

AGENDA

Council

Tuesday 21 April 2020 at 10.30am

Northland Regional Council Agenda

Meeting to be held in the Council Chamber
36 Water Street, Whangārei
on Tuesday 21 April 2020, commencing at 10.30am

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

Item	Page
Housekeeping/Karakia	
1.0 APOLOGIES (NGĀ WHAKAPAHĀ)	
2.0 DECLARATIONS OF CONFLICTS OF INTEREST (NGA WHAKAPUAKANGA)	
3.0 HEALTH AND SAFETY REPORT	6
4.0 COUNCIL MINUTES/ACTION SHEET/COUNCIL WORKING PARTY AND WORKING GROUP UPDATES	
4.1 Confirmation of Minutes - 17 March 2020 and 25 March 2020	9
4.2 Receipt of Action Sheet	22
4.3 Working Party Updates and Chairpersons' Briefings	24
5.0 FINANCIAL REPORTS	
5.1 Financial Report to 31 March 2020	26
6.0 DECISION MAKING MATTERS	
6.1 Rivers Request for Approval of Unbudgeted Expenditure Panguru	27
6.2 Northland Inc. Limited: Draft Statement of Intent 2020–2023	29
6.3 Tai Tokerau Māori and Council Working Party Meeting Schedule and Amendment to Council's Appointed Members' Allowance Policy	51
6.4 Te Taitokerau Māori and Council Working Party appointments	58
7.0 OPERATIONAL REPORTS	
7.1 Chair's Report to Council	62
7.2 Chief Executive's Report to Council	64
8.0 RECEIPT OF COMMITTEE MINUTES	98
9.0 BUSINESS WITH THE PUBLIC EXCLUDED	109
9.1 Confirmation of Confidential Minutes - 17 March 2020	
9.2 Human Resources Report	

9.3 Leaseholder Surrender of Ground Lease

9.4 Independent Risk Advisor

<p>ACC - Accident Compensation Corporation</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>AP - Annual 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>CCO - Council Controlled Organisation</p> <p>CCTO - Council Controlled Trading Organisation</p> <p>CDEM - Civil Defence Emergency Management</p> <p>CEEF - Chief Executives Environment Forum</p> <p>CEG - Co-ordinating Executive Group</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>DP - District Plan</p> <p>E350 - Extension 350 programme</p> <p>ECA - Environmental Curriculum Award</p> <p>ECAN - Environment Canterbury</p> <p>EECA - Energy Efficiency Conservation Authority</p> <p>EF - Environment Fund</p> <p>EMA - Employers and Manufacturers Association</p> <p>EOC - Emergency Operations Centre</p> <p>EPA - Environmental Protection Authority</p> <p>ETS - Emissions Trading Scheme</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</p> <p>GE - Genetic Engineering</p> <p>GIS - Geographic Information System</p> <p>GMO - Genetically Modified Organism</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>HSNO - Hazardous Substances & New Organisms Act</p> <p>HSWA - Health and Safety at Work Act 2015</p> <p>IEMP - Iwi Environmental Management Plan</p> <p>ILGACE - Iwi and Local Government Chief Executives Forum</p> <p>IPPC - Invited Private Plan Change</p> <p>IRIS - Integrated Regional Information System</p> <p>KDC - Kaipara District Council</p> <p>KPI - Key Performance Indicator</p> <p>LAWA - Land, Air, Water Aotearoa</p> <p>LEA - Local Electoral Act 2001</p> <p>LGA - Local Government Act 2002</p> <p>LGNZ - Local Government New Zealand</p> <p>LGOIMA - Local Government Official Information & Meetings Act 1987</p> <p>LIDAR - Light detection and ranging</p> <p>LTI - Long time injury</p> <p>LTP - Long Term Plan</p> <p>MBIE - Ministry of Business, Innovation & Employment</p> <p>MCDEM - Ministry of Civil Defence & Emergency Management</p> <p>MFE - Ministry for the Environment</p> <p>MFL - Māori Freehold Land</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>NDHB - Northland District Health Board</p> <p>NES - National Environmental Standards</p> <p>NFT - Northland Forward Together</p> <p>NGO - Non-Governmental Organisation</p> <p>NIF - Northland Intersectoral Forum</p> <p>NINC - Northland Inc. Limited</p> <p>NIWA - National Institute of Water and Atmosphere</p> <p>NORTEG - Northland Technical Advisory Group</p> <p>NPS - National Policy Statement</p> <p>NZCPS - New Zealand Coastal Policy Statement</p> <p>NZRC - New Zealand Refining Company (Marsden Point)</p> <p>NZTA - New Zealand Transport Agency</p> <p>NZTE - New Zealand Trade and Enterprise</p> <p>NZWWA - New Zealand Water and Wastes Association</p> <p>OPI - Opportunity for Improvement\</p> <p>OPEX - Operating Expenditures</p> <p>OSH - Occupational Safety & Health</p> <p>OTS - Office of Treaty Settlements</p> <p>PCBU - Person Conducting Business or Undertaking</p> <p>PGF - Provincial Growth Fund</p> <p>PPE - Personal Protective Equipment</p> <p>RAP - Response Action Plan</p> <p>RBI - Regional Broadband Initiative</p> <p>RCP - Regional Coastal Plan</p> <p>RFI - Request for Information</p> <p>RFP - Request for Proposal</p> <p>RLTP - Regional Land Transport Plan</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>RP - Regional Plan</p> <p>RPMP - Regional Pest Management Plan</p> <p>RPMS - Regional Pest Management Strategy</p> <p>RPS - Regional Policy Statement</p> <p>RPTP - Regional Public Transport Plan</p> <p>RRSAP - Regional Road Safety Action Plan</p> <p>RSG - Regional Sector Group</p> <p>RSHL - Regional Software Holdings Ltd</p> <p>RTC - Regional Transport Committee</p> <p>RTO - Regional Tourism Organisation</p> <p>SIPO - Statement of Investment Policy and Objectives</p> <p>SITREP - Situation Report</p> <p>SOE - State of Environment (or) State Owned Enterprise</p> <p>SOI - Statement of Intent</p> <p>SOLGM - Society of Local Government Managers</p> <p>STV - Single Transferable Vote</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>TON - Top of the North (regions)</p> <p>TTMAC - Te Taitokerau Māori and Council Working Party</p> <p>TTNEAP - Tai Tokerau Northland Economic Action Plan</p> <p>TMP - Treasury Management Plan</p> <p>TOR - Terms of Reference</p> <p>TPK - Te Puni Kōkiri (Ministry of Maori Development)</p> <p>TUANZ - Telecommunications Users Association of NZ</p> <p>UNISA - Upper North Island Strategic Alliance</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>
---	---

TITLE: Health and Safety Report

ID: A1300579

From: Beryl Steele, Human Resources Manager

Executive summary/Whakarāpopototanga

This report provides an overview of activity in health and safety for the month of March 2020. It has been a relatively quiet month in terms of incidents, near misses and hazards being reported, however, there has been quite a lot of work done as it relates to COVID-19.

Recommendation

That the report 'Health and Safety Report' by Beryl Steele, Human Resources Manager and dated 30 March 2020, be received.

Background/Tuhinga

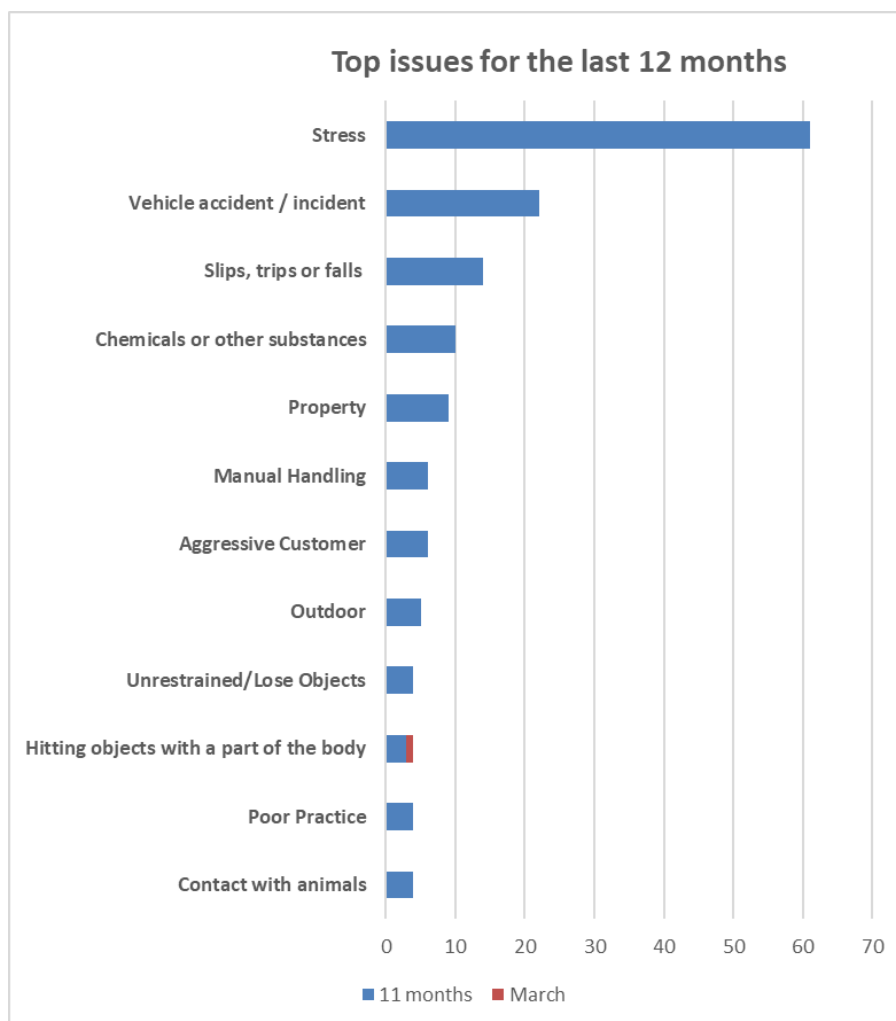
Period	Injury Related					Hazards				
	Loss time Injury (LTI)	Accident Work (ACC W)	Accident Not Work (ACC NW)	Medical Treatment Incident (MTI)	First Aid Treatment Incident (FTI)	No Medical Treatment Incident (NMTI)	Near Miss	Hazard (HAZ)	Incident (INC)	Security (SEC)
2018	7	8	0	2	4	0	13	35	17	6
2019	1	20	1	0	2	1	18	15	8	1
2020	1	2	0	0	5	62	12	8	2	0
Feb	0	2	0	0	0	0	4	1	1	0
Mar	0	0	0	0	0	0	0	4	1	0

Reporting is down for March. One reason may have been because a lot of the field work was put on hold. Before the lockdown health and safety representatives were asked to talk to staff to ensure that they were reporting incidents, near misses, and hazards.

Events of interest

No events of interest to report as it relates to the above table.

Issues register



Legislative updates

Nil

Notifiable events

Nil

Wellbeing Committee

The Wellbeing Committee's focus for March was on how to support our staff during the initial stages of the COVID-19 outbreak in New Zealand and now during the lockdown. A meeting was held on 27 March and a plan was put in place with some actions already having been implemented.

COVID-19

We have been working with our essential services staff to ensure that they have appropriate protocols and PPE in place to help ensure their safety when carrying out essential services work.

All staff have been provided with initial information to help ensure their safety while working at home. More health and safety information will be provided in April.

Completed training

Training completed March 2020	Pax
Fire Warden training	5
Total	5

- The Site Traffic Management Supervisor (STMS) training was postponed due to our pandemic plan protocols in place at the time.
- The Customer Service Manager and Chairperson for the Health and Safety Committee will attend Health and Safety Committee Member training and deliver in-house training to the Health and Safety Committee in April.

Forecasted training for April 2020

Training forecasted April 2020	Pax
Chemical Handling and Storage	1
Total	1

Working priorities for April 2020

Working priorities for April 2020
Work with the Wellbeing Committee as it relates to supporting staff during the lockdown and for when staff start returning to their normal working environment.
Provide health and safety support and information to staff to help ensure they stay healthy and safe while working at home.
Provide health and safety support and information to our essential service workers to help ensure they stay healthy and safe while working either in the field or office.
Work with the Health and Safety Committee on policy updates.

Update on March working priorities

- Our traffic management plan has been approved.
- Monthly reminders are being sent asking chemical handlers to review the hazardous substances register and ensure it is up to date.

Attachments/Ngā tapirihanga

Nil

Authorised by Group Manager

Name: Dave Tams
Title: Group Manager, Corporate Excellence
Date: 16 April 2020

TITLE: Confirmation of Minutes - 17 March 2020 and 25 March 2020

ID: A1301228

From: Chris Taylor, Governance Support Manager

Recommendation

That the minutes of the council meeting held on 17 March 2020, and the emergency council meeting held on 25 March 2020, be confirmed as a true and correct record.

Attachments/Ngā tapirihanga

Attachment 1: Council minutes 17 March 2020 [↓](#)

Attachment 2: Emergency council meeting minutes 25 March 2020 [↓](#)

Authorised by Group Manager

Name: Chris Taylor

Title: Governance Support Manager

Date: 14 April 2020

Council Meeting
17 March 2020

Northland Regional Council Minutes

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

Present:

Chairperson, Penny Smart

Councillors:

John Bain

Justin Blaikie

Jack Craw

Amy Macdonald

Marty Robinson

Rick Stolwerk

Joce Yeoman (*by video conference*)

In Attendance:

Full Meeting

Chief Executive Officer

GM – Environmental Services

GM – Corporate Excellence

Governance Support Manager

Part Meeting

GM – Strategy, Governance and Engagement

GM – Regulatory Services

Organisational Project Manager

Finance Manager

Biosecurity Manager

Biosecurity Manager – Marine

Strategic Projects Manager

Economist

The Chair declared the meeting open at 10.36am. Proceedings commenced with a karakia by Councillor Blaikie.

Apologies (Ngā whakapahā) (Item 1.0)

Moved (Robinson /Macdonald)

That the apologies from Councillor Kitchen and the Independent Advisor, Geoff Copstick, for non-attendance be received.

Carried

Council Meeting
17 March 2020

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

It was advised that councillors should make declarations item-by-item as the meeting progressed. Councillors were also asked to confirm any pecuniary or non-pecuniary interests in the ports issue and the wider Supply Chain issues. There were no conflicts to declare at this time.

Health and Safety Report February 2020 (Item 3.0)

ID: A1291458

Report from Andree James, Health and Safety and Human Resources Advisor and Beryl Steele, Human Resources Manager

Moved (Stolwerk/Blaikie)

That the report 'Health and Safety Report February 2020' by Andree James, Health and Safety and Human Resources Advisor and Beryl Steele, Human Resources Manager and dated 28 February 2020, be received.

Carried

Confirmation of Minutes - 18 February 2020 (Item 4.1)

ID: A1292071

Report from Chris Taylor, Governance Support Manager

Moved (Stolwerk/Blaikie)

That the minutes of the council meeting held on 18 February 2020 be confirmed as a true and correct record.

Carried

Receipt of Action Sheet (Item 4.2)

ID: A1294098

Report from Chris Taylor, Governance Support Manager

Moved (Robinson/Craw)

That the action sheet be received.

Carried

Working Party Updates and Chairpersons' Briefings (Item 4.3)

ID: A1287953

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

Moved (Macdonald/Yeoman)

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

Carried

Secretarial Note: The Chair of the Planning Regulatory Working Party, Councillor Yeoman, and the Chair of the Biosecurity and Biodiversity Working Party, Councillor Craw, provided a verbal update of the work programmes being undertaken by their respective working parties.

ID: A1295946

2

Council Meeting
17 March 2020

Working Group Updates and Chairperson's Briefings (Item 4.4)

ID: A1293116

Report from Leah Porter, PA/Administrator Environmental Services

Moved (Craw/Bain)

That the report 'Working Group Updates and Chairperson's Briefings' be received.

Carried

Secretarial Note: Prior to Item 5.1: The Financial Report, the Finance Manager provided the presentation 'Externally Managed Funds – Proposed treatment for any shortfall in contribution to general funding' which outlined different scenarios; given the current volatility of the markets.

Financial Report to 29 February 2020 (Item 5.1)

ID: A1292571

Report from Vincent McColl, Financial Accountant

Moved (Stolwerk/Macdonald)

That the report 'Financial Report to 29 February 2020' by Vincent McColl, Financial Accountant and dated 3 March 2020, be received.

Carried

Regional Rates Collection - Update to 31 December 2019 (Item 5.2)

ID: A1292873

Report from Simon Crabb, Finance Manager

Moved (Blaikie/Craw)

That the report 'Regional Rates Collection - Update to 31 December 2019' by Simon Crabb, Finance Manager and dated 4 March 2020, be received.

Carried

Secretarial Note: The format of the Regional Rates Collection report was under review to ensure it was user-friendly.

Local Body Election Matters (Item 6.1)

ID: A1288315

Report from Chris Taylor, Governance Support Manager

Moved (Stolwerk/Macdonald)

1. That the report 'Local Body Election Matters' by Chris Taylor, Governance Support Manager and dated 19 February 2020, and the report '2019 Triennial Elections' by Elections Services and dated 17 February 2020, be received.
2. That pursuant to Section 27 of the Local Electoral Act 2001, the council resolves to retain the First Past the Post (FPP) electoral system for the 2022 triennial election, and no later than 19 September 2020 give public notice of the right of electors to demand a poll on the electoral system to be used by the council.

Carried

ID: A1295946

3

Council Meeting
17 March 2020

Māori Representation (Item 6.2)

ID: A1290120

Report from Jonathan Gibbard, Group Manager - Strategy, Governance and Engagement

Moved (Bain/Macdonald)

1. That the report 'Māori Representation' by Jonathan Gibbard, Group Manager - Strategy, Governance and Engagement and dated 25 February 2020, be received.

Carried

It was further moved (Smart/Bain)

2. That staff undertake further investigation into the establishment of Māori constituencies, for and against, including the provision for a referendum for all of Northland, for a formal decision at the May 2020 council meeting.

Carried

Secretarial Note:

- For the avoidance of doubt the investigation to incorporate a suite of options for Māori representation (not just Māori constituencies).
- The meeting adjourned at 12.05pm and reconvened at 1.11pm.

Authority to Develop a Proposal for an Inter-regional Marine Pest Pathway Plan (Item 6.3)

ID: A1291665

Report from Justin Murfitt, Strategic Policy Specialist; Don McKenzie, Biosecurity Manager and Kathryn Lister, Biosecurity Officer – Marine

Moved (Stolwerk/Macdonald)

1. That the report 'Authority to Develop a Proposal for an Inter-regional Marine Pest Pathway Plan' by Justin Murfitt, Strategic Policy Specialist; Don McKenzie, Biosecurity Manager and Kathryn Lister, Biosecurity Officer - Marine and dated 28 February 2020, be received.
2. That council authorises staff to develop a formal proposal for an inter-regional marine pest pathway plan under the Biosecurity Act 1993 in conjunction with project partners.
3. That council authorises staff to engage with Māori and key stakeholders in developing the proposal.
4. That staff bring the proposal back to council for consideration later in 2020, including the supporting information required under the Biosecurity Act 1993 and the results of further consultation with Māori and key stakeholders.

Carried

ID: A1295946

4

Council Meeting
17 March 2020

Draft Council Submission on Proposed NES Outdoor Storage of Tyres (Item 6.4)

ID: A1292030

Report from Justin Murfitt, Strategic Policy Specialist

Moved (Craw/Yeoman)

1. That the report 'Draft Council Submission on Proposed NES Outdoor Storage of Tyres' by Justin Murfitt, Strategic Policy Specialist and dated 2 March 2020, be received.
2. That council approves the submission and that it be lodged with the Ministry for the Environment before 25 March 2020 (*subject to assurance there were no inconsistencies*).
3. That council authorise the Chief Executive Officer to make minor typographical, formatting or grammatical changes prior to it being lodged with the Ministry for the Environment.

Carried

Northland Water Storage and Use Project: Additional Project Funding (Item 6.5)

ID: A1292235

Report from Darryl Jones, Economist and Andrew Carvell, Project Development Manager

Moved (Stolwerk/Craw)

1. That the report 'Northland Water Storage and Use Project: Additional Project Funding' by Darryl Jones, Economist and Andrew Carvell, Project Development Manager and dated 3 March 2020, be received.
2. That council gives retrospective approval to the Chief Executive Officer to sign the Funding Variation Agreement with MBIE to secure the additional \$12 million in funding from the Provincial Growth Fund for the Northland Water Storage and Use Project.

Carried

LGNZ Remits (Item 6.6)

ID: A1292387

Report from Linda Harrison, Organisational Project Manager

Moved (Bain/Blaikie)

1. That the report 'LGNZ Remits' by Linda Harrison, Organisational Project Manager and dated 3 March 2020, be received.
2. That council support the submission of the remit to extend the electoral cycle from three to four years to the next Zone 1 and Regional Sector meetings and subsequently the LGNZ AGM (*including feedback from the council meeting*).
3. That council support the submission of the remit to request LGNZ provide video conferencing capability to the next Zone 1 and Regional Sector meetings and subsequently the LGNZ AGM (*including feedback from the council meeting*).

Carried

ID: A1295946

5

Council Meeting
17 March 2020

**Regional Software Holdings Limited - Six Month Report to 31 December 2019
(Item 6.7)**

ID: A1292399

Report from Dave Tams, Group Manager, Corporate Excellence

Moved (Stolwerk/Bain)

That the report 'Regional Software Holdings Limited - Six Month Report to 31 December 2019' by Dave Tams, Group Manager, Corporate Excellence and dated 3 March 2020, be received.

Carried

**Regional Software Holdings Limited Draft Statement of Intent for 2020-2022
(Item 6.8)**

ID: A1292456

Report from Dave Tams, Group Manager, Corporate Excellence

Moved (Stolwerk/Bain)

That the report 'Regional Software Holdings Limited Draft Statement of Intent for 2020-2022' by Dave Tams, Group Manager, Corporate Excellence and dated 3 March 2020, be received.

Carried

Secretarial Note: Any council commentary on the Statement of Intent to suggest the inclusion of a value that RSHL be dynamic and future orientated.

Chair's Report to Council (Item 7.1)

ID: A1290994

Report from Penny Smart, Chair

Moved (Bain/Stolwerk)

That the report 'Chair's Report to Council' by Penny Smart, Chair and dated 28 February 2020, be received.

Carried

Secretarial Note: A correction was highlighted that it was Northland Inc. CEO, Murray Reade, and Extension 350 Project Lead, Luke Beehre, that attended the Extension 350 meeting along with Councillors Smart, Blaikie and Craw.

Chief Executive's Report to Council (Item 7.2)

ID: A1277003

Report from Malcolm Nicolson, Chief Executive Officer

Moved (Macdonald/Craw)

That the report 'Chief Executive's Report to Council' by Malcolm Nicolson, Chief Executive Officer and dated 29 February 2020, be received.

Carried

ID: A1295946

6

Council Meeting
17 March 2020

Secretarial Note: The Chief Executive advised there was a current fraud investigation into a staff credit card being hacked.

Northland Inc. Limited: Second Quarter 2019/20 Reporting Against Statement of Intent 2019-2022 (Item 7.3)

ID: A1290452

Report from Darryl Jones, Economist and Simon Crabb, Finance Manager

Moved (Robinson/Macdonald)

That the report 'Northland Inc. Limited: Second Quarter 2019/20 Reporting Against Statement of Intent 2019-2022' by Darryl Jones, Economist and Simon Crabb, Finance Manager and dated 26 February 2020, be received.

Carried

Legislative Compliance for the Period 1 July - 31 December 2019 (Item 7.4)

ID: A1292263

Report from Kyla Carlier, Corporate Planning Manager

Moved (Yeoman/Macdonald)

That the report 'Legislative Compliance for the Period 1 July - 31 December 2019' by Kyla Carlier, Corporate Planning Manager and dated 3 March 2020, be received.

Carried

Receipt of Committee Minutes (Item 8.0)

ID: A1292539

Report from Chris Taylor, Governance Support Manager

Moved (Bain/Stolwerk)

That the unconfirmed minutes of the:

- Investment and Property Subcommittee – 26 February 2020 be received.

Carried

ID: A1295946

7

Council Meeting
17 March 2020

Business with Public Excluded (Item 9.0)

Moved (Bain/Craw)

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 - 18 February 2020	The public conduct of the proceedings would be likely to result in disclosure of information, as stated in the open section of the meeting.
9.2	Receipt of Confidential Committee Minutes	The public conduct of the proceedings would be likely to result in disclosure of information, as stated in the open section of the meeting.
9.3	Human Resources Report	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(a).
9.4	Appointment of Northland Inc. 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).
9.5	Freeholding Industrial Area Ground Leases	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	Natural Hazards Request for Budget Carry Forward	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).

Carried

Secretarial Note: The meeting adjourned at 1.08pm and reconvened at 1.35pm (in public excluded).

Conclusion

The meeting concluded at 2.10pm.

ID: A1295946

8

Emergency Council Meeting
25 March 2020

Northland Regional Council Minutes

Emergency meeting held in the Council Chamber
36 Water Street, Whangārei
on Wednesday 25 March 2020, commencing at 9.00am

Present:

Chairperson, Penny Smart

Councillors:

John Bain

Justin Blaikie

Jack Craw (via electronic link)

Amy Macdonald (via electronic link)

Marty Robinson

Rick Stolwerk

Joce Yeoman (via electronic link)

In Attendance:

Full Meeting

Chief Executive Officer

GM - Corporate Excellence

Governance Support Manager

Part Meeting

GM - Customer Service/Community Resilience

GM - Strategy, Governance and Engagement (via electronic link)

Secretarial Note:

- Prior to the Chair opening the meeting, the GM - Customer Service/Community Resilience provided an update on the Civil Defence Emergency Management (CDEM) COVID-19 response. The Northland CDEM response must be consistent with the national response and key messages were for people to self-isolate, be supportive and maintain community networks without compromising isolation.
- The Chair opened the meeting at 9.12am and proceedings commenced with a karakia by Councillor Macdonald.
- The Chair addressed the meeting. Key points included:
 - Appreciation was extended to the CEO/staff for the NRC COVID-19 response and it was stressed the team had council's full support.
 - Over 100 staff were working remotely, continuing business as usual, and as such would receive full remuneration.
 - The CDEM team would remain in the office during the four weeks' lock down period.
 - It was stressed that COVID-19 was bigger than NRC/Northland/New Zealand and 'business as usual will be no longer'.

Apologies (Ngā whakapahā) (Item 1.0)

Moved (Stolwerk/Bain)

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

Carried

ID: A1299020

1

Emergency Council Meeting
25 March 2020

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

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

Verbal Briefings (Item 3.1)

ID: A1298484

Report from Chris Taylor, Governance Support Manager

Moved (Robinson/Stolwerk)

That the report 'Verbal Briefings' by Chris Taylor, Governance Support Manager and dated 23 March 2020, be received.

Carried

Secretarial Note:

- The GM - Corporate Excellence provided a financial update, focussing on:
 - Rates remissions and postponements given the current volatile situation; and
 - Modelling and planning for different financial scenarios.
- The Chief Executive Officer and GM - Strategy, Governance and Engagement provided an update on council's internal pandemic response, focussing on:
 - Business continuity and ensuring essential levels of service were maintained;
 - Confirmation of council support to retain the original consultation period/timeframes for the Annual Plan process;
 - Alignment of NRC's pandemic plan with the Crown response; and
 - Ensuring the resilience of the CDEM team as a whole as well as individual staff welfare/support.

Clarification of Emergency Decision Making Delegations (Item 3.2)

ID: A1298311

Report from Chris Taylor, Governance Support Manager

Moved (Stolwerk/Robinson)

1. That the report 'Clarification of Emergency Decision Making Delegations' by Chris Taylor, Governance Support Manager and dated 23 March 2020, be received.
2. That council's delegation to make an urgent/emergency decision (in accordance with Part 6 of the Local Government Act 2002 (LGA)) be amended to specifically include reference to a pandemic event (where it is difficult to convene a council or subcommittee meeting) as included in **Attachment One** (pertaining to Item 3.2 of the 25 March 2020 Emergency Council Meeting agenda). For the avoidance of doubt this delegation is made pursuant to clause 32, Schedule 7 of the Local Government Act and includes all powers and functions of council other than those listed in clause 32(1), Schedule 7 of the Local Government Act.

Carried

ID: A1299020

2

Emergency Council Meeting
25 March 2020

Emergency Delegations (Item 3.3)

ID: A1298396

Report from Chris Taylor, Governance Support Manager

Moved (Bain/Blaikie)

1. That the report 'Emergency Delegations' by Chris Taylor, Governance Support Manager and dated 23 March 2020, be received.
2. That, in the event the Chief Executive Officer is unable to fulfil his duties due to COVID-19, the GM - Environmental Services/Deputy Chief Executive Officer, Bruce Howse, is appointed Acting Chief Executive Officer and must perform all the responsibilities and duties, and may exercise all the powers, of the Chief Executive Officer.
- 2b. That, in the event the Deputy Chief Executive Officer is unable to fulfil such duties (resolution 2) due to COVID-19, the Chief Executive Officer's delegated authority and powers will transfer to the next designated Group Manager, as follows:
 - GM - Strategy, Governance and Engagement – Jonathan Gibbard
 - GM - Customer Services/Community Resilience – Tony Phipps
 - GM - Regulatory Services – Colin Dall.
3. That in the event one of the Group Managers is unavailable to fulfil his duties due to COVID-19, their Deputy GM must perform all their responsibilities and duties; and may exercise all their powers. In the event the Deputy GM is unable to fulfil these duties due to COVID-19 these will be delegated to the officer nominated in the table below:

Group Manager	Deputy Group Manager	Nominated Officer
GM - Customer Services/Community Resilience	Customer Services Manager, Sue Brookes	Civil Defence Emergency Management Manager, Graeme MacDonald
GM - Strategy, Governance and Engagement	Strategy, Policy and Planning Manager, Ben Lee	Strategic Policy Specialist, Justin Murfitt
GM - Corporate Excellence	Information Services and Technology Manager, Carol Cottam	Finance Manager, Simon Crabb
GM - Regulatory Services	Compliance Monitoring Manager, Tess Dacre	Natural Resources Monitoring Manager, Jason Donaghy
GM - Environmental Services	Land Manager, Duncan Kervell	Rivers and Natural Hazards Manager, Joseph Camuso

Carried

ID: A1299020

3

Emergency Council Meeting
25 March 2020

It was further moved (Bain/Robinson)

That in the event neither the Chair or Deputy Chair (*of council*) are able to fulfil their duties due to COVID-19, Councillor Stolwerk (*being Chair of the Civil Defence Emergency Management Group Committee and Chair of the Investment and Property Subcommittee*) be appointed Acting Chairperson and must perform all the responsibilities and duties, and may exercise all the powers, of the Chairperson.

Carried

Amendment to Subcommittee and Working Party Quorums (Item 3.4)

ID: A1298519

Report from Chris Taylor, Governance Support Manager

Moved (Stolwerk/Robinson)

1. That the report 'Amendment to Subcommittee and Working Party Quorums' by Chris Taylor, Governance Support Manager and dated 23 March 2020, be received.
2. That the quorum for the Investment and Property Subcommittee and the Audit and Risk Subcommittee be reduced during the COVID-19 pandemic response to two members.
3. That the quorum for all council working parties be suspended during the COVID-19 pandemic response.
4. For the avoidance of doubt, recommendations 2 and 3 (above) remain in force until the pandemic is declared over by central government agencies or by council resolution.

Carried

Conclusion

The meeting concluded at 10.15am

ID: A1299020

4

TITLE: **Receipt of Action Sheet**

ID: A1301058

From: Chris Taylor, Governance Support Manager

Executive summary/Whakārapopototanga

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

Recommendation

That the action sheet be received.

Attachments/Ngā tapirihanga

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

Authorised by Group Manager

Name: Chris Taylor

Title: Governance Support Manager

Date: 14 April 2020

Council Action Sheet as at 14/04/2020

Id	Meeting	Target Date	Description	Request Details	Most Recent Comment
5536	Council 17/03/2020	31/03/20	Health and Safety Report February 2020	Consideration to be given as to how best acknowledge staff involved in the drought response.	To be confirmed.
5548	Council 17/03/2020	31/03/20	LGNZ Remits	That the two remits (regarding a four year electoral cycle and video conferencing) be presented to the next Zone 1 and Regional Sector meetings and subsequently the LGNZ AGM.	The remits will be addressed at the next Zone 1 meeting - date to be confirmed. Awaiting detail from LGNZ regarding the remit process given the annual conference has been cancelled for 2020.
5550	Council 17/03/2020	31/03/20	Regional Software Holdings Limited Draft Statement of Intent for 2020-2022	Any commentary on the draft RSHL SOI to suggest the inclusion of a value that it be dynamic and future orientated.	Complete. This feedback has been provided to RSHL.

TITLE: Working Party Updates and Chairpersons' Briefings

ID: A1300044

Recommendation

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

Planning and Regulatory Working Party

(Chair: Cr Joce Yeoman)

The Planning and Regulatory Working Party was scheduled to meet on Wednesday 25 March 2020, however, the meeting was cancelled due to the COVID-19 response.

Biosecurity and Biodiversity Working Party

(Chair: Cr Jack Craw)

The Biosecurity and Biodiversity Working Party met on Wednesday 11 March 2020. The topics for discussion included:

- Options to address gaps in Biosecurity and Biodiversity Programmes
- Operational Plan 2020/2021
- National issues.

Following discussion, the Biosecurity and Biodiversity Working Party provided advice on the following next steps:

- Confirm funding with MfE regarding wetland mapping and FIF Dune Lakes
- Further examine Biosecurity and Biodiversity programmes for proposed funding options and staging of programme expansions.

Climate Change Working Party

(Chair: Cr Amy Macdonald)

The Climate Change Working Party met on Wednesday 11 March 2020. The topics for discussion included:

- NRC's climate change focus
- NRC's climate change work programmes
- Joint climate change adaptation committee
- National issues
- Climate change declaration.

Following discussion, the Climate Change Working Party provided advice on the following next steps:

- Develop a communications strategy
- Review resourcing and priorities needed for future work programmes.

Water and Land Working Party

(Chair: Cr Justin Blaikie)

The Water and Land Working Party was scheduled to meet on Tuesday 31 March 2020, however, the meeting was cancelled due to the COVID-19 response.

Te Taitokerau Māori and Council Working Party (TTMAC) (Co-Chairs: Cr Robinson; Rudy Taylor)

The TTMAC Working Party met on 12 March 2020. The topics for discussion included:

- The re-establishment of TTMAC, including appointment of Co-Chair, revised Terms of Reference, schedule of meetings, re-establishment of Māori Technical Advisory Group (MTAG), nomination of non-elected members onto council working parties
- Nominations were also sought for non-elected Māori members onto the Joint Climate Change Adaptation Governance Committee, for the Tū i te Ora Scholarships, Whakamānawa ā Taiao | Environmental Awards 2020 judging panels, and for Local Government New Zealand's Te Maruata group
- Drought response
- Mātauranga Māori
- Hapū Mana Whakahono a Rohe
- Iwi and Hapū Environmental Plans
- Tane Whakapiripiri
- Update on Annual Plan 2020/2021 process.

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

- Recommendations for non-elected Māori members nominations onto council working parties and amendments to the Appointed Members' Allowance Policy to go council for approval at the next council meeting (see Items 6.3 and 6.4 in this agenda)
- Staff to facilitate a small working group comprised of members Beazley, Tautari, Tipene and Connolly to review the Terms of Reference and bring their recommendations back to the next TTMAC formal meeting for endorsement and recommendation to council
- That MTAG scope the development of a Mātauranga Māori Framework and report back to TTMAC before the end of June 2020
- Engage with Te Roroa, Te Uri o Hau and Ngāti Rehia in the first instance to formalise the first hapu based Mana Whakahono a Rohe (based on the approved template)
- Staff to include information about applying for IHEMP funding in the next TTMAC pānui
- Staff to prepare a paper for the next meeting to explain how TTMAC can provide input into the LTP process, for example how IHEMP funding may be reviewed via the LTP process
- That MTAG be tasked with investigating further the recommendations of Tane Whakapiripiri and what synergies TTMAC and Te Huinga might have and be able to collaborate on, given that the groups have members in common.

Authorised by Group Manager

Name: Jonathan Gibbard

Title: Group Manager - Strategy, Governance and Engagement

Date: 16 April 2020

TITLE: Financial Report to 31 March 2020

ID: A1305549

From: Vincent McColl, Financial Accountant

Executive summary/Whakarāpopototanga

This document acts as a 'placeholder' for the report 'Financial Report to 31 March 2020' which was unable to be completed in time for the circulation of the agenda.

Authorised by Group Manager

Name: Dave Tams

Title: Group Manager, Corporate Excellence

Date: 16 April 2020

**TITLE: Rivers Request for Approval of Unbudgeted Expenditure
Panguru**

ID: A1300982

From: Joseph Camuso, Rivers & Natural Hazards Manager

Executive summary/Whakarāpopototanga

- The budget for Panguru flood mitigation work was \$440,000. This work was delivered one year ahead of schedule and \$185,000 over budget.
- Council is requested to approve the \$185,000 expenditure over budget.
- This will not have an unfavourable impact on the Flood Infrastructure Rate (FIR) because the FIR budget is underspent by \$521,544 largely due to savings achieved on the Woods Road flood wall project.

Recommendation(s)

1. That the report 'Rivers Request for Approval of Unbudgeted Expenditure Panguru' by Joseph Camuso, Rivers & Natural Hazards Manager and dated 31 March 2020, be received.
2. That council approve the unbudgeted expenditure of \$185,000 for the Panguru flood mitigation work funded from the Flood Infrastructure Rate Reserve.

The Rivers Team has completed flood mitigation works for both Panguru and Woods Road in Whangārei. The budgeted and actual costs for each project are shown in the following table:

Project	Brief details	LTP Budget	Actual	Variation
Woods Road	Flood wall to increase flood protection LOS from 10-year AEP to a 50-year AEP	\$900,000	\$380,457	\$519,543
Panguru	Flood mitigation joint venture with FNDC and NZTA. Works comprise of flood plain restoration, moving stopbanks away from the river's edge and lifting the road.	\$440,000	\$625,000	-(\$185,000)
Total				\$354,543

The unbudgeted expenditure for the Panguru works are due to:

- Fast tracking of the Panguru project to align with FNDC LTP (whom are doing the road raising works).
- Compensation paid to landowners for flood mitigation work done on their properties.
- Cost estimates being lower than contracted costs and variations to the contract.

The Finance Team provided advice on 27 March 2020 about the unbudgeted expenditure from the FIR budget for Panguru works. The overall FIR budget will be underspent for this year, largely due to savings realised in the Woods Road work, and thus will not have an impact on rates. The savings on the Wood Road project were achieved by negotiating an easement for the works rather than the

purchase of the property upon which the works were constructed. We would expect some variation from the LTP budgets, and the FIR will be adjusted in the next LTP.

The projected year end FIR reserve, once allowing for the unbudgeted expenditure of \$185,000 for Panguru works is (-\$1,484,927), which is favourable to year end budget of (-\$2,006,471).

Considerations

1. Options

No.	Option	Advantages	Disadvantages
1	Approve unbudgeted expenditure	Unbudgeted expenditure is authorised.	Nil
2	Don't approve unbudgeted expenditure	Nil	Unbudgeted expenditure is not authorised.

The staff's recommended option is Option 1.

2. Significance and engagement

This decision does not trigger council's Significance and Engagement Policy.

3. Policy, risk management and legislative compliance

There are no significant risks associated with the proposal.

Further considerations

4. Community views

This project is spearheaded by the community and has good community support.

5. Māori impact statement

Māori impact statement is not applicable.

6. Financial implications

The Finance Team has advised that the FIR budget will be underspent for this year and thus will not have a negative impact on rates. We would expect some variation from the LTP budgets, and the FIR will be adjusted in the next LTP.

7. Implementation issues

The work has been completed and it is well supported by the community.

Attachments/Ngā tapirihanga

Nil

Authorised by Group Manager

Name: Bruce Howse
Title: Group Manager - Environmental Services
Date: 03 April 2020

TITLE: Northland Inc. Limited: Draft Statement of Intent 2020–2023

ID: A1302349

From: Darryl Jones, Economist

Executive summary/Whakarāpopototanga

The purpose of this report is to enable council to receive Northland Inc. Limited's Draft Statement of Intent (SOI) 2020–2023 and consider staff recommended amendments. It recommends that council delegates responsibility to the Chief Executive Officer to provide feedback to Northland Inc. on its Draft SOI, in line with the amendments suggested in this report.

Recommendation(s)

1. That the report 'Northland Inc. Limited: Draft Statement of Intent 2020–2023' by Darryl Jones, Economist and dated 6 April 2020, be received.
2. That the 'Northland Inc. Limited Draft Statement of Intent 2020–2023' be received.
3. That the Chief Executive Officer, in consultation with council Chair and Deputy Chair, be delegated authority to provide feedback to Northland Inc. Limited by 30 April 2020 on its draft SOI 2020–2023, in line with the recommendation detailed in this report.

Background/Tuhinga

Northland Inc. Limited has submitted to council their draft SOI for the three-year period 2020–2023 (**Attachment 1**) along with a covering letter (**Attachment 2**). This was received within the time requirement set out in Schedule 8 of the Local Government Act 2002 (LGA 2002), i.e. before 1 March 2020. A review of the document confirms it includes the necessary statutory components as per Schedule 8(9)(1) of the LGA 2002. Council has until 30 April 2020 to provide a response back to Northland Inc. on the draft SOI.

Council held a quarterly workshop session with Northland Inc. on 10 December 2019 during which Northland Inc. signalled it was not proposing significant changes in direction. A letter of expectations was then sent by council to Northland Inc. on 21 January 2020. Following receipt of the draft SOI, a discussion on the draft took place at the council workshop on 17 March 2020. A council/Northland Inc. quarterly workshop was scheduled to be held on 24 March to discuss, among other matters, the draft SOI, but this workshop was cancelled due to the COVID-19 response.

Based on the letter of expectations and the discussion at the 17 March workshop, it is recommended that the response back to Northland Inc. should include the following key points:

- Council acknowledges the changes that have been made in line with the letter of expectations, specifically changes in layout of the SOI (e.g. bringing shareholder information together).
- Council supports the new front section of the report but suggests a title/heading for this new section would be helpful.
- Council would like Northland Inc. to consider the short and long-term consequences of the COVID-19 lockdown on the organisation and its activities in finalising the SOI. For example, what do the restrictions on international tourism mean for the Destination Management and Marketing work programme, and what new or alternative business support services may need to be provided to ensure the ongoing performance of Northland businesses.

- Environmental sustainability and climate change are a strong emphasis of the new council. The letter of expectations referred to this in relation to investment decisions. However, council would like Northland Inc. to reflect these two issues more specifically within both the SOI and the Business Plan.
- Along with receiving the Board approved SOI before 30 June 2020, council requests that it receive the Business Plan for 2020/21. This should include a breakdown of income and expenditure by workstream.
- Council supports the move by the board to develop forecast expenditure budgets using only committed funding income streams rather than also including “to be confirmed” funding.
- Council is aware that central government support for the TTNEAP ceases in September 2020, and so the TTNEAP has been dropped as an objective and activity of Northland Inc. Council would like to be assured that Northland Inc. considers the dropping of this activity to be the most important response, i.e. it does not wish to divert resources from other parts of the organisation to this function.
- Council also notes the further reduction in salaries for 2021/22 and 2022/23 (reflecting the end of the three-year Extended Regional Promotions funding on 30 June 2021) and would like to understand the impact of this on the delivery of Northland Inc.’s services/activities.
- Please explain why the Orchard occupancy rate and the client satisfaction for Māori businesses key performance indicators have been dropped.
- The next quarterly workshop with Northland Inc. is not scheduled until 23 June 2020, just one week before the board approved SOI is required. Given that the March workshop was cancelled, council would like to bring this workshop forward to the beginning of June so that any of the matters above can be discussed prior to the board finalising the SOI.

Considerations

1. Options

No.	Option	Advantages	Disadvantages
1	Provide a response to Northland Inc. Limited on its draft SOI.	Council clearly conveys its expectations to its council-controlled organisation for the next three years.	None.
2	Don't provide a response.	None.	An opportunity for council to provide input and direction to its council-controlled organisation is missed.

The staff's recommended option is Option 1. In order to meet the legislative requirements, it is recommended that the Chief Executive Officer, in consultation with council Chair and Deputy Chair, be delegated authority to provide the detailed feedback to Northland Inc. on its Draft SOI 2020–2023, in line with the recommendation in this report and by 30 April 2020.

2. Significance and engagement

A statement of intent is the mechanism by which shareholders can influence the direction of the organisation and provide a basis for the accountability of the directors to their shareholders for the performance of the organisation. The potential loss of control of a council-controlled organisation is deemed a significant matter; hence the content of a statement of intent must be a careful consideration of council. While this is an important matter for council, the matter does not trigger council's Significance and Engagement Policy, and no further public consultation is required for council to make the decisions detailed in this report.

3. Policy, risk management and legislative compliance

Schedule 8(2) of the LGA 2002 requires the Board of a council-controlled organisation to deliver to its shareholders a draft statement of intent on or before 1 March each year. According to Schedule 8(3), council has until the end of April 2020 to provide comment back to Northland Inc. on the draft SOI, and the Board of Northland Inc. must deliver a completed SOI back to council by 30 June 2020.

Being a purely administrative matter, Community views, Māori impact statement, Financial implications and Implementation issues are not applicable.

Attachments/Ngā tapirihanga

Attachment 1: Northland Inc. Limited: Draft Statement of Intent 2020-2023 [↓](#)

Attachment 2: Northland Inc. Limited: Draft Statement of Intent 2020-2023 - Cover letter [↓](#)

Authorised by Group Manager

Name: Jonathan Gibbard
Title: Group Manager - Strategy, Governance and Engagement
Date: 16 April 2020



Introduction

Economic Development is the process of targeted activities and programmes that work to increase the prosperity of a place; a community, district or region. A key enabler of economic development is to ensure communities are viewed as attractive places to live, work and play and are able to stimulate new economic opportunities. Inclusive growth is economic growth that is distributed fairly across society and creates opportunities for all - enabling people to have the capabilities they need to live lives of purpose, balance, and meaning for them.

The tools or resources we have to improve our prosperity and lift our living standards are grouped into four areas – natural capital, financial and physical capital, social and capital, and human capital. This is the framework within which we enable economic development in Northland.

Our Vision

Northland is one of the most prosperous regions in New Zealand delivering employment and business opportunities for locals in a fair and equitable society balancing economic development with sustainable environmental management.

Our Mission

To strengthen, diversify and grow the Northland economy.

Objectives 2020-2023

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

To deliver maximum impact, Northland Inc will prioritise activities in three key areas:

1. Investment and Provincial Growth Fund (PGF) - the PGF is a short-term opportunity which needs to be prioritised for maximum impact:
 - o Providing leadership to highlight and drive transformational opportunities
 - o Collaborating, leading and supporting ongoing work programmes to ensure impact extends past the life of the PGF
2. Māori Economic Development – a central driver of improving well-being:
 - o Empower, support and partner with Māori organisations and businesses
 - o Collaborating to leverage resources and funding
3. Engagement Collaboration and Visibility - increase focus on collaboration for the benefit of the region:
 - o Improved visibility of progress and outcomes across the region

- Continue work to extend our presence and reach across the region tailored to needs of individual communities

Key Performance Indicators

- ❖ Investment & PGF
 - 100% of IGR business case decisions are made within 90 days
 - 4 inward delegations hosted
 - Investment recommendations are always accompanied by robust business cases

high impact projects implemented

- ❖ Maori Economic Development
 - 50 unique Maori businesses assisted
 - 1 high impact project implemented
 - \$25,000 of NZTE and Callaghan grant funding facilitated
- ❖ Engagement Collaboration and Visibility
 - 230 unique businesses assisted
 - \$1.0M of NZTE and Callaghan grant funding facilitated
 - 90% of clients Satisfied with service
- ❖ Destination Management and Marketing
 - \$1.128M visitor spend from target markets
 - \$350,000 industry investment in regional promotion activity
 - \$16.5M of Equivalent Advertising Value achieved

Financial information

A summary of financial performance is included below.

Income		\$3,074,217
Expenses		
	Projects	\$733,945
	Operations/Activities	\$161,000
	Salaries/Overheads	\$2,178,707
Net Surplus		\$565

[Insert a picture page](#)

DRAFT

Table of Contents

1	Introduction	6
2	Nature and scope of activities to be undertaken by Northland Inc	7
3	Performance targets	9
4	Shareholders' funds, distributions and the value of shareholders' investment	10
5	Governance	10
6	Accounting policies	11
7	Information to be provided to the Shareholders	11
8	New entries, acquisitions and sales	12
9	Activities for which local authority funding is sought	12
10	Any other matters	12
11	Financial information	13
	Appendix I: Northland Inc Accounting Policies	14

1 Introduction

The Board of Directors of Northland Inc Ltd. (Northland Inc) present this Statement of Intent as a public declaration of the activities and intentions of Northland Inc Ltd in accordance with the requirements of Clause 9 of Schedule 8 of the Local Government Act 2002.

Northland Inc is a Company registered under the Companies Act 1993, a reporting entity for the purposes of the Financial Reporting Act 1993. It is a wholly owned subsidiary of Northland Regional Council (NRC) and, by virtue of their right to appoint directors, is a council-controlled organisation as defined under Section 6 of the Local Government Act 2002. It was established by the Northland Regional Council as their preferred method of delivering economic development services to the region.

Accordingly, Northland Inc is Northland's Regional Economic Development Agency and Regional Tourism Organisation. It also forms part of the Government's Regional Business Partner Network (RBP).

Northland Inc is funded by an operational contribution from NRC and is project funded through other public and private agencies, with central government being the next largest contributor. Northland Inc acknowledges that many parts of the Northland economy could use further support, and is committed to identifying partnerships and collaborations that help to increase funding and resources to support economic growth.

The organisation is governed by a board of seven directors appointed for three years (or as otherwise specified from time to time by NRC). The Board Chair is elected by the Directors. Operational activity is led by the Chief Executive Officer. Northland Inc currently has no subsidiaries or joint ventures.

This Statement of Intent is the guiding governance tool and terms of reference for Northland Inc and defines the key performance indicators (KPIs) as agreed by NRC. It outlines the Directors' accountabilities to NRC for corporate performance.

Below is further supporting information (to be read in conjunction with that provided above) required to be included within a Statement of Intent.

2 Context

Northland Inc works with organisations and institutions in Northland and the public and private sectors with a common purpose to grow, strengthen and diversify Northland's economy.

NRC's 2018 Long-Term Plan (LTP) sets out NRC's objectives, community outcomes, values and areas of focus. Collectively this provides a statement about the direction NRC wishes to take in making a meaningful contribution to the region, and this is relevant for guiding Northland Inc's objectives, approach and activities. Northland Inc and NRC have deliberately aligned their objectives for economic development (see Objectives outlined below).

Northland Inc also has regard to the collective objectives of Northland Forward Together, which outlines shared regional aspirations which incorporate economic development.

Most recently, the introduction of the Provincial Growth Fund (PGF) has been a critical Central Government policy that Northland Inc needs to respond and adapt to. The PGF is intended to lift productivity in the provinces and to enhance economic development opportunities. It provides a significant opportunity for Northland economic development interventions to be accelerated and we need to ensure our objectives maximise benefit for Northland communities.

Several other government and local initiatives guide Northland Inc's economic development agenda and long-term context for Northland Inc, including;

- Tai Tokerau Northland Economic Action Plan (Action Plan)
- He Kai Kei Aku Ringa (the Crown-Māori joint strategy for Māori economic development); and
- He Tangata, He Whenua, He Oranga, the Tai Tokerau Māori Growth Strategy developed by the Tai Tokerau Iwi CEOs Consortium.

Northland Inc is committed to the principles of 'Inclusive Growth' which are attracting an increasing focus in Economic Development practice worldwide. Central Government is developing the new Living Standards Framework and well-being measures. These foci are strong policy contexts that will influence what and how Northland Inc works. Northland Inc will continue to develop and support economic development strategies and actions that incorporate the principles of Inclusive Growth and look to provide alignment with the living standards framework as it is developed.

3 Nature and scope of activities to be undertaken by Northland Inc

Northland Inc focusses on the following 4 work programs to achieve the organisational objectives:

1. Investment and PGF - Leveraging economic growth in the region through the strategic co-ordination, management and allocation of available public and private sector funding, including NRC's Investment and Growth Reserve.
2. Māori Economic Development – Empower, support and partner with Māori organisations and businesses and collaborate to leverage resources and funding;
3. Engagement Collaboration and Visibility - Focus on collaboration for the benefit of the region and to continually improve the performance, productivity and profitability of Northland businesses; and
4. Destination Management and Marketing (previously called Regional Tourism Office) - Promoting the region for visitors, and increase the contribution from visitors through supporting product development and regional dispersal.

The nature and scope of activities relevant to each work program are listed below.

1. Investment and PGF - Leveraging economic growth in the region through the strategic co-ordination, management and allocation of available public and private sector funding, including the PGF and NRC's Investment and Growth Reserve; promoting the region for investment and supporting the implementation of the Action Plan:
 - Actively supporting and facilitating investment in strategic sectors in the Northland economy and developing investment ready propositions
 - Delivering a promotional programme to encourage investment and market development of Northland's strategic growth sectors

- Leveraging the Investment and Growth Reserve to increase investment into the Northland economy
 - Supporting and facilitating the development of new and enabling infrastructure such as UFB, roads, rail and water
 - Deliver the Extension 350 Programme
2. Māori Economic development - Empower, support and partner with Māori organisations and businesses and collaborate to leverage resources and funding:
- Work across all of Northland Inc work programmes to take advantage of opportunities for Māori economic development
 - Engage and partner with iwi, hapū, marae and the Māori community to advance their aspirations in economic development and enable investment, business growth and completion of economic development projects
 - Work with, advocate for and support Māori businesses with their aspirations for growth
3. Engagement Collaboration and Visibility - Collaborate for the benefit of the region and continually improve the performance, productivity and profitability of Northland businesses:
- Delivering business advice effectively across the region to support innovation, capacity and capability development through incubation services and the Regional Business Partnership; New Zealand Trade & Enterprise, Callaghan Innovation and Business Mentors New Zealand
 - Developing clusters, business networks or associations to take advantage of market development opportunities that leverage Northlands key sectors and comparative advantages
 - Building and sharing specialist knowledge through a business events programme and provide opportunities to access a range of capital support mechanisms for Northland businesses
4. Destination Management and Marketing - Promoting the region for visitors, and increase the contribution from visitors through supporting product development and regional dispersal:
- Identifying, and where appropriate, assisting with the development of infrastructure, products, services and sub-regional destinations which grow the value derived from visitors
 - Improving regional dispersal, length of stay, expenditure and the appeal of off peak travel particularly through leverage of the Twin Coast Discovery programme as a region wide development framework for tourism
 - Leading the development of a regional tourism strategy
 - Co-ordinate, and where appropriate, lead the implementation of an Annual Tactical Marketing Plan for destination marketing, in alignment with the direction of national tourism organisations and in conjunction with the Northland tourism sector.

In terms of the focus for investment activity, the 'Regionally Strategic Sectors' are:

- Agriculture and Horticulture
- Digital
- Tourism
- Marine

4 Performance targets

Key performance indicators are:

Work Programme	How we will measure	2020/21	2021/22	2022/2023
Investment and PGF	Percentage of IGR business case decisions (by the Board) made within 90 days of receiving application	100%		
	Number of inward delegations hosted	4	2	2
	Investment recommendations are accompanied by a robust business case	100%		
	Number and value of high impact projects that are implemented	3	1	1
Māori Economic Development	Number of unique Māori businesses assisted (by TA and industry)	50	55	60
	Number and value of high impact projects that are implemented	1	2	3
	Value of NZTE and Callaghan Innovation grant funding facilitated for Māori businesses	\$25,000		
Engagement Collaboration and Visibility	Number of unique businesses assisted (by TA and industry)	230		
	Value of NZTE and Callaghan Innovation grant funding facilitated	\$1.0M		
	Client satisfaction (as measured by Net Promoter Score)	90% (NPS 50)		
Destination Management and Marketing	Visitor spend from target markets	\$1,175M	\$1,228M	\$1,283M
	Value of industry investment in regional promotion activity	\$350,000		
	Equivalent Advertising Value achieved from destination marketing	\$16.5M		

Note: Northland Inc has prepared a separate supporting document (Appendix I) which explains the rationale and recording methodology behind each of the Key Performance Indicators.

5 Shareholders' funds, distributions and the value of shareholders' investment

Shareholders' funds (being retained surpluses plus share capital) at June 2019 was as follows:

	June 2019
Total Assets \$	1,242,311
Total Liabilities \$	1,108,654
Shareholders' Funds \$	133,657
Shareholders' Funds as % of Total Assets	10%

Northland Inc forecasts small surpluses year-on-year. Accordingly, Shareholders' Funds as % of Total Assets will remain approximately at this level.

Northland Inc is not required to make any distributions to NRC as the shareholder.

The value of the shareholders' investment in Northland Inc is estimated by directors to be equal to current shareholders' funds being \$133,657.

6 Governance

The Board will effectively represent and promote the interests of NRC by seeking to fulfil its mandate as described above. The Board will discharge their duties in accordance with Northland Inc's Board Charter.

In undertaking its activities, Northland Inc will seek to:

- Achieve the objectives of NRC, both commercial and non-commercial as specified in this Statement of Intent;
- Demonstrate ethical and good behaviour in dealing with all parties;
- Achieve active partnerships with Māori, and other key stakeholders within the region, promoting effective communication where appropriate;
- Comply with all relevant legislative requirements, including those relating to the principles of the Treaty of Waitangi;
- Maintain an open and transparent approach to decision-making with NRC while respecting the need for commercially sensitive information to be protected;
- Be a good employer; and
- Exhibit social and environmental responsibility.

The Board will adopt the following approach to its fiduciary responsibilities to ensure good governance:

- Prepare a 3-year SOI setting out its strategic goals for agreement with NRC, as shareholder;
- Establish a clear business plan which reflects the agreed SOI;

- Establish a clear performance framework and job description for the Chief Executive Officer;
- Approval of detailed operating, capital and cashflow budgets;
- Attend regular meetings to review performance and progress towards set objectives and budgets; and
- Operation of appropriate Board subcommittees to appropriately manage Risk, Compliance, Remuneration and Board performance.

The Board believes regular communication with NRC is important to ensure good governance. The Board and Chief Executive will use their best endeavours to communicate in a regular and timely manner and ensure that matters are raised so there will be 'no surprises'. Established processes will be maintained to ensure regular contact between the Board, management and NRC, and informal meetings will be encouraged to ensure regular communication flows regarding matters of mutual interest.

7 Accounting policies

The accounting policies that have been adopted are detailed in the company's latest audited financial statements. A copy is included as **Appendix A**.

8 Information to be provided to the Shareholders

Directors will formally report progress against the SOI to NRC quarterly via a written report submitted within six weeks of the end of the 1st and 3rd quarters, and attendance at a Council meeting thereafter as per the NRC schedule.

In compliance with Clause 66 of Part 5 the Directors will, within two months after the end of the first half of each financial year, deliver to NRC an unaudited half year report containing:

- a Statement of Performance, Position and Cash flow as at the half year balance date
- financial forecasts for the full year and comparison to approved budgets
- commentary on progress to meeting performance targets and the expected year end position.

In accordance with Section 2 of Schedule 8 the Directors will deliver a draft SOI to NRC as the shareholder by 1st March of each year for the subsequent three-year period.

In accordance with Section 3 of Schedule 8 the Directors will deliver a Board approved SOI to NRC as the shareholder on or before the 30th June of each year.

In compliance with Clause 67 of Part 5 the Directors will, within three months of the end of the financial year, deliver to NRC an audited Annual Report which meets the requirements of Section 68 and Section 69 of Part 5. In addition, the Annual Report is to contain a declaration by the Board as to the compliance with the Act and specifically that the requirements of Schedule 8 have been met.

9 New entries, acquisitions and sales

Directors may not create any new legal entity, acquire shares or any equity interest in any existing legal entity or sell any interest held by Northland Inc without the specific approval of the NRC as the shareholder.

10 Activities for which local authority funding is sought

Northland Inc reserves the right to seek compensation from time to time for the necessity to provide any service required by the NRC where funding has not been previously agreed.

11 Any other matters

Northland Inc can request NRC hold a confidential Council meeting for discussion about commercially sensitive matters, subject to this request meeting the requirements of section 7(2) of the Local Government Official Information and Meetings Act 1987. Any report submitted by Northland Inc for NRC's formal consideration needs to be accompanied by advice to Council from NRC's Chief Executive.

12 Financial information

A prospective statement of financial performance is included below.

NORTHLAND INC Forecast Prospective Statement of Financial Performance			
Income	20/21 Forecast	21/22 Forecast	22/23 Forecast
NRC Funding	\$ 1,365,266	1,395,302	1,361,327
Orchard Income	\$ 144,420	144,420	144,420
NZTE & Callaghan	\$ 339,531	339,531	339,531
WDC	\$ 105,000	105,000	105,000
FNDC & KDC	\$ -	-	-
NIF	\$ 59,000	59,000	59,000
I&GR Project Development Fund	\$ 300,000	300,000	300,000
Extended Regional Promotions (NRC)	\$ 200,000	-	-
Extension 350 Project (NRC)	\$ 100,000	32,600	-
DMM Website Income	\$ 27,000	27,000	27,000
International Marketing Group	\$ 37,500	37,500	37,500
Extension 350 Partner funding	\$ 346,500	211,700	-
MBIE (Action Plan)	\$ 50,000	-	-
Total income	\$ 3,074,217	2,652,053	2,373,778
Project Expenses			
NIF	\$ 60,000	60,000	60,000
I&G Project Development Fund	\$ 300,000	300,000	300,000
Extension 350 Project Delivery	\$ 343,945	155,220	-
Business Grow RPB Delivery	\$ 30,000	30,000	30,000
Total Project Expense	\$ 733,945	545,220	390,000
Activity Expenses			
Destinational Management & Marketing	\$ 147,000	125,000	125,000
Business Awards	\$ 7,000	7,000	7,000
The Orchard	\$ 7,000	7,000	7,000
Total Project Expense	\$ 161,000	139,000	139,000
Salaries & Overheads			
Salaries	\$ 1,546,152	1,350,326	1,277,246
Overheads	\$ 632,555	617,326	566,770
Total Salaries & Overheads	\$ 2,178,707	1,967,652	1,844,016
Total Expenses	\$ 3,073,652	2,651,872	2,373,016
Total Net Surplus	\$ 565	181	762
Notes 20/21:		Notes 21/22 & 22/23:	
*Only confirmed funding has been included		*Only confirmed funding has been included	
*Action Plan funding ceases Sept 20 in accordance with current contract, with actions underway to identify alternative funding sources		*Resources & activity reduced to align with funding levels, although action underway to identify alternative funding sources	
*Final year of Extended Regional Promotions funding			

Appendix B: Northland Inc Accounting Policies

1. Statement of Accounting Policies

BASIS OF PREPARATION

The financial statements have been prepared in accordance with Tier 2 Public Benefit Entity (PBE) Financial Reporting Standards as issued by the New Zealand External Reporting Board (XRB). They comply with New Zealand equivalents to International Public Sector Accounting Standards Reduced Disclosure Regime (NZ PBE IPSAS with RDR) and other applicable Public Benefit Entity Financial Reporting Standards as appropriate to Public Benefit Entities.

The entity is eligible to report in accordance with Tier 2 PBE Accounting Standards on the basis that it does not have public accountability and is not large. The entity transitioned to PBE Standard Tier 2 from 1st July 2016.

The financial statements have been prepared in accordance with the Local Government Act 2002, which requires compliance with generally accepted accounting practice in New Zealand ("NZ GAAP"). [LGA. 111].

The entity is deemed a public benefit entity for financial reporting purposes, as its primary objective is to provide services to the community for social benefit and has been established with a view to supporting that primary objective rather than a financial return.

CHANGES IN ACCOUNTING POLICIES

Previously adopted Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit). The impact of new and amended standards and interpretations applied in the year was limited to additional note disclosures.

Appendix C: Supporting Information for Northland Inc Statement of Intent

Introduction

The Statement of Intent for Northland Inc contains Key Performance Indicators (KPI's). The rationale for choosing the KPI's and the method in which these indicators are reported on is not always clear, and therefore this document provides more detail around the KPI and the method of reporting.

Rationale

KPI's need to have a solid rationale, clear line of site back to the activities of Northland Inc, be simple to understand and be measurable. The KPI's within the Statement of Intent are a mixture of Inputs, Outputs and Outcomes. Some are under the direct control of Northland Inc and some are influenced by Northland Inc activity. It is important to have a least one indicator for each work programme area and where possible a mixture of the different type of indicators. A brief explanation of the rationale for each KPI is provided below.

KPI's

The KPI's are as follows:

(Note these have been numbered for ease of reference within this document)

1. Investment and PGF
 - a. Percentage of IGR business case approvals (by the Board) made within 90 days of receiving application
 - b. Number of inward delegations hosted
 - c. Investment recommendations are accompanied by a robust business case
 - d. Number and value of high impact projects that are implemented
2. Māori economic development
 - a. Number of unique Māori businesses assisted (by TA and industry)
 - b. Number and value of high impact projects that are implemented
 - c. Value of NZTE and Callaghan Innovation grant funding facilitated for Māori businesses
3. Engagement Collaboration and Visibility
 - a. Number of unique businesses assisted (by TA and industry)
 - b. Value of NZTE and Callaghan Innovation grant funding facilitated
 - c. Client satisfaction (as measured by Net Promoter Score)
4. Regional promotion and tourism
 - a. Visitor spend from target markets
 - b. Value of industry investment in regional promotion activity
 - c. Equivalent Advertising Value achieved from destination marketing

Rationale and Methodology for Individual KPI's

- 1.a Rationale: Output measure – indicates the efficiency within which the project management office receives, processes and outputs work.

Methodology: Evidence for KPI is Northland Inc Board minutes.
- 1.b Rationale: Input measure – indicates that the region is attractive for inward investment. Suggests that the Landing Pad and regional promotion activity are functioning.

Methodology: Evidence for KPI is the number of meetings held and details of attendees.

Inward delegation is a reference to an expression of interest from a reputable company (national or international) who is interesting in investing in the region. The KPI is achieved when Northland Inc participates in the hosting (meeting) of the company's representatives (delegates). Note that often Chinese delegates are hosted jointly with Councils as this is the preferred way to establish a relationship with Chinese culture.

- 1.c Rationale: Outcome measure – measures the quality of the project management office procedures and assessment.

Methodology: Evidence for KPI is Northland Inc board minutes recording decision to recommend investment (either to Council for the Investment and Growth Reserve or to another investment fund). Note that this KPI is intended to include applications to the Provincial Growth Fund that Northland Inc supports. Evidence of robust business case is that no further work is required on the business case to make a decision.

- 1.d Rationale: Outcome measure – ensures the work area is aligned with the vision and mission.

Methodology: High Impact projects are projects that are likely to make a significant contribution to their sector in one or more of the following areas: employment, training, GDP, household income, sector strength diversity, research and development. All projects are assessed using standardised internal processes to understand the potential impact/contribution.

- 2.a Rationale: Input measure – measures the volume of work being generated and processed.

Methodology: Evidence for KPI is recorded in Northland Inc's CRM database. Breakdown of data is to be presented by TLA and industry.

- 2.b Rationale: Outcome measure – ensures the work area is aligned with the Northland Inc vision and mission.

Methodology: High Impact projects are projects that are likely to make a significant contribution to their sector in one or more of the following areas: employment, training, GDP, household income, sector strength diversity, research and development. All projects are assessed using standardised internal processes to understand the potential impact/contribution.

- 2.c Rationale: Output measure – provides evidence that the engagements in the previous KPI are resulting in positive activity.

Methodology: Evidence for KPI is recorded in Northland Inc's CRM database.

- 3.a Rationale: Input measure – measures the volume of work being generated and processed.

Methodology: Evidence for KPI is recorded in Northland Inc's CRM database. Breakdown of data is presented by TLA and industry.

- 3.b Rationale: Output measure – provides evidence that the engagements in the previous KPI are resulting in positive activity.

Methodology: Evidence for KPI is recorded in Northland Inc's CRM database. (Recommended that the annual report include comparison against other similar regions)

- 3.c Rationale: Outcome measure – independent verification that the services within this work programme are of success.

Methodology: A widely used customer loyalty or satisfaction metric used to measure success across NZTE services. It is an index ranging from -100 to 100 that measures the willingness of customers to recommend a company's products or services to others.

- 4.a Rationale: Outcome measure – indicates sector wide trends and indicates if the Regional Promotion and Tourism work programme area is achieving change (although not suggesting a direct link)

Methodology: Visitor spend is recorded through the MBIE monthly regional tourism expenditure estimates. Target markets are broken into two categories; Domestic (Auckland) and International (Australia, USA, Europe and UK).

- 4.b Rationale: Input measure - Indicates industry support for the work programme area.

Methodology: Evidence for KPI is recorded through direct payments to Northland Inc for joint marketing activity undertaken and/or payments made to contracted companies for website, media, print material.

- 4.c Rationale: Output measure – indicates direct value add from work programme activity

Methodology: Equivalent Advertising Value is calculated using standard methods utilised in the public relations and communications industries. These methods measure the size of the coverage gained, its placement and calculates what the equivalent amount of space would cost.



29 February 2020

Penny Smart and Malcolm Nicolson
Chair and Chief Executive Officer
Northland Regional Council
Private Bag 9021
Whangarei 0148

Sent by email: Pennys@nrc.govt.nz
malcolmn@nrc.govt.nz

Dear Penny and Malcolm

Northland Inc. Ltd
Draft Statement of Intent 2020-2023

Thank you for your letter dated 21 January 2020 providing your expectations regarding the forthcoming Statement of Intent (SOI). In accordance with your letter, and statutory obligations, please find attached our draft SOI 2020-2023.

We note the following with regards to the draft SOI:

- **Structure:** We have addressed the changes to the lay-out and order as recommended in your letter. We have also included a three-page summary at the beginning of the document for the purposes of simplifying key messages and clarity.
- **Statement of Financial Performance:** The prospective statement of financial performance reflects revenue that is contractually committed or has a high degree of certainty. We continue to review and action alternative funding sources to expand our work programme and increase economic impact across the region, however, the SOI reflects committed funding sources only with expenditure adjusted accordingly.
- **Tai Tokerau Northland Economic Action Plan (TTNEAP):** Central government funding support for resources to support and facilitate TTNEAP activity ceases in September 2020. We are actively seeking continued funding support for this activity, however, until this is secured we have removed the TTNEAP activity from our SOI. Accordingly, there is no KPI measure proposed for this activity within the draft SOI.
- **Inclusive growth** will be a key component in the execution of our activities and a fundamental part of how we work. This will be part of our operational Business Plan which is currently being reviewed. We are happy to discuss this at a future workshop once this has been finalised.

We welcome the opportunity to discuss this draft SOI at our scheduled workshop on 24 March, and consider these workshops of utmost importance to maintain our positive relationship and open lines of communication. We also note your request to provide an update at this time regarding recent advice obtained about how best Northland Inc can support Maori economic development, and how best to maximise our regional presence and influence.



P 09 438 5110 A The Orchard, corner Cameron and Walton Streets, Whangarei 0110

www.northlandnz.com



We look forward to working together with NRC staff to contribute to LTIP planning processes over the coming year, and the opportunity to consider the wider contribution Northland Inc can continue to play to address regional inequalities and sustainable environmental management and impact.

Through our collaboration and enhanced regional collaboration with district councils and key stakeholders, we are confident Northland will maximise the current opportunity and investment to achieve sustainable economic growth with positive social outcomes into the future. We look forward to achieving this together.

Yours sincerely

Sarah Petersen
Chair

Murray Reade
Chief Executive Officer



TITLE: Tai Tokerau Māori and Council Working Party Meeting Schedule and Amendment to Council's Appointed Members' Allowance Policy

ID: A1302783

From: Sheila Taylor, Kaiarahi - Kaupapa Māori and Auriole Ruka, Kaiwhakahaere Hononga Māori

Executive summary/Whakarāpopototanga

The purpose of this report is to present to council for endorsement an amendment to the Appointed Members' Allowance Policy so that non-elected Taitokerau Māori and Council (TTMAC) Māori members will be eligible to claim an allowance for their attendance at marae-based workshops.

Council also sought feedback from TTMAC on its meeting schedule and accordingly TTMAC has recommended a bimonthly schedule of formal meetings and regional marae-based workshops for council approval.

Recommendation(s)

1. That the report 'Tai Tokerau Māori and Council Working Party Meeting Schedule and Amendment to Council's Appointed Members' Allowance Policy' by Sheila Taylor, Kaiarahi - Kaupapa Māori and Auriole Ruka, Kaiwhakahaere Hononga Māori and dated 6 April 2020, be received.
2. That council approve the amendments to the Appointed Members' Allowance Policy, for the purpose of endorsing the payment of an allowance to non-elected TTMAC Māori members who attend regional marae-based workshops.
3. That council approve the bimonthly schedule of formal meetings and regional marae-based workshops as below:

Date	Venue
Thursday, 9 April	Regional marae-based workshops (cancelled)
Thursday, 14 May	Council Chambers
Thursday, 11 June	Regional marae-based workshops
Thursday, 9 July	Council Chambers
Thursday, 13 August	Regional marae-based workshops
Thursday, 10 September	Council Chambers
Thursday, 8 October	Regional marae-based workshops
Thursday, 12 November	Council Chambers
Thursday, 10 December	Regional marae-based hui

Background/Tuhinga

In re-establishing the TTMAC Working Party, council sought advice from the newly appointed Māori members on the following three matters:

1. Recommendations on TTMAC Working Party Terms of Reference;
2. Whether formal working party meetings should be held quarterly with the remaining meetings being marae-based workshops; and

3. Whether all non-elected Māori members should receive meeting fees and mileage to attend regional marae-based workshops.

In response, at the 12 March 2020 TTMAC Working Party meeting, the members agreed to recommend to council that:

1. The annual schedule of bimonthly formal meetings and marae-based workshops be maintained; and
2. That all non-elected Māori members who attend regional marae-based workshops receive meeting fees and mileage.

Discussion:

While TTMAC Māori members supported and saw the benefit of regional marae-based workshops, they were strongly of the view that bimonthly formal meetings were necessary as there was a lot of mahi to get through and without this frequency of formal meetings it would not be possible to advance the strategic opportunities for Māori and council.

Previously, only TTMAC Māori members who hosted the marae-based workshops were remunerated to attend. As a result of a governance review undertaken by TTMAC in July 2019, a recommendation was made by TTMAC to remunerate all non-elected Māori members who attend marae-based workshops. With all non-elected Māori members supported to attend and participate in the marae-based discussions, it was envisaged that a more regional approach could be progressed to address the issues raised. The newly appointed Māori members of TTMAC have re-endorsed this assessment and recommendation.

In order to implement this recommendation, an amendment to the Appointed Members' Allowance Policy (the policy) is required. Clause 4(c)(1) of the policy currently restricts payment of an allowance to only the hosting members of a TTMAC regional workshop. It is proposed that clause 4(c)(1) be removed to enable payment to all TTMAC appointed members who attend a regional marae-based TTMAC workshop. Refer **Attachment 1** for Appointed Members Policy.

TTMAC Māori members have requested further time to review the Terms of Reference, with a small delegation of TTMAC Māori members asked to review the current TOR and bring back recommendations to the May formal TTMAC meeting for endorsement and recommendation to council.

Considerations

1. Options

No.	Option	Advantages	Disadvantages
1	Adopt the meeting schedule and changes proposed to the Appointed Members' Allowance Policy	<p>More consistent approach of the marae based workshops to other workshops and regional representation for iwi and hapū is enhanced.</p> <p>Council is recognised for endorsing a more strategic approach at marae-based workshops by Māori through</p>	Increased costs estimated are not within allocated budget.

		remuneration that values their participation.	
2	Don't adopt the meeting schedule and changes proposed to the Appointed Members' Allowance Policy	<p>No financial impact.</p> <p>No expectation on already stretched non-elected members to attend marae-based workshops.</p> <p>Focus on local issues of host and the marae communities.</p>	<p>Perception that council do not endorse TTMAC recommendations.</p> <p>Marae based workshops are less effective in reflecting a more regional strategic approach.</p> <p>Raising expectations to manage local issues without a regional perspective.</p>

The staff's recommended option is Option 1: Endorse the meeting schedule and changes proposed to the Appointed Members' Allowance Policy.

2. Significance and engagement

In relation to section 79 of the Local Government Act 2002, this decision is 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, but that council is able to make decisions relating to this matter without undertaking further consultation or engagement. Furthermore, this is in a direct response to recommendations made by TTMAC who are representatives of mandated iwi and hapū membership from Te Taitokerau.

3. Policy, risk management and legislative compliance

The decisions sought are consistent with policy and legislative requirements as it increases opportunities for Māori to participate in council decision-making and values their contribution regarding the principles of the Treaty of Waitangi.

Further considerations

4. Community views

Community views on council's approach to engaging with Māori and supporting Māori participation in council processes, including the establishment of TTMAC, is consulted on through the Long Term Plan process. General support has been received through this process for the establishment of TTMAC.

5. Māori impact statement

The recommendations in this report are consistent with the recommendations from the Māori members of the TTMAC working party.

6. Financial implications

Work has been done to estimate the costs for a 12-month period with the following assumptions:

- 100% attendance at all workshops and formal meetings;
- There is no change in the rate; and

- An average of actual attendance in the previous year and mileage claimed was used to determine estimated mileage costs.

Historical non-elected member attendance and actual costs indicate that full attendance of all working party members is unlikely and that there will be sufficient allocated funds within the current budget to accommodate the new structure. There is, however, insufficient budget to cover all non-elected members' full attendance at working parties and this will need to be considered and addressed as a part of the long term planning process.

7. Implementation issues

Should council decide not to approve the amendments there are no implementation issues to consider. Alternatively, should council resolve to approve amendments then implementation is administrative, and staff will co-ordinate attendance at meetings and remuneration for the non-elected members.

Attachments/Ngā tapirihanga

Attachment 1: Appointed Members Allowance Policy [↓](#)

Authorised by Group Manager

Name: Jonathan Gibbard
Title: Group Manager - Strategy, Governance and Engagement
Date: 16 April 2020

Appointed Members' Allowances Policy

1. Statement of Purpose

This policy explains the circumstances in which the Northland Regional Council will pay allowances to Appointed (non-elected) Members¹ who are appointed to its standing committees, subcommittees, working parties, working groups and external bodies, and sets out the conditions that must be met for a claim to be paid.

2. Policy Goal

The goal of this policy is to ensure the council's position and procedures for the payment of allowances to appointed members is transparent, accountable, and fair.

3. Key principles

- a. The council recognises that appointed members from time to time incur personal expense as a result of participating in standing committees, subcommittees, working parties, working groups and external bodies.
- b. The council wishes to ensure appointed members are not financially disadvantaged by their participation, or that the financial impact of their participation acts as a disincentive to participation.
- c. The council also recognises that a commitment to public service motivates appointed members to participate.
- d. The application of a transparent, fair and balanced policy on the payment of allowances to appointed members promotes public confidence in the council's financial stewardship.

4. Eligibility

Subject to the restrictions noted below, appointed members are eligible to claim allowances for attendance² at the following:

- a. Standing Committee Meetings: i.e. a permanent committee appointed by the council (only) that meets on a regular basis to address specific issues covered by the committee's delegations
- b. Subcommittee/Working Party Meetings if their appointment and the meeting schedule has been approved by council resolution.
- c. Standing Committee/Subcommittee/Working Party Workshops if:
 1. They are hosting members of TTMAC Working Party marae based workshops; or
 2. The membership and workshop schedule have been approved by council resolution.
- d. Meetings of any other sub-ordinate bodies set up by Standing Committees/Subcommittees/Working Parties if the membership and meeting schedule has been approved by council resolution.
- e. Scheduled meetings of External Bodies; provided council has approved by resolution that the appointed member will represent council at these meetings.³

¹ Elected members' remuneration, expenses and allowances are governed by the Remuneration Authority. The Authority does not concern itself in a council's methods or policies for rewarding or recompensing non-elected members.

² For completeness, it should be noted that appointed members are eligible to claim travel and meeting allowances if a meeting lapses due to lack of a quorum.

³ External Body is defined as a government agency, local authority or private/public interest group.

ID: A940688

or otherwise:

- f. The Chair of the Regional Council has granted them an exception under Section 8 of this policy.

5. Restrictions

Allowances will not be paid:

- a. To council's independent financial advisor, as that member is paid a fixed annual fee.
- b. To any appointed member whose participation on a committee, subcommittee, working party or external body is remunerated by another organisation). This will be determined by a declaration statement included on the claim form. To avoid doubt, the council will reimburse the member (unless otherwise advised by the member); any issues regarding remuneration in these cases are a matter to be resolved between the member and the organisation concerned.
- c. To any appointed member of a Working Group (for the avoidance of doubt this includes all Catchment Working Groups and River Working Groups)
- d. For any mileage that is not associated with travel between a member's primary residence and properly scheduled meetings of a committee, subcommittee or working group, in the member's own vehicle, and by the most direct route that is reasonable in the circumstances.
- e. If a meeting/workshop is cancelled.

6. Meeting (workshop) Allowance

The council will pay a maximum daily meeting (workshop) allowance of \$170 subject to the provisions of this policy. For clarity, if a member attends two meetings (workshops) on the same day, the allowance may only be claimed once for that day. Members may choose to not claim this allowance.

7. Vehicle Mileage Allowance

The council will pay the 'the vehicle mileage allowance as set out in its current Elected Members' Expenses and Allowances Policy, subject to the provisions of this policy. For clarity, the annual cap and minimum distance requirements of the Elected Members' Expenses and Allowances Policy apply. Eligible appointed members may choose to not claim mileage.

8. Exceptions

The Chief Executive will consider the following applications for exception, based on the particular circumstances detailed in an appointed member's written application, and the Auditor-General's 2007 good practice guide on "Controlling Sensitive Expenditure: Guidelines for Public Entities", and make a recommendation for decision by the Chair of the regional council:

- a. From appointed members who are otherwise ineligible for the travel and meeting allowances. Allowances provided must not exceed those provided for in this policy.
- b. From appointed members who seek an allowance or reimbursement for an expense not detailed in this policy.

As a guiding principle, the meeting and travel allowances should only be exceeded in exceptional circumstances.

ID: A940688

9. Procedures

- a. The Finance Manager shall advise the Administration Support staff the account to which allowances are to be charged.
- b. The Administration Support staff is to ensure that a Claim for Meeting Allowances is attached to every notice of a meeting sent to appointed members.
- c. At each meeting, the Administration Support staff is to note the time and date of the meeting, and a list of attendees, and collate returned completed claim forms.
- d. Claims are to be presented to the Chief Executive or his delegated officer for approval.
- e. Payment will be made by the Payroll Officer by direct credit by the 25th of each month.

10. Linkages

For related information, see Northland Regional Council's Elected Members' Expenses and Allowances Policy.

11. Responsible persons

The Governance Support Manager and Administration Support staff are responsible for overseeing implementation of this policy and for providing guidance for decisions that may not align to the policy.

12. Amendments and Review date(s)

18 April 2017	Amended policy presented to council and approved.
14 Feb 2020	Minor formatting amendments

ID: A940688

TITLE: Te Taitokerau Māori and Council Working Party appointments

ID: A1302903

From: Auriole Ruka, Kaiwhakahaere Hononga Māori and Sheila Taylor, Kaiarahi - Kaupapa Māori

Executive summary/Whakarāpopototanga

This paper seeks approval of the appointments for the non-elected Māori Co-Chair and Proxy of Te Taitokerau Māori and Council Working Party (TTMAC) as nominated by the non-elected Māori members of TTMAC.

It also seeks approval of the nominated non-elected Māori members onto the following working parties:

- Water and Land Working Party
- Climate Change Working Party
- Biosecurity and Biodiversity Working Party
- Planning and Regulatory Working Party

All other appointments have been noted for confirmation by council, to provide a complete picture of the decisions made at the first meeting of TTMAC held on Thursday 12 March 2020.

Recommendation(s)

1. That the report 'Te Taitokerau Māori and Council Working Party appointments' by Auriole Ruka, Kaiwhakahaere Hononga Māori and Sheila Taylor, Kaiarahi - Kaupapa Māori and dated 6 April 2020, be received.
2. That council approves the TTMAC Māori members' nomination of Rudy Taylor, Te Whakaminenga O Te Hikutu Hapu-Whanau as Co-Chair with Pita Tipene, Te Rūnanga o Ngāti Hine, as proxy Co-Chair, of TTMAC.
3. That council approves the following nominations of TTMAC non-elected Māori members onto working parties:

Water and Land Working Party:

- Victor Holloway, Ngāti Tara
- Georgina Connelly, Te Uri o Hau Settlement Trust
- Antony Thompson (proxy for Alan Riwaka), Te Rūnanga o Ngāti Whātua
- Janelle Beazley, Te Rūnanga-Ā-Iwi-O-Ngāpuhi
- Mira Norris, Te Parawhau Hapū Authority Charitable Trust.

Climate Change Working Party:

- Toa Faneva, Te Rūnanga o Whāingaroa
- Hadyn Edmonds, Ngātiwai Trust Board
- Thomas Hohaia, Te Roroa
- Rowan Tautari, Te Whakapiko Hapū.

Biosecurity and Biodiversity Working Party:

- Georgina Connelly, Te Uri o Hau Settlement Trust
- Juliane Chetham, Patuharakeke Te Iwi Trust Board
- Barb (Michelle) Elboz, Ngāti Kuta, Patukeha
- Nora Rameka, Te Rūnanga o Ngāti Rehia.

Planning and Regulatory Working Party:

- Mira Norris, Te Parawhau Hapū Authority Charitable Trust
- Pita Tipene, Te Rūnanga o Ngāti Hine
- Juliane Chetham, Patuharakeke Te Iwi Trust Board
- Rowan Tautari, Te Whakapiko Hapū.

4. That council confirms the nominations of TTMAC non-elected Māori members onto the following groups:

Māori Technical Advisory Group (MTAG):

- Rowan Tautari, Te Whakapiko Hapū
- Haydn Edmonds, Ngātiwai Trust Board
- Mira Norris, Te Parawhau Hapū Authority Charitable Trust
- Juliane Chetham, Patuharakeke Te Iwi Trust Board
- Georgina Connelly, Te Uri o Hau Settlement Trust
- Nora Rameka, Te Rūnanga o Ngāti Rehia

Joint Climate Change Adaptation Governance Committee:

- Toa Faneva, Te Rūnanga o Whāingaroa
- Thomas Hohaia, Te Roroa (proxy)

Tū i te Ora Scholarship Māori representative:

- Georgina Connelly, Te Uri o Hau Settlement Trust

Whakamānawa ā Taiao – Environmental Awards 2020:

- Janelle Beazley, Te Rūnanga-Ā-Iwi-O-Ngāpuhi.

Te Maruata (a sub-committee for Māori of the National Council of LGNZ):

- Rowan Tautari, Te Whakapiko Hapū
- Juliane Chetham, Patuharakeke Te Iwi Trust Board

Background/Tuhinga

Council confirmed the re-establishment of Te Taitokerau Māori and Council Working Party and terms of reference at the meeting held on 19 November 2019. The key functions of TTMAC as defined in its Terms of Reference is to ensure the views of Māori are considered in the exercise of council's

functions; and to advance a model of Māori engagement that supports environmental and economic priorities across the region.

In resolving to re-establish TTMAC, council also resolved to:

1. Re-establish the Co-Chairing arrangement appointing Cr Robinson as the elected members' Co-Chair; and
2. Strengthen TTMAC Māori representation on the following council working parties, by appointing equal membership of non-elected members (of TTMAC) to councillors:
 - Water and Land Working Party
 - Climate Change Working Party
 - Biosecurity and Biodiversity Working Party
 - Planning and Regulatory Working Party.

At the re-established TTMAC meeting the council chairs of each working party gave an outline of the purpose, role and function of their respective working parties as part of the new council governance structure. The non-elected Māori members held a brief caucus to agree on these appointments, taking into consideration technical expertise and the need to have a representation of iwi and hapū from across the region in the working parties.

They also agreed to the appointments for the Māori Technical Advisory Group (MTAG), a sub working party of TTMAC to provide specialist technical advice to TTMAC and council.

These working parties and groups represent the significant contribution of iwi and hapū to council and its decision-making processes. They also reflect council's commitment to building enduring relationships with tāngata whenua.

Considerations

1. Options

No.	Option	Advantages	Disadvantages
1	That council approve the appointment of TTMAC Co-Chair, Proxy Co-Chair and membership onto council working parties.	Successful re-establishment of TTMAC and continuity of the work that has been done in the previous six years. Membership is confirmed to effectively undertake the roles and functions of the working parties.	Potentially additional funding may be required through the Long Term Plan if there is 100% participation of TTMAC members.
2	That council does not approve the appointment of TTMAC Co-Chair, Proxy Co-Chair and membership onto council working parties.	No financial implications.	There will be a perceived lack of commitment to ensuring Māori participation in council decision-making processes.

The staff's recommended option is Option 1: that council endorses the recommendations.

2. Significance and engagement

the Māori membership on council working parties will be of public interest, in particular to TTMAC Māori members more broadly Māori of Te Taitokerau, this decision is consistent with feedback received from Māori and no further consultation is considered necessary before making this decision.

3. Policy, risk management and legislative compliance

This decision complies with the council's legislative requirements under the RMA 1991 (s.8) to take account of the principles of the Treaty of Waitangi and the LGA 2002 (s.4) to maintain and improve opportunities for Māori to contribute to local government decision-making processes.

Further considerations

4. Community views

Community views have previously been canvassed on council's approach to engaging with Māori and supporting Māori participation in council processes, including the establishment of TTMAC through the Long Term Plan process. General support has been received for the establishment of TTMAC.

5. Māori impact statement

The recommendations are consistent with the recommendations from TTMAC. Council sought mandating from iwi and hapū to ensure representation on TTMAC was endorsed by Māori across Te Taitokerau; accounting for iwi authorities and hapū mātauranga.

6. Financial implications

Historical non-elected member attendance and actual costs indicate that full attendance of all working party members is unlikely and that there will be sufficient allocated funds within the current budget to accommodate the new structure. There is, however, insufficient budget to cover all non-elected members' full attendance at working parties and this will need to be considered and addressed as a part of the long term planning process.

7. Implementation issues

There are no implementation issues, other than potentially financial (as highlighted above) as it is part of ongoing delivery of the Long Term Plan and staff have capability and capacity to support the implementation of these decisions.

Attachments/Ngā tapirihanga

Nil

Authorised by Group Manager

Name: Jonathan Gibbard
Title: Group Manager - Strategy, Governance and Engagement
Date: 09 April 2020

TITLE: Chair's Report to Council

ID: A1300961

From: Penny Smart, Chair

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 March 2020.

Recommendation

That the report 'Chair's Report to Council' by Penny Smart, Chair and dated 1 April 2020, be received.

Strategic issues

Covid-19 has given us a new way of doing business this month. Staff have done a great job in the transition to remote working, with all NRC staff working from home except for a few essential service staff and the CDEM team.

CDEM are based out of the NRC office and are a combined agency organisation. They have had very little respite since the drought was declared at the beginning of the year. They are a very well organised and professional team and we are all very grateful for their expertise and dedication in these strange times we find ourselves in.

The drought as I write is still a big concern for many of Northland's communities and ecosystems. NRC staff are still closely monitoring river and ground water levels.

We do not yet know the full implications of the drought and the pandemic on our businesses, councillors are very aware of the potential hardship that Northlanders may be facing. Decisions on spending will be well considered, well informed and robustly discussed, they will be forward facing taking into account the short, medium and long term.

There are a number of central government economic stimulus packages that will become available as we progress out of the Covid-19 lock down. NRC are being kept up to date with these and look forward to the part we can play in supporting and/or implementing them for both the economic and environmental benefit of Northland.

I would like to acknowledge the superb work and organisation of our CEO, ELT and CDEM, as well as all the staff, in their very efficient, professional and pragmatic approach to the pandemic.

Meetings/events attended

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

- Meetings attended with the council's CEO, Malcolm Nicolson:
 - Meeting with Murray Jagger, Chair, and Elena Trout, Director, Marsden Maritime Holdings.
 - Meeting with representatives of Kāinga Ora representatives – housing needs and solutions for the Whangārei district. Strategic Projects Manager, Phil Heatley, also attended.
 - Mayors/Chair/CEO's and others – weekly catchup - drought and pandemic.

- Regular Mayors/Chair teleconference calls.
- Covid-19 update from National Emergency Management Agency for Mayors/Chair.

Correspondence

During March I sent out the following correspondence:

Date	Addressed To	Subject
02.03.20	Uwe Schmutzler	Marine Pathways Management Plan
03.03.20	Klaus-P Kurz Northland Mooring Owners and Ratepayers	Marine Pathways Management Plan
03.03.20	Rt Hon Winston Peters Hon Kelvin Davis Hon Phil Twyford Hon Nanaia Mahuta Hon Shane Jones Hon James Shaw Hon Eugenie Sage	Joint letter from Chair and CEO requesting to meet with NRC representatives
20.03.20	Stuart Henderson	Appointment of Independent Advisor – Audit and Risk Committee
20.03.20	Denis Callesen	Appointment of Northland Inc. directors
23.03.20	Danny Tuato'o	Appointment of Independent Advisor – Audit and Risk Committee
23.3.20	Sarah Petersen	Appointment of Northland Inc. directors

Attachments/Ngā tapirihanga

Nil

TITLE: Chief Executive's Report to Council

ID: A1277000

From: Malcolm Nicolson, Chief Executive Officer

Recommendation | Tūtohutanga

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

7.2.1 HIGHLIGHTS

Kauri Dieback Team Recognition by the Pig Hunting Community

The first Northland Pig Hunting Club competition for the year was attended by the kauri dieback team where they received a certificate of appreciation from the club. This recognition of the team's efforts shows that their innovation and hard work is paying off – they are reaching these normally 'hard to reach' audiences in Northland.

COVID-19 Pandemic Response

Following the government announcement on 23 March that the country would be moving into a total Alert Level 4 "lockdown" in 48 hours, the organisation successfully implemented its pandemic plan and relocated all staff to work remotely within 48 hours. Within the first week, the entire organisation was successfully connected.

Work has since begun on planning to return to Alert Level 3, although this will rely heavily on central government instructions and decisions made about when schools may return to normal operating hours. In the meantime, all staff have been instructed to continue working at home until further notice.

7.2.2 CEO'S OFFICE

COUNCIL PROPERTY UPDATE

- An Industrial area property sale has been settled by the purchaser.
- The Chief Executive has considered a tenant rent relief proposal for Council's commercial and ground lease tenancies and discussed this with Investment and Property Subcommittee members.
- Kensington Crossing construction work has temporarily shut down for the Level 4 alert period and the property is secure. All intending tenants accept the situation and remain committed.
- The Kaipara Service Centre 'Registration of Interest' has been tendered on GETS and several companies shortlisted for a full construction tender. The detailed design, budget and KDC lease are now being finalised for May or June 2020 Council consideration.
- KiwiRail are in final discussions on the transfer of Marsden Point Rail Link properties from Council to full KiwiRail ownership.
- Carter Holt Harvey are in final discussions on the agreement regarding the termination date, 'making good' on exit and future easement arrangements for both parties.

Current Legal Proceedings

Department	Description	Status
Consent decision appeal	Replacement consents for, and new consents for an expansion of, Doug's Opuā Boat Yard in Walls Bay, Ōpua.	Decision received from the High Court (HC) on the consent applicant's appeal on the Environment Court (EC) decision on the application. The appeal was allowed, and the HC directed that the EC decision be set aside, and the matter remitted to the EC for further consideration. A hearing of further evidence, as directed by the HC, is yet to be scheduled.
Consent decision appeal	Replacement discharge consents for East Coast Bays Wastewater Treatment Plant (Taipā)	An EC pre-hearing conference was held on 12 March 2020. The outcome was EC assisted mediation with milestones that have to be met. The EC issued a Minute on 6 April 2020 noting that since the pre-hearing, the COVID-19 lockdown had occurred which has "overwhelmed" the process. Accordingly, the EC made alterations to the time scale for the process and issued new tentative directions, essentially deferring some actions.

7.2.3 CORPORATE EXCELLENCE

Credit Card Hacking

Council was advised in March of a NRC credit card that was 'hacked' with several unauthorised transactions having been lodged against the card from an unknown external source. The bank was informed of these transactions and has since confirmed that the transactions have been reversed at no cost to Council.

Financial Report

Due to the heightened volatility currently engulfing the global markets and to avoid providing a financial result based upon "best guess" estimates, I have deemed it prudent to defer presenting the March 2020 Financial Report to council.

An update will be provided to council once the actual March 2020 investment fund results are received from EriksensGlobal. Jonathan Eriksen has signalled these results will be supplied in time for the report to be tabled at the 21 April council meeting.

Regional Software Holdings Limited (RSHL)

In March 2020 RSHL completed a Request for Expressions of Interest (REOI) to identify potential vendors to deliver the IRIS NextGen solution for the regional sector.

Seven responses were received and evaluated by a team representing ten councils. The scoring of the IRIS NextGen REOI had two clear leaders with three other vendors in the chasing pack.

A report was prepared for the RSHL to discuss the outcomes of the REOI and provide a recommendation to an approach for the IRIS NextGen RFP, which was supported in general.

Cyber Security

The Council's technology infrastructure and configuration supported a very smooth transition to enable staff to work from home due to the COVID-19 Level 4 response. This new distributed working from home configuration introduces increased security risks and heightened cyber-criminal activity occurring. Our security software detected and prevented two malware attacks on endpoint

devices since staff have started working from home. An additional layer of security software will be deployed to help prevent further attacks.

7.2.4 REGULATORY SERVICES

Consents in Process

During March 2020, a total of 70 decisions were issued. These decisions comprised:

- Moorings 2
- Coastal Permits 6
- Air Discharge Permits 0
- Land Discharge Permits 6
- Water Discharge Permits 1
- Land Use Consents 33
- Water Permits 11
- Bore Consents 11

The processing timeframes for the March 2020 consents ranged from:

- 116 to 1 calendar days, with the median time being 29 days;
- 42 to 1 working days, with the median time being 20 days.

Forty-one applications were received in March 2020.

Of the 117 applications in progress at the end of March 2020:

- 51 were received more than 12 months ago (most awaiting further information from the applicant);
- 17 were received between 6 and 12 months ago (most awaiting further information from the applicant);
- 49 less than 6 months.

Appointment of Hearing Commissioners

No commissioners were appointed in March 2020.

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

The current level of notified application processing activities at the end of March 2020 is (by number):

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

COMPLIANCE MONITORING

The results of compliance monitoring for the period 1 – 31 March 2020 (and year-to-date figures) are summarised in the following table and discussed below.

Classification	Total	Full compliance	Low risk non-compliance	Moderate non-compliance	Significant non-compliance	Not exercised during period
Air discharges	24	20	1	0	0	3

Classification	Total	Full compliance	Low risk non-compliance	Moderate non-compliance	Significant non-compliance	Not exercised during period
Coastal permit	119	87	16	9	3	4
Discharge permit	86	60	8	2	2	14
Land use consent	48	37	2	1	0	9
Water permit	90	58	24	7	0	1
Total	367	261	51	19	5	31
Percentage		71.1%	13.9%	5.2%	1.4%	8.4%
YTD	6,235	4,775	596	406	193	265
Percentage		76.6%	9.6%	6.5%	3.1%	4.3%

Coastal

The majority of consents monitored during the reporting period related to coastal discharges and coastal structures. The annual marine farm inspections were undertaken during the month, involving taking photographs of all of Northland's marine farms from helicopter for later analysis and reporting.

Water, Waste, Air and Land Use (WWALU) compliance monitoring

- Water Use*

Throughout March many of the team were kept busy monitoring water use, issuing water shortage directions and responding to queries regarding excessive water use and/or sources drying up. Resources in the team had to be prioritised away from other areas to keep on top of this workload.

- Wastewater*

Prior to the COVID-19 lockdown, a number of monitoring and consenting staff attended a wastewater treatment and compliance training workshop (hosted at our Whangārei offices), along with some guests from the Whangārei District Council's wastewater team.

- Waste management*

Three incidents involving the discharge of hazardous substances and 12 enquiries regarding contaminated land were received and responded to. Two sites were added to the Selected Land-use Register. No hazardous waste was disposed of during the reporting period.

Staff started updating the NRC Selected Land-use Register (SLR) as part of a National Data Consistency Project for contaminated land. This project was agreed to by Regional CEOs in 2016 and is to be completed by 2026.

Impact of COVID-19 Lockdown

Compliance monitoring since the start of the COVID-19 lockdown has mainly been confined to environmental incident investigation and assessment of data/information coming in from consent holders and other customers. Compliance staff have also been preparing and issuing water shortage directions. Field work has only been undertaken in relation to the protection of drinking water supplies, which is deemed to be an essential service by the government.

Environmental Incidents

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

ENFORCEMENT

Abatement notices, infringement notices and formal warnings

The following enforcement actions were taken during the period:

Nature of Offence	Infringement Notice		Abatement Notice		Total*	
	No. Offences	No. Notices	No. Offences	No. Notices	No. Offences	No. Notices
Discharge to land	0	0	1	1	1	1
Earthworks / land use	0	0	1	1	1	1
Illegal take, dam or diversion of water	1	1	1	1	1	2
No offence	0	0	1	1	1	1
Other air discharge	0	0	1	1	1	1
Sewage	0	0	1	1	1	1
Total	1	1	6	6	6	7

* An infringement notice and an abatement notice may be issued for the same offence. This means that in the above table, Column 5 (Total No. Offences) is not necessarily the sum of Column 1 (Infringement Notice No. Offences) + Column 3 (Abatement Notice No. Offences).

Other Enforcement

- Enforcement Order – Paihia wastewater treatment plant*

Following a pre-hearing conference/settlement conference held on 4 March 2019, the Environment Court issued Enforcement Orders against the Far North District Council (FNDC) on 20 March 2019. The orders set out milestones to complete an upgraded wastewater treatment plant. FNDC reported to the Court on 24 March 2020 that Milestone 5 had been completed. The upgraded treatment plant has now been commissioned and all milestones were met.

- Farm dairy effluent – Pūrua*

Charges were laid against a farm owner and his company, as well as the farm manager and his company, for offences which occurred in August 2019. There are five charges against each of the four defendants. The farm has a poor history of compliance with regional rules for animal effluent disposal. Disclosure was provided to the defence lawyers on 5 March 2020. The first appearance date in the Whangārei District Court was adjourned from 16 March 2020 to 20 April 2020.

- Sand dune removal – Tokerau Beach*

Charges have been laid against two parties – an individual and his company for offending which occurred in July 2019. The alleged offences include the removal of a sand dune at Tokerau Beach. There are four charges against each of the two defendants. Disclosure was provided to the defence lawyer on 2 March 2020. The first court appearance was due on 27 March 2020 in the Kaitiāia District Court, but was adjourned. No new date for appearances has been set yet.

- *Water Shortage Directions (WSDs)*

WSDs were issued during March in relation to the following water resources:

- Awanui River catchment
- Far North district east coast coastal catchments
- Whangārei district east coast coastal catchments
- Awanui River (Kaitāia public water supply)
- Wairoro Stream and Monument Hill groundwater (Kaikohe public water supply)
- Waiotemarama and Waiarohia streams (Opononi and Ōmāpere public water supply)
- Petaka Stream (Rāwene public water supply)
- Hātea River (Whangārei city public water supply)
- Tirohanga bores/Stream (Kawakawa public water supply)
- Mangaharuru Stream (Fonterra Kauri site water supply and Piano Hill domestic water supply)

- *Timber Treatment Plant*

Charges were filed in court on 12 March 2020 for a company and an individual for discharges from a timber treatment processing plant. The plant has a history of poor compliance with resource consent conditions. Disclosure has not yet been done. The first appearance date in the Whangārei District Court is 20 April 2020.

- *Earthworks without erosion and sediment controls – Totara North*

Council arranged for the installation of erosion and sediment controls under section 330 of the RMA. A decision on prosecution is pending legal advice. Recovery of costs will be sought under RMA provisions, either in conjunction with a prosecution or separately.

COASTAL / WATER QUALITY FIELD OPERATIONS

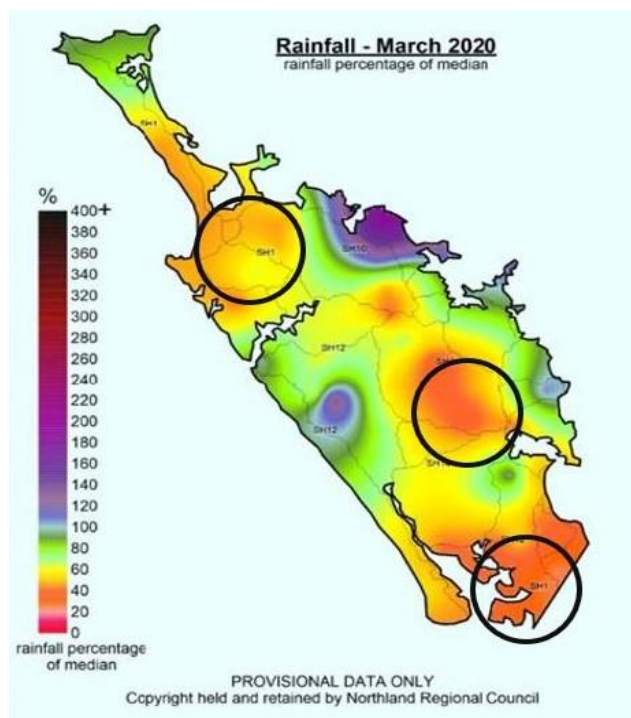
- The Recreational Bathing programme concluded on 2 March, except for the freshwater sites, which were monitored for a further three weeks as part of our drought response. This enabled potential bathers to continue to make informed decisions about using the sites during the drought.
- Monthly cyanobacteria samples were collected at our four routine lake sites, as well as weekly sampling at Lake Rotopotaka (Coca Cola Lake), following a bloom event. The Northland District Health Board's public health warning for the lake remains in place.
- Council staff completed shellfish abundance surveys at Kelly's Bay, Kaipara and Houhora Heads. Over 100 replicates were counted and a photo of the shellfish taken. Size measurements are normally undertaken onsite; however, we are utilising new technology which allows for precise measurements to be established later from the photograph. This greatly increases field efficiency, allowing for a more comprehensive survey. Once the data has been analysed, it will be shared with the local community, iwi and MPI.
- Staff commenced a collaborative project with Whitebait Connection, aimed at locating and enhancing the spawning grounds of the threatened native fish species īnanga, one of five whitebait species. The project includes identification and delineation of the saltwater edge, where the species is known to spawn, with subsequent observational spawning and egg search surveys. The results of this programme will inform stakeholders (DoC, landowners, iwi etc) and proposed stock exclusion rules.

HYDROLOGY

Hydrology Projects

- During the COVID-19 lockdown, the hydrology team continues to provide critical services in the form of maintaining the flood warning network and drought monitoring (monitoring water takes and monitoring chloride in aquifers).

- Flow data processing for the science team steady state modelling continues with 6 out of 29 sites completed.
- Completing the quality control process on the water level and conductivity data for the risk assessments on the Ruawai and Russell aquifers.
- Site naming and numbering for low flow survey work, to enable the Science Team to carry out analysis.
- Scripting Survey123 data which will enable field measurements to be filed automatically into the environmental database, saving labour.



Rainfall

- March 2020 was a slight improvement in small pockets of Northland, but the orange colour on the rainfall map shows the North Hokianga, mid north and southern Kaipara catchments still tracking with low rainfall totals of 20-40mm last month - typically 80-100mm of rainfall is expected over March. These areas are still strongly in drought.
- The purple on the rainfall map shows where rainfall was above the expected March rainfall totals:
 - Towai catchment up at 192mm
 - Waima recording 134mm
 - Ngunguru recording 106mm

River Flows - March 2020

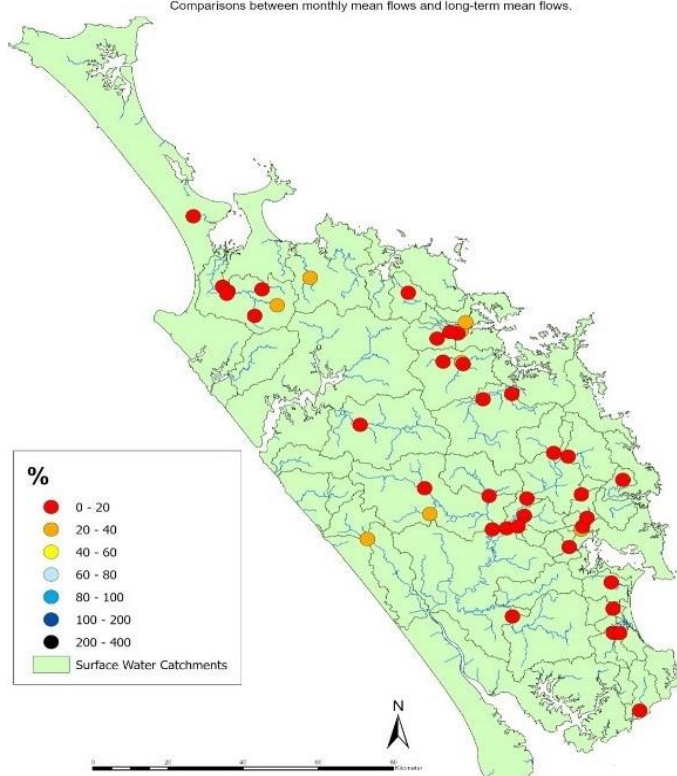
Comparisons between monthly mean flows and long-term mean flows.

River Flows

River flows remain low throughout most of the region with 93% of river stations below DMF. The frequent small amounts of rain are lifting rivers slightly, but they are quick to recede.

The flows for March 2020 are down at 20% of normal flow.

Initial data from NRC long term stations indicate rivers during the current drought have been below DMF for 30-50% more days compared with the 2009/10 drought.



NATURAL RESOURCES DATA

- The data team is processing a number of large data requests linked to the drought response, including the salt-water risk assessment project for the Ruawai and Russell aquifers, and data required for drought modelling, mapping, assessment and reporting.
- LAWA Groundwater Quality Module – Final review and edits were scheduled in February and March. The “go live” date was initially scheduled as 27 March 2020 but has been pushed back until a more appropriate time (now the fourth week of April), subject to COVID-19 developments.
- Implementation of the biological database (KiECO) continues. The data team is currently focused on the import of taxonomy trees and formatting historical data.
- Lake levels – 20 water level and temperature sensors were installed in Aupōuri and Pouto Peninsular during 2017. The data team is currently processing all the recorded data into NRC’s time series database. Additional sensors to monitor drought lake levels have been installed in the Aupōuri area with data being telemetered into the NRC timeseries database.

NATURAL RESOURCES SCIENCE

Marine Ecology



Work has continued mapping saltmarsh and mangrove habitats in Northland.

This project was initiated following a series of appeals lodged against the Proposed Regional Plan for Northland, in relation to Council's mapping of significant ecological areas.

All saltmarsh and mangrove habitats have now been identified using aerial images and LiDAR.

An example of Mangawhai Estuary is shown.

The next phase of the project will involve identifying potentially ecologically significant saltmarsh habitats and verifying these habitats using oblique aerial images.

Air Quality

- Ambient PM₁₀ monitoring results for February 2020 for the Whangārei and Marsden Point airsheds and Kawakawa township show that compliance was met with the National Environmental Standards for Air Quality. Ambient PM_{2.5} monitoring results for Whangārei were within the Ambient Air Quality Guideline value.
- Unsealed road PM₁₀ monitoring concluded just before the COVID-19 lockdown started, with a total of five sites monitored this summer. The report on monitoring results will be available in the coming months.
- The Ministry for the Environment has released its *“proposed amendments to the National Environmental Standards for Air Quality”* including the introduction of standards for PM_{2.5}, stricter emission controls for home heating devices and industrial mercury discharge to air. There are requirements to monitor all airsheds for PM_{2.5} and PM₁₀. Council will be submitting on the proposed amendments which will be prepared within the next month.

Freshwater Quality and Ecology

Freshwater monitoring in response to the 2019-20 drought:

- 108 Northland river and stream sites were surveyed by Natural Resource Monitoring staff using a rapid ecological assessment together with low flow gauging in response to the 2019-20 drought. These drought survey sites were distributed throughout those parts of the region severely affected by low flow conditions (Figure 1). The field teams observed prolific algal and macrophyte growth and elevated water temperature at most of these sites, particularly in the lowland rural areas with less or no riparian vegetation. In some of these rivers, extensive growth of blue-green algae (cyanobacteria) was noted on the river bed, some of which could potentially be toxic. The data collected during the drought survey is currently being put through the quality control process

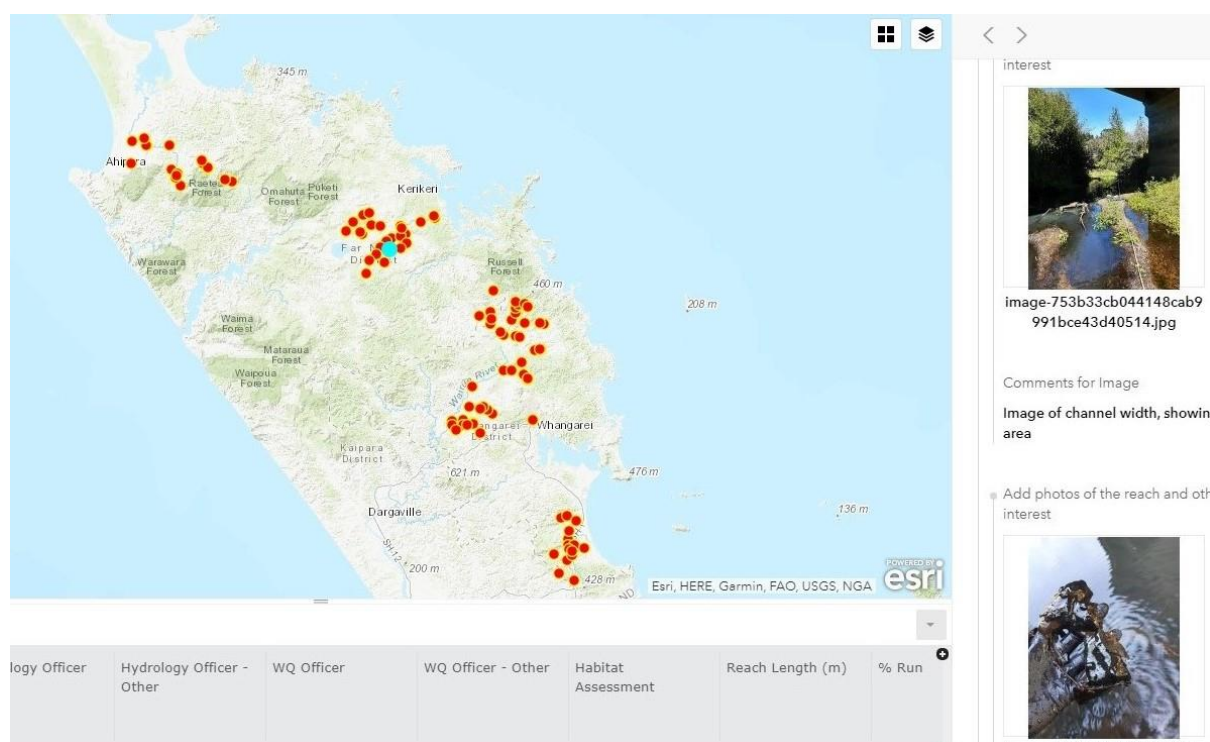


Figure 1: Rivers and stream sites (red dots) visited to undertake drought surveys across the region, particularly areas severely affected by low flow conditions. The photos on the right-hand panel show 1) exposed bed of the Waiaruru River with very little flow; 2) cyanobacteria bloom on the bed materials

- Macroinvertebrate monitoring has been conducted to assist Massey University professor Dr Russell Death who has been commissioned to undertake an ecological integrity threshold study for small streams and rivers in Northland affected by the recent low flow conditions. As part of this project, stream macroinvertebrate samples have been collected by NRC staff at 12 RWQMN sites, together with an additional 10 low flow gauging sites sampled by an external consultant (Figure 2). The project will be split into two stages with the final report due in June 2021

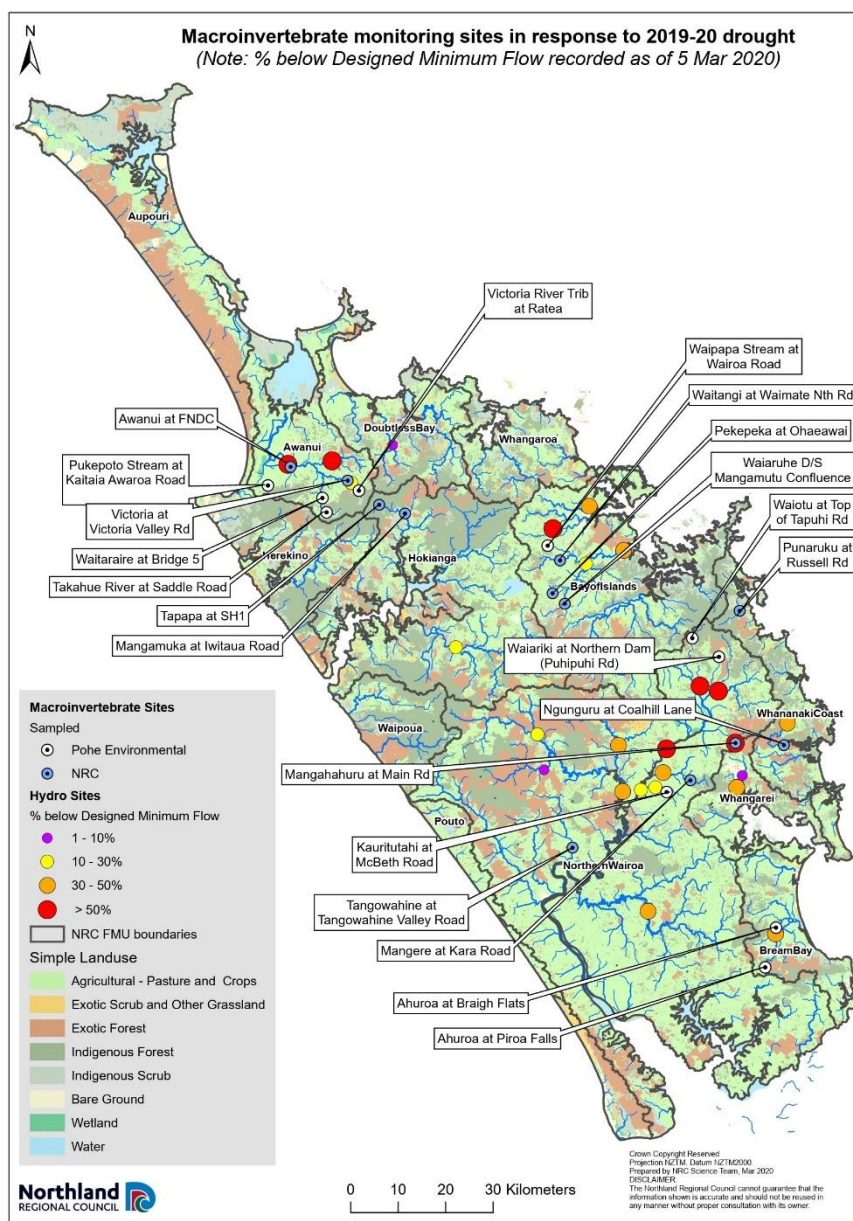


Figure 2: Macroinvertebrate monitoring sites surveyed in response to 2019-20 drought as part of a research project with Massey University.

- Thirteen monitoring sites have been selected to measure continuous dissolved oxygen (DO) and temperature (Temp) as surrogates of ecosystem function or processes. These monitoring sites were selected based on “Percentage below Designed Minimum Flow (DMF)” recorded at the nearest NRC hydrometric sites, as of 5 March 2020 (Figure 3).

Continuous DO loggers will be installed at each of the 13 sites, including the two reference sites to collect continuous DO as well as Temp data until the end of 2020-21 (Autumn). These data will further inform our understanding of the resilience and recovery of affected rivers/streams in comparison with reference sites during summer low flow conditions in future years. Unfortunately, deployment of the loggers has been delayed due to the COVID-19 lockdown.

Far North (Aupouri/Awanui), Bay of Islands, Bream Bay and the top part of the Northern Wairoa (Wairua) have been the main focus where the rivers and streams are most affected by the drought.

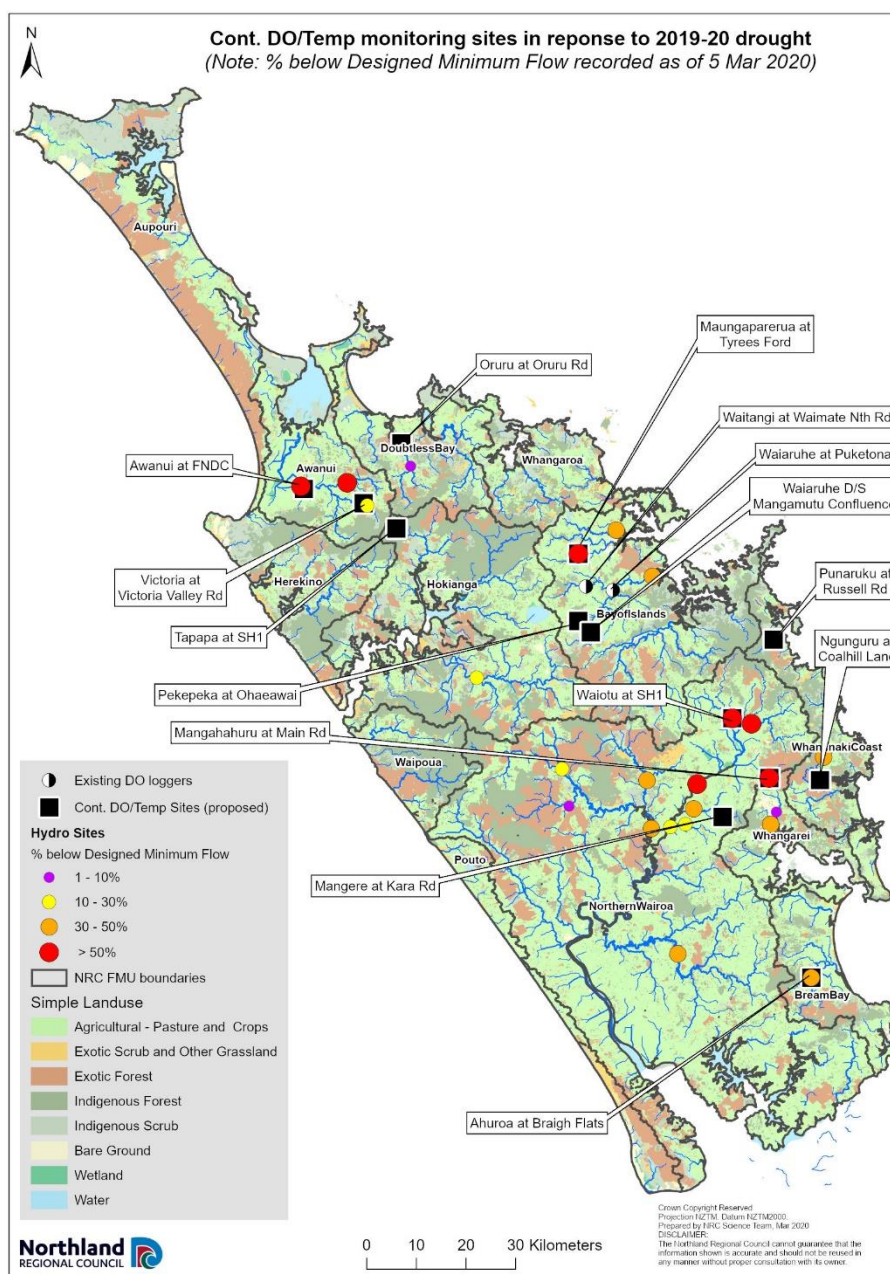


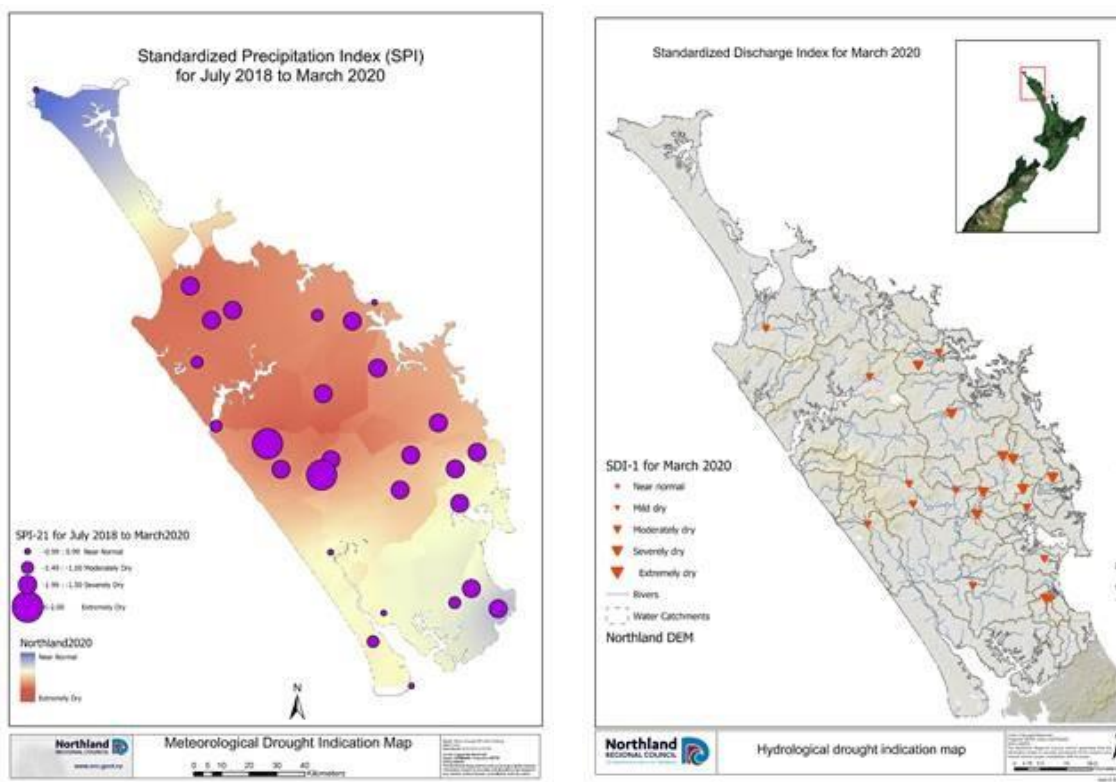
Figure 3: Proposed continuous DO and Temp monitoring sites distributed across severely impacted catchments in the 2019-2020 drought.

Water Quality Modelling

- The draft reports on current state of river water quality model work by NIWA and Land and Water Science Limited have been received. NRC will provide feedback on these draft reports following an internal review.
- River flow data (telemetered continuous data) for the last five years at the hydrometric sites associated with the water quality monitoring sites is currently being processed for modelling water quality contaminant loads.
- NRC has provided feedback on a report done by NIWA regarding suitability of nutrient loading model to protect high-value dune lakes in Northland. This report has summarised findings from all previous work completed on Northland dune lakes and provided recommendations on future steps to set nutrient limits for protecting high-value dune lakes by using existing dynamic lake models. The report will be finalised following the consideration of NRC feedback.

Freshwater Quantity

- The project on further testing the rain radar to improve the performance of flood models in some priority catchments is being scoped.
- At the water quantity SWIM special interest group meeting in Christchurch on 10 -12 March, it was agreed to set up a Github website for all regional councils to use and adapt relevant scripts; and scoping an Envirolink tools project around an improved “Virtual Climate Station Network” (VCSN).
- The following are the meteorological and hydrological drought indication maps for March 2020 and July 2018 to March 2020



Groundwater

- Work is underway to commence the update of the Aupōuri Groundwater Allocation Model. The update will include:
 - the revised monitoring bore datum
 - additional pump test information undertaken since 2014
 - up to date groundwater level, water use and water allocation data
 - additional bore data for the 32 bores surveyed for water quality and quantity in the 2020 survey
 - revised recharge estimates based on land use change and recent rainfall data
- The updated modelling outlined above will provide a more accurate assessment of the volume of groundwater available for allocation and reduce the risk of over allocation of the resource. The outputs will include a technical report that will provide further guidance on recommended allocation limits and sensitivity and uncertainty analysis. This report will inform the basis of any future plan change relating to Aupōuri allocation limits.

- Additional groundwater investigation and assessment is recommended for the Aupōuri aquifer. This work is detailed in the draft Te Hiku Groundwater Project which is anticipated to be submitted as a Provincial Growth Fund application in the next few months. The key objective of the project is to address information gaps and provide greater security of supply for existing and future groundwater users in the area.

7.2.5 ENVIRONMENTAL SERVICES

LAND MANAGEMENT

Farm Plan and Environmental Fund Update

Farm Environment Plans 2019/2020		Environment Funds 2019/2020	
FEP's Commenced 2019/20	FEP's Completed 2019/20	No of Environment Funds Granted	Amount Granted
114	115	147	\$1,010,755*

*This includes MfE fund proportion of Hatea projects.

Waimā Waitai Waioa – Freshwater Improvement Fund

Objective	Status
Te Kawa Waioa	Reconnecting Northland are looking at how they can meet the project requirements and providing a revised plan. The first wānanga scheduled for 4 April in the upper catchment has been cancelled.
Farm Environment Plans	33 of a target 40 Farm Environment Plans (FEP's) have been completed in the catchment, progressing well.
Landowner grants	<ul style="list-style-type: none"> • Four of the eight planting plans have been signed the remaining are looking likely to be signed by the end of April 2020. • The tender for planting season 2020 (supply, planting and maintenance) for planting 60,000 native riparian and wetland plants at key sites across the catchment is nearing completion. Revising the timeframes for releasing the RFQ onto GETs as a result of COVID-19. • The remaining two hapū based projects will focus on the planting of 37,000 plants and will look at building hapū capacity and capability for the delivery of these projects.
Communication and engagement	<p><i>Video Series</i></p> <ul style="list-style-type: none"> • The mātauranga māori video has been finalised. • The Akerama black mudfish video has also been finalised. This video looks at wetland restoration on Steve Purvis's property in Akerama through the collaboration with local hapū and the Waimā Waitai Waioa Partnership (Figure 2). • Distribution timeframes for these videos and the revised shooting timeline for the remaining 10 videos within the series is being assessed.
Water quality monitoring	<ul style="list-style-type: none"> • Fish monitoring has been happening this month as well as the ongoing development of project scope with Manaaki Whenua for Wai Ora Wai Maori app development for the upper Wairoa catchment hapū. • This will look at incorporating existing Ngā Kaitiaki o Ngā Wai Māori monitoring sites.

Flyger Road Poplar & Willow Nursery

Progress over the last few months:

- An updated irrigation system was installed.
- Contractors have been busy pruning poles and we are preparing for poplar/willow pole orders with an estimated 6000 – 7000 poles to be harvested and delivered to landowners. Harvest is set to commence on 20 May and poles delivered the following two weeks.

Sustainable Hill Country and Regional Priorities

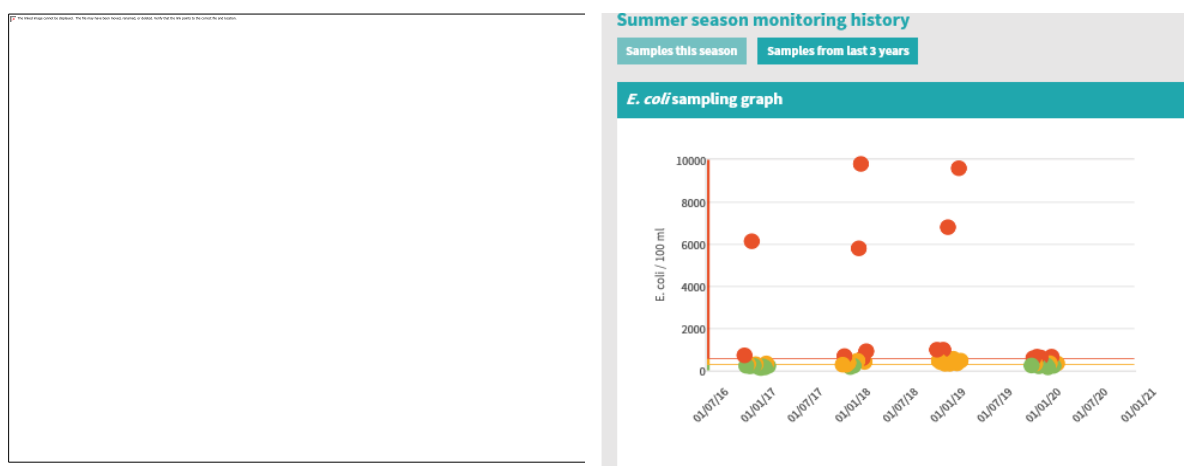
The Hill Country Erosion Project (2019-2023), co-funded by NRC and MPI, is a region wide project to enhance the Northland soil conservation programme and related research, engagement and implementation. The following table update progress with the project:

Milestones	Status
Research	
Coastal erosion buffers	A project plan has been developed and work has started on some of the objectives.
Mature poplar / willow	A project plan has been prepared and costings are being determined. Some poplar has been milled for treatment and lab testing.
Farm Environment Plans	
	There are 100 completed plans of the 112 required (89%) in 2019-20 year. This work is on track.
Stakeholder Engagement	
	<ul style="list-style-type: none"> • A project engagement strategy has been submitted and approved by MPI. • The review of existing sustainable land management publications and preparation of new material (publications and website) is underway. • Assisted by Tane Tree Trust and Farm Foresters Association we held a presence at the Northland Field Days. Planning for the first stakeholder field day event, for April-May, commenced.
Land Treatments	
Retirement fencing	16 fencing projects with retirement fencing of highly erodible land have been approved. The \$84k budget is fully allocated.
Contractor capacity development	A list of contractors has been prepared. There is a contractor field day event for April-May.

Hātea Project

The end date for the MFE-funded Otuihau (Hatea) project is currently 31 March 2020. An extension until September 30, 2020 has been requested to allow further planting projects over the winter period. We're still waiting for the deed change to confirm that new date. All but one grant funded project have been signed off.

Recreational bathing summer water quality results at Otuihau this summer were considerably better than the 2018/19 summer results, despite the high temperatures and low flows. A trend analysis report will be undertaken by the NRC freshwater scientist for the final milestone report to MFE in September, using six years of data. This report will confirm if this summer's more positive results are part of a longer-term improvement trend or not.



2019-20 results

Last 3 years' results

BIODIVERSITY

FIF Dune Lakes Project

Objective	Status
Aquatic weed and pest fish control	Weather conditions and lockdown have hampered efforts this month to undertake field work at Lake Kapoai and Grass Carp eradication in Lake Swan. Herbicide operation planning continues.
Sediment and nutrient mitigation	Planning and mapping underway for physical earth works at 10 lakes to mitigate sediment reaching lakes. Sub-catchment maps, resource consents and engineering plans are required. Procurement of these services is underway.
Maori Lakes Strategy	Second hui postponed due to drought. To be rescheduled.
Fencing	One small section of fence to be done at Lake Ngatu. Now awaiting signoff by DOC and FNDC

Lakes

The major tributary of Lake Omapere (Wairoro River) was surveyed to obtain baseline information on the presence of pest fish and plants prior to water from Lake Ōmāpere being pumped into the Wairoro Stream for the purpose of maintaining flow levels for the FNDC Kaikohe drinking water take.

CoastCare

CoastCare staff attended several events for Seaweed including Hokianga Festival of Change Education Day in Rawene, Bayliss Beach Family Fun Day, Ocean Fest and Ahipara Shorebird day. In addition, two CoastCare Seaweed education events were organised with local groups. At Taipa a total of 120 students from Manganui and Taipa Area Schools participated in six educational workshops on kaitiakitanga, shorebirds, dune plants, weaving, micro plastics and marine pests. The final Seaweed event attended by three Biodiversity Team members was held at Ngunguru Sandspit – Pi Manu, hosted by members of Te Waiariki and supported by Ngunguru Sandspit Protection Society. Students from Kamo Primary School learnt about the cultural significance of Pi Manu and some of the flora, fauna that live there as well as the pest species and other threats. Far North Kaitiaki Rangers participated in the Ahipara and Taipa events.

Terrestrial

Biodiversity staff attended a meeting with representatives from District Councils, Hancocks, Wildlands Consultants and Federated Farmers to discuss the draft SNA (significant natural area) mapping carried out by Wildlands Consultants for the region's district councils, and the next steps in

this project. Wildlands will digitize the potential list of SNAs, carry out ground-truthing (after public notification) then re-assess and revise the list. The district councils are planning a joint mail-out and questionnaire to residents later in the year. Initial survey results (Wildland's draft report, not public) show that the current SNA area (423,569 ha) has decreased from the PNA sites identified in Northland (433,422 ha), and although there are a lower number of sites on alluvial plains and around residential areas there is an increased area of many existing SNAs due to regenerating vegetation.

BIOSECURITY INCURSIONS AND RESPONSE

WILD ANIMAL CONTROL

Deer Eradication – Update of Responses

- *Kai Iwi Fallow Deer Response:* No deer have been seen or reported since the last two known deer were destroyed in May 2019. The area is still under surveillance with further work planned.
- *Russell Sika Deer Response:* Autumn hunting commenced in areas where contractors have access. An initial meeting with the two major landowner managers that have historically denied access has resulted in a draft implementation plan (resources are still to be allocated) for control work this year. Reports of six animals seen on these properties are received regularly. Investigation of a Sika stag head handed in to council staff from a Russell township resident is also underway.
- *Whananaki Fallow Deer:* Thermal surveillance conducted in January found no deer. Ongoing surveillance will resume when more information is obtained.
- *Kaiwaka Response:* This liberation has been a focus this summer with twelve deer destroyed (9 by contractors and 3 by the landowner). The area is still under active surveillance with at least one deer remaining.
- *Ōmāpere / Tāheke / Puketī Fallow Deer:* The recent discovery of two fallow deer skins plus old reports of pig hunters' dogs catching deer, suggests the historic Puketī Fallow liberation was not successfully eradicated or a further release has occurred. Ongoing surveillance is required.
- *Tōpuni Red Deer Reports:* An initial surveillance patrol has been conducted in this quarter after reports of red deer in the area. Ongoing surveillance is required.
- *Poutō Liberation Reports* – Reports of red and fallow deer being shot at Poutō will require surveillance work in the next quarter.

Deer Farms

- *Interagency Meeting:* Biosecurity staff met again in February with representatives of the Ministry for Primary Industries, OSPRI, Auckland Council, and the Department of Conservation to identify the high-risk farms.
- *Illegal Deer Farm Report:* A report received from the public about an illegally farmed fallow deer is being investigated by Biosecurity staff.

Deer Public Awareness/Engagement Campaign

A draft communications plan has been prepared with the council Communications team. A creative agency will be contracted to design collateral, working with Auckland Council, and other agencies to promote key deer eradication messages.

Feral Pigs

There have been increased number of requests regarding feral pigs. These are particularly concerning in the Mt Tiger area where there is kauri dieback and kiwi populations. Biosecurity staff are working to implement the Mount Tiger Pig Control Plan. This plan aims to utilise approved local recreational hunters to manage pig numbers on properties in the area where landowner agreement has been obtained. A professional hunter will be used when the approved recreational hunters are not available.

Feral Goats

Biosecurity staff have received a proposal to collaborate with Ngāti Kuta/Patukeha hapū, Ngā whenua rāhui, and Department of Conservation (Bay of Islands and Whangārei districts) to implement a Goat Control Plan for Rākaumangamanga (Cape Brett peninsula) and a buffer zone into the adjacent Ngaio tonga scenic reserve.

KAURI DIEBACK

Management Plans

Kauri dieback management plans continue to be developed for all positive sites as well as those that are identified as medium – high risk sites. All site occupiers receive advice and a basic management plan about how to best protect their kauri and forest from kauri dieback and other diseases.

Kauri Dieback Sampling

Potentially infected kauri are identified by both aerial surveillance and concerned landowners, and staff are visiting these properties to take samples for laboratory analysis of kauri dieback disease. Results received between November 2019 – March 2020 are detailed in *Table 1*.

Table 1: Kauri Dieback Sampling Results (2019-2020 Year to Date)

Kauri Dieback Property Surveys	
Properties sampled *	33
Results received	30
Positive results obtained	6

* Multiple sample sites are often present on a single property.

Around 50 properties have not been sampled because of either landowners restricting access or a lack of landowner contact details. The wider Biosecurity team will be assisting with “door knocking” of properties with missing contact details when fieldwork resumes.

Community Engagement

- *Papa Taiao Earthcare:* Biosecurity staff have assisted Papa Taiao Earthcare (PTE) staff with wānanga for the PTE Whenua Restoration component of the programme on 16-17 March.
- They provided information on kauri dieback, vector controls, and general pest animal and plant issues faced within Taitokerau. Students from Opononi Area School, Te Kura o Hokianga, and Te Kura o Kaikohe attended.



Students attending the Papa Taiao Earthcare Whenua Restoration programme.

- *Kauri Dieback Information Sheets:* The kauri dieback team have developed a set of information sheets on kauri dieback, targeting specific audiences. These sheets are now available to the public on the council website (<https://www.nrc.govt.nz/environment/weed-and-pest-control/biosecurity-programmes/kauri-dieback/>).

Rāhui Placed at McLeod Bay

On 18 March 2020, Ngātiwai kamātua have placed a rāhui on an area of Mount Manaia. Rongoā Māori was used to treat a significant tree on Whangarei District Council land on Mount Manaia and a rāhui was placed to allow the tree to heal. The area is also infected by kauri dieback and therefore access should already be restricted or mitigated. Rāhui signs will be placed at the base of the area.

Quarry Gardens Hygiene Stations

The kauri dieback team recently provided the Quarry Gardens in Whangārei with three new small design barrel and grate hygiene stations. This is to help protect planted Kauri on their walks as well as the wider forest area (accessible via a network of tracks) beyond the gardens. Two of the three stations were installed last week with the help of volunteers at the gardens.

One of the newly installed barrel and grate hygiene stations in the Whangārei Quarry Gardens



PARTNERSHIPS

Kiwi Coast Trust

- *Coordinator Appointment:* A new part-time kiwi coast coordinator has been appointed to provide support to groups and projects linked into Kiwi Coast in the southern area of Northland.
- *Kiwi Listening App:* Development of a Kiwi Listening App is continuing with the app now in a trial phase. Development is on track and the app is expected to be available for the Annual Kiwi Call Count Survey beginning 10 May.
- *Kiwi Listening Blitz:* Fieldwork for the second Kiwi Coast Kiwi Listening Blitz has progressed well to date but is now on hold because of the COVID-19 lockdown.
- *Northland Field Days:* The Kiwi Coast stand at the Northland Field Days in Dargaville was well attended.
- *Kiwi Releases Postponed:* After the success of last month's kiwi releases, three further public kiwi releases had to be cancelled because of the COVID-19 pandemic. This included those scheduled for the Tānekaha Community Pest Control Area, Pātāua North Landcare Group and Pukenui-Western Hills Forest Trust.
- *Annual Pateke Flock Count:* Kiwi Coast worked with the Department of Conservation and community groups to complete the 2020 Annual Pateke Flock counts. Data shows that pateke flock count in eastern Northland has exceeded **700** for the first time.
- *Mid North:* The Mid North Kiwi Coast Coordinator continues to support a rapidly growing community led pest control network of groups and projects through the Bay of Islands – Hokianga area. This is largely due to the Mid North High Value Area enabling ongoing support for pest control. New pest control tools are being trialled including the AT220 and Enviromate automated bait stations.
- *Far North:* The Far North Coordinator is working with the Department of Conservation, local hapū, and communities to investigate potential for major new projects centered on the Omahuta and Mangamuka forests.
- *COVID-19 Pandemic Response:* The Kiwi Coast provided close support and assistance to contractors, trappers, groups and projects as they prepared for the 4 week lockdown. As all Kiwi Coast Coordinators already have good systems in place for working remotely, support for groups and projects linked into Kiwi Coast will continue.

Tutukaka High Value Area

- *Predator Control:* March is the final month for monitoring the traplines using the summer monitoring regime. Like last month the number of stoat catches remains low with only one capture this month. A total of 57 have been caught since July 2019.

- **Weed Control:** The Specialist Weed Assistance Team (SWAT) has undertaken weed action events for controlling tobacco weed, wild ginger, formosa lily and moth plant during the first half of the month. A further two events had to be downsized to minimise the risks posed by COVID-19, and all subsequent events for March and April have been put on hold. Almost 70 hours have been worked in SWAT related events in March, with approximately 40 hrs of this in community volunteer hours controlling weeds.
- **Monitoring - Kiwi:** One sitting kiwi (Marohi) was heat stressed and abandoned his egg, but it was rescued and has successfully hatched at the Bird Recovery Centre.
- **Monitoring - Pateke:** There are a lot of pateke all around the district on small creeks and ponds, as well as on the usual flocking sites.
- **Monitoring – Bellbirds:** Both male and female bellbirds are being sighted all around the Tutukaka Coast, from Sandy Bay to Ngunguru in significant numbers.

Whangārei Heads High Value Area

Backyard Kiwi supported a very successful kiwi release on 16 February that was attended by over 400 people. Five kiwi were released into the Parua Bay area, with all five ending up in predator control areas:

- One is in a wetland being actively managed for animal pests through the receipt of a 2019 Biofund.
- Three have ended up in a large forestry block supported by the Kiwi Link Community Pest Control Area (CPCA) and council Biosecurity staff.

Landowners are optimistic that they will have the kiwi settle in their patch and thrive.

Teina (shown here at his release) has been radio tracked to a block of land where the landowners are heavily involved with pest control (including dogs) on their property.



Piroa-Brynderwyn High Value Area

- **Predator Trapping:** Good progress had been made with >1,000 predator traps set out in the south western corner of the Brynderwyn's (most of which are on Trap.NZ). Trapping activities are now also on hold until the lockdown is lifted.

Western Northland Pest Control

- **Rāwene Festival for Change:** Council staff were present at the festival as part of the He Ripo Kau collective. It provided a chance to talk people in the Hokianga about pest control.
- **Kai Iwi Lakes Wilding Conifer Control:** Staff attended a Wilding Conifer control training day in Taupo run by the Ministry for Primary Industries. This was a practical workshop for sharing best practice information and demonstrating control techniques. This information has been invaluable in the development of an operational plan for Wilding Conifer control at the Kai Iwi Lakes.

Predator Free 2050

Planning for this landscape scale project continues. The Whangārei Predator Free project and possum eradication plan have been submitted to Predator Free 2050 Ltd. These plans will be used to finalise a funding agreement with Predator Free 2050 Ltd. A communication and engagement plan is also in development through a collaboration of project partners. This plan will outline means of communication and engagement with residents, landowners, community groups, agencies, and project partners for Whangārei Predator Free activities and outcomes. Key partners will be engaged to provide advice and feedback during the formation of this plan.

Tiakina Whangārei

Tiakina Whangārei attended the Sport Northland Beach to Basin with an information stall and sideline signage (advertising Tiakina Whangārei, a \$10 rat trap promotion, and talking about why Whangārei's biodiversity is at risk).

Glenbervie Community Pest Control Area

This CPCA with Rayonier Matariki Forests Ltd have tallied >100 mustelids in their trapped area since inception (11 months). This is a huge achievement as it will not only give kiwi a chance to breed successfully within the Glenbervie Forest, it also means that adjoining areas managed areas by communities are less susceptible to reinvasion. The success of the project has also meant that adjoining communities are supportive to doing more pest control. Fonterra with the help of Kiwi Coast and council staff have facilitated a local meeting at Kauri to identify what the needs are to manage pest more effectively in the area. Landowners have requested more training in pest control, but this will have to be deferred because of the COVID-19 lockdown.

MARINE BIOSECURITY

Hull Surveillance Programme

In the month to 20 March 2020, the 2019/2020 Hull Surveillance Programme surveyed 152 vessels (refer Table 2). There were 33 incidents; all but two were of *Sabella spallanzanii* (Mediterranean fanworm) – 29 of the vessels were detected in Whangārei Harbour where this species is present in high densities. Marine biosecurity staff have contacted these owners and placed these vessels under notice to not leave the harbour until cleaned. This course of action has been largely well received by vessel owners who understood the need for the programme and wanted to learn more. One incident occurred in Opua on a vessel that had broken down on its way to be moored permanently in Kerikeri. Marine biosecurity staff were notified of the vessel by staff at the Bay of Islands Marina and immediately directed the vessel to be hauled out and cleaned. The final fanworm incident occurred in Kerikeri where a vessel was detected with two individual worms on an otherwise clean hull; these were removed by divers and the owner subsequently volunteered to have the vessel hauled and cleaned as well.

Table 2: Hull Surveillance Programme Results (21/02/2020 – 20/03/2020)

Hull Surveillance Programme Results (21/02/2020 – 20/03/2020)	Total this period	Total YTD
Number of vessels surveyed this period	152	1,481
% Pathway Plan Compliance*	42.2%	51.8%
Vessels found with Marine Pests		
<i>Sabella spallanzanii</i> (fanworm)	31	95
<i>Styela clava</i> (clubbed tunicate)	2	171
<i>Undaria pinnatifida</i> (Japanese kelp)	0	1
<i>Eudistoma elongatum</i> (Australian droplet tunicate)	2	4
<i>Pyura doppelgangera</i> (sea squirt)	0	0

* This is the percentage of vessels surveyed that complied with the acceptable level of 'light fouling' as defined in the Marine Pathways Plan. Note: actual compliance is likely to be higher given not all these vessels will move from one designated place to another.

Mangonui Mediterranean Fanworm Response

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



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

Cawthron Marine Biosecurity Toolbox Research

Marine biosecurity and Maritime staff, along with Patuharakeke kaitiaki, supported Cawthron scientists this month with collection and processing of samples from Whangārei Harbour during the Sea Education Association Semester Cruise. These samples will be analysed at the Cawthron Institute in Nelson for DNA shed from Mediterranean fanworm into the water. The project is part of the Ministry of Business, Innovation and Employment funded Marine Biosecurity Toolbox grant and aims to help us understand the spread of this species across Auckland-Northland Regional shipping nodes. In addition, staff met with Cawthron scientists whilst they were in Whangārei working with Patuharakeke trialling novel 3D scanning and artificial recreation of mussel beds to aid a better understanding of mussel settlement processes.

Workshops and SeaWeek Events



Marine Biosecurity staff ran a successful marine pest identification workshop for Patuharakeke kaitiaki at One Tree Point and shared knowledge about the distribution and possible impacts of marine pests in the Patuharakeke rohe. The team also attended two SeaWeek events in Tāipa Beach and Ngunguru Sandspit teaching primary school children about invasive marine species in Northland.

Marine biosecurity staff teaching school children about marine pests at Tāipa Beach during Seaweeek.

PEST PLANTS

Civil Defence Drought Response

Three staff were seconded to assist with the Civil Defence drought response in March, including biosecurity assessments for water takes, and setting up manifold systems and water tanks in Kaitāia, Kaikohe and Rawene.

Exclusion Plants

Staff visited an active velvet leaf (*Abutilon theophrasti*) site in Helensville with the Community Outreach Coordinator (contracted to the Ministry for Primary Industries), to better understand the species, its controls, and vectors.

Eradication Plants

Site visits for eradication surveillance and control continued with adapted protocols for COVID 19 until 23 March. An additional extended survey was undertaken for the northern batwing management sites, and further infestation areas have been identified in Whangaroa. This area will require additional control and surveillance resource to ensure all infestation sites are identified and controlled. Staff began discussions with Auckland Council regarding the management of an extensive yellow flag iris infestation on the Northland-Auckland border. The site extends into the Auckland region, however yellow flag iris is not an eradication species in their Regional Pest Management Plan.

Progressive Containment – Manchurian Wild Rice

Manchurian Wild Rice contractors have nearly completed the spring spray rounds, and planning is underway for the second round. Following a review of the Manchurian Wild Rice program, a proposal was submitted to the Ministry for Primary Industries for an increase in funding. The program funding has been static for 10 years while there has been a 30% increase in costs. Additional funding would allow the program to operate more efficiently and better meet its objectives. Approval was also granted by the Ministry for Primary Industries to send Manchurian wild rice grass foliage to Invercargill for a dog trainer training a rice grass detection dog.

Sustained Control Plant Rule Enforcements

With tree privet in flower there has been a large number of enquiries regarding medical rule enforcement, as well as the woolly nightshade medical rule and the wild ginger boundary rule enforcements. Staff have 12 active incidents where they are working with surrounding landowners.

Wilding Conifer Projects

The Ministry for Primary Industries have been working with Biosecurity staff to plan further projects in Northland aimed at removing wilding pines and expect these talks to continue during the COVID-19 event. Once the lock down is lifted, we anticipate these projects will go ahead and staff will be in a position to provide further detail by the end of April.

FRESHWATER PESTS

Hornwort Incursion

Three new signs were designed and installed in locations on the Poutō Peninsula to inform people of the recent hornwort incursion in the area. These signs aim to encourage people to report the plant if they see it and to take the usual Check, Clean, Dry steps to help prevent its spread. Quotes were received from helicopter operators for aerial hornwort surveys of the Poutō Lakes. The Department of Conservation will make the decision on how we proceed based on the recommendations in National Institute of Water and Atmospheric Research (NIWA) hornwort delimitation survey and management recommendation report.

Check Clean Dry Engagement

The Kai Iwi Lakes Open Day scheduled for 21 March was postponed due to the COVID-19 situation.

Eradication Freshwater Pests – Koi Carp

The initial phase of an eradication project for koi carp (*Cyprinus carpio*) in a privately owned 0.6 ha farm on the Pahi peninsula was completed. This was undertaken as a trial with the contractor New Zealand Waterways Restoration Ltd.

After three nights of intensive netting, approximately 80 fish were removed and the fish could be placed into three size classes; juvenile, adult and large adult.

Juveniles had not been previously caught at this dam, so it is likely that limited breeding has occurred relatively recently. The presence of juveniles has altered the control plan for the water body, but it remains a useful test case for netting as an eradication tool for relatively small water bodies, where there is good predation pressure on juveniles from eels and herons.

The netting will be repeated in August, while the koi are schooling prior to breeding, to remove any remaining adults before spawning. The plan is then to apply continued netting pressure to prevent all breeding and target the juvenile age classes as they increase in size.



The second-biggest koi caught – 2.84 kg! The biggest was 4.8 kg ...

NORTHLAND FIELD DAYS (5 - 7 March)

The Field Days are a valuable snap-shot of the 'hot' biosecurity topics in Northland, with this year enquiries being received about a range of pest plants, animals, kauri dieback, and freshwater pests. Some highlights:

- *Kauri Dieback*: The display was small but informative with a hygiene station, interesting props, information pamphlets and to the point signage on display.



The kauri dieback display at the Northland Field Days.

- *Partnerships*: Many queries were about Biofund and follow up of some these visits has been done remotely with the help of GIS and a phone call rather than a face to face meeting.
- *Pest Animals*: The Northland Field Days biosecurity special of a rat trap + box combo for \$10 have proved popular with seven trap combos sold in just one day from the Dargaville Office.
- *Pest Plants*: Velvetleaf was also a focus for the display, with the Community Outreach Coordinator (a contractor for the Ministry for Primary Industries) attending. The display included a species-specific banner, information booklets, and live display plant. It proved a very useful opportunity to connect with the rural and farming community about the risk posed by the species and highlighting the vectors that may pose a risk.
- *Pest Freshwater Fish*: These were also a focus for the display, with an emphasis on their impact on water quality and the opportunity for Northland to prevent further spread and the widespread distribution and impacts we see in other regions.

RIVERS AND NATURAL HAZARDS

Long Term Plan Projects

Rivers	Comments
Awanui	The team were making great progress at the Juken New Zealand spillway site with works approximate 40% complete and approximately 3 to 4 weeks remaining. Archaeology Authority, Resource Consenting and detailed design work is going ahead. We have halted all landowner engagement.
Kawakawa – Taumārere	The Turntable Hill bridge stream widening job was awarded, however work is on hold.
Panguru	Only minor works and fencing remain.
Kaihū	The second round of helicopter spraying is on hold.
Kerikeri-Waipapa	We have been working with NZTA regarding the Whiriwhiritoa flood mitigation work for the Waipapa Industrial Estate.

NATURAL HAZARDS

Work Streams	Status	Comments
Awanui and Kerikeri Flood Model	95%	The team has been reviewing the new flood mapping and intend on updating the Awanui and Kerikeri flood maps in April.
Coastal erosion hazard mapping	30% complete	Erosion assessments and updates are underway by Tonkin and Taylor
	40% complete	Auckland University (co-funded by the National Science Challenge) is undertaking mapping of Northland historic shorelines which will give a picture of erosion risk across Northland.
Coastal flood hazard mapping	Project is 50% complete	DHI are developing a hydrodynamic flood model for the Northern Kaipara Harbour, which will produce coastal flood maps for the Harbour. Some delays due to inconsistencies in stopbank levels.
	Regional coastal flood project - 5% complete	Tonkin and Taylor have started work on the regional coastal flood hazard assessment. There have been delays in receiving tide gauge data from the Hydrology team due to the drought response.
Region-wide flood mapping	Design storm project - 10% complete	Project to develop area-specific design storm rainfall characteristics to improve the accuracy of flood models is being led by Auckland University.
	Hydro-enforced DEM project - planning phase	The tender to develop a hydro-enforced digital elevation model will be advertised late March.
	Region-wide flood model - planning phase	The tender for a region wide river flood model is in development and will be advertised April, with the project to begin at the start of June.

Climate Change Response

- *National Climate Change Risk Assessment (NCCRA) workshops:* Council staff are members of a team reviewing the NCCRA report for MfE.

- *Regional Adaptation Group:* The first group meeting of 2020 took place at NRC on 5 March. The focus was on integrating climate change adaptation into the long-term plan for all councils and developing the adaptation strategy. Estimates for adaptation planning costs are being sought from consultants to inform expected resourcing and funding requirements for NRC and districts. New name for group was voted on – Climate Adaptation Te Taitokerau.
- *Regional climate adaptation strategy* – strategy is being developed collaboratively by NRC and district councils and is aiming to be completed August 2020. Major components are climate risk assessment and adaptation options framework.
- *Te Taitokerau Climate Change Risk Assessment:* NRC staff are conducting a risk assessment on behalf of Climate Adaptation Te Taitokerau. Climate risk data has been compiled and is now being collated. A tender for spatial risk analysis has been awarded to consultants Morphem Environmental who have begun the project, with final deliverables due end of May. The climate change risk assessment will feed into the regional adaptation strategy.
- *Council Climate Change Working Party:* Staff reported to the Climate Change Working Party on current business activities relating to climate change, and on options for the declaration of a climate change emergency. Staff are now working on preparing documents for the next working party meeting in late May on: proposed Climate Change LTP program, NRC carbon footprint reporting, climate risk assessment and regional adaptation strategy update. Also preparing paper for May council meeting on declaration/public statement on climate change
- *Long Term Plan:* Staff are developing/documenting a council-wide climate change adaptation work programme for the long-term plan as well as considering options for external funding

Northland Light Detection and Ranging (LiDAR) Capture

After review, some small areas required re-capture and flying of these sites finished 23 February. Data was couriered to Australia for processing, and results are expected to be received in early April. RPS has closed many of its offices due to COVID-19, included their Brisbane office where the NRC LiDAR dataset is being processed. RPS has assured us that they are still on track to deliver the final dataset.

NRC is continuing to receive LiDAR requests from both council and private enquirers and will continue to assist until the final dataset is received. NRC expects RPS to claim approximate \$243,000 once the data is delivered. Latest budget allocation shows funding still to be received from MBIE, WDC and FNDC and this is being followed up with urgency.

7.2.6 STRATEGY, GOVERNANCE AND ENGAGEMENT

PROPOSED REGIONAL PLAN

There are 23 appeals (to the Environment Court) against the council's decision of the Proposed Regional Plan for Northland (Proposed Plan). The vast majority of the appellants have appealed multiple provisions of the Proposed Plan. Through mediation to date, the parties have managed to reach consensus on the majority of appeal points (approximately 75% of the appealed provisions have now been agreed between the parties), with the balance remaining unresolved. Council staff are continuing to liaise with the appeal parties in order to resolve further provisions.

During March, 14 joint memoranda and draft consent orders were filed with the court for topics/sub-topics of the plan where provisions have been agreed between parties. These are now awaiting sign-off from the presiding Judge.

All Environment Court hearings that were due to commence in April (which included Air Quality provisions for the Proposed Plan) have been deferred (as a result of NZ's COVID-19 alert level 4) and further guidance is expected from the Court by 30 April.

CORPORATE PLANNING

The process of developing the Annual Plan is continuing. Twenty submissions were received during the consultation period and deliberations are scheduled for 28 April.

NATIONAL INITIATIVES

Resource Management Amendment Bill

As part of the Government's reform of the resource management system it has progressed the Resource Management Amendment Bill (the Bill). The Bill aims to reduce complexity, increase certainty for participants, and restore previous opportunities for public participation in RMA processes.

The Environment Committee called for submissions on the Bill in November 2019 and has now reported back on the Bill with its recommendations. Key points to note in the Bill include:

- Changes to general resource management processes (largely limited to consent processes)
- Greater enforcement powers / role for the Environmental Protection Authority
- New freshwater planning process and associated provisions for freshwater hearing panel and Commissioner

A significant change is the additional obligation on councils to consider climate change mitigation and adaptation in plan making and consenting (including recognition of national emission reduction plans and adaptation plans developed under the 'Zero Carbon Act'). While climate change adaptation is a familiar role for local government (especially as it relates to management of natural hazards) mitigation is not and would be a substantial new function.

The Bill will now progress to a second reading. A copy of the report is available here:

https://www.parliament.nz/resource/en-NZ/SCR_96439/7ebfcb912ca459f322d27f4223d73b15d392fc9c

ECONOMIC DEVELOPMENT

Investment and Growth Reserve – Projects Report

Project	Update	Future developments/ reporting
Resources Enterprise Limited (REL)	High Court has set a hearing date of 23 June. Worked with lawyers to provide evidence to support claim.	Continue to work with lawyers.
Northland Water Storage and Use	Final Pre-feasibility Phase reports and recommendation on Feasibility Phase work sent to MBIE as per funding agreement.	Wrap-up Pre-feasibility Phase including production of summary document and initiate Feasibility Phase.
Manea Footprints of Kupe	Second tranche payment made with conditions of funding having been met.	Expected opening date extended in December due to COVID-19. Invitation for council for visit the site made.
Hundertwasser Art Centre (Whangārei)		Recommendation from Northland Inc. on additional funding request due in April

Investment and Growth Reserve – Project Development funding by Northland Inc

Northland Water Storage and Use Project - \$83,332 allocated as a co-funding contribution to the Feasibility Phase.

Other Activities

The 26th issue of Northland Economic Quarterly was released 6 April and is available online at:

www.nrc.govt.nz/economicquarterly.

ONLINE CHANNELS

Most popular content on Facebook – media release about the discovery of Mediterranean fanworm (*Sabella spallanzanii*) on a Mangonui-based boat and calling for boaties to be extra vigilant for unwanted marine pest hitchhikers. The post reached over 11,000 people and engaged with more than 160.

*Engaged – number of people who ‘reacted’, commented or shared the post

Key Performance Indicators	*Nov-19	Dec-19	Jan-20	*Feb-20	Mar-19
WEB					
# Visits to the NRC website	25,300	28,452	31,900	35,500	30,300
E-payments made	8	13	5	12	8
# subscription customers (cumulative)	1,160	1,171	1,172	1,176	1,171
SOCIAL MEDIA (CUMULATIVE)					
# Twitter followers	1,488	1,493	1,503	1,515	1,523
# NRC Facebook fans	9,131	9,163	9,231	9,976	9,553
# NRC Overall Facebook Reach	72,900	94,591	250,500	327,700	172,300
# NRC Engaged Daily Users	8,842	6,995	6,132	23,500	14,900
# CDEM Facebook fans	17,200	17,300	17,400	18,000	17,900
# CDEM Overall Facebook Reach	68,000	96,064	75,500	404,200	161,900
# CDEM Engaged Daily Users	6,752	12,428	5,969	42,500	20,600
# Instagram followers	977	991	1,033	1,103	1,137

NOTES: November 29 report was for 29 days, February 2020 for 28 days (usually 30 day reports). February 2020 – significant increase in usual Facebook reach and engagement due to the number of posts communicating key messages about drought management

ENVIROSCHOOLS / EDUCATION

Seaweed Ocean Fest

In the evening of 3 March, Cr Robinson officiated at the Seaweed Ocean Fest event held in Keirikeri. Three guest speakers wowed the small crowd – underwater videographer Steve Hathaway of Young Ocean Explorers, Howie Reti with his story-book on traditional seafood harvesting and Samara Nicholas from Experiencing Reserves. Marine Biosecurity and CoastCare joined in with popular displays.

WaiFencing Skills Workshop



On 12 March, the first NCEA-based WaiFencing skills workshop for 2020 was held at council's nursery on Flyger Road. A record number of students participated from Dargaville, Kamo, Otamatea, Tauraroa, Whangārei Boys' and Whangārei Girls' High Schools. Land Management gave a presentation on why it is necessary to fence off waterways and assisted with the training.

Nga Tupuranga o Te Taitokerau

The week-long youth leadership course – Nga Tupuranga o Te Taitokerau – that was to be held at the end of March has now been postponed until 12 - 18 September 2020.

MARKETING AND ENGAGEMENT

Northland Field Days

The 2020 Dargaville Field Days took place from 5 – 7 March. Given the extreme drought conditions in Northland at this time, NRC focused our site on the support we offer Northlanders. Overall attendance at field days was down in comparison to previous years, however, a large number of enquiries were still received, and departments had some meaningful and useful conversations.

The key display areas were Biosecurity (Pest animals/ Weeds/ Incursions), Land Management and Biodiversity, with a separate display on the Water Storage project. Other displays featured the NRC Environmental Awards, water saving messages and introducing our new Councillors. Partners joined the land team including Tane's Trees Trust, Northland Farm Forestry Association and IKHMG. A representative from MPI joined Biosecurity Incursions with a Velvet Leaf weed display.

North Tec students again supported the event with a Venison Jerky with Watermelon Salsa, that promoted target pest animal Wild Deer.

Social media coverage was again popular over the three days with 16,000 views of videos and photos shared.

Tū i te Ora Scholarships

Judging has been completed on council's inaugural Tū i te Ora Scholarships. The four scholarships, each valued at \$3,000, are designed to recognise and support students to undertake study, research or training that aligns with council's mission and areas of focus. Applicants must whakapapa to Te Taitokerau, and two of the four scholarships are dedicated to Māori.

The application period closed on 14 February 2020 with 72 applications received. Of these, 54 (75%) of applicants identified as Māori of Te Taitokerau. A selection panel consisting of NRC's Community Engagement Manager, Kaiwhakahaere Hononga Māori and Eastern Coast Land Manager and a TTMAC representative from Te Uri O Hau Settlement Trust met at the start of April to carry out judging. The panel were unanimous in its selection of the four winners, who represent a diverse range of backgrounds and career study paths.

Notification will be made to both successful and unsuccessful candidates after the Easter weekend and a media release will be prepared. Given the COVID-19 lockdown, we will seek to promote the winners of the scholarship over the coming weeks, but a physical presentation will need to be postponed until the situation changes, and university holidays permit.

MĀORI RELATIONSHIPS

Māori Representation Review

Council has previously agreed that a decision would be made in May 2020 on whether council would support the establishment of Māori constituencies, or not, for the next elections.

Unfortunately, due to the redeployment of staff to support councils COVID-19 response, it will not be possible to undertake this review process by May and the timeframe will need to be extended to November 2020.

Importantly, this change in timeframe still provides the opportunity for council to make this decision and, if it decides to establish Māori constituencies, this can be put in place for the next elections.

Te Whāriki Māori Responsiveness Strategy

The first *Te Whāriki Level 1 Competency* workshop was held with 22 staff members representative of the Strategy Governance and Engagement team facilitated by the Māori Relationships team and guest presenter Moea Armstrong on Te Tiriti o Waitangi. Held at Terenga Paraoa Marae, Porowini Avenue with generally positive feedback from attendees.

Noho marae facilitated by Aaron Taikato for the Land Management Team to empower our staff that work on the frontline directly engaging with hapū, iwi, Māori landowners, kaitiaki etc. Comments from a few of the staff that attended:

“The noho was a great introduction to the Māori world and way of thinking. I think going forward working as a team around how we then implement this kind of tikanga into our day to day working will be the challenge and something that I hope continues to progress.”

“The exercises that allowed us to explore scenarios where we might use our understanding of Maori culture in our line of work. Also working through how working with Maori be a positive and negative really challenged our perceptions and made a lasting impact for me, personally”

Councillors enjoying tikanga training facilitated regularly in workshops by the Kaiārahi Tikanga Māori and ‘getting them out from behind desks’ to support the whanaungatanga of councillors.

Support for Civil Defence Emergency Management and Response



Actively involved to support better engagement with hapū and iwi to identify how we can work together in partnership to respond to communities. These have included collecting intelligence from marae, hapū and iwi leaders about vulnerable communities including kuia and kaumatua, whanau to ensure their voices are represented as a part of the stakeholder groups. As a result we also strengthened networks with iwi liaison roles in the NZ Police, Māori ministries of Salvation Army, Department of Internal Affairs, Te Puni Kokiri who offered staff time to support the drought response and provided relevant data for more accurate GIS mapping with our GIS team.

LOCAL GOVERNMENT OFFICIAL INFORMATION (LGOIMA) REQUESTS

Month	LGOIMA requests received 2018/19	LGOIMA requests received 2019/20
July	15	15
August	20	22
September	7	16
October	5	29
November	10	11
December	9	12
January	11	14
February	15	21
March	9	13
April	12	
May	19	
June	11	
TOTAL LGOIMA REQUESTS RECEIVED	143	153
LGOIMA requests not responded to within 20 working days*	1	12

- * REQ598321 – Request regarding Regional Coastal Policy Statement. Due to a technical error this request was not responded to within 20 working days. When the staff member was made aware of the request it was responded to on the same day.

REQ598279 – Request for copies of all information for applicant from 1 October 2019 until present. Staff member had to check with a number of staff to verify information. The requestor was advised of the extension of time required and a response was completed soon after.

REQ.598121 – Request regarding Whangaroa Catchment. Staff members involved in this response were tied up with the response to the drought. Requester signalled it was not urgent and gave staff until mid-April to respond.

REQ.598430 – Request regarding a report carried out by Bioresarches on the effects of mangrove removal. Request assigned while staff member on leave and was not responded to when staff member returned to the office. It has now been responded to.

REQ.598339 – Reply to letter LGOIMA request REQ.597551 dated 24 December 2019 and request for further information. One day delay in providing the response due to staff involvement in preparing for the COVID-19 lockdown.

7.2.7 CUSTOMER SERVICE – COMMUNITY RESILIENCE

MARITIME

Six cruise ships called to the Bay of Islands before COVID-19 forced a sudden end to the season, with a loss of 16 calls to the end of the season.

Sixteen incidents were received over the month of March, a significant decrease from February. Most incidents were minor offenses against the Navigational Safety Bylaw, with the remaining comprising of two minor oil spills, one grounding and one AtoN light failure.

The team are successfully working remotely from home and are keeping busy. The national lockdown is providing an opportunity to catch up on other projects.

Prior to the lock down, the Harbour Master and Deputy Harbour Master attended simulations for the inaugural port call of the Norwegian Jewel into Northport, scheduled for December 2020. Simulations have also been carried out for the first car carrier to call at Northport.

The ship simulator model for the Bay of Islands is close to completion. This will allow training to compliment continued pilot professional development, including training in the use of electronic Pilot's Portable Units which have come into use recently.

The section 17 review for Maritime has been completed with the report submitted for review. A meeting will be held to go over the report once business returns to normal.

All Harbourmasters meetings, oil spill response meetings and oil spill response exercises have been suspended due to COVID-19

CUSTOMER SERVICES

Telephone Inbound Call Statistics & Enquiries

	March 2020	Target
Call volume via Customer Services	2,240	
Conversion rate	97.8%	>95%
Average wait time	4 sec	
Calls answered in under 30 sec	96.9%	>90%

Customer phone services were maintained throughout transition to COVID-19 level four requirements. Call volumes immediately dropped by half and have continued to drop to around 30% of normal volume. Many calls are not related to council core business, and customer services staff have attempted to guide all callers to the appropriate agency or information.

Satisfaction Monitoring

- Feedback Cards, Compliments and Complaints*

Feedback cards have been included with compliments and complaints, as appropriate.

Compliments received	Total
Service provided by a specific person <ul style="list-style-type: none"> A Stride & S Savill - Consents K McGuire - Consents 	2
Overall service <ul style="list-style-type: none"> Consents 	2
Total compliments recorded	4
Complaints received	Total
Disagree with decision or process <ul style="list-style-type: none"> Building & facilities 	1
Staff / contractor behaviour or attitude <ul style="list-style-type: none"> Transport - Bus Service 	1
Total complaints recorded	2

The bus complaint was concerning driver failing to zip when merging in traffic.

- Annual resident survey*

The survey will be delayed due to the escalating COVID-19 situation. Providing the situation allows, the survey will still progress within this reporting year.

- COVID-19 response*

All service centres are closed. Customer services is continuing to provide full phone and email response during the level four response.

PASSENGER TRANSPORT ADMINISTRATION

BusLink Operational Statistics

Bus Link stats for February (revenue ex GST)	Actual	Budget	Variance	Year/Date Actual	Year/Date Budgeted
City Link Passengers	32,372	25,344	7,028	237,043	224,152
CityLink Revenue	\$43,575	\$34,214	\$9,540	\$310,296	\$302,605
Mid North Link Passengers	166	144	22	1391	1218
Mid North Link Revenue	\$639	\$720	-\$81	\$5,283	\$6,090
Hokianga Link Passengers	63	72	-9	452	612
Hokianga Link Revenue	\$627	\$939	-\$312	\$4,417	\$7,980
Far North Link Passengers	493	561	-68	3,935	4,996
Far North Link Revenue	\$1,051	\$1,403	-\$346	\$9,248	\$12,489
Bream Bay Link Passengers	29	18	11	425	168
Bream Bay Link Revenue	\$203	\$65	\$138	\$2,586	\$605

CityLink Promotions

The CityLink team and Sport Northland did a joint QR promotion for the Beach to Basin event on Sunday 15 March 2020, drink bottles were given out to the first 500 participants in the event:

<https://citylinkwhangarei.co.nz/current-promotions/>

Tuesday 17 March – passengers were encouraged to wear green and ride the bus for free to celebrate Saint Patricks Day: 1,607 passengers were recorded – 997 passengers wore green.

BEE Card Update

Limited testing due to current situation.

COVID-19 response

Citylink bus services are still running Monday to Saturday, but on a Saturday timetable.

Buslink services: All regional services are continuing to run as normal.

Total Mobility

Total Mobility (TM) figures are reported one month in arrears, due to the required information being unavailable at the time of the agenda deadline.

	Total Clients	Monthly Actual Expend	Monthly Budgeted Expend	Monthly Variance	Year/Date Actual Expend	Year/Date Budgeted Expend	Annual Variance
Feb 2020	1,610	\$19,563	\$25,000	-\$5,437	\$157,204	\$200,000	-\$42,796

COVID-19 response

Council staff are working closely with the Total Mobility agencies and Transport Operators to ensure TM clients are still able to travel safely during this time.

Road Safety Update

COVID-19 situation has forced road safety partners to work differently and be more innovative and creative in planning and communicating.

Recent comments from Northland Road Policing staff who are very active out on the roads include:

- Unfortunately, Police are still seeing far too many vehicles out on the roads
- Speeds are up. Drunk and drugged drivers continue to come to Police attention
- Compulsory breath testing checkpoints have been stopped for health and safety reasons
- Road Policing staff are trying to focus 75% of their working time on speed. Particularly on roads that have a speed limit of 70km/h or higher. The aim is to prevent crashes, thereby freeing up hospital beds
- Commercial Vehicle Safety Team (CVST) staff are still working – making sure freight trucks are safe, and targeting speed as well
- As at 2 April 2020 no Northland Police staff have been diagnosed with Coronavirus
- Police are also busy trying to convince freedom campers and tourists to remain at the WDC approved place: Pohe Island carpark
- There has been one road fatality in Northland since the Level 4 lock down was put in place. This was not a necessary journey and provides a good example of why people should stay home. The response to that crash involved 4 Police, 2 Ambulance, 4 Fire Staff, 1 tow operator and 2 civilians – all those people mixed together then went home to families.

Ride Forever (R4E) Rider Monthly Training Update:

There have been 217 motorcycle riders trained through the ACC initiated R4E training courses held in Northland from the 1st July 2019. The participant numbers are updated monthly.

Riders attended following Courses -

- Bronze 54
- Silver 107
- Gold 56

Road Trauma Update: 2020 Year to date road death statistics

National 87 deaths compared to 101 at the same time in 2019

Northland 10 deaths compared to 10 at the same time in 2019

Road safety promotion messaging is being increased across both the Northland MediaWorks, NZME radio networks including print and digital platforms. Restraint use, Impairment, Distractions, Speed, Fatigue and planning 'essential only' trips. This regional messaging was also further supported by NZTA national road safety campaign messaging.

CIVIL DEFENCE EMERGENCY MANAGEMENT

Due to high priority being given to the COVID-19 response and the ongoing drought situation in Northland, the Northland CDEM group are unavailable to provide an update at the time this paper was due.

Council have been provided with weekly updates of the situation via document uploading to the council hub.

Attachments/Ngā tapirihanga

Nil

TITLE: **Receipt of Committee Minutes**
ID: A1301721
From: Chris Taylor, Governance Support Manager

Recommendation

That the confirmed minutes of the Regional Transport Committee of 12 February 2020, and the unconfirmed minutes of the Regional Transport Committee of 8 April 2020, be received.

Attachments/Ngā tapirihanga

Attachment 1: Confirmed Minutes of the Regional Transport Committee - 12 February 2020 [↓](#)

Attachment 2: Unconfirmed Minutes of the Regional Transport Committee - 8 April 2020 [↓](#)

Authorised by Group Manager

Name: Chris Taylor
Title: Governance Support Manager
Date: 14 April 2020

Regional Transport Committee
12 February 2020

Regional Transport Committee Minutes

Meeting held in the Council Chamber
36 Water Street, Whangārei
on Wednesday 12 February 2020, commencing at 9.30am

Present:

Chairman, Councillor John Bain
NRC Councillor Rick Stolwerk
FNDC Councillor Ann Court
WDC Councillor Greg Martin
NZTA Representative Mr Steve Mutton

In Attendance:

Full Meeting

Ex Officio – Chair Penny Smart
NRC GM - Customer Service - Community Resilience – Tony Phipps
NTA - Chris Powell
NTA - Ian Crayton Brown
NZ Police – Acting Road Policing Manager Steve Dickson
NZ Police – Sergeant Terry Phillips
NZTA - Jacqui Hori-Hoult
NTA - Anita Child
WDC Councillor - Cr. John Williamson
WDC - Jeff Devine
NTA - Sharlene Selkirk
FNDC - Glen Rainham
NZME - Susan Botting

Part Meeting

Michael Payne (arrived at 10.00am)

The Chair declared the meeting open at 9.32am.

Apologies (Ngā whakapahā) (Item 1.0)

Moved (Court/Bain)

That the apologies from KDC Councillor, David Wills for non-attendance be received.

Carried

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

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

ID: A1285189

1

Regional Transport Committee
12 February 2020

Confirmation of Minutes - 16 December 2019 (Item 3.1)

ID: A1278681

Report from Evania Arani, Executive Assistant Customer Services - Community Resilience

Moved (Stolwerk/Court)

That the minutes of the Regional Transport Committee meeting held on 16 December 2019, be confirmed as a true and correct record.

Carried

Northland Regional Land Transport Plan 2018 - 2021 Funding Uptake (Item 4.1)

ID: A1277672

Report from Chris Powell, Transport Manager - Northland Transport Alliance

Moved (Bain/Martin)

That the report 'Northland Regional Land Transport Plan 2018 - 2021 Funding Uptake' by Chris Powell, Transport Manager - Northland Transport Alliance and dated 15 January 2020, be received.

Carried

New Zealand Transport Agency Update (Item 5.1)

ID: A1283370

Report from Steve Mutton, NZTA - Director Regional Relationships Upper North Island

Moved (Martin/Court)

That the report 'New Zealand Transport Agency Update' by Steve Mutton, NZTA - Director Regional Relationships Upper North Island and dated 3 February 2020, be received.

Carried

Regional Road Safety Report (Item 5.2)

ID: A1280164

Report from Ian Crayton-Brown, Transport Projects Officer

Moved (Bain/Martin)

That the report 'Regional Road Safety Report' by Ian Crayton-Brown, Transport Projects Officer and dated 23 January 2020, be received.

Carried

Investigation into the Needs and Availability of Total Mobility, Disability Transport and Services in Northland (Item 5.3)

ID: A1277708

Report from Anita Child, Transport Project Officer

Moved (Stolwerk/Court)

ID: A1285189

2

Regional Transport Committee
12 February 2020

That the report 'Investigation into the Needs and Availability of Total Mobility, Disability Transport and Services in Northland' by Anita Child, Transport Project Officer and dated 15 January 2020, be received.

Carried

Request to Vary the Northland Regional Land Transport Plan 2015-2021 - Far North Integrated Transport Plan (Item 6.1)

ID: A1280278

Report from Andy Finch, General Manager - Infrastructure and Asset Management at Far North District Council

Moved (Court/Bain)

1. That the report 'Request to Vary the Northland Regional Land Transport Plan 2015-2021 - Far North Integrated Transport Plan' by Andy Finch, General Manager - Infrastructure and Asset Management at Far North District Council and dated 24 January 2020, be received.
2. That the Regional Transport Committee approves the request to vary the Regional Land Transport Plan 2015/21 to make the following changes:

Far North District Council

- New entry in Table 5.19 (Investment Management – Prioritised) "Integrated Transport Plan" - Programme Business Case
- Rename entry in Table 5.19 (Investment Management – Prioritised) entitled "Kerikeri/Waipapa Transportation Strategy" to "Kerikeri / Waipapa Transport Model" - Model
- Rename entry in Table 5.6 (Local Road Improvements -Prioritised) entitled "Kerikeri/Waipapa PBC 18/21" to "Kerikeri / Waipapa Transport Plan" – Detailed Business Case.

Carried

Regional Land Transport Plan 2021-2027 - Progress Report (Item 6.2)

ID: A1277689

Report from Chris Powell, Transport Manager - Northland Transport Alliance

Moved (Court/Martin)

1. That the report 'Regional Land Transport Plan 2021-2027 - Progress Report' and related PowerPoint presentation by Chris Powell, Transport Manager - Northland Transport Alliance and dated 15 January 2020, be received.
2. That the Regional Transport Committee approve that an Investment Logic Mapping workshops be held in March 2020.
3. That the Regional Transport Committee approve the appointment of an independent facilitator to undertake the proposed Investment Logic Mapping process and workshops.
4. That the Regional Transport Committee approve that staff compare the regions priorities against the draft Government Policy Statement on Land Transport and report to the April 2020 Regional Transport Committee meeting.

ID: A1285189

3

Regional Transport Committee
12 February 2020

5. That the Regional Transport Committee approve that Regional Transport Committee hold a further workshop to agree on how best to align the outcomes of the Investment Logic Mapping process and the government transportation objectives.

Carried

Conclusion

The meeting concluded at 11.08am.

CONFIRMED

Regional Transport Committee
8 April 2020

Regional Transport Committee Minutes

For the 'remote' meeting held by video/tele conference
on Wednesday 8 April 2020, commencing at 9.30am

Present:

Chairman, Councillor John Bain
NRC Councillor Rick Stolwerk
FNDC Councillor Ann Court
WDC Councillor Greg Martin
KDC Councillor David Wills
NZTA Director Regional Relationships Upper North Island, Steve Mutton

In Attendance:

Full or Part Meeting

NRC Chair
NRC Chief Executive Officer
NTA Manager
NTA Transport Manager
NTA Strategy & Planning Manager
NTA Regional Road Safety Officer
NTA Transport Planner
FNDC GM – Infrastructure & Asset Management
NRC Policy Specialist
NRC Governance Support Manager

The Chair declared the meeting open at 9.30am.

Apologies (Ngā whakapahā) (Item 1.0)

The apologies from Waka Kotahi NZ Transport Agency Systems Manager Northland, Jacqui Hori Hoult, and KDC GM Infrastructure, Jim Sephton, for non-attendance were noted.

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

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

Confirmation of Minutes - 12 February 2020 (Item 3.1)

ID: A1301632

Report from Evania Arani, Executive Assistant Customer Services - Community Resilience

Moved (Stolwerk/Court)

That the minutes of the Regional Transport Committee meeting held on 12 February 2020, be confirmed as a true and correct record.

Carried

Regional Transport Committee
8 April 2020

Northland Regional Land Transport Plan 2018-2021 Funding Uptake (Item 4.1)

ID: A1294906

Report from Chris Powell, Transport Manager - Northland Transport Alliance

Moved (Martin/Stolwerk) -

That the report 'Northland Regional Land Transport Plan 2018-2021 Funding Uptake' by Chris Powell, Transport Manager - Northland Transport Alliance and dated 11 March 2020, be received.

Carried

Matters arising from Item 4.1

It was stressed that the Coronavirus lockdown period could result in the need for unspent national funding allocations to be carried over into the 2020/2021 financial year; particularly as the lockdown period fell within the peak annual construction period.

This was a national issue and the Waka Kotahi NZ Transport Agency were working through the implications. An integral part of this process was working with contractors to plan for post lockdown. Whilst the safety of the construction teams was paramount it was also acknowledged that getting people back to work was critical for the nation as a whole to move forward.

Draft GPS & NZ Rail Plan & Tackling Unsafe Speeds (Item 5.1)

ID: A1295351

Report from Chris Powell, Transport Manager - Northland Transport Alliance

Moved (Bain/Wills)

That the report 'Draft GPS & NZ Rail Plan & Tackling Unsafe Speeds' by Chris Powell, Transport Manager - Northland Transport Alliance and dated 12 March 2020, be received.

Carried

Matters arising from Item 5.1:

Due to the Coronavirus lockdown the scheduled presentation from the Ministry of Transport regarding the Draft Government Policy Statement, the Draft Rail Plan and Tackling Unsafe Speeds Package had been cancelled. In lieu, the Ministry of Transport had prepared video presentations on each topic and web links for interested parties to ask questions and provide feedback had been included in the body of the report.

Regional Road Safety Report (Item 5.2)

ID: A1298420

Report from Ian Crayton-Brown, Transport Projects Officer

Moved (Martin/Mutton)

That the report 'Regional Road Safety Report' by Ian Crayton-Brown, Transport Projects Officer and dated 23 March 2020, be received.

Carried

Matters arising from Item 5.2:

Despite the Coronavirus lockdown, the New Zealand Police had reported instances of speeding and dangerous driving.

ID: A1302973A1302973

2

Regional Transport Committee
8 April 2020

The New Zealand Police had issued a public statement urging 'people to stay at home this Easter' and would be in force on the roads over the weekend to support safe and essential travel. The Police statement to be circulated to members of the committee.

The Northland Transportation Alliance Transport Manager undertook to contact the New Zealand Police to see if they would have a 'presence south of the Brynderwyns' over the Easter period.

Regional Land Transport & Passenger Transport Plan Progress Report (Item 5.3)

ID: A1296663

Report from Chris Powell, Transport Manager - Northland Transport Alliance

Moved (Stolwerk/Bain)

That the report 'Regional Land Transport & Passenger Transport Plan Progress Report' by Chris Powell, Transport Manager - Northland Transport Alliance and dated 17 March 2020, be received.

Carried

Matters arising from Item 5.3:

The deadline set by the Ministry of Transport and Waka Kotahi NZ Transport Agency for the completion and submission of the Regional Land Transport Plans and Regional Public Transport Plans was 30 April 2020. However the National Special Interest Group on transport was requesting this be reconsidered given the current pandemic event.

As a result of the Coronavirus lockdown the Investment Logic Mapping Workshop scheduled in March 2020 could not occur. Later in the discussion it was suggested this could potentially be run remotely; although it was acknowledged that technology was only effective with a limited number of participants.

Staff were liaising with their counterparts around the country to ascertain what course of action they were taking and would provide a recommended way forward to the committee in due course.

All aspects of the plans were being progressed as much as possible. However, some staff had been seconded to assist the CDEM response and sourcing information from key partners, such as the New Zealand Police, was difficult given the current situation.

At this time, the committee supported that staff, as far as practicable, adhere to the present approved timetable for the timely completion of the Regional Land Transport Plan and Regional Public Transport Plan.

Draft Government Policy Statement on Land Transport 2021 (Item 5.4)

ID: A1301621

Report from Chris Powell, Transport Manager - Northland Transport Alliance

Moved (Martin/Wills)

1. That the report 'Draft Government Policy Statement on Land Transport 2021' by Chris Powell, Transport Manager - Northland Transport Alliance and dated 2 April 2020, be received.
2. That staff prepare a draft submission on the Draft Government Policy Statement on Land Transport 2021 on behalf of the Regional Transport Committee and distribute for comment.

ID: A1302973A1302973

3

Regional Transport Committee
8 April 2020

3. That on receipt of all comments, staff finalise the submission on the Draft Government Policy Statement on Land Transport 2021 and distribute for approval
4. That the Regional Transport Committee Chairman be given delegated authority to approve grammatical changes and to sign the submission on the Draft Government Policy Statement on Land Transport 2021 on behalf of the Regional Transport Committee

Matters arising from Item 5.4:

The Committee acknowledged that Item 5.4 was a decision making matter and technically should be Item 6.2 on the agenda.

The report provided detail on the draft Government Policy Statement on Land Transport 2021.

The strategic priorities were 'largely unchanged' from the previous Government Policy Statement but four new Activity Class Funding Categories had been introduced.

Staff would assess the document in detail in order to draft a submission on behalf of the committee, which would be circulated to members for comment. Feedback would be incorporated into the submission where appropriate and delegated approval was sought for the Chair to sign the finalised submission on behalf of the committee.

Attention was drawn to the change in the strategic priority from 'Environment' to 'Climate Change' and it was stressed that it was important not to 'lose sight of provincial environmental impact which is different from urban environmental impact'.

The Waka Kotahi NZ Transport Agency was yet to grapple with the substantial decrease in traffic volumes and the impact it would have on revenue.

The increased focus on safety investment/rail investment and supporting coastal shipping were all positive attributes. However the challenge for Northland going forward would be that the four strategic priorities would result in 'constrained funding for the regions'.

Waka Kotahi New Zealand Transport Agency Report (Item 5.5)

ID: A1301730

Report from Steve Mutton, NZTA - Director Regional Relationships Upper North Island

Recommendation (Mutton/Bain)

That the report 'Waka Kotahi New Zealand Transport Agency Report' by Steve Mutton, NZTA - Director Regional Relationships Upper North Island and dated 2 April 2020, be received.

Carried

Matters arising from Item 5.5:

In this 'extremely complex time' the Waka Kotahi NZ Transport Agency was focussing on:

- i. Keeping the system safe and operational;
- ii. What it meant for its key partners; and
- iii. Getting projects 'shovel ready'.

The Waka Kotahi NZ Transport Agency was adopting a consistent national approach and working closely with contractors to prevent them 'shedding staff' as they would need a full team to start work immediately post lockdown. An Advance Entitlement Payment (AE), cash injection, was being provided to carry contractors through.

ID: A1302973A1302973

4

Regional Transport Committee
8 April 2020

It was noted that there was significant capacity within tier 2 contractors and the Waka Kotahi NZ Transport Agency needed to be flexible in its approach when restarting activity.

It was stressed that the additional Regional Investment Opportunities funding into Northland was 'great news'.

Clarification was provided that the government was yet to confirm how it would fund its economic stimulus package. Applications were being sought for 'shovel ready' Crown infrastructure projects to progress as a matter of priority post lock down. The Waka Kotahi NZ Transport Agency Director Regional Relationships Upper North Island undertook to make enquiries whether this would impact on Provincial Growth Fund projects.

It was stressed that the supply chain was under huge pressure and risk. Equally rate increases were under pressure which could jeopardise local authorities' ability to contribute the necessary local share in projects. It was advised there was work under way to address supply chains, procurement, policies in response to Coronavirus and financial implications.

Request to Vary the Regional Land Transport Plan 2015-2021 (Item 6.1)

ID: A1300432

Report from Chris Powell, Transport Manager - Northland Transport Alliance

Moved (Stolwerk/Martin)

1. That the report 'Request to Vary the Regional Land Transport Plan 2015-2021' by Chris Powell, Transport Manager - Northland Transport Alliance and dated 30 March 2020, be received.
2. That the Regional Transport Committee approves the request to vary the Regional Land Transport Plan 2015/21 to include the following projects:

Far North District Council

- Opua to Paihia Walking Track (part of Te Araroa Trail)
- Opua to Paihia Cycle Route via Aucks Road and Russell Cycle Trail
- Waitangi to Kerikeri Cycle Trail
- Waoku Old Coach Road (to SH12) Cycle Trail (in conjunction with the Kaipara District Council)

Kaipara District Council

- Waoku Old Coach Road (to SH12) Cycle Trail (in conjunction with the Far North District Council)
- Kaihu Valley Rail Cycle Trail

Whangarei District Council

- Langs Beach to Ruakaka Cycle Trail (Waipu Trail)

Carried

(KDC Councillor David Wills abstained from voting)

Matters arising from Item 6.1:

In order for a project to be eligible for Provincial Growth Funding it must be included in the relevant land transport plan. This did not ensure they would be funded but allowed them to progress to through the application process.

Regional Transport Committee
8 April 2020

This was a joint application by the three district councils to include the walking and cycling projects listed in the report and included in the Regional Walking and Cycling Strategy which had undergone public consultation.

KDC Councillor, David Wills, registered a conflict of interest and signalled he would be abstaining from voting.

Clarification was provided that the Regional Transport Committee had approved including the Kaihu Valley Rail Cycle Trail in the Regional Land Transport Plan – Three Year Review 2018/2021 in February 2019 and was listed in the report simply for completeness. In addition, the Langs Beach to Ruakaka Cycle Trail (Waipu) was included as it was increasing the scope and value assigned to the project in the RLTP (hence required a variation).

Members were provided assurance that none of the transport related projects, that required a variation, triggered the Significance Policy contained in the RLTP.

Secretarial Note: The Northland Transportation Alliance Manager undertook to circulate the documentation clarifying transport related essential services.

Conclusion

The meeting concluded at 10.33am.

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
9.1	Confirmation of Confidential Minutes - 17 March 2020	The public conduct of the proceedings would be likely to result in disclosure of information, as stated in the open section of the meeting.
9.2	Human Resources Report	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(a).
9.3	Leaseholder Surrender of Ground Lease	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).
9.4	Independent Risk Advisor	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(a).

3. That the Independent Financial 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.