used by the Regional Walking and Cycling Forum to re-evaluate those projects already identified as additional information comes to hand and to assess other track and trail projects as they are identified. The criteria considers the following nine components:

- a. Route offers wow factors (e.g. views, stories and links to iconic places or attractions) that align with our draft vision for Northland as "a world's best coastal walking & cycling destination"
- b. Likely to attract walkers or cyclists (in the appropriate target market e.g. easy, intermediate or avid)
- c. Will deliver significant economic benefits in the long term i.e. beyond the build phase
- d. Enables complementary benefits for community health, commuting and events
- e. Provides a safe route(s) for walkers and cyclists
- f. Route is logical and direct
- g. Route connects with accommodation, attractions and other services e.g. cafes / retail
- h. Route integrates well with other walking & cycling routes
- i. Local community supports the trail / route i.e. there is a local project champion or group

The use of this criteria has influenced the short and longer term priorities in Focus Area One.

TITLE: Treatment of Whangārei Harbour Board Land

ID: A1093537

From: Alicia Jurisich, Property Officer

Executive summary

In April 2018, a member of the public approached the Northland Regional Council ('council') as he believed the land neighbouring his belonged to council. After further investigation and legal advice, staff became aware this neighbouring land remained in the name of the Whangārei Harbour Board. While the land should have been, and could be now, vested in council ownership, for practical reasons Whangārei District Council ('WDC') has formally requested that the land be vested in their ownership.

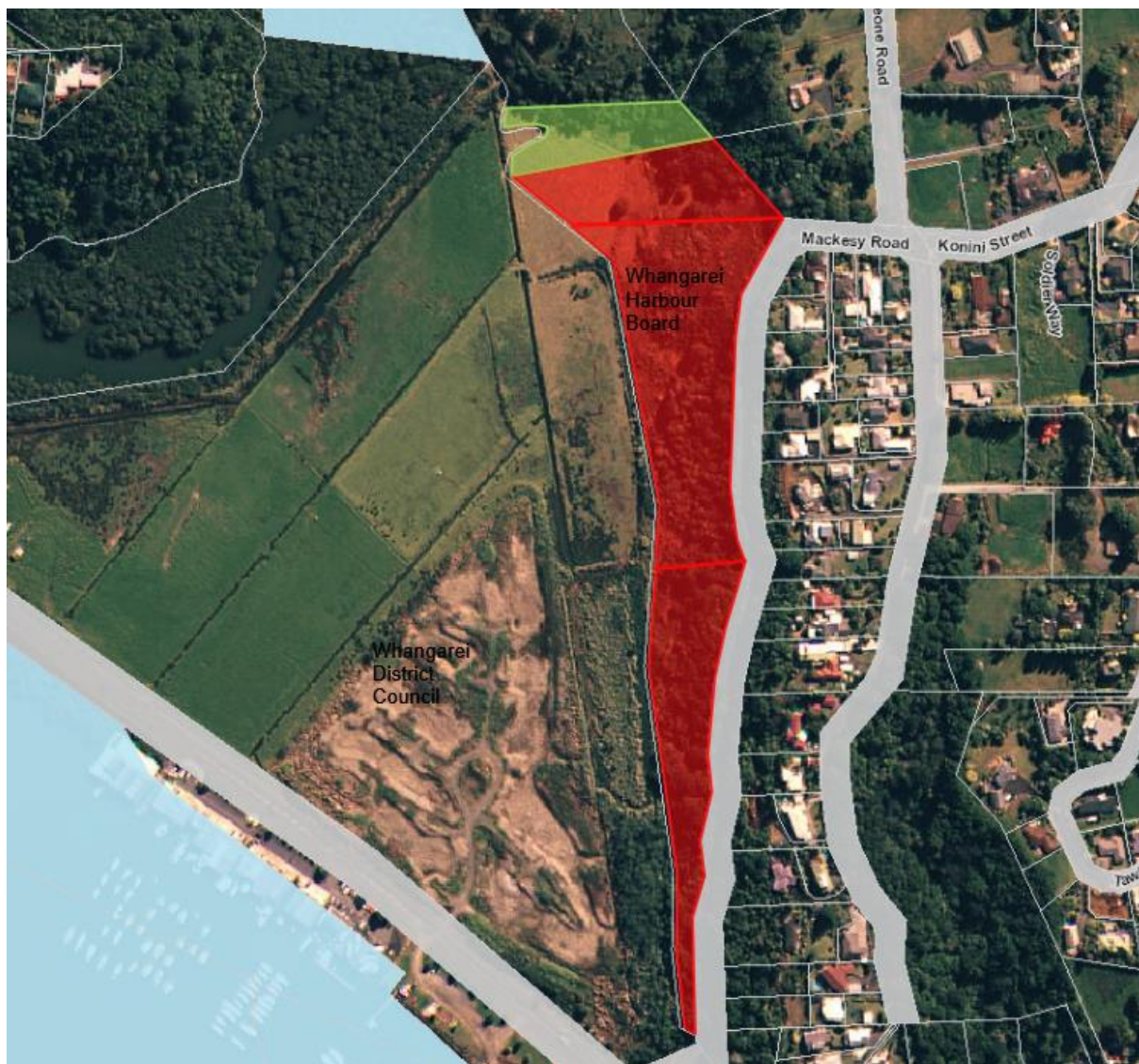
This matter was presented to the Property Subcommittee on 8 August 2018 to consider whether the land should be vested in either council or WDC. It is the subcommittee's view that the land be vested in WDC as it is unlikely to provide a return to the investment property portfolio, could potentially become a 'cost burden' to council and would be of benefit to WDC.

Recommendation(s)

1. That the report 'Treatment of Whangārei Harbour Board Land' by Alicia Jurisich, Property Officer and dated 2 August 2018, be received.
2. That the Chief Executive Officer have delegated authority to advise the Whangārei District Council of the following:
 - a. That full council approve the subject land being, Lot 3 DP 27784 and Lots 46 and 64 DP 18256 of NA978/260 and NA603/162, be vested in the Whangārei District Council;
 - b. That Whangārei District Council cover all of council's legal as well as any other related costs to the transfer; and
 - c. That a discussion be held with Whangārei District Council's Chief Executive Officer to negotiate an appropriate level of benefit to council.

Background

Earlier this year a member of the public contacted council regarding land neighbouring his, being Lot 3 DP 27784 and Lots 46 and 64 DP 18256 of NA978/260 and NA603/162 ('subject land'). The subject land is a total area of 32,390m². The land commences at Riverside Drive and is situated adjacent to Mackesy Road. The member of the public was advised by a local surveyor that the subject land belonged to council. This person now requires access through the subject land in order to gain access to his own. Please see the following map identifying properties.



RED: Whangarei Harbour Board land; Green: Land owned by the enquiring member of the public

The subject land is sloping and covered in trees. The land is situated below Mackesy Road and above Whangārei District Council (WDC) land – an image of which is below:



Titles confirmed the subject land remains in the Whangārei Harbour Board's ('WHB') name. WHB land *should* have been vested in the Northland Harbour Board ('NHB') on 1 September 1965. Legal advice was obtained and council staff were advised that as at the dissolution of the Northland Harbour Board in 1989², the subject land should have been vested in the Northland Regional Council. In short, principals for the vesting of all NHB land were as follows:

- i. Land which was a reserve, or used for recreational purposes or adjacent to any harbour or the sea vested in Whangārei District Council;
- ii. Land which was used for port activities vested in Northland Port Corporation (NZ) Limited; or
- iii. The balance of land vested in the Northland Regional Council.

On this basis, a legal advisor confirmed the subject land should be vested in the NRC.

Prior to council making an application for transmission of land, the WDC contacted NRC staff to advise they believed the subject land should be vested with them. A formal letter was presented to NRC on 2 July 2018 from WDC's Manager of Parks and Recreation. She requested consideration by council that the subject land should all, for practical reasons related to the development of the adjoining land, be in the ownership of WDC. The main reasons were as follows:

- a. Order principal 'adjacent to any harbour or the sea':
In this case, the land is separated from the former harbour edge by a 10-foot-wide Crown Reserve.
- b. Except for a small area at the northern section of the subject land, it is otherwise identified as a high instability hazard and includes at least one active slip.

² Land Information New Zealand would not have dealt with the subject land when dealing with the 1989 Reorganisation Order as it would not have shown as being in the name of the Northland Harbour Board.

- c. Land to the west of the subject land is owned by WDC as recreation reserve. The filling of this land is currently underway to create an active recreation space which includes sports fields and associated infrastructure. Filling could extend over the Crown Reserve onto lower levels of the subject land to avoid retaining structures or banked slopes (following b. above).

Considerations

Options

No.	Option	Advantages	Disadvantages
1	Retain the subject land and apply for transmission	<ul style="list-style-type: none"> Additional land into NRC's Investment Property portfolio. 	<ul style="list-style-type: none"> Legal fees for application for transmission. Cost of current works and future maintenance, insurance and rates. Likely not to be rentable. Possible legal fees for 'neighbour's' access i.e. easement over title.
2	Agree the subject land should be vested in WDC	<ul style="list-style-type: none"> Status quo - no extra administration or costs. Assists WDC's future recreational facility adjacent to the subject land. 	<ul style="list-style-type: none"> No gained asset.

Both the staff and Property Subcommittee's recommended option is option 2. The subject land is unlikely to provide a return to the investment property portfolio and could potentially become a 'cost burden'. Funds will be required both upfront and regularly in the future if retained.

2. Significance and engagement

In relation to section 79 of the Local Government Act 2002, this decision is considered to be of low significance when assessed against council's Significance and Engagement Policy.

The distribution of NHB land was decided upon in the Reorganisation Order dated 1989. The receivership of such land would then be a part of council's property investment portfolio. The change of land ownership therefore being an investment property related matter. Consequently, public consultation is not required.

3. Policy, risk management and legislative compliance

The receiving of this report is provided for in council's Investment Policy adopted in March 2018. Any acquisition or disposal of property investments requires council approval.

Further considerations

4. Community views

Regarding property investment, the wider community/ratepayers are not significantly affected and then positively as council prudently invests in such properties which return a rental yield.

The vesting of the subject land in WDC has the potential to benefit the community, supporting the neighbouring future recreational facility, and ensuring council is not burdened with further costs.

5. Māori impact statement

Council has previously consulted on the managing of its property portfolio in successive Annual and Long Term Plans. There were no specific concerns raised from Māori or iwi groups in respect of proposals.

6. Financial implications

No implications as the recommendation is that there be no cost to council.

Authorised by Group Manager

Name: Phil Heatley
Title: Strategic Projects Manager
Date: 13 August 2018

TITLE: Biosecurity Operational Plan 2017-2027 - Sustained Control Diseases (Kauri Dieback) Update

ID: A1098442

From: Don McKenzie, Biosecurity Manager

Executive summary

Operational plans for regional pest and pathway plans are a statutory requirement of the Biosecurity Act 1993. This agenda item describes the updated operational plan for section 8.1 Sustained Control Diseases in the Northland Pest and Pathway Management Plan 2017–2027.

Recommendation(s)

1. That the report 'Biosecurity Operational Plan 2017-2027 - Sustained Control Diseases (Kauri Dieback) Update' by Don McKenzie, Biosecurity Manager and dated 14 August 2018, be received.
2. That council approve the Biosecurity Operational Plan 2017-2027 – Sustained Control Diseases (Kauri Dieback).

Background

The Northland Pest and Pathway Management Plan 2017–2027 was adopted in full by council on 21 June 2018 and ordered to come into force on 1 July 2018.

Rules concerning kauri dieback were appealed through the Environment Court, which resulted in improvements being made to the rules for kauri dieback.

Having made the plan, and in accordance with section 100B of the Biosecurity Act 1993, a management agency (the council) must:

- (a) prepare an operational plan within three months after the commencement date of the Regional Pest Plan;
- (b) review the operational plan annually;
- (c) decide on appropriate amendments to the operational plan, if necessary; and
- (d) make copies of the operational plan and every amended version available to the public at cost.

The attached **Appendix 1** sets out an updated high level operational plan for section 8.1 - Sustained Control Diseases (kauri dieback) of how the Northland Pest and Pathway Plan 2017–2027 will be implemented and reported upon for this section.

Considerations

1. Options

No.	Option	Advantages	Disadvantages
1	Council approves the operational plan	Operational activities to reduce the risk of kauri dieback disease spreading will be accelerated.	Nil
2	Council does not approve the operational plan	Nil	Delays in operational activities could mean statutory deadlines are not being met and actions to prevent disease spread are delayed.

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

2. Significance and engagement

In relation to section 79 of the Local Government Act 2002, this decision is considered to be of low significance when assessed against council's Significance and Engagement Policy because it has previously been consulted on and is part of council's day to day activities. This does not mean that this matter is not of significance to tāngata 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

The decision is consistent with policy and legislative requirements under the Biosecurity Act 1993.

Further considerations

4. Community views

Kauri dieback is an issue which is receiving considerable public attention and the operational plan reflects how staff intend to work with landowners and the wider public to ensure engagement and the objectives of the management plan are met. Community consultation was undertaken during the process of making the regional pest and pathway plan and further consultation regarding the implementation of the agreed objectives and rules is not required at this stage.

5. Māori impact statement

The implementation of the operational plan has the potential for positive effects for Māori and landowners generally. In particular, the operational plan sets out the intention to increase the number of council supported community pest control programmes and partnerships which will include Māori landowners and provide support and guidance where needed to support Māori initiatives to reduce the risk of kauri dieback spreading.

6. Financial implications

Council contributes \$88,000 towards the National Kauri Dieback programme annually and 3.3 FTE has been allocated to implement the operational plan. Additional budget of \$200,000 specifically for the purposes of managing kauri dieback is provided in the Long Term Plan.

7. Implementation issues

The development of a national kauri dieback pest plan led by the Ministry for Primary Industries is in preparation which may establish new objectives and rules. However, the making of this plan is predicted to be two years away – staff are involved in high level discussions concerning this plan and public consultation, led by MPI, is underway. At this early stage there are no conflicting implementation issues foreseen.

Attachments

Attachment 1: 2018-08-21 Attachment 1 - Biosecurity Operational Plan 2017-2027 Update Sustained



Authorised by Group Manager

Name: Bruce Howse
Title: Group Manager - Environmental Services
Date: 15 August 2018

Sustained Control Disease (Kauri Dieback)

Sustained control disease and pathogens are generally managed through regulatory and non-regulatory biosecurity programmes.

The Kauri Dieback programme is a multi agency programme involving the Ministry for Primary Industries, Department of Conservation, Northland Regional Council, Auckland Council, Waikato Regional Council, Bay of Plenty Regional Council and Tangata whenua.

Approximately \$358,000 3.3 FTE is allocated to sustained control disease / biosecurity partnerships.

Council contributes \$88,000 directly towards the Kauri Dieback programme annually.

Total number of sustained control disease species: 1

Objectives:

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

Aims: *Over the life of the RPMP this operational plan has the following aims:*

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

Regulatory programmes include:

- Enforcement of rules relating to sustained control disease species.

Rule 8.1.1

1. *Authorised persons will determine whether a property is "high risk" by having regard to:*

- *Site status - Is it a confirmed or likely site?*
- *Site location - Is it close to known kauri dieback site(s)?*
- *Vectors - Is there a high likelihood of spread to or from the site?*
- *Any other relevant factors.*

2. *Where the property is identified as "high risk", an approved kauri dieback management plan shall be prepared by the authorised person in consultation with the occupier / owner / manager / user (as relevant).*

3. *The minimum criteria for an approved kauri dieback management plan are contained in Appendix 3 of the Northland Regional Pest and Marine Pathway Management Plan 2017-2027.*

4. *Land owners / occupiers / managers / users (as relevant) within Northland must implement the approved kauri dieback management plan to reduce the risk of kauri dieback spreading.*

Rule 8.1.2

Every person who sees or suspects the presence of KDB must report it to appropriate management agency

- Development of high-risk kauri dieback management plans.
- Council staff and/or their contractors will visit all places on private land suspected of containing Kauri Dieback to undertake further assessment or testing.

Non-Regulatory services include (not limited to):

- Develop and support community pest control programmes (CPCA).
- Develop and support biosecurity environment fund projects.
- Develop and support significant biosecurity partnerships (NRC-KiwiCoast Partnership and Māori).
- Support community and landcare groups.
- Provide advice about how to manage sustained control species.
- Support, attend and provide public pest control workshops.
- Provide selected pest control materials.
- Manage contractors relating to sustained control species.

Key performance indicators:

- 100% of high-risk sites have management plans.
- Respond to requests / incidents within 5 working days.
- Increase in number of NRC supported community led pest control programmes (Increase by 10% per annum).
- All exemptions to any rule are reported.
- Increase in awareness of sustained control species.
- Increase in hectares of high-risk KDB areas protected by fencing.

Council staff will develop an annual **Kauri Dieback Work Plan** describing a schedule of works for key activities relating to council's kauri dieback programme. This will include operational activities relating to the ongoing groundtrutting of priority aerial surveillance risk sites, requests from public and other engagement and educational opportunities. This will be updated annually.

Kauri dieback management plan – minimum criteria (RPMP Appendix 3)

All kauri dieback management plans developed under this RPMP must contain the following criteria:

1. *Description (site name, site location, soil sample numbers and other identification details)*
2. *Plan objectives to prevent or minimise the spread of kauri dieback*
3. *Risk factors*
 - a) *Proximity to other kauri;*
 - b) *Proximity to other infected sites*
 - c) *Vectors to infection;*
4. *Measures to be adopted:*
 - a) *Vector risk mitigation i.e. phytosanitary measures, access limitations, control of feral animals, any other details steps;*
 - b) *Obligation of landowner, occupier, manager, user as relevant;*
 - c) *Parameters and measures to ascertain whether objectives are being achieved;*
5. *Monitoring and review*

TITLE: Chair's Report to Council

ID: A1093067

From: Bill Shepherd, Chairman

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 July 2018.

Recommendation

That the report 'Chair's Report to Council' by Bill Shepherd, Chairman and dated 8 August 2018, be received.

Strategic issues

Local Government Conference and Regional Sector preconference tour

The Local Government New Zealand Conference was hosted by the Christchurch City Council in Christchurch on 15 July 2018.

Traditionally the member councils of the Regional Sector Group have a preconference tour looking at some of the local issues being dealt with by nearby regional councils. The tour was hosted this year by Environment Canterbury.

Many of Canterbury's water and soil issues are very different from ours in Northland. However, seeing how they are dealing with their challenges helps us to understand the thinking that they have applied to meeting those challenges. Canterbury's water mainly comes from Alpine sources in major rivers and aquifers. Their soils are gravel filled and porous, and as a result, nutrients leach very quickly into the groundwater.

One of the techniques that may have a direct application in the Aupouri Peninsula is their 'aquifer recharge' programme. Essentially the technique requires construction of large gravel bottomed ponds, channelling excess irrigation into those ponds and allowing it to soak into the soil, thus recharging the aquifer.

Rubbish

Recent publicity surrounding the impact of plastics in our oceans and landfills has heightened community concerns about our use of plastic and the amount of 'rubbish' we generate.

Without wishing to downplay the impact of such solid waste it is important that we do not lose sight of the other aspects of the 'rubbish' that human activity generates. In speaking to a couple of community groups recently I have taken the opportunity to encourage them to recognise that rubbish is way more than just solid waste.

Human impact on the environment is not just about farmers either, it is about our whole community! The way we manage our wastewater (urban sewerage and stormwater), dump solid waste like used tyres and appliances, introduce pests and biosecurity challenges, ignore the need to properly clean our footwear when we go into Kauri forests, breed and release pigs into the wild, transmit marine pests on the hulls of vessels, and so on and so on.... All these human activities have a 'rubbish' affect on our environment.

The need for vigilance from your Regional Council has never been more important!

From a personal perspective, I am really delighted with the community support that we have received for the big step up in environmental protection work that we signalled in our Long Term Plan. We have received a few enquiries from ratepayers noticing the significant increase in rates when they have received their invoices, but to be fair we have actually received less than we would normally expect to receive. Just another signal of the community's support for what we are trying to do on their behalf.

Meetings/events attended

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

- Meetings attended with the council's CEO, Malcolm Nicolson:
 - Representation Review Community meeting, Maungatapere.
 - Kaipara District Council Mayor, Dr Jason Smith, and Acting CEO, Curt Martin – office space in the proposed new Dargaville office.
 - Attended the Regional Sector Tour and Local Government New Zealand Conference along with Councillor Penny Smart.
 - Shane Lloyd, Wayne Hutchinson, Sue Dobbie, Councillor Justin Blaikie, and Darryl Jones, Economist – to discuss a funding shortfall for Manea Footprints of Kupe at Opononi.
- Regular fortnightly Northland Mayoral Forum teleconference calls.
- Andy Grant, Operations Engineer, Whangārei District Council – support for application for provincial development money.
- Tupu Ake launch – Te Puna o Te Mātauranga Marae, NorthTec.
- Councillor Penny Smart and I participated in a Kaipara Moana site visit – joining Minister Andrew Little, representatives of Ngāti Whatua, Auckland Council, Kaipara District Council, Whangārei District Council, and the Crown out on the Kaipara Harbour.
- Guest speaker at goodGround Real Estate breakfast meeting.
- Attended the Mangawhai Harbour Restoration Society AGM held at Mangawhai Heads.
- Extension 350 update meeting with Councillor Penny Smart, and from Northland Inc. David Wilson, Vaughan Cooper, and Luke Beehre.

Correspondence

During July I sent out the following correspondence:

Date	Addressed To	Subject
04.07.18	Sir Hekenukumai (Hector) Busby Dr Gordon Hosking Samara Nicholas Millan Ruka Richard Shepherd	Congratulatory letters on Queen's Birthday honours
11.07.18	Sheryl Mai Mayor Whangārei District Council	Support in principle – Provincial Growth Fund – EOI –Hikurangi Swamp

12.07.18	Robert and Lohnet Murray Tai Tokerau Honey Ltd	Congratulatory letter on winning Tai Tokerau Māori Business of the Year 2018 and Excellence in Environmental Management and Awareness
30.07.18	Don McKenzie Biosecurity Manager Northland Regional Council	Complimenting the Biosecurity team on the Highly Commended award received at the Air New Zealand Excellence Award for Environmental Impact presented at the Local Government New Zealand Conference

TITLE: Chief Executive's Report to Council

ID: A1092549

From: Malcolm Nicolson, Chief Executive Officer

Executive summary

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

Recommendation

That the report 'Chief Executive's Report to Council' by Malcolm Nicolson, Chief Executive Officer and dated 21 August 2018, be received.

8.2.1 HIGHLIGHTS

Air New Zealand EXCELLENCE Award for Environmental Impact

The LGNZ EXCELLENCE Awards recognise and celebrate outstanding leadership and impact across community, infrastructure, environment, economic development, and arts and culture within local government.

The Local Government Air New Zealand EXCELLENCE Award for Environmental Impact (highly commended) was presented to our chairman at the annual conference for the marine biosecurity team for outstanding contribution to safeguarding our marine environment. Read more about the awards here <http://www.lgnz.co.nz/news-and-media/2018-media-releases/innovative-northland-council-projects-highly-commended-in-lgnz-excellence-awards/>.

NZ Biosecurity Institutes Annual NETS Conference

Two members of the NRC team have won two out of three National Awards at the NZ Biosecurity Institutes Annual NET Seminar which was held in Nelson in July.

The Dave Galloway Innovation Award which was designed to recognise innovation in Biosecurity and creativity was won by Cameron Bunton as an acknowledgement of his contribution to the council's PestControl hub and its ongoing improvement.

The Peter Ingram Award which is given to a member of the Biosecurity Institute who has successfully undertaken or enable others to achieve, relevant to pest plant education, control or management was awarded to Sara Brill for her enduring work with communities to improve weed awareness and weed action

8.2.2 CEO'S OFFICE

SHARED SERVICES

The four Councils recently met for a stocktake of current projects that are currently 'in train' including four waters, IT services, provision of GIS in a single viewer, and LIDAR.

SENIOR MANAGEMENT APPOINTMENTS

Deputy CEO

As part of the ongoing evolution of the organisation's leadership capabilities in order to strengthen the senior management team's ability to effectively and efficiently deliver the recently approved

LTP, I am very pleased to announce that Bruce Howse has been appointed to the role of Deputy CEO.

Bruce will retain his current role as Group Manager – Environmental Services but with the appointment of a Deputy GM – Environmental Services he will have the support to carry out his extended responsibilities. As Deputy CEO, he will work with me on organisational overview initiatives and operational duties and fill in for me when necessary.

Deputy Group Managers

Further to the announcement made at the end of last week, I am pleased to announce the following appointments to Deputy Group Manager positions:

- Sue Brookes Deputy GM – Customer Service -Community Resilience
- Carol Cottam Deputy GM – Corporate Excellence
- Tess Dacre Deputy GM – Regulatory Services
- Duncan Kervell Deputy GM – Environmental Services

The position of Deputy GM for Governance and Engagement has been held off until an appointment has been made for the Manager – Maori Engagement role. This new role came out of the LTP.

COUNCIL PROPERTY UPDATE

Commercial & Industrial

- Agreement for the purchase of a Kaitiāia CBD property settled on 9 August.
- Agreement for the purchase of a Whangārei CBD property settled on 9 August.
- Agreement for the purchase of nine Whangārei CBD properties adjacent to other council freehold titles settled on 14 August.

Current Legal Proceedings		
Department	Description	Status
Consents	To construct a boardwalk as part of a coastal walkway in Back Bay, Mangawhai Estuary	Mediation held on 10 April 2018. Parties made a confidential agreement with further mediation being adjourned until 30 June 2019.
Consents	Seventeen (17) groundwater takes for horticultural irrigation at Houhora, Motutangi, and Waiharara	A pre-hearing meeting for the Environment Court is scheduled for 10 August 2018 to clarify the appellants and section 274 parties. All parties have agreed to mediation. Court direction is to be provided after the pre-hearing meeting.

8.2.3 CORPORATE EXCELLENCE

Fraud Declaration

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

Finance

The draft financial result for the year ending 30 June 2018 is a \$21K surplus compared to the budgeted surplus in the Annual Plan of \$26K.

In arriving at the surplus of \$21K, \$64K has been deducted to represent the unspent operational budgets proposed to be carried forward and used to fund the completion of operational projects in 2018-19. A further \$68K has also been deducted to represent the unspent operational budgets already approved to fund capital projects.

The draft result does not include \$1.8M of non-cash revaluation gains on council's property and forestry assets. After accounting for these non-cash revaluation gains and removing the special reserves movements, the statutory accounts will present a total Comprehensive Revenue and Expense (bottom Line) of approximately \$4.3M. A full explanation of material variances to budget will be included in the Annual Report document, which will be presented to council for adoption on 20 November 2018.

This is a provisional result and there may be further adjustments and amendments as the year-end reconciliations are reviewed by senior staff and the statutory accounts are prepared. There may also be amendments arising from council decisions.

Deloitte begin their three-week on-site audit on 27 August 2018, with weekly debrief meetings scheduled that Geoff Copstick will attend.

8.2.4 REGULATORY SERVICES

Proposed Regional Plan

Hearings are scheduled to start on 28 August 2018. There will be about 15 days of hearings held in Kaitiāia, Kerikeri, Whangārei and Otiria Marae.

A separate hearing for genetically modified organisms (GMO) submissions will start on 30 October 2018 in Whangarei and run for 2-3 days.

Staff released their recommendation reports for the main hearings on 6 July 2018. The recommendation the report(s) for the GMO hearings will be released mid September 2018.

The deadline for receiving evidence from submitters for the hearings was 10 August 2018.

National Planning Standards

See Item 7.3.

Zero Carbon Bill - Consultation

The Ministry for the Environment released a discussion document on potential legislative change to set targets for reducing green-house gas emissions by 2050 and establishment of a climate change commission. Council lodged a submission on the discussion document under the signature of the CEO after circulation to councillors for comment.

Land use and subdivision applications

During July 2018, 15 non-notified resource consent applications were received from the district councils. No comments have been made at the time of writing.

Consents in Process

During July 2018, a total of 57 Decisions were issued. These decisions comprised:

3	Moorings
7	Coastal Permits
1	Air Discharge Permits
6	Land Discharge Permits
2	Water Discharge Permits
30	Land Use Consents
2	Water Permits
6	Bore Consents

The processing timeframes for the July 2018 consents ranged from:

- 232 to 3 calendar days, with the median time being 28 days;
- 145 to 3 working days, with the median time being 20 days.

39 Applications were received in July 2018.

Of the 95 applications in progress at the end of July 2018:

26	were received more than 12 months ago (most awaiting further information);
14	were received between 6 and 12 months ago (most awaiting further information);
55	less than 6 months.

Appointment of Hearing Commissioners

No commissioners were appointed in July 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 July 2018 is (by number):

▪ Applications Publicly/Limited Notified During Previous Month	0
▪ Progress on Applications Previously Notified	5
▪ Hearings and Decisions	2
▪ Appeals/Objections	2

Compliance and State of the Environment monitoring

The results of compliance monitoring for the period 1 – 31 July 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	12	9	2	0	1
Coastal permit	69	51	12	0	6
Discharge permit	63	48	13	0	2
FDE – Discharge permit	38	28	7	3	0
FDE – Permitted activity	32	27	1	4	0

Land use consent	48	32	6	0	10
Water permit	243	173	52	0	18
Total	505	368	93	7	37
Percentage		72.87%	18.41%	1.39%	7.33%
YTD	505	368	93	7	37

Air discharges

A total of 36 air quality related environmental incidents were received, 25 of which related to burning and smoke nuisance and six to odour nuisance.

Continuous ambient PM₁₀ monitoring results for June 2018 for the Whangārei and Marsden Point airsheds, and Kaikohe, showed that compliance was met with the National Environmental Standards for Air Quality (NESAQ). PM_{2.5} monitoring results for Whangārei were within the Ambient Air Quality Guideline value.

Coastal

The majority of consents monitored during the reporting period related to coastal discharges (treated municipal sewage, boat ramp cleaning and boat maintenance facilities) and dredging.

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

Hazardous substances

- Four incidents involving the discharge of hazardous substances and 29 enquiries regarding contaminated land were received and responded to.
- 211.3 kg of hazardous wastes was disposed of.

New safety procedures for staff undertaking hazardous waste disposal have been developed and implemented. Controlled Substance Licence training has also been completed to ensure that staff can safely and legally handle waste substances used in pest control operations.

The Northland Regional Council and Whangārei District Council received a letter from the Minister for the Environment regarding the solvent processing operation at Ruakaka. Both councils are working together with government agencies to address site management issues and intend to provide a joint response to the letter.

Discharge and land use monitoring

Routine compliance monitoring of discharge and land use consents continued during the period.

- Council staff attended a Hikurangi Swamp Working Group meeting, hosted by WDC. There were no issues raised for NRC.

Since 1 May 2018 (when the National Environmental Standards – Plantation Forestry came into effect), NRC has received 82 notices of activities. The majority of these were for harvesting, which has created considerable work load for council staff.

Farm Dairy Effluent (FDE) Monitoring

FDE inspections commenced on 16 July 2018. This is about a month earlier than normal, with the early visits being made to winter milking farms. A total of 876 farms will be visited by the FDE contractor or council staff prior to Christmas. To date about 8% of these have been visited and

reported on. The results for consented and permitted activity farms are tabled below and compared with those for the same period last year.

Consented FDE discharges

A total of 38 consented farms have been visited and reported on, which is about 6% of the total consented farms to be visited.

Full Compliance		Non-Compliance		Significant Non-Compliance	
This Year	Last Year	This Year	Last Year	This Year	Last Year
28	0	7	0	3	0
74%	0%	18%	0%	8%	0%

Non-consented FDE discharges

A total of 32 non-consented farms have been visited and reported on, which is about 15% of the total non-consented farms to be visited.

Full Compliance		Non-Compliance		Significant Non-Compliance	
This Year	Last Year	This Year	Last Year	This Year	Last Year
27	0	1	0	4	1
84%	0%	3%	0%	13%	100%

Environmental incidents

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

Enforcement

Abatement and infringement notices

The following notices were issued during the period:

Offence / Activity	Number of individual offences	Abatement notice(s)	Infringement Notice(s)
Burning and smoke nuisance	3	1	2
Coastal structure	2	2	1
Farm dairy effluent discharges	1	1	1
Discharge contaminant to water	1		1
Disturbance to foreshore	1		1
Total	8	4	6

Other Enforcement

Dumping and burning of demolition waste Kaikohe

Charges have been laid against two companies, two individuals (associated with the two companies) and a land owner for the dumping and burning of demolition waste near Kaikohe. Statements of evidence are required to be delivered to the defence by 3 September 2018. The case has been adjourned to 10 October 2018 for a "Case Review Hearing".

8.2.5 ENVIRONMENTAL SERVICES

16. LAND MANAGEMENT

Environment Fund Update

The first project funding approval round is set for 7 August 2018 with 166 projects totalling \$915,829.

Farm Water Quality Improvement Plans (FWQIP) – 2018/19

This financial year 30 FWQIP's have been commenced and 2 have been completed.

Upper Hātea

18 environment fund grants have so far been applied for this financial year, covering fencing, planting and troughs.

Monitoring done by the Whitebait Connection with community and school groups in the Waitaua catchment (funded for 2 years by WDC) has found some water quality issues at two sites in particular. These will be investigated over the coming weeks. WDC funding for on-going monitoring of these extra sites has been withdrawn, however this work is deemed to be really beneficial for understanding the issues in the catchment, so the monitoring will be continued for the next financial year at least.

Flyger Road Nursery expansion

Nursery expansion planting was completed in late July and took a period of 4 1/2 weeks to complete. This is our largest planting undertaken yet with close to 40,000 stems of poplar and willow planted across the new expansion blocks and the existing nursery to fill in gaps where previous plantings had failed. The majority of all the poplar planted this season are of the Kawa clone variety which were sourced from the existing nursery during the recently completed harvest. Shrub willow plantings were also increased this year to keep pace with projected demand.

Approximately 400 stems of poplar and willow varieties were obtained via the NZ Poplar and Willow Trust breeding group at no cost. Many of which are new varieties to Northland which will be first evaluated in the nursery and then trialled at selected sites in Northland.

Soil Conservation Plant Material Supply

Supply of soil conservation plant material from the Flyger Road nursery finished August 1. Again, new systems and assistance and the wider land team all played a role in distributing material out to clients across the region in good time. This year provisionally 6,551 poplar and 1162 willow poles were supplied to landowners.

BIODIVERSITY

FIF Dune Lakes Project

Iwi partnerships

A hui was held at the Ngāi Takoto office in Kaitiāia on 26 July 2018 including representation from Te Aupōuri, Ngāi Takoto, Te Rarawa and Te Hiku Iwi Development Trust. The objective of the hui was to seek consent to proceed with herbicide operations at Ngāi Takoto and Te Aupōuri-owned lakes. Both project partners agreed to proceed. Contact has also been made with Ngāti Kuri for agreement to undertake herbicide operations at a lake under their co-ownership with Te Aupōuri.

Pest survey

The exotic fish and water-weed survey closed in July and analysis of the results is underway. Response rates appear in the following table. This information will be added to biological data from the 100 lake ecological surveys and NIWA Freshwater Fish Database. Note that some surveys covered more than one waterbody/property.

	surveyed	responded	% response rate
waterbodies	383	135	35
landowners	402	111	28

Wetlands

Staff provided advice on a range of wetland and biodiversity issues including:

- Northland coastal wetland planting guide for DOC;
- Advice on wetland and riparian clearance rules; and
- Protection and enhancement of kahikatea stands and wetlands at both Waipū estuary and Tinopai coastal wetland.

One biodiversity plan was completed (Onewhero Bay) and two Environment Fund applications submitted (Tapuaetahi Inc. and Waipoua River Headwaters) for wetland/riparian protection.

A survey of rare mudfish was carried out in the Kerikeri Airport gumland (Top Wetland #19) and fencing projects are currently in progress with Land Management Advisors for Kaipeha Swamp (Top Wetland #10) and Wairahi Swamp/Lake Taeore (Top Wetland #52).

Integrated Kaipara Catchment Management Group (IKHMG)

A meeting of the IKHMG Management Sub-committee was attended. A business plan and work plan developed recently identifies the need for additional support staff to implement the plan's actions. The IKHMG is investigating an application to the Provincial Growth Fund transitional funding.

The IKHMG quarterly hui is scheduled for Thursday 23 August at the Kaiwaka Sports Pavilion and it is expected that there will be significant central government representation e.g. Office of Treaty settlements. The key note speaker will be Danielle Johnson on *Social Dimensions of Climate Change in the Kaipara Catchment*. A workshop on community aspirations for restoration of Kaipara Moana is also planned. Councillor Smart has indicated she will attend and there is an opportunity to extend the invite to other NRC staff and councillors.

CoastCare

The Taipa CoastCare dune restoration project has been running successfully for ten years however, erosion has narrowed sections of the restored dune, making the land behind vulnerable and increasing maintenance requirements. Earlier this year approval was given to move the barrier fence landward to widen the dune and increase its resilience. This work has started this winter with two blocks widened landward, weeded and planted out with a mixture of native dune plants provided through the Environment Fund.

A dune planting day with Whangarei Primary School students was attended at Pataua North. The event was one of several organised by Tahi Honey and QEII National Trust to restore the health and function of the dunes in the covenanted area with a focus on improving conditions for the threatened dune plant *Pimelea villosa* (sand daphne). Plants were provided through the NRC Environment Fund and QEII National Trust and some were grown by Tahi Honey staff in their onsite shade house.

BIOSECURITY

Biosecurity Threats/Incursions

Mycoplasma bovis

Councils Biosecurity Incursion Management Officer is continuing to assist the Ministry for Primary Industries with the management of ten Northland farms, six of which have been issued with Notices of Direction (NoD), one with a Restricted Place Notice (RPN) and three farms have had their notices revoked due to the properties being declared disease free following testing. The restrictions (NoD and RPN) are in place while ongoing surveillance for M bovis is being carried out which restricts the movement of stock and other risk good onto and off the property.

The Government along with the dairy and beef industries have agreed that an attempt will be made to eradicate M bovis. There is only one strain of the disease present in New Zealand which indicates a single source of infection.

Currently, the disease is still not widespread with 39 infected farms nationwide and approximately 233 out of 20000 farms (1%) under some form of restriction. Latest updates can found at the link below:

<https://www.mpi.govt.nz/protection-and-response/responding/alerts/mycoplasma-bovis/>

Marine Biosecurity

Following the recent incursion of Mediterranean fanworm in Opuia divers have been in the area conducting an intensive survey and have removed so far a total of 88 individuals. The average fanworm tube length is 305mm with the largest being 745mm. Conditions are poor as visibility is often low and currents strong. Divers have now been asked to stand down temporarily as discussions will take place with Ministry for Primary industries and key stakeholders regarding the next phase of management for the area. To date approximately \$100,000 has been spent on the response.

Biosecurity Partnerships

Kiwi Coast – NRC Partnership – Monthly Update

The Department of Conservation's 2017 Kiwi Call Count Report has confirmed kiwi populations are either stable or increasing at almost all sites with good dog control and sustained predator control on the Kiwi Coast, with close to 40 kiwi calls per hour recorded at a Bay of Islands site.

Analysis of the Northland 2017 kiwi call count data showed the number of kiwi calls per hour increased in the Northern and Southern areas, and that the Eastern Area again had the highest kiwi call rates in Northland. The highest kiwi call rate was recorded at the Marsden Cross listening station, at an average of 38.8 kiwi calls per hour!

These results buck the national trend identified by the Kiwis for Kiwi Trust in 2014 of a 2% decline per annum in kiwi populations nationwide, and show the hard work being carried out by all the community, iwi and hapu led kiwi recovery projects involved in the Kiwi Coast is paying off.

Feral Pigs

Staff are continuing to receive regular requests for assistance from landowners to manage and control feral pigs throughout Northland. Two community meetings were attended this month largely generated by community wanting action on feral pigs and to discuss the risks feral pigs (and the pig hunters chasing them) pose in regard to the spread of kauri dieback.

The first meeting held in Waimamaku was called by Te Roroa and DOC kauri coast to provide feedback of results from a pilot pig control programme that was carried out in Waipoua 18 months ago. This pilot programme used contractors and employed local hunters and hunters which followed a biosecurity hygiene protocol used in Waitakere's by Auckland Council and Ark in the Park.

Biosecurity staff also attended a hui called by mana whenua at Takahiwai to discuss options for feral pig control in the Takahiwai forest. An overview of kauri dieback, its distribution and how it spreads was given as well as advice on hygiene protocols that should be used by all users of the forest to reduce the risks of spreading the disease into Takahiwai.

The group is also interested in having a more holistic view of pest control in the Ngahere Forest at some stage with a goal of reintroduction of species like kiwi and oi (shearwater sea bird). Staff are supporting mana whenua to develop a community pest control plan to address a range of pests and work towards restoring the Takahiwai Forest.

RIVERS

Priority Rivers	Work	General Status	Comments
Awanui	OpEx	0% complete	Tender is posted on GETS and Closes 24 Aug
Awanui	CapEx	5% complete	Work is progressing with Bell's Hill Bench
Kaihu	OpEx	0% complete	Tender is posted on GETS and Closes 31 Aug

LTP Projects

Rivers	Comments
Awanui	Asbestos removal from the Firth Concrete site has been completed. Demolition of the buildings is underway, followed by concrete breaking and work that can be completed in wet weather. Detailed design work for the Bell's Hill Bench and Te Ahu -Fast Track bank stabilization work is progressing. Resource Consenting for these works is also progressing.
Matangirau	A meeting is scheduled with FNDC to define roles.
Kawakawa - Taumarere	Communication plan has been developed with NRC Comms Team

Rivers	Comments
Whangarei	The team is progressing with notices to the land owner to conduct survey and geotech work.
Panguru	A working group meeting is scheduled for 9 August. Channel maintenance works done in May / June appear to have been well received by the community.

NATURAL HAZARDS

Work Streams	% complete	Comments
Regional LiDAR Project	5%	<p>Delivery of 726 km² of LiDAR data in and around the Awanui catchment has been completed. A copy has been dispatched to LINZ, and the engineering consultants working on the flood model, and Preliminary Scheme design.</p> <p>The contractor, RPS, is concluding a contractual agreement with an NZ based aviation company to complete capture of the region.</p>
Priority Rivers Flood Hazard Maps	85%	Waipu and Paparoa catchment flood mapping is due to be delivered in August. The next release of flood mapping information will be for these catchments, together with the Kerikeri catchment.
Awanui Flood Model	20%	<p>Data transfer from NRC to the engineering consultants working on the flood model and the Preliminary Scheme design is virtually complete.</p> <p>In house modelling, have given a better understanding of the overflow of SH-1 and this information is being shared with the consultants working on Awanui projects.</p>

HYDROLOGY

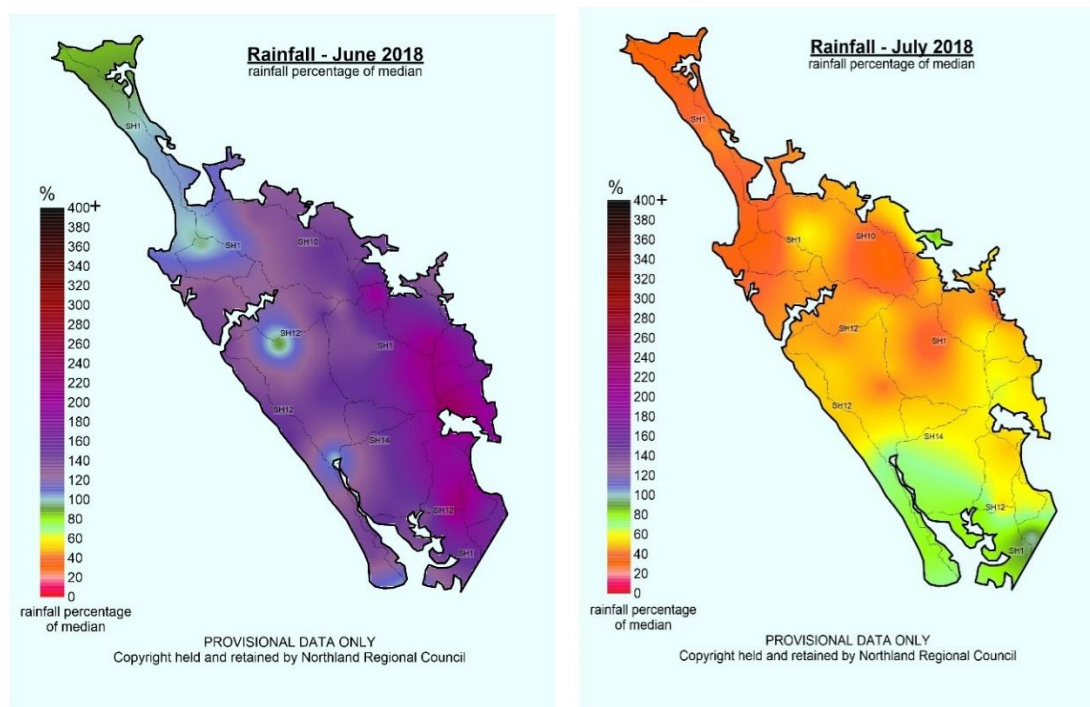
Hydrology Team & Water resources Work Programme:

The hydrometric station health and safety mitigation work has been completed at the below sites:

- Mangakahia Gorge water level station.
- Kaihu Gorge water level station
- Ngunguru at Dugmores Rock water level station
- Maungaparerua water level station
- Whakapara water level station



July ended as a notably dry month with monthly totals well down on what would normally be expected. NIWA has recently indicated a possible shift to El Nino conditions this summer. The winter rainfalls totals will be monitored closely as 40% of Northland annual rainfall is received in winter.



8.2.6 GOVERNANCE AND ENGAGEMENT

ECONOMIC DEVELOPMENT

Investment and Growth Reserve – Projects

Project	July update	Future developments/ reporting
Extension 350	Fourth quarter 2017/18 report due in July.	

Resources Enterprise Limited (REL)	Continue to engage with directors. Lack of progress is disappointing and indicates an elevated risk.	Continue to engage with directors.
Hundertwasser Art Centre (Whangārei)	None.	Awaiting provision of project plan and other conditions associated with first payment.
Kawakawa Hundertwasser Park Centre (Te Hononga)	None.	Prepare funding agreement between council and the Trust.
Extended Regional Promotion	None.	Report for the six months ended June due in mid-August 2018.
Twin Coast Cycle Trail (TCCT)	None.	Awaiting further progress reports and associated invoices to complete funding commitment.
Demand assessment for new water storage	Developing application for PGF funding; meet with various tangata whenua, workshop with councillors.	Application submitted.

Investment and Growth Reserve – Business case funding by Northland Inc.

Since the decision taken at the February 2018 council meeting to allocate responsibility for funding business case assessments to Northland Inc., the following business cases have been supported.

- April: Whangārei CBD Hotel development and Marine vessel haul out opportunity
- May: Ngawha Springs redevelopment
- June: Marine sector capability and Russell Museum redevelopment

Further business case allocations made Northland Inc will be reported through the CEO report as they occur and at quarterly council workshops with Northland Inc.

Other activities undertaken included:

- Northland Walking and Cycling Strategy – workshop discussions with councillors, update project spreadsheet and discussions with forum members. Revised version prepared for RTC meeting on 8 August. (This has been included in the August agenda for approval.)
- Prepared two submissions: MBIE consultation on International Visitor Conservation and Tourism Levy, and Commerce Commission consultation on deregulation on national roaming service.
- Key messages for councillor workshop discussion with new board of Northland Inc.

ONLINE CHANNELS

- **Highlights** – Biosecurity Week (Shining the light on innovation)

Biosecurity Month was reduced to 'Biosecurity Week'. Working with this year's theme we promoted the popular Pest Control Hub series, showcased a few of the innovative ways we carry out Biosecurity in Northland and confronted more of the controversial pests we deal with such as Mediterranean Fanworm. As a result, we reached over 53,000 people and engaged with more than 6,000.

- **Most popular post on Facebook this month** – it was brought to our attention that some people were promoting the fostering of possum joeys (young possums) via social media. As a result, we published a Facebook post outlining the rules in our Regional Pest and

Marine Pathway Plan (Rule 7.3.8) and why possums are Northland's number one animal pest.

Key Performance Indicators	Mar-18	Apl-18	May-17	Jun-18	Jul-18
WEB					
# Visits to the NRC website	29,200	25,000	13,100	17,500	12,800
E-payments made	2	2	6	0	No data
# subscription customers (cumulative)	1,171	1,165	1,173	1,165	1,153
SOCIAL MEDIA (cumulative)					
# Twitter followers	1,376	1,383	1,389	1,391	1,403
# NRC Facebook fans	6,108	6,145	6,180	6,360	6,440
# NRC Overall Facebook Reach	91,900	67,800	54,200	94,400	77,400
# CDEM Facebook fans	15,600	15,700	15,700	15,900	15,900
# CDEM Overall Facebook Reach	180,300	50,700	11,800	76,100	24,600
# Instagram followers	261	286	322	381	432

ENVIROSCHOOLS / EDUCATION

Kauri Dieback presentation attended

On 27 July, council joined the Ministry of Primary Industries in a presentation to Whangarei Heads School for their work in Kauri dieback environmental teaching and learning. The school was presented with a Kauri tree for their work.

Enviroschools newsletter published

Issue 28 of the Enviroschools newsletter was published. The newsletter reports on: Dargaville Intermediate's Green-Gold celebration, the Enviroschools WaiRestoration national hui and the WaiFencing and Project Pest Control courses. It also features environmental learning and action taking place at: Kaikohe Christian, Paparoa, Riverview, Tangiteroria, Whangarei Boys' and Whangaruru schools and Portland Kindergarten.

School communities facilitated

Despite the school holidays, during July 17 school communities were visited by Enviroschools facilitators.

MARKETING AND ENGAGEMENT

Celebrating our People – past present and future.

The mid-year staff meeting was expanded to include a celebration of our 30 year anniversary as a regional council. Honoured guests including past staff members and elected members were invited to speak, both in person on the day and through a series of pre-recorded videos.

There were photo displays reflecting back through the 30 years and presentations and discussion on our focus, both now and into the future, on delivering our newly adopted Long Term Plan.

Heather Hunt from Backyard Kiwi also gave a presentation on the work they are undertaking to increase the local Kiwi population and the importance of partnerships.

MĀORI ENGAGEMENT

During July, the Council chairman and Councillor Smart were invited to attend a special meeting hosted by the five Kaipara Uri entities currently engaged in negotiations with the Crown over cultural redress pertaining to the Kaipara Harbour.

The meeting took place on the harbour and was attended by Minister for Treaty of Waitangi Negotiations, Hon Andrew Little, other Crown officials, local authority members and members of the Kaipara Uri negotiating team.

The trip allowed members of the Crown negotiating team to hear first-hand, the concerns of iwi and, to see the results of years of siltation in the harbour.

A meeting of the Council Working Party, which includes, Auckland Council, Kaipara District and Whangarei District Council's and Northland Regional Council was held post the trip on the harbour. This was to allow councils time to reflect on discussions (held during the trip) and the new proposed time line for settlement. This meeting was followed by a meeting between local authorities' representatives and Kaipara Uri for the same purpose.

GOVERNANCE SUPPORT

Local government official information (LGOIMA) requests

Month	LGOIMA requests received 2016/17	LGOIMA requests received 2017/18
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	14
May	8	16
June	7	18
July	7	15
Total LGOIMA requests received	116	168
Total LGOIMA requests not responded to ≤ 20 working days*	7	11

In July 2018, there was one LGOIMA request that exceeded 20 working days' response, as the requestor was away.

CORPORATE PLANNING | KPI REPORTING

Council have now adopted their new Long Term Plan 2018-2028 which includes performance measures and targets to guide the next three years of reporting. Concurrently, staff have just completed their last round of reporting on performance measures that were set out in the 2015 - 2025 Long Term Plan. The 2015 Long Term Plan set out 50 performance measures, and staff provide information quarterly to council on progress against these performance measures.

Year end reporting has just been completed, and council has made good progress against achieving the majority of targets:

- 37 targets were achieved;
- 4 targets were not applicable due to a lack of large rainfall events occurring in the reporting period (these measures related to hazard management).
- 8 targets were not achieved
- 1 target is awaiting receipt of further information for completion.

It should be noted the definition of “achieving” a target is very prescriptive. In some instances, council does not have direct control over the achievement of targets, for example, the target to maintain or increase the number of students attending Project Pest Control, which fluctuates in accordance with other external factors.

The eight targets that were not achieved are set out below, with some discussion as to why they were not achieved.

Measure not achieved	Discussion
Percentage 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). Target: 100%	Two sets of meeting minutes were delivered one day late (minutes from meeting 21 November 2017 made available on 6 December and minutes from 20 March made available on website 4 April).
Number of students participating in Enviroschools Project Possum Stage 1. Target: Maintain or increase	The Project Possum programme has changed scope slightly and is now called Project Pest Control. The annual programme incorporates students from a variety of schools across Northland. The number of attendees at the workshops fluctuates in response to various factors including the number of students available at the time of the workshops and other work programmes being run by schools. The number of attendees has decreased by four from 2016/17 to 102.
Number of people participating in CoastCare groups. Target: Maintain or increase	923 people participated in CoastCare groups in this reporting period, which is less than the 1,357 recorded for the last reporting period. The number of people recorded can be swayed significantly by the inclusion of casual volunteers assisting with events such as planting days. This accounts for the significant fluctuation between this year and last.
Percentage of significant non-compliance events for permitted farm dairy effluent activities monitored that year Target: Less than 15% of monitoring events.	This target was not achieved, with 22.6% significant non-compliance events monitored. This is a slight improvement on the 25.2% monitored in the 2016/17 year.
Percentage of consents for industrial, municipal sewage and farm discharges and major water takes requiring monitoring that are monitored as	92.7% was achieved. Of 1134 major consents there were 83 which were not monitored as per the monitoring programme. This is attributed to staff changes

per the council's consent monitoring programme. Target: 100%	during the year, with downtime occurring between new staff starting work and getting up to speed in their work programmes.
Percentage of occasions that appropriate action is taken to rectify significant non-compliances. Target: 100%	99.3% was achieved. Two of the 276 significant non-compliant monitoring events had not had formal enforcement and/or follow-up action at the time of reporting. These events occurred late in the reporting period and are in the process of being followed up by staff.
Number of Environment Fund applications granted annually. Target: Maintain or increase	195 applications were granted, down from the 218 granted in 2016/17. This is due to lower funds being available for allocation.
Number of passengers for the Whāngārei urban bus service Target: Increasing annually	290,594 passengers were recorded, down from 309,414 passengers in the 2016/17 year. Planned updates to the ticketing service and finalising of a new contract have been delayed, and the decrease in numbers may be attributed to this.

One measure relates to Northland Inc.'s level of compliance with their approved Statement of Intent, which can only be measured upon receipt of Northland Inc's 2017/18 Annual Report in August. Northland Inc's SOI 2017-2020 requires them to report on 14 key performance measures. Council will receive Northland Inc's Annual Report 2017/18 in October.

8.2.7 CUSTOMER SERVICE – COMMUNITY RESILIENCE

MARITIME

The Navigational Safety Bylaw Infringement schedule is due to go before the Cabinet Legislation Committee on the 6th of September, and then before the Executive Council for signing on 13 September. Subsequent to publishing in the gazette, the new infringement schedule will be in force 28 days following publication.

The National Harbourmaster's Navigation and Safety Special Interest Group meeting was attended earlier in the month by both Harbourmasters with J. Lyle as SIG convener and Chair, T. Phipps as CEO representative and T. Capp also in attendance. The National Port and Harbour Safety Code forum was held the following day. The meeting focused on legislative changes needed to maritime rules and the harbourmasters will be requesting the CEOs to write to the Minister of Transport on key points of concern.

The Cement vessel Aotearoa Chief was visited by T. Phipps and L. Walkinshaw during a recent port stay. The visit was used to verify the settings and operation of a Pilot's portable (navigation) unit prior to its operational deployment in the Bay of Islands.

Work has commenced towards applying for a regional council owned consent for the continued maintenance dredging of the Hatea River. The dredging compliments other planned developments for the Hatea enables continued visiting of foreign and domestic yachts to the Town Basin as well as continued commercial viability for the various businesses operating in the Hatea. Present dredging is carried out under a number of external consents which is not efficient.

A Meeting with Refining NZ and Northtugz was held to discuss shoaling in the berth pocket around Marsden Point Jetty #1 and an approach for remedial and preventative dredging as a stop-gap

measure until dredging works for the “Deeper Story” Channel realignment and deepening can be effected.

Meeting of the three Regional Council On Scene Commanders with Refining NZ was held at Marsden Point regarding joint oil spill response plans for Marsden Point. This will be a regular event on a quarterly basis.

After careful lobbying to LINZ, they have now produced a detailed electronic berthing chart of Marsden point more suited for pilotage. More charts are planned for the upper harbour.

Cruise Ship bookings for the Bay of Islands have now been confirmed for the coming season. From when the budget was set in 2017 there has been a decrease on actual booking numbers from 70 ships to 58 finally confirmed. This was mainly the result of two firms planning multiple visits pulling out. Actual estimated profit is predicted to drop by \$80k after taking into account the consequential reduction in running expenses.

Fourteen maritime incidents have been received over the month of July.

CIVIL DEFENCE EMERGENCY MANAGEMENT

Warnings and activations

Weather watches and warnings have been issued during July. No CDEM activations were required although each event was monitored by the Duty Officer.

Ministerial Visit

At short notice the Minister of Civil Defence, Hon. Kris Faafoi, visited Northland in early August. He met with CDEM Group members, Chair of the NRC, CEG Representatives, CDEM Professionals and made a visit to the NZ Refinery. The purpose of the visit was to meet with the various stakeholders and representatives.

Youth and Emergency Services

This year's Youth in Emergency Services (YES) Programme in Mangonui is complete. The programme was another great success with 10 more young Northlanders graduating from the programme. It is hoped the programme will be held in Whangarei in 2019. An application for funding from central government to support next year's programme has been made.

Vulnerable Groups

Community Resilience Coordinator Shona Morgan and PIM Murray Soljak held a workshop (on the evening of the 8th of August) for Deaf Aotearoa. Fifteen hearing impaired people attended from around the Whangarei area to learn about Civil Defence, preparedness, what to expect in Civil Defence Centre and alerts and warning specific to their needs.

Operational GIS Viewer

Northland CDEM and Eagle Technologies are working together with the GIS NRC team to develop a comprehensive GIS Situational Viewer to be used during emergency responses. Components of the viewer include a monitoring tool, impact analysis and assessment, operational briefing and a public information viewer. It is hoped the project will be complete in the coming weeks in preparation for the upcoming Northland CDEM exercise in September.

Welfare Arrangements for Northland Regional Council

The strategic plan for delivery of welfare in Northland was recently adopted. These new arrangements will see the CDEM Group undertake more of the readiness activities in consultation with Local Welfare Managers. These new arrangements also reflect the change of Northland CDEM to a full shared services model.

Shared Services

The shared services arrangements with each of the councils continues with the development and agreement of detailed work programmes for each of the areas. Work is also underway to refine and streamline the on call duty Officer and Controller arrangements across the region.

TRANSPORT

REGIONAL LAND TRANSPORT PLANNING

Approved Government Policy Statement (GPS)

Staff continue to ascertain what changes have been made to the final approved GPS as against the draft GPS. This work will only be completed following the release of the finalised Transport Agency Investment Proposal (TAIP), which will detail approved state highway projects.

In addition, staff are analysing and detailing the economic and social dis-benefits to Northland of the government's drive toward "Mode Neutrality". This work will be completed following the release of approved National Land Transport Plan

National Land Transport Plan

The National Land Transport Plan that details the approved funding assistance for all approved authorities for the 2018/2019 funding period will be released at the end of August 2018.

Pending this release, NZTA will provide funding assistance for all "business as usual" work but will not fund any new 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
June 2018	1355	\$16,679	\$25,000	-\$8,321	\$179,164	\$300,000	-\$120,836

Total Mobility end of year figures

Actual spend for the 2017/18 financial year was \$179,164 as against \$154,237 the 2016/17 financial year. The increase of \$24, 927 can be attributed to the new transport operator coming on to the scheme and increased promotion of the Scheme.

Customer Service – Disability Awareness Training

The "No Problem, You're Welcome" Customer Service – Disability Awareness Training was presented by Tiaho Trust. Total Mobility Assessors, staff from the transport team and customer services staff from NRC, attended this.

Disability Action Group (DAG) Strategic Workshop and meeting.

NRC staff attended the DAG meeting/workshop in Kerikeri. The main agenda items were public transport requirements in the Far North and the possibility introducing the Total Mobility Scheme.

Contracted Bus Services

Due to the relevant statistics not being available at the required agenda timelines, the Contracted Bus Service figures are reported one month in arrears.

Operational Statistics

<u>June 2018</u> <u>(revenue ex GST)</u>	Actual	Budget	Variance	Year/Date Actual	Year/Date Budgeted
City Link Passengers	23350	25897	-2547	290,594	309414
City Link Farebox Revenue	\$46,253	\$48,829	-\$2,577	\$574,714	\$612,014
Mid North Link Passengers	165	408	-243	2806	4980
Mid North Link Farebox Revenue	\$737	\$2,660	-\$1,923	\$11,442	\$32,469
FarNorth Link Passengers	572	607	-35	6285	7411
FarNorth Link Farebox Revenue	\$1,083	\$1,153	-\$70	\$14,101	\$ 14,274
Hokianga Link Passengers	26	30	-4	325	470
Hokianga Link Farebox Revenue	\$255	\$313	-\$58	\$4,035	\$5,633

Passenger Trends

A meeting was held with the CityLink operator's depot and senior management in regards the decline in patronage. The following action plan was agreed to:

- Ritchie's to confirm current service is running as per timetable.
- Formation of combined NRC and Ritchie's working group to investigate potential new routes and current gaps in our service.
- Target schools with the view of gaining better behavior and patronage by our students.

Whilst the cost of fuel has gone up, the short-term effect on loadings will be difficult to ascertain as school children were on holiday during the month.

Road Safety Update

In a sustained effort to address driver behavior, new radio road safety adverts, digital messaging including video messaging are being developed.

The New Zealand Police continued to hold extensive road safety campaigns throughout July 2018.

Motorcycle Awareness Month is scheduled for September. This is principally led by ACC and supported by the Northland road safety partners & the motorcycling sector. The key message continues to be about rider training through the Ride Forever initiative. Promotions will also be held throughout Northland.



Regional Road Toll Statistics – 2018 & 2017 Comparison

<u>Location</u>	<u>YTD 2018</u>	<u>YTD 2017</u>
Far North	9	10
Whangarei	11	4
Kaipara	2	3
Northland	22	17
National	223	225

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

0 – 14yrs	1
15 – 19yrs	0
20 – 24yrs	5
25 – 39yrs	5
40 – 59yrs	6
60 + yrs	5

CUSTOMER SERVICES

Performance Statistics

Telephones

Incoming general call volumes are 10% down on the same month last year, continuing the trend of recent months. In contrast, hotline calls are higher than comparable winter months last year. The conversion rate for incoming calls is a very satisfactory 99.2%.

Satisfaction Monitoring

Satisfaction ratings were sought from a sample of 27% of hotline, maritime incident and regional service centre visitors. The results, graphed below include some ratings that were assessed by staff on completion of the interaction.



Feedback Cards, Compliments and Complaints

The new system for staff to record complaints and compliments was launched in early July. With the simplified reporting system, we expect an increase in the amount of informal feedback captured. This will help us identify opportunities to improve our services to become more proactive rather than reactive.

Seven instances of compliments/positive feedback were recorded, two for general quality of information provided, three for service and two were in response to Sara Brill's pests weed workshops.

The mailout of moorings invoices included a poorly worded attachment which prompted a significant amount of negative feedback. As soon as the miscommunication became apparent, all recipients were promptly sent either an email or letter of apology. A review meeting has been scheduled to establish processes and content guidelines to ensure that no similar incidents will occur in future.

In addition to complaints received in response to the mooring invoice mailout, a further ten complaints were recorded in July. The complaints have been classified as follows;

Standard of service provided: 1 complaint - late bus service

4 complaints – other bus service related issues

1 complaint – error with maps on website (rectified)

1 complaint – channel marker maintenance

Disagree with decision 1 complaint – management of Kauri dieback

Staff or contractor behaviour 2 complaints – attitude of bus and taxi drivers

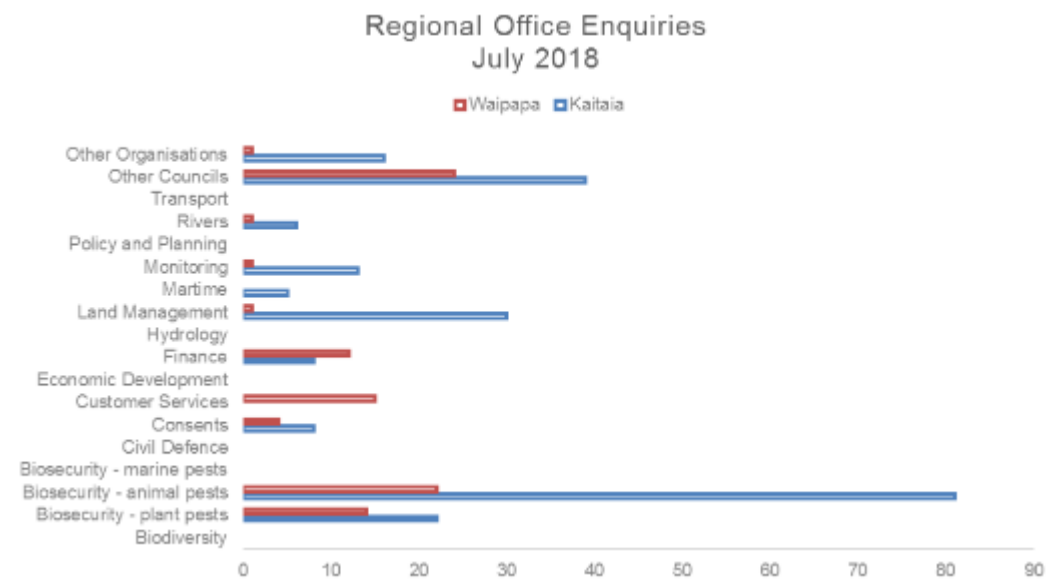
The number of bus related complaints is more indicative of diligence in reporting all feedback than an indication of a service problem. All transport complaints, including those concerning rudeness, have been investigated and were at the lower end of the scale.

Rates Related Enquiries

As of 2nd August, there have been fifteen customers with enquiries or complaints relating to their rates increase. Where possible, we have channelled these enquires through one officer. After discussion with the ratepayer, a common theme was confusion about the purpose of the Freshwater Rate with many people confusing it with general water rates. Of the eleven enquiries made either in person or by phone, all but one were satisfied with the explanations given.

Activity

Regional Customer Service Centres (CSC)



Ōpua data is not available this month as the trial continues to determine whether Ōpua should predominately be an operational base with limited customer services.

Kaitiāia Office

The street presence has been significantly lifted following the installation of the panels with one resident requesting copies.

The upgrade continues with improvements to the reception and interior painting throughout.

Annual Resident Survey

The finalised report will be presented to council in August before being published on our website.

TITLE: Receipt of Committee Minutes
ID: A1091672
From: Chris Taylor, Governance Support Manager

Executive summary

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

- Investment Subcommittee – 31 July 2018.
- Councils are required to keep minutes of proceedings in accordance with the *Local Government Act 2002*.

Recommendation

That the unconfirmed minutes of the:

- Investment Subcommittee – 31 July 2018.
be received.

Attachments

Attachment 1: Investment Subcommittee Minutes - 31 July 2018 [↓](#)

Authorised by Group Manager

Name: Chris Taylor
Title: Governance Support Manager
Date: 15 August 2018

Investment Subcommittee
31 July 2018

Investment Subcommittee Minutes

Meeting held in the Whale Bay Room
36 Water Street, Whangārei
on Tuesday 31 July 2018, commencing at 8.30am

Present:

Councillor Penny Smart (Acting Chair)
Independent Financial Member, Mr Geoff Copstick
Councillor Bill Shepherd (Ex-Officio)
Councillor Rick Stolwerk

In Attendance:

Full Meeting

NRC Chief Executive
GM, Corporate Excellence
PA/Team Admin Governance and Engagement
Finance Manager
Accounting Assistant – Treasury & Projects, Finance

Part Meeting

Managing Director, EriksensGlobal

The Acting Chair, Councillor Penny Smart, declared the meeting open at 8.35am.

Apologies (Item 1.0)

Councillor John Bain's apologies were accepted by all members present.

Declarations of Conflicts of Interest (Item 2.0)

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

Performance of council's externally managed funds to June 2018 and transfer of PRF funds (Item 4.1)

ID: A1089225

Report from Simon Crabb, Finance Manager

Moved (Shepherd/Stolwerk)

1. That the report 'Performance of council's externally managed funds to June 2018 and transfer of PRF funds' by Simon Crabb, Finance Manager and dated 20 July 2018, be received.

ID: A1092667

1

Investment Subcommittee
31 July 2018

2. That \$1,000,000 is withdrawn from PRF Aspiring Fund and that, on receipt, the withdrawn funds are put into Mint Diversified Income Fund. Any monies required for property settlements for the remainder of August shall be redeemed initially from the Mint Diversified Income Fund or as advised by Eriksens Global.

Carried

Conclusion

The meeting concluded at 9.29am.

TITLE: Business with the Public Excluded

Executive Summary

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

Recommendations

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

Item No.	Item Issue	Reasons/Grounds
10.1	Confirmation of Confidential Minutes - 24 July 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 -.
10.2	Human Resources Report	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(a).
10.3	Chief Executive Officer's Salary Increase	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).
10.4	Acquire Interests in Land for Awanui Flood Scheme Upgrade	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to enable council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) s7(2)(i).
10.5	Marsden Maritime Holdings Ltd - Appointment of Directors	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(a) and the withholding of which is necessary to enable council to carry out, without prejudice or disadvantage, commercial activities s7(2)(h).

3. That the Independent Financial Advisor be permitted to stay during business with the public excluded.
-

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.