

AGENDA

Council
Tuesday 16 March 2021 at 10.30am

Northland Regional Council Agenda

Meeting to be held in the Council Chamber
36 Water Street, Whangārei
on Tuesday 16 March 2021, commencing at 10.30am

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

Item	Page
1.0 HOUSEKEEPING	
<i>Key Health and Safety points to note:</i>	
<ul style="list-style-type: none">• If the fire alarm goes off – exit down the stairwell to the assembly point which is the visitor carpark.• Earthquakes – duck, cover and hold.• Visitors please make sure you have signed in at reception, and that you sign out when you leave. Please wear your name sticker.• The toilets are on the opposite side of the stairwell.• In the event of an emergency do not use the lift.• Please remember to scan the COVID Tracer QR code.	
2.0 TAUĀKI Ā ROTO	
3.0 APOLOGIES (NGĀ WHAKAPAHĀ) Councillor Stolwerk	
4.0 DECLARATIONS OF CONFLICTS OF INTEREST (NGA WHAKAPUAKANGA)	
5.0 COUNCIL MINUTES AND ACTION SHEET	
5.1 Confirmation of Minutes - 23 February 2021	6
5.2 Receipt of Action Sheet	16
6.0 FINANCIAL REPORTS	
6.1 Financial Report to 28 February 2021	19
7.0 DECISION MAKING MATTERS	
7.1 Te Taitokerau Māori and Council Working Party - Appointed Members' Allowances	26
7.2 Vehicle Policy	29
7.3 Debt Recovery Policy	42
7.4 Appointment of Regional Harbourmaster based in Whangārei/Marsden Point	49

8.0 OPERATIONAL REPORTS

8.1	Health and Safety Report	51
8.2	Chair's Report to Council	55
8.3	Chief Executive's Report to Council	57

9.0 RECEIPT OF COMMITTEE MINUTES AND WORKING PARTY/GROUP UPDATES

9.1	Receipt of Committee Minutes	85
9.2	Working Party Updates and Chairpersons' Briefings	96

10.0 BUSINESS WITH THE PUBLIC EXCLUDED 98

10.1	Confirmation of Confidential Minutes - 23 February 2021	
10.2	Human Resources Report	

<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>
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Tauāki ā roto

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

Haumie hui e
TĀIKI E!

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

Bring forth unity
Tis Done!



TITLE: Confirmation of Minutes - 23 February 2021

ID: A1418791

From: Chris Taylor, Governance Support Manager

**Authorised by
Group Manager:** Chris Taylor, Governance Support Manager, on 09 March 2021

Recommendation

That the minutes of the council meeting held on 23 February 2021 be confirmed as a true and correct record.

Attachments/Ngā tapirihanga

Attachment 1: Council Meeting Minutes 23 February 2021 [↓](#)

Council Meeting
23 February 2021

Northland Regional Council Minutes

Meeting held in the Council Chamber
36 Water Street, Whangārei
on Tuesday 23 February 2021, commencing at 10.30am

Present:

Chairperson, Penny Smart

Councillors:

Terry Archer
Justin Blaikie
Jack Crow
Colin Kitchen
Amy Macdonald
Marty Robinson
Rick Stolwerk
Joce Yeoman

In Attendance:

Full Meeting

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

Part Meeting

GM – Customer Services/Community Resilience
Financial Manager
Māori Relationships Manager
Acting Community Engagement Manager
Financial Accountant
Economist
Māori Cultural Advisor
Resource Management – Strategic Policy Specialist
Economic Policy Advisor

The Chair declared the meeting open at 10.31am. Proceedings commenced with a karakia by full council.

Apologies (Ngā whakapahā) (Item 1.0)

The apology from Independent Audit and Risk Advisor, Danny Tuato'o, had been submitted prior to the meeting.

Council Meeting
23 February 2021

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.

Receipt of Supplementary Items (Item 2.0A)

ID: A1413605

Report from Chris Taylor, Governance Support Manager

Moved (Stolwerk/Macdonald)

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

- Item 4.0: Declaration by Whangārei Urban Constituency councillor
- Item 5.0: Announcement of the result of the Whangārei Urban Constituency By-election 2021

Carried

Secretarial Note: Item 5.0 was addressed prior to Item 4.0 due to an administrative error in agenda collation.

Declaration by Whangārei Urban Constituency councillor (Item 4.0)

ID: A1403144

Report from Chris Taylor, Governance Support Manager

Moved (Kitchen/Robinson)

That the report 'Declaration by Whangārei Urban Constituency councillor' by Chris Taylor, Governance Support Manager and dated 18 February 2021, be received.

Carried

Secretarial Note: The new Whangārei Urban Constituency councillor, Terry Archer, made and signed the declaration to enable him to carry out his duties as a councillor; as required by law. The Chair signed and witnessed the declaration.

Announcement of the result of Whangārei Urban Constituency By-election 2021 (Item 5.0)

ID: A1403120

Report from Chris Taylor, Governance Support Manager

Moved (Yeoman/Blaikie)

That the report 'Announcement of the result of Whangārei Urban Constituency By-election 2021' by Chris Taylor, Governance Support Manager and dated 18 February 2021, be received.

Carried

ID: A1415336

2

Council Meeting
23 February 2021

Confirmation of Minutes - 15 December 2020 (Item 6.1)

ID: A1411207

Report from Chris Taylor, Governance Support Manager

Moved (Yeoman/Stolwerk)

That the minutes of the council meeting held on 15 December 2020 be confirmed as a true and correct record.

Carried

Secretarial Note:

- *The request to amend the minute pertaining to Item 5.2 'Managed Fund Recommendations and Marsden Maritime Dividend Proposal' regarding the substantive motion was not executed given by definition (Standing Orders) 'In the case of a motion that is subject to an amendment, the substantive motion is the original motion incorporating any amendments adopted by the meeting'.*
- *Councillor Kitchen extended his appreciation for the support received whilst dealing with family matters; that led to his apology at the December 2020 meeting.*

Receipt of Action Sheet (Item 6.2)

ID: A1404896

Report from Chris Taylor, Governance Support Manager

Moved (Stolwerk/Macdonald)

That the action sheet be received.

Carried

Introduction of Three New Private Equity Funds into the Long-Term Investment Fund (Item 7.1)

ID: A1408862

Report from Simon Crabb, Finance Manager

Moved (Stolwerk/Blaikie)

1. That the report 'Introduction of Three New Private Equity Funds into the Long-Term Investment Fund' by Simon Crabb, Finance Manager and dated 3 February 2021, be received.
2. That the Pioneer Capital No IV private equity fund, the Continuity Capital PE No.6 LP private equity fund and the MLC PE III private equity are introduced into the Long-Term Investment Fund.
3. That an investment of NZ\$1M is committed to the Pioneer Capital No IV private equity fund, NZD\$2M is committed to the Continuity Capital PE No.6 LP private equity fund; and AU\$500K is committed to the MLC PEIII private equity fund, and that all investments into these three new funds are paid out of Long Term Growth funds, in accordance with EriksensGlobal recommendations.

ID: A1415336

3

Council Meeting
23 February 2021

4. That the Statement of Investment Policy and Objectives is revised to replicate the document included as **Attachment 1** (pertaining to Item 7.1 of the 23 February 2021 council agenda).

Carried

Secretarial Note:

- *The new Independent Financial Advisor was introduced.*
- *The Financial Manager addressed the report; advising the recommended course of action was to minimise council's exposure to market volatility.*
- *It was requested that any future recommendations to council regarding the investment into new funds be supported by advice on the fund provider's approach to environmental, social and governance investment.*
- *The Investment and Property Subcommittee to consider the appropriate level of investment into Australia fund providers.*

Regional Rates Collection - update to 31 December 2020 (Item 7.2)

ID: A1409030

Report from Simon Crabb, Finance Manager

Moved (Blaikie/Macdonald)

That the report 'Regional Rates Collection - update to 31 December 2020' by Simon Crabb, Finance Manager and dated 4 February 2021, be received.

Carried

Financial Report to 31 January 2021 (Item 7.3)

ID: A1410512

Report from Vincent McColl, Financial Accountant

Moved (Stolwerk/Kitchen)

That the report 'Financial Report to 31 January 2021' by Vincent McColl, Financial Accountant and dated 9 February 2021, be received.

Carried

Policy on the appointment of directors to council organisations (Item 8.1)

ID: A1399125

Report from Linda Harrison, Organisational Project Manager

Moved (Yeoman/Blaikie)

1. That the report 'Policy on the appointment of directors to council organisations' by Linda Harrison, Organisational Project Manager and dated 22 December 2020, be received.
2. That the revised Policy on the appointment of directors to council organisations be adopted, with the Chief Executive authorised to make any minor editorial changes if required.

Carried

ID: A1415336

4

Council Meeting
23 February 2021

Delegations Manual Amendment for Unbudgeted Expenditure (Item 8.2)

ID: A1404935

Report from Vincent McColl, Financial Accountant

Moved (Stolwerk/Kitchen)

1. That the report 'Delegations Manual Amendment for Unbudgeted Expenditure' by Vincent McColl, Financial Accountant and dated 19 January 2021, be received.
2. That council approve the change to the Delegations Manual allowing the Chief Executive Officer to approve unbudgeted expenditure that has offsetting external funding in accordance with the prescribed limits in the Delegations Manual (refer **Attachment 1** pertaining to Item 8.2 of the 23 February 2021 council agenda).

Carried

Adoption of Policy on the Appointment of Independent Advisors to Council (Item 8.3)

ID: A1406880

Report from Bruce Howse, Group Manager - Corporate Excellence

Moved (Stolwerk/Craw)

1. That the report 'Adoption of Policy on the Appointment of Independent Advisors to Council' by Bruce Howse, Group Manager - Corporate Excellence and dated 26 January 2021, be received.
2. That council adopt the Policy on the Appointment of Independent Advisors.

Carried

Draft Submission - Water Services Bill (Item 8.4)

ID: A1409345

Report from Justin Murfitt, Strategic Policy Specialist

Moved (Yeoman/Macdonald)

1. That the report 'Draft Submission - Water Services Bill' by Justin Murfitt, Strategic Policy Specialist and dated 4 February 2021, be received.
2. That council approve the draft submission attached to this report (subject to any minor amendments) to be lodged with the Health Select Committee.
3. That the submission be signed on behalf of council by the Chief Executive Officer.

Carried

Secretarial Note:

- Council approved the content of the submission; acknowledging that individual household supplies were a separate issue to be addressed through other avenues.
- The submission is to clarify the multiple water use storage initiatives in Northland.

ID: A1415336

5

Council Meeting
23 February 2021

Draft submission - Climate Change Commission advice package (Item 8.5)

ID: A1409639

Report from Justin Murfitt, Strategic Policy Specialist

Moved (Blaikie/Macdonald)

1. That the report 'Draft submission - Climate Change Commission advice package' by Justin Murfitt, Strategic Policy Specialist and dated 5 February 2021, be received.
2. That council endorse the development of a joint submission by all Northland councils.
3. That council delegate authority to Chair Penny Smart, Councillor Amy McDonald and the Chief Executive Malcolm Nicolson to approve the draft submission on behalf of council prior to lodgement with the Climate Change Commission.

Carried

Secretarial Note: Appreciation was extended to the Strategic Policy Specialist for a 'fantastic report'.

Local Electoral (Māori Wards and Māori Constituencies) Amendment Bill - submission (Item 8.6)

ID: A1411109

Report from Ben Lee, GM - Strategy, Governance and Engagement

Moved (Yeoman/Robinson)

1. That the report 'Local Electoral (Māori Wards and Maori Constituencies) Amendment Bill - submission' by Ben Lee, GM - Strategy, Governance and Engagement and dated 11 February 2021, be received.
2. That the council retrospectively approve the council submission included as **Attachment 1** (pertaining to Item 8.6 of the 23 February 2021 council agenda) on the Local Electoral (Māori Wards and Māori Constituencies) Amendment Bill.

Carried

Regional Economic Development Service Delivery Working Party - An additional objective and a request for recommendations (Item 8.7)

ID: A1410349

Report from Darryl Jones, Economist

Moved (Kitchen/Blaikie)

1. That the report 'Regional Economic Development Service Delivery Working Party - An additional objective and a request for recommendations' by Darryl Jones, Economist and dated 9 February 2021, be received.
2. That the terms of reference be updated to include a fourth objective, "Make recommendations to council on documentation and other matters relating to establishment of Northland Inc. Limited as a joint council-controlled organisation".
3. That the working party be requested to make recommendations to council on matters relating to Northland Inc's involvement in the Ngāwhā Innovation and Education Centre.

Carried

ID: A1415336

6

Council Meeting
23 February 2021

Te Taitokerau Māori and Council Working Party appointment of Co-Chair and proxy Co-Chair (Item 8.8)

ID: A1411967

Report from Auriole Ruka, Kaiwhakahaere Hononga Māori

Moved (Robinson/Macdonald)

1. That the report 'Te Taitokerau Māori and Council Working Party appointment of Co-Chair and proxy Co-Chair' by Auriole Ruka, Kaiwhakahaere Hononga Māori and dated 15 February 2021, be received.
2. That council approves the appointment of Pita Tipene, Te Rūnanga o Ngāti Hine as the appointed members Co-Chair, and Georgina Connelly, Te Uri o Hau Settlement Trust as proxy Co-Chair for Te Taitokerau Māori and Council Working Party.

Carried

Secretarial Note: Appreciation was extended to Pita Tipene and Georgina Connelly for stepping into these crucial roles.

Health and Safety Report (Item 9.1)

ID: A1406493

Report from Kelcie Mills, Health and Safety Advisor

Moved (Craw/Yeoman)

That the report 'Health and Safety Report' by Kelcie Mills, Health and Safety Advisor and dated 25 January 2021, be received.

Carried

Chair's Report to Council (Item 9.2)

ID: A1410621

Report from Penny Smart, Chair

Moved (Smart/Stolwerk)

That the report 'Chair's Report to Council' by Penny Smart, Chair and dated 10 February 2021, be received.

Carried

Chief Executive's Report to Council (Item 9.3)

ID: A1398145

Report from Malcolm Nicolson, Chief Executive Officer

Moved (Stolwerk/Yeoman)

That the report 'Chief Executive's Report to Council' by Malcolm Nicolson, Chief Executive Officer and dated 31 January 2021, be received.

Carried

ID: A1415336

7

Council Meeting
23 February 2021

Secretarial Note:

- Consideration to be given to potential opportunities to accelerate the retirement fencing programme to ensure funding was not lost.
- Further investigation to be undertaken regarding the level of detail that could be obtained from sediment source tracking.
- Consideration to be given to a media response to recent articles regarding algae on beaches.
- Staff to follow up concerns regarding safety issues with the organisers of the McLeod's Bay Bank Party.
- The Regional Transport Committee to follow up ongoing concerns regarding the disproportionate number of road fatalities in the Far North.

Reporting on the Long Term Plan 2018-2028 performance measures for quarter two of the 2020/21 year (Item 9.4)

ID: A1404614

Report from Robyn Broadhurst, Policy Specialist

Moved (Yeoman/ Blaikie)

That the report 'Reporting on the Long Term Plan 2018-2028 performance measures for quarter two of the 2020/21 year' by Robyn Broadhurst, Policy Specialist and dated 18 January 2021, be received.

Carried

Secretarial Note: The council's recent direction regarding performance measures, through the Long Term Plan 2021-2031 process, to be recirculated.

Legislative compliance for the period 1 July - 31 December 2020 (Item 9.5)

ID: A1411605

Report from Kyla Carlier, Acting Strategy Policy and Planning Manager

Moved (Stolwerk/Yeoman)

That the report 'Legislative compliance for the period 1 July - 31 December 2020' by Kyla Carlier, Acting Strategy Policy and Planning Manager and dated 12 February 2021, be received.

Carried

Receipt of Committee Minutes (Item 10.1)

ID: A1411062

Report from Chris Taylor, Governance Support Manager

Moved (Stolwerk/Kitchen)

That the unconfirmed minutes of the:

- Audit and Risk Subcommittee – 2 December 2020;
- Kaipara Moana Remediation Joint Committee – 4 December 2020;
- Regional Transport Committee – 9 December 2020; and

ID: A1415336

8

Council Meeting
23 February 2021

- Investment and Property Subcommittee - 27 January 2021
be received.

Carried

Working Party Updates and Chairpersons' Briefing (Item 10.2)

ID: A1406160

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

Moved (Blaikie/Stolwerk)

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

Carried

Business with Public Excluded (Item 11.0)

Moved (Smart/Stolwerk)

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

Item No.	Item Issue	Reasons/Grounds
11.1	Confirmation of Confidential Minutes - 15 December 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.
11.2	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.
11.3	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).
11.4	Enterprise System	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).

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

Conclusion

The meeting concluded at 12.15pm.

ID: A1415336

9

TITLE: **Receipt of Action Sheet**

ID: A1420214

From: Chris Taylor, Governance Support Manager

Authorised by Chris Taylor, Governance Support Manager, on 09 March 2021
Group Manager:

Executive summary/Whakārapopotanga

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 - March 2021 [↓](#)

Council Actions as at 8/03/2021

Id	Meeting	Target Date	Description	Request Details	Most Recent Comment
6041	Council 23/02/2021	31/03/21	Introduction of Three New Private Equity Funds into the Long-Term Investment Fund	That the Investment and Property Subcommittee consider the appropriate level of investment into Australia fund providers.	The Subcommittee will consider the matter at its meeting on 31 March 2021.
6054	Council 23/02/2021	16/03/21	Retirement Fencing Programme	Consideration to be given to potential opportunities to accelerate the retirement fencing programme to ensure funding was not lost.	An update was provided to the Water and Land Working Party on 24 February 2021.
6055	Council 23/02/2021	31/03/21	Reporting on the Long Term Plan 2018-2028 performance measures for quarter two of the 2020/21 year	That council's recent direction regarding performance measures, through the Long Term Plan 2021-2031 process, to be recirculated.	COMPLETE. Information circulated 5 March 2021
6059	Council 23/02/2021	31/03/21	Sediment Source Tracking	That further investigation be undertaken regarding the level of detail that could be obtained from sediment source tracking.	Initial investigations indicate that currently there is no way to distinguish sediment sources such as roading from the broader categories of land use that are determined by their plant-based "signature".
6060	Council 23/02/2021	31/03/21	Media Release – algae on beaches	That consideration be given to a media response to recent articles regarding algae on beaches.	The comms team is looking into this with the assistance of regulatory services.
6061	Council 23/02/2021	31/03/21	Follow up on maritime incident	That staff follow up concerns regarding safety issues with the organisers of the McLeod's Bay Bank Party.	

Council Actions as at 8/03/2021

6062	Council 23/02/2021	14/04/21	Far North Road Fatalities	The Regional Transport Committee to follow up ongoing concerns regarding the disproportionate number of road fatalities in the Far North.	This will be covered in the regular Northland Road Safety Update to the Regional Transport Committee.
6063	Council 23/02/2021	16/03/21	Introduction of Three New Private Equity Funds into the Long-Term Investment Fund	That any future recommendations to council regarding the investment into new funds be supported by advice on the fund provider's approach to environmental, social and governance investment.	Noted.

TITLE: Financial Report to 28 February 2021

ID: A1419886

From: Vincent McColl, Financial Accountant

Executive Summary / Whakarāpopototanga

This report is to inform council of the year to date (YTD) financial result to February 2021. Council has achieved a YTD surplus after transfers to and from reserves of \$5.17M, which is \$590K favourable to budget (January 2021: \$415K favourable to budget).

Recommendation / Ngā mahi tūtohutia

That the report 'Financial Report to 28 February 2021' by Vincent McColl, Financial Accountant and dated 4 March 2021, be received.

Report

SUMMARY OPERATING RESULTS			
	000's ACTUAL YTD	000's BUDGET YTD	000's VARIANCE YTD
Revenue (including other gains)	\$ 43,755	\$ 33,053	\$ 10,702
Expenditure	\$ 31,712	\$ 30,306	\$ (1,406)
NET (COST)/SURPLUS BEFORE TRANSFERS FROM/(TO) RESERVES	\$ 12,043	\$ 2,748	\$ 9,295
Transfer From (To) Special Reserves	\$ (6,877)	\$ 1,829	\$ (8,706)
NET (COST)/SURPLUS AFTER TRANSFERS FROM/(TO) RESERVES	\$ 5,166	\$ 4,576	\$ 590

Revenue

Year to date revenue is \$43.76M, which is \$10.70M or 32.4% above budget.

YTD REVENUE VARIANCE INDICATORS BY REVENUE TYPE			
	FAV / (UNFAV)		Commentary
	\$	%	
Rates	\$57,649	0.3%	
User Fees and Sundry	\$314,133	9.4%	<ul style="list-style-type: none"> Higher than budgeted monitoring charges of \$205K Higher than budgeted consent application fees of \$53K Unbudgeted prosecution income of \$88K Unbudgeted maritime cost recoveries of \$60K Higher than budgeted biosecurity materials sold of \$29K Offset by: <ul style="list-style-type: none"> Lower than budgeted bus fare box income of \$181K
Grants and Subsidies	\$4,997,029	120.0%	<ul style="list-style-type: none"> Unbudgeted wilding conifer removal subsidies of \$1.13M fully offset by contractor costs of \$1.13M Unbudgeted floodworks subsidies of \$2.77M. This has been transferred to reserve to be used on capital works. Unbudgeted farm animal welfare grants of \$250k fully offset with unbudgeted grant expenditure of \$250K Unbudgeted water storage project funding of \$250k fully offset with unbudgeted grant expenditure of \$250K Unbudgeted MBIE worker redeployment subsidies of \$125K partially offsetting unbudgeted contractor costs of \$152K. The variance between revenue and expenditure is a timing issue. Unbudgeted NTA cost recoveries of additional staff council has employed of \$224K Unbudgeted subsidies relating to the Kaipara Moana Remediation project of \$208K fully offset with costs of \$208K
Investment Interest Income	\$126,331	98.8%	<ul style="list-style-type: none"> Higher than budgeted internal interest on the sporting facilities rate due to a higher reserve balance. Interest on the REL Loan that has an offsetting provision expense Other unbudgeted miscellaneous interest on term and other deposits
Investment Property Income	(\$12,991)	(0.7%)	
Dividend Income	\$553,573	37.0%	<ul style="list-style-type: none"> Final dividend of 9.25 cents per share received compared to the budgeted 6.75 cents per share Surplus dividend has been retained in general funding replacing the planned funding from the equalisation reserve to cover the budgeted dividend shortfall
Long Term Fund Gains	\$3,241,582	281.1%	<ul style="list-style-type: none"> Actual January YTD returns of 11.8% are higher than the budgeted 2.80% (4.79% annualised). February gains have been accrued based on advice from Eriksens Global The required general funding has been withdrawn from the long term fund and will be held in term deposits until required for cashflow.
Short Term Fund Gains	\$1,424,344	2735.5%	<ul style="list-style-type: none"> Actual January YTD returns of 6.9% are higher than the budgeted 1.16% (1.98% annualised). February gains have been accrued based on advice from Eriksens Global. \$452K of the favourable variance to budget relates to council's working capital.
Total	\$10,701,649	32.4%	

Year to date expenditure is \$31.71M, which is \$1.41M or 4.6% above budget.

ID: A1419886

Salary Variances

Across council there is a \$642K favourable salaries variance (YTD January 2021 \$614K favourable variance) predominantly due to the time to complete recruitment of positions identified in the LTP and AP or restored via the Covid-19 Reinstatement Reserve. Some of these have associated external funding.

Transfers to reserves

For the year to date there has been a net transfer **to** reserves of \$8.71M compared to a budgeted net transfer **from** reserves of \$1.79M. This is predominantly due to:

- \$3.39M more than budgeted transfers to externally managed fund reserves representing higher reinvestment of gains than budgeted.
- \$904K of more than budgeted Infrastructure Investment Gains have been transferred into the equalisation reserve to provide for future enterprise system costs.
- \$2.77M more than budgeted transfers into the flood infrastructure reserves predominantly relating to the unbudgeted PGF funding received to accelerate the flood scheme works.
- \$554K lower than budgeted transfers from equalisation reserve for general funding. This funding was not taken as it was replaced by the additional dividend income.
- \$535K lower than budgeted transfers from the Covid-19 reinstatement reserve as projects, works, and positions are not occurring as soon as planned. Any savings in these projects will be added back to the reinstatement reserve schedule when the value of them is known.

Capital Expenditure

Capital expenditure of \$2.08M is below the YTD budget of \$2.60M due to the timing of capital projects expenditure compared to as budgeted. This is predominantly in the area of targeted rate funded flood works and is expected to be caught up later in the financial year.

Covid-19 Reinstatement Reserve initiatives

Twenty three initiatives have a funding commitment from the Covid-19 Reinstatement Reserve totalling \$1.52M. This leaves \$184K unallocated at the end of February 2021. The committed initiatives are as follows:

Projects removed from the 20/21 Annual Plan

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

New projects approved by council

BOI harbour modelling	\$58,000
ReCoCo obligations	\$100,617
Otiria-Moerewa Flood Modelling and Pre-feasibility Study	\$80,000
NRC Water Allocation Tool	\$40,000
Climate change advisor	\$57,511
Storage facility security fence (capital works)	\$65,000
Enterprise system advance	\$55,000
Fan worm eradication	\$98,000
Total new projects	\$554,128

Grand total	\$1,515,793
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Work Programmes, Salaries and Projects removed from, or reduced in, the 2020/21 Annual Plan to remedy the deficit arising from the impact of COVID-19. Listed in no particular order.

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

NIWA Kingfish legal fees	\$10,000	No decision
Economic Policy Advisor Position	\$85,701	Approved
Environmental Science Reporting Officer Position	\$81,894	No decision
Kaiarahi Mahere Māori - Māori technical advisor position	\$101,000 Operational Exp. \$82,784 \$4,700 Capital Exp.	Approved. Reduced to \$82,784.
Northland Māori representation on national committee 'Te Maruata'	7000	Removed
Data asset management	75000	Removed
Campaigns and engagement coordinator position	\$40,000 Operational Exp. \$4,700 Capital Exp.	Approved
Technology upgrades	\$200,000	No decision
Far north poplar and willow nursery manager position	\$70,322	No decision
Eastern Bays Hill country staff	\$82,206	Removed
Painting of Water Street building, vehicle costs	\$104,004	Approved. Redirected this to Union East fencing @ \$65,000
Internal Audit	\$27,000	Approved
IT Consultants and other Corporate Excellent BAU	\$15,000 \$61,210.	Approved. \$10,000 approved for LTP contract work.
Water Street Reception and Ground Floor Meeting Rooms Renovation and fit out:	\$105,663 Capital Exp.	Approved
OTHER ADJUSTMENTS MADE TO 2020/21 Annual Plan to remedy the deficit arising from the impact of COVID-19.		
Utilisation of Community Investment Fund Capital in lieu of Investment income – as Economic Development funding	\$1,700,000	
Utilisation of Community Investment Fund Capital in lieu of Investment and general income – as General funding	\$200,000	
Utilisation of Infrastructure Investment Fund Capital in lieu of Investment and general income – as General funding	\$250,000	
Utilisation of Equalisation reserve as General funding	\$150,000	
Reduction in Economic Development Project Development budget	\$300,000	Approved at \$100,000

Attachments/Ngā tapirihanga

Nil

Authorised by Group Manager

Name: Bruce Howse, Group Manager - Corporate Excellence,
Title: Group Manager - Corporate Excellence
Date: 09 March 2021

TITLE: **Te Taitokerau Māori and Council Working Party - Appointed Members' Allowances**

ID: A1410638

From: Auriolē Ruka, Kaiwhakahaere Hononga Māori

Authorised by Group Manager: Ben Lee, GM - Strategy, Governance and Engagement, on 09 March 2021

Executive summary/Whakarāpopototanga

The purpose of this report is to seek council approval for matters relating to the payment of meeting attendance by Te Taitokerau Māori and Council Working Party (TTMAC) appointed members. For appointed members to be eligible to claim allowances for meeting attendance, council must approve the meetings (as per the Appointed Members' Allowances Policy¹).

Approval is sought for:

- Retrospective attendance at additional meetings as recommended and endorsed by TTMAC in 2020,
- The TTMAC monthly meeting schedule 2021 (formal meetings and marae-based workshops), and
- Approval for the ability of the Group Manager, Strategy Governance and Engagement to convene up to three additional appointed members' meetings.

Recommendation(s)

1. That the report 'Te Taitokerau Māori and Council Working Party - Appointed Members' Allowances' by Auriolē Ruka, Kaiwhakahaere Hononga Māori and dated 10 February 2021, be received.
2. That council approves the following meetings, for the purposes of enabling payment of Te Taitokerau Māori and Council Working Party (TTMAC) appointed members in accordance with council's Appointed Members' Allowances Policy:
 - a. Three meetings for appointed members, held via Zoom, to discuss and provide advice and input on the issue of Māori constituencies (20 July 2020, 20 August 2020 and 3 December 2020),
 - b. One meeting for two appointees sitting on the Tāngata Whenua Water Advisory Group Selection Panel (23 October and 26 November 2020), and
 - c. Two meetings of the TTMAC Economic Development Sub-Group in March and April 2021.
3. That council approval is given for the Group Manager, Strategy, Governance and Engagement to approve up to three additional meetings for 2021 for Te Taitokerau Māori and Council Working Party (TTMAC) appointed members to respond to TTMAC's strategic programme, for the purposes of enabling payment of TTMAC appointed members in accordance with council's Appointed Members' Allowance Policy.

¹ [Appointed-members-allowances-policy-approved-by-council-18-april-2017-updated-june-2020.pdf \(nrc.govt.nz\)](#)

Options

No.	Option	Advantages	Disadvantages
1	Council approves the recommendations	Compliance with the Appointed Members' Allowance Policy. The views of Māori are taken into account for council's decision making on significant matters.	Raised expectations to meet will add more time pressure on appointed members.
2	Council does not approve the recommendations	No financial implications to consider.	Appointed members are unable to participate due to the financial disadvantage and their time is not valued for the contribution they make to inform council.

The staff's recommended option is Option 1 – council approves the recommendations.

Considerations

1. Environmental impact

This decision will have no impact on the ability of council to protectively respond to the impacts of any environmental risks or hazards within the region.

2. Community views

Being a policy that is currently being enacted, the community views, and any associated impact on the community, are likely to be immaterial

3. Māori impact statement

Māori have been engaged to take into account the particular impacts of this policy and the recommendations supports their capacity to provide a view on council decision-making, particularly through TTMAC.

4. Financial implications

The additional meetings for 2020, meeting schedule for 2021 and the three additional meetings will be covered within the existing operational budgets as outlined below:

- Due to Covid-19, three of the regional marae-based workshops were unable to proceed and use of Zoom meetings in 2020 resulted in a budgetary underspend for non-elected members' payments and mileage for attendance at TTMAC meetings.
- Operational budgets factor monthly TTMAC meetings at 100% attendance at \$170 per non-elected member and an average estimate of mileage claimed for the scheduled meetings per calendar year.

- The additional meetings (outside TTMAC monthly meetings) are estimated to cost approximately \$2111.90 for eight members to attend with an average mileage rate included per meeting.
- Currently, there is adequate budget surplus to cover the estimated costs of three additional meetings due to the fact that 100% attendance is not achieved at TTMAC meetings. Staff are also cognisant of the costs and time savings that can be accommodated through Zoom so continue to facilitate this option as required.

5. Implementation issues

Nil

6. Significance and engagement

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

7. Policy, risk management and legislative compliance

The recommendations are consistent with the policy and legislative requirements of council.

Background/Tuhinga

One of the key functions of TTMAC, as defined in its terms of reference, is to ensure the views of Māori are taken into account in the exercise of council's functions, and to provide advice to council on topics referred to it by council.

The Appointed Members' Allowances Policy is to ensure that appointed members are paid fairly for their time participating on TTMAC and providing advice to council. It seeks to ensure that members are not financially disadvantaged and that any financial impact doesn't act as a disincentive to participation. Council is, therefore, asked to approve the 2021 meeting schedule and the additional meetings for which tacit approval was given and formal resolution is now sought, for compliance with the Appointed Members' Allowances Policy.

Additionally, council's approval is sought for the Group Manager, Strategy, Governance and Engagement to approve up to three additional meetings for 2021 for appointed members to respond to TTMAC's strategic programme and significant issues that require a more timely response than the next formal meeting.

In 2020, council sought appointed tāngata whenua members' feedback on strategic issues which resulted in the ability to make informed decisions about significant matters such as Māori representation, Mana o te Wai, implementation of national policy statements and economic development for Northland | Te Taitokerau.

Providing advice on these issues required additional meetings by appointed members to continue detailed discussions. This ability to pro-actively respond to council requests for feedback and input from a tangata whenua perspective, without needing to return to council for meeting approval, would improve the ability of TTMAC appointed members to provide considered advice within required timeframes and can be accommodated within the existing budget.

Attachments/Ngā tapirihanga

Nil

TITLE: **Vehicle Policy**

ID: A1413176

From: Bruce Howse, Group Manager - Corporate Excellence

Authorised by Bruce Howse, Group Manager - Corporate Excellence, on 08 March 2021
Group Manager:

Executive summary/Whakarāpopototanga

Council has an outdated and flawed vehicle policy that was approved by council in 2012. The vehicle policy should be a management policy and should remain the responsibility of the Chief Executive Officer as this is an operational matter. It is recommended that council delegate authority to the Chief Executive Officer to rescind the vehicle policy and confirm that the Chief Executive Officer has authority to draft, approve and implement a revised vehicle policy.

Recommendation(s)

1. That the report 'Vehicle Policy' by Bruce Howse, Group Manager - Corporate Excellence and dated 17 February 2021, be received.
2. That council delegates authority to the Chief Executive Officer to rescind the vehicle policy that was adopted in June 2012.
3. That council confirms that the Chief Executive Officer has authority to draft, approve and implement a revised vehicle policy.

Options

No.	Option	Advantages	Disadvantages
1	Delegate authority to the Chief Executive Officer to rescind the vehicle policy and confirm that the Chief Executive Officer has authority to draft, approve and implement a revised vehicle policy.	The Chief Executive Officer can draft, approve and implement a modern vehicle policy and address the flaws identified in the current policy.	There may be a perception of lack of governance oversight, however the vehicle policy is an operational matter that best resides with management as opposed to governance.
2	Require the Chief Executive Officer to revise the vehicle policy and bring this back to council for governance approval.	Governance oversight of the vehicle policy is maintained, and a modern vehicle policy is drafted addressing the flaws identified in the current policy.	This is essentially making a management responsibility a governance responsibility and is inefficient and reduces the ability of the Chief Executive Officer to make management decisions within the constraint of a

			governance approved policy.
3	Maintain the current policy.	Nil.	Maintain the current policy.

The staff's recommended option is Option 1.

Considerations

1. Environmental Impact

The current vehicle policy could be improved with regard to environmental considerations and any revised policy will need to ensure improved environmental considerations of council's vehicles.

2. Community views

Being an administrative policy matter the community views, and any associated impact on the community, are likely to be immaterial

3. Māori impact statement

There are no known Māori impacts.

4. Financial implications

There are no financial implications as any revised vehicle policy will need to reflect current and future budgets.

5. Implementation issues

Nil.

6. Significance and engagement

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

7. Policy, risk management and legislative compliance

Revising the vehicle policy will ensure the policy is up to date and fit for purpose. This will also ensure that any risks associated with the current policy can be addressed during policy revision.

Background/Tuhinga

In June 2012 council adopted a revised vehicle policy (**attached**).

It is recommended that council delegates authority to the Chief Executive Office to rescind the current vehicle policy.

The reasons for this include:

- The policy is outdated and needs revising in several areas.
- The policy is a conglomerate of policies and procedures which detracts from its purpose.
- The policy contains remuneration and employment related matters, for example the private use of vehicles provided under an employment agreement. Remuneration related matters, including staff salary negotiations, should remain the responsibility of the Chief Executive Officer to

manage in the exercise of his statutory responsibility to ensure the effective and efficient management of the activities of the council and in accordance with the approved salary budget.

The vehicle policy should be a management policy and should remain the responsibility of the Chief Executive Officer. It is recommended that council confirms that the Chief Executive Officer has the authority to draft, approve and implement a revised vehicle policy.

Attachments/Ngā tapirihanga

Attachment 1: Council Vehicle Policy [↓](#)

1 Council Vehicles Policy

Author: Operations Director

General

1. This is the Council's policy on the allocation, use and specification of Council vehicles. Safe use and driving of Council vehicles is covered in a separate policy within the Health and Safety manual. This policy should be read in conjunction with the other policy.
2. Council vehicles include vehicles allocated to employees under their Employment Agreement and those provided by Council to employees for operational purposes from the fleet of vehicles owned, leased or hired by the Council.
3. All Council vehicles (Category A, B and C) are "pool" vehicles and will be made available to other employees for Council business during normal working hours.
4. Where a pool vehicle is provided / allocated to an employee as part of operational arrangements then the provisions of this policy will apply as far as is sensible given any operational requirements relevant to that vehicle, its use in emergencies, call outs and day to day Council activities.
5. The Operations Director is responsible for the allocation of a Council vehicle to an employee or project/position on the basis of actual business or operational requirements to ensure effective fleet management and vehicle utilisation.. Such allocations under this policy will be made in writing and may be discussed with the respective Senior Programme Managers. Any limitations on their use, garaging etc will also be recorded in writing.
6. Entitlement to a vehicle as part of an employee's remuneration and employment package is an Employment Agreement matter. Entitlement is at the Chief Executive Officer's discretion. The Chief Executive and the Operations Director reserve the final right to veto or direct the choice of and specification level for any vehicle provided to employee under their Employment Agreement.
7. Entitlement to a Category A vehicle under an Employment Agreement does not guarantee the allocation of a car park. Priority for parking will be given to Category B and C vehicles. Car parking arrangements will be recorded in writing.
8. Council owned, leased or hired vehicles will enable or demonstrate:
 - sustainable transport by Council employees (allowing Council to do its work in a safe and cost effective manner, while minimising harmful vehicle emissions);
 - the effective management of Council assets; and
 - leadership and accountability to the ratepayer.
9. This policy also applies to the Chairman of the Council (so far as is sensible in the circumstances).

Vers 1 December 1995
Vers 2 February 2005
Vers 3 February 2006

1-1

Policy and Procedures Manual

10. This policy will be reviewed at least annually to ensure it remains fit for purpose and reflects new vehicle features and technologies that promote safety, fuel efficiency, value for money, and environmental improvements.

Types / Specifications of vehicles

11. The criteria that will be used when choosing which vehicles to purchase, lease or hire are functionality, safety, environmental impact and cost. These broad criteria will be supported by more detailed targets or guidelines which are reviewed at least annually. A brief description of each is included below.

Functionality: the vehicle should be fit for purpose. It should be able to undertake the tasks for which it is to be used, having adequate carrying or towing capacity, and able to traverse the roads and terrain expected to be travelled.

Safety: the vehicle should be able to safely undertake the tasks for which it is to be used, and provide a safe working environment. Safer vehicles will be preferred with a high ANCAP Safety Rating where appropriate. Safety will be assessed in relation to NZTA Rules, info/factsheets and latest internationally approved safety standards.

Environmental Impact: Fuel efficient vehicles with lower emissions (in particular CO₂) that meet Council's sustainable framework standards are required as set out below.

Vehicles with an engine size less than 2 litres: not more than 150g/km

Vehicles with an engine size of 2 litres: not more than 200g/km

Vehicles with an engine size 2 litres or more: not more than 274g/km

Cost: the vehicle should be cost effective. Cost includes: purchase, all likely running costs and likely residual value on sale, or lease, or hire costs. Lowest cost vehicles that meet the other criteria will be preferred.

12. Where a Council vehicle must meet a set of specifications for operational reasons, the employee must discuss with and gain the prior approval of the Operations Director for any 'vehicle choice'. The Operations Director may involve the respective Senior Programme Managers in making this decision.
13. The type of vehicle provided as part of an Employment Agreement (or for the Chairman), where operational requirements are not an issue, shall initially be as follows:
 - The Chairman may have a vehicle with an engine capacity of more than 2 L and may have any specification achievable within an allocated budget of \$50,000.
 - The Chief Executive Officer and Operations Director/Deputy CEO may have a vehicle with up to a 2L engine capacity and may have any specification achievable within an allocated budget of \$40,000.
 - The remaining General Managers may be provided with a vehicle below 2L engine capacity. Actual specifications require the approval of the Operations Director. Entitlement requires CEO approval and is as per the relevant Employment Agreement and within an allocated budget of a maximum of \$35,000.

Vers 1 December 1995
Vers 2 February 2005
Vers 3 February 2006

1-2

Policy and Procedures Manual

- Senior Programme Managers and any other person may have a vehicle below 2L engine. Actual specifications require the approval of the Operations Director and within an allocated budget of a maximum of \$35,000. Exceptions to this may be given by the Operations Director based on specific operational needs for a bigger engine capacity.
 - Employees may choose a vehicle of a smaller engine size so long as it can also meet Pool vehicles emission standards and/or specific operational requirements.
14. All vehicles must be maintained and remain in a clean, safe and serviceable condition. Employees provided with a Category A or B vehicle are responsible for this and the ongoing maintenance etc of their vehicle. For Category C vehicles, the Operations Director will assign responsibility for maintenance etc to an employee.

Vehicle Replacement

15. Vehicles will be replaced either at 48 months from the date of purchase or 100,000 kilometres, whichever is the earliest. Specialist vehicles may be kept for up to 60 months or 200,000 kilometres.
16. The Chairman vehicle will be purchased at the commencement of each three year electoral cycle. The Chief Executive Officer will determine if the vehicle is sold at the end of the cycle or retained and placed in the Pool or allocated to another member of staff.

Private use

17. Private use of vehicles supplied under an Employment Agreement is as follows or as the specific Employment Agreement permits.
18. Full private use – vehicle supplied by Council under their Employment Agreement for which a specified sum is paid annually for private use. These vehicles can be used, subject to the following conditions, by the employee for all private purposes:
- Compliance with the General Conditions of Use contained in this policy.
 - Licensed family members are not authorised to drive Council vehicles when the assigned driver is not present, other than for returning a vehicle from the local airport to safe garaging in order to mitigate the risk of vandalism or theft. Similarly, the vehicle may be used by a licensed family member to collect an employee from the airport after business hours.
19. Limited private use e.g. Category B Vehicles or for Category C pool vehicles allocated to Whangarei based staff who are on call - a Council vehicle may be taken home for the applicable period and any private benefit including travel to and from work, is incidental. This may include stops on the way to and from work and use of the vehicle during the weekend e.g. gym, sports, shops etc but only if this allows the employee to respond at short notice. Any personal use for the purposes of transporting family or friends during evenings and weekends that means this cannot occur is prohibited.

Vers 1 December 1995
Vers 2 February 2005
Vers 3 February 2006

1-3

Policy and Procedures Manual

20. For all other Category C pool vehicles private use is strictly prohibited, except for approved commuting/garaging purposes, unless special permission is granted by the Chief Executive Officer or Operations Director for a specific reason.
21. The Chief Executive Officer or Operations Director reserves the right to restrict private use if any condition of this Policy is breached.

Garaging

22. Only employees with written permission from the Operations Director, or the respective Senior Programme Manager/Programme Manager or vehicles provided under employee's Employment Agreement may take their vehicles home at night. All other vehicles are to be garaged at the Water Street yard.
23. Vehicles taken home at night are to be made available for use at Water Street yard by the commencement of work each working day, if not booked for and being used for work purposes the following day.
24. If any staff members allocated a Category A and B vehicles go on extended leave (more than 4 weeks) or go on leave overseas then they must make the vehicle available so that it can be reallocated to another staff member or be used as a pool vehicle.

Parking

25. The Council accepts no responsibility for providing employee parking for personal vehicles.
26. Every effort will be made to ensure the number of Council vehicles is the same as the number of Council car parks to protect the Council's assets and to facilitate their use. Priority for car parks will be given to Category B and C pool vehicles.
27. Employees should not park their personal cars in the visitor car parking spaces during work hours. Sensible exceptions for transferring equipment especially from Council vehicles / short visits from other Council offices employees are permitted. If an employee is asked to remove the vehicle by their own manager or an Executive Manager¹ they must comply with this request.
28. Council vehicles that are allocated parking spots MUST be parked in the correct spot. When using a Council vehicle for the day employees may park personal cars in an allocated place. This car must be removed when the Council vehicle is returned. If there is another vehicle in the place where the Council vehicle should be, park the Council vehicle somewhere else. Locate the owner of the other vehicle and have that vehicle removed.

Travelling on Council business

29. Employees travelling beyond Auckland on Council business and/or in a badged vehicle should use the most economic and efficient method of transport (e.g.

¹ See Delegations Manual for current definition

Vers 1 December 1995
Vers 2 February 2005
Vers 3 February 2006

flights, rental vehicles and/or buses) rather than automatically using Council vehicles.

Distance

30. Employees shall take the most direct and efficient route when travelling and this may include organising, planning and scheduling work appropriately. For example travelling directly to site from home may be an appropriate option on certain occasions. This option may justify home garaging the night before. The prior permission from the appropriate Executive Manager or Senior Programme Manager is required on each and every occasion.

In circumstances where the home garaging would result in additional kilometres to be travelled, the employee may take the keys to vehicle home the night before and access the vehicle from the Water Street yard the following morning.

31. Employees shall record distance including commuting distance on vehicle running sheets (if provided in vehicle).

Booking a Vehicle

32. Requests for Category C pool vehicles are to be made in the first instance via the FleetSmart pool booking system or direct with the employee to which the vehicle is allocated. For more information see the Express under Corporate, How Do I.

Qualification to Use Vehicles

33. All drivers of Council vehicles must produce a valid driver's licence for the class of vehicle that is to be driven.

All employees driving Council vehicles must:

- ensure that a copy of their current licence is on their personal file and updated as their licence is updated or renewed, and have it with them when driving.
- know and comply with the NZ Road Code and all traffic laws, rules and regulations any road safety messages.
- advise their manager immediately, if there is any impediment to their being able to drive any Council vehicle safely or legally. This includes any pending cases for driving offences or excess demerit points.

Any restriction to a person's driving licence may seriously affect the ability of that person to carry out the job for which they are employed and may result in disciplinary action as per the Human Resource Manual.

Personal Responsibility

34. Drivers of Council vehicles will be responsible for any consequences of traffic regulation violations. The Council will not be responsible for parking fines and other infringement notices of any kind.
35. Misuse or inappropriate use of any vehicle may be reason for disciplinary action being taken against the driver.

Vers 1 December 1995
Vers 2 February 2005
Vers 3 February 2006

1-5

Policy and Procedures Manual

36. Driving Council vehicles while under the influence (i.e. in excess of the legal limit) of alcoholic drink or drugs except where the drugs are taken as prescribed, is strictly prohibited. Employees are reminded that insurance cover is void under such circumstances. Council employees who receive a roadside licence suspension or have a Council vehicle roadside impounded whilst driving a Council vehicle must:
- Advise the Operations Director or Human Resources Manager immediately;
 - Arrange for the safe return of the Council vehicle at their own cost;
 - Provide a copy of the suspension notice and/or a written report of the incident and a copy of the impoundment notice to the Operations Director and Human Resources Manager (for their file);
 - Be aware, that such a driving offence (if not appealed successfully) indicates that a Council vehicle has been used in a manner that is unsafe and unlawful. As such the officer could face disciplinary action.
 - Any costs incurred by the Council in appealing and recovering its vehicles, plus any costs of renting an alternative means of transport, will be charged to and recovered from, the employee.
37. Vehicles, when left unattended, must be locked and parked in a safe and secure position.
38. Drivers of Council vehicles must report any issues or faults with the vehicle immediately to the Operations Director or his PA.

Fleetcard

39. All fuel, oil, repairs and servicing are to be paid for, where possible, on the vehicle's Fleet Card. Where the card cannot be used, one of the vouchers provided must be completed.
40. All Fleet Card vouchers are to be returned promptly to Payments Officer in Finance and IT Department.
41. Fuel and tyres must be purchased from approved outlets. For fuel these are Caltex outlets, or if no Caltex outlet is readily available at BP outlets. Replacement tyres should be purchased from either Beaurepaires or Firestone. Suppliers for fuel and tyres are reviewed periodically and can change.
42. Any loss of a Fleet Card must be reported immediately to the Operations Director or his PA.

Accidents / Insurance

1. The driver of any Council vehicle involved in any accident, however slight, whether involving another vehicle or property or not, must report the incident as soon as possible to their Manager and provide a comprehensive written report to the Operations Director and Health and Safety Advisor. In addition to complete any insurance claim form, if applicable. Claim forms are available from the Finance and IT Department.
2. Do not at any stage admit liability.

Vers 1 December 1995
Vers 2 February 2005
Vers 3 February 2006

1-6

Policy and Procedures Manual

3. Ensure that the following information is obtained from the driver of any other vehicle involved:
 - Name, address and phone number.
 - Vehicle, make type, colour and Registration No.
 - Insurance Company.
 - Provide to that person similar information regarding yourself.
 - Obtain the names, addresses and phone numbers of any witnesses to the event.
 - Immediately (preferably on the spot) make notes regarding events leading up to incident and draw a diagram.

The Council's Insurance Brokers are:
Ahlers & Associates Ltd
WHANGAREI

4. An accident report form is attached and is to be carried in each vehicle.

1.1 Vehicle Accident Record Form

(See following page)

Vers 1 December 1995
Vers 2 February 2005
Vers 3 February 2006

1-8

Policy and Procedures Manual

Vehicle Accident Record Form

To be filled out at the accident scene if possible

Own Details

Name: _____
Date: _____ Time: _____
Vehicle Make: _____ Type: _____ Colour: _____
Registration No: _____ Driver's Licence No: _____ \\\nLocation: _____

Other Party

Driver's Name: _____ Telephone No: _____
Driver's Address: _____
Owner's Name: _____ Telephone No: _____
Owner's Address: _____
Vehicle Make: _____ Type: _____ Colour: _____
Registration No: _____ Insurance Co: _____ \\\n

Witness Details

Name: _____ Telephone No: _____
Address: _____
Name: _____ Telephone No: _____
Address: _____

Draw a Diagram on Reverse Side

Record your own details, tear off and present to other party

Driver's Name: _____ Telephone No: _____
Driver's Address: _____
Date: _____ Time: _____
Owner's Name (e.g. NRC): _____ Telephone No: _____
Owner's Address: _____
Vehicle Make: _____ Type: _____ Colour: _____
Registration No: _____ Insurance Co: _____ \\\n

Vers 1 December 1995
Vers 2 February 2005
Vers 3 February 2006

1-9

Policy and Procedures Manual

1.2 Schedule of Vehicles and Garaging Arrangements

A schedule of all categories of Council vehicles is maintained by the Operations Director PA.

Category A1

Drivers supplied with a car in terms of their contract for which a specified sum is paid annually for private use, with the exception of the civil defence vehicle, which is available at all times for emergency use.

Category A2

Drivers who are the first call for emergency call out who pay a specified sum for private use. (This classification to be reviewed annually.)

Category B

Drivers on call or vehicles assigned to regional office staff where there is no parking available at the Council offices and vehicles are taken home for garaging. No private use of vehicles (except for travel to and from work).

Category C

All category C vehicles are to be garaged in Water Street, Pit Stop or Opua compounds in accordance with existing policy set by the Council.

Vers 1 December 1995
Vers 2 February 2005
Vers 3 February 2006

TITLE: Debt Recovery Policy

ID: A1416707

From: Bruce Howse, Group Manager - Corporate Excellence

Authorised by Group Manager: Bruce Howse, Group Manager - Corporate Excellence, on 08 March 2021

Executive summary/Whakarāpopototanga

It is proposed that a Debt Recovery policy is adopted to formally outline council's approach to debt recovery.

This policy had been drafted to provide an equitable and transparent set of principles for council staff and customers, when debt is owed to council.

The objective of this policy is to ensure that debts are collected legally, promptly, and consistently.

The proposed policy and debt recovery process have been legally reviewed by Simpson Grierson. All the recommendations received from Simpson Grierson have been incorporated into the Proposed Debt Recovery Policy attached as **Attachment 1**.

Recommendation(s)

1. That the report 'Debt Recovery Policy' by Bruce Howse, Group Manager - Corporate Excellence and dated 24 February 2021, be received.
2. That council adopt the attached Debt Recovery Policy pertaining to Item 6.3 in the 16 March 2021 council agenda.
3. That council delegates the write-off of outstanding accounts receivable as follows:
 - a. Less than \$1,000 – CEO, Group Managers and Managers
 - b. Between \$1,000 and \$5,000 – CEO and Group Managers
 - c. Greater than \$5,000 – CEO (with the write-off to be reported to the next council meeting)

Options

No.	Option	Advantages	Disadvantages
1	Adopt the policy	Clarity on council's approach to debt recovery.	Nil.
2	Do not adopt the policy	Nil.	Lack of clarity on council's approach to debt recovery.
3	Delegate the write-off of outstanding accounts receivable as recommended	Consistent with legal advice that councillors should approve the policy and officers apply it. The policy also states that	Lack of governance oversight. However, this can be addressed through the normal CEO to

		<i>'Debts will only be written off when all reasonable attempts to recover outstanding amounts have been made (by both the council and external recovery agencies)',</i> which means officers will need to attempt to recover debts prior to applying any write-off.	Councillor communications.
4	Do not delegate the write-off of outstanding accounts receivable as recommended	Governance make decisions on any write-off of debt exceeding \$5,000 as per current delegations.	Inconsistent with legal advice.

The staff's recommended options are options 1 and 3.

Considerations

1. Environmental impact

Nil.

2. Community views

Community views on this matter are unknown, however being an administrative matter, this is likely to not have a significant impact on the community. If anything, a debt recovery policy should provide greater clarity to the community as to council's approach to debt recovery.

3. Māori impact statement

Māori impacts are unknown. However, being an administrative matter, this is unlikely to have a significant impact on Māori.

4. Financial implications

The policy has no financial implications.

5. Implementation issues

Nil.

6. Significance and engagement

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

7. Policy, risk management and legislative compliance

There are no policy, legislative or risk matters associated with the adoption of the debt recovery policy or the recommended changes to delegations. If anything, these changes should strengthen to reduce council's risk as the policy provides officers guidance on how to apply debt recovery and the delegation changes are being made based on legal advice.

Background/Tuhinga

The council requires significant levels of income to provide an extensive range of services to the community and it receives this income from various parties including ratepayers, residents, and businesses.

This income is received through different methods such as rates, user charges, consent fees, licence fees, statutory charges, grants, and subsidies. To assist in delivering services effectively and efficiently, council needs to receive this income in a timely manner to meet the costs of providing these services.

It is proposed that council adopts a Debt Recovery Policy to apply when debt is owed to council communicating a clear set of formal principles to council staff and customers ensuring council debt is collected legally, promptly, and consistently.

The proposed Debt Recovery Policy for council approval is presented in **Attachment 1**.

Attachments/Ngā tapirihanga

Attachment 1: Debt Recovery Policy [↓](#)

Debt Recovery Policy

Purpose

The Council requires significant levels of income to provide an extensive range of services to the community and it receives this income from various parties including ratepayers, residents, and businesses.

This income is received through different methods such as rates, user charges, consent fees, licence fees, statutory charges, grants, and subsidies. To assist in delivering services effectively and efficiently, Council needs to receive this income in a timely manner to meet the costs of providing these services.

The Council applies a transparent and equitable approach to managing debts and the recovery of arrears.

It is conscious that while there may occasionally be exceptional circumstances justifying writing off of a debt, the general principle is that unpaid debts create expense that must be met from other sources.

Scope

This policy applies to all forms of revenue streams.

Infringements

Infringements are covered under the Summary Proceedings Act 1957 and are excluded from this policy. Collection of infringement revenue is managed by the District Court.

Unpaid rates

Council may recover rates in arrears in accordance with Part 3 of the Local Government (Rating) Act 2002. The ways in which Council can collect rates in arrears include demand on an owner, demand on a mortgagee, rating sale or lease, or abandoned land sale or lease.

Debt recovery costs

Where legally possible, Council will seek to recover any costs associated with the collection of arrears from the relevant debtor.

Strategic Context

Northland Regional Council's Vision and Mission, as stated in the 2018 – 2028 Long Term Plan is:

Our Vision: Our Northland – together we thrive.

Our Mission: 'Working together to create a healthy environment, strong economy, and resilient communities'.

The promotion and practice of good policy is a crucial element in delivering our vision and mission and achieving the specified community outcomes. This policy aligns to the efficient and effective service delivery, carried out and managed in all the activity areas.

Our values of strong decisive leadership, one high performing team, customer focus, integrity, transparency, and accountability affirm the importance of policy direction and recognises that this is a fundamental corporate function.



STRONG, DECISIVE
LEADERSHIP



TRANSPARENT
& ACCOUNTABLE



ONE HIGH
PERFORMING TEAM



CUSTOMER
FOCUSED



INTEGRITY
HONEST & OPEN

Professionalism

Council staff will at all times respect the privacy of individuals and communicate in a courteous and professional manner. At the same time, staff have the right to terminate conversations with any debtor who becomes abusive or threatening.

Application of interest

Council does not apply any interest on any overdue invoices.

For unpaid charges set under section 136 of the Biosecurity Act 1993, those charges will increase at the rate prescribed in subsection 136(2) of that Act.

Write-off of bad debts

Debts will only be written off when all reasonable attempts to recover outstanding amounts have been made (by both the Council and external recovery agencies)

The writing off of a debt and any associated debt recovery or legal costs will be charged to the activity where the invoice was originally raised.

Writing off of debt is managed at appropriate officer level, in accordance with delegations.

Payment arrangements

Payment arrangements for debts in cases of hardship are at the discretion of Accounts Receivable Officer, Accounting Assistant, Finance Manager or Group Manager Corporate Services.



RANGATIRATANGA



KA NOHO
HAEPAPA



HE RŌPU
WHAKĀRI TEITEI

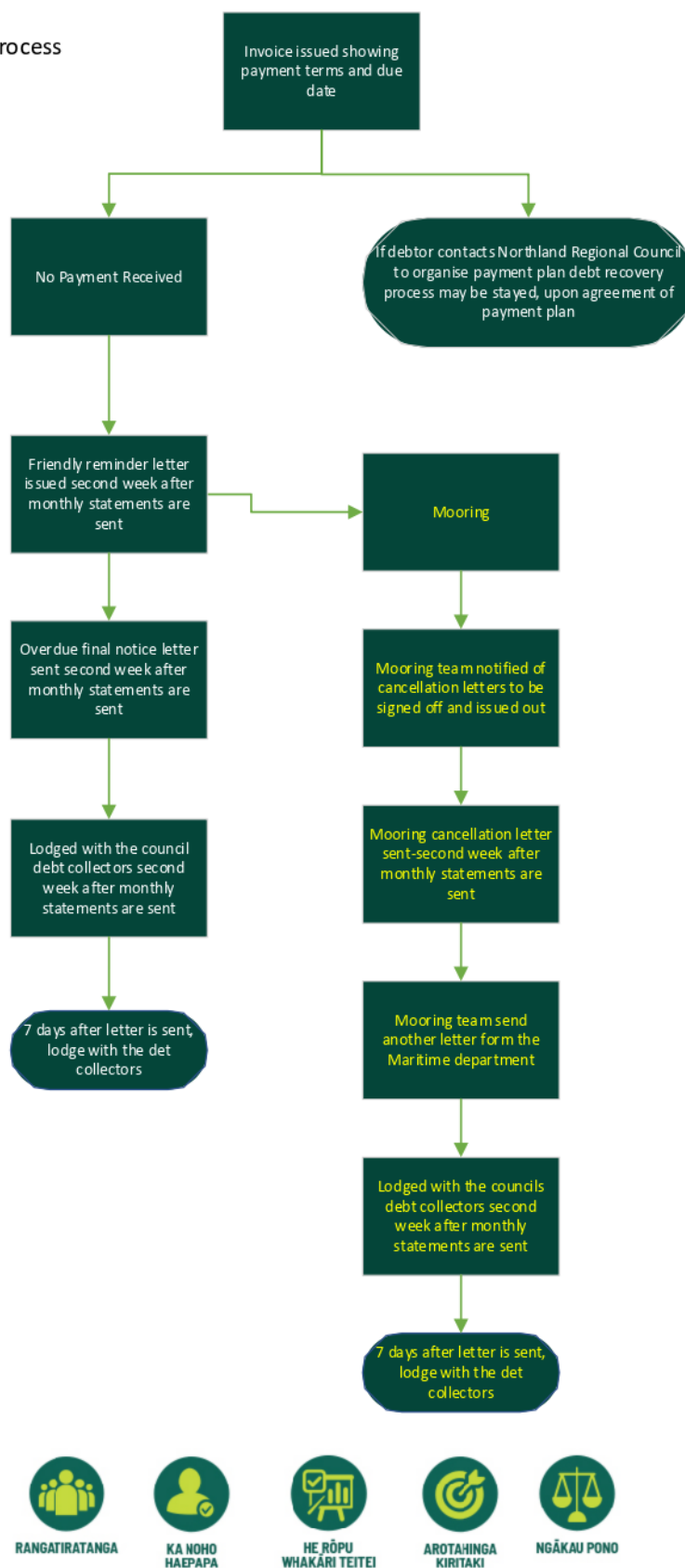


AROTAHINGA
KIRITAKI



NGĀKAU PONO

Recovery process



Document approval

Document information:

	Information
Document ID:	Objective ID A1403505
Document version:	1.0
Document name	Debt Recovery Policy
Approved by:	
Date approved:	
Policy Owner:	GM of the Group policy relates to.
Policy Author:	Position in council of the writer of the policy
Group	Corporate Services
Date policy published:	16 February 2021
Date policy created:	
Review date:	

Document history:

Version	Issue date	Notes
1.0	02/21	First edition



RANGATIRATANGA



KA NOHO
HAEPAPA



HE RŌPU
WHAKĀRI TEITEI



AROTAHINGA
KIRITAKI



NGĀKAU PONO

TITLE: Appointment of Regional Harbourmaster based in Whangārei/Marsden Point

ID: A1415844

From: Jim Lyle, Regional Harbourmaster

Authorised by Group Manager: Tony Phipps, Group Manager - Customer Services - Community Resilience, on 09 March 2021

Executive summary/Whakarāpopototanga

The Northland Regional Council has responsibility pursuant to the Maritime Transport Act for ensuring maritime safety in its region, including the appointment of harbourmasters.

The Deputy Harbourmaster has recently resigned leaving only the Regional Harbourmaster. There is a need to have two harbourmasters to cover the 24 hour, 7 days a week capability to perform harbourmaster duties especially those relating to the commercial port operations at Marsden Point.

As an interim measure and trial arrangement, the Regional Harbourmaster recommends appointing Bruce Goodchild, a suitably qualified and experienced Master Mariner presently employed by Northport as Business and Environmental Sustainability Manager, as a Harbourmaster for the Northland Region. Mr Goodchild will carry out both roles under the proposed arrangement which will be managed through a contract with Northport.

Recommendation(s)

1. That the report 'Appointment of Regional Harbourmaster based in Whangārei/Marsden Point' by Jim Lyle, Regional Harbourmaster and dated 23 February 2021, be received.
2. That council appoint Bruce Goodchild as Harbourmaster pursuant to section 33D of the Maritime Transport Act 1994.

Options

No.	Option	Advantages	Disadvantages
1	Do not appoint a Deputy Harbourmaster.	Reduced salary cost due to having only one Harbourmaster.	No cover when Regional Harbourmaster on leave or otherwise not available.
2	Recruit new Deputy Harbourmaster	Present system and has precedence. An NRC employee.	Hard to recruit, difficult to keep. Length of time to recruit and train.
3	Trial Commercial Deputy Harbourmaster	On site and familiar with safety systems. Can be trialled.	New process. Not a direct NRC employee.

The staff's recommended option is option 3.

Considerations

1. Environmental impact

This appointment of a Harbourmaster will maintain the environmental protection provided by the harbourmaster services.

2. Community views

The community expect the council to fulfil its maritime safety responsibilities.

3. Financial implications

The trial can be achieved under the present budget. Longer term an additional employee will be required. This can be achieved once the cost of a contract harbourmaster has completed its trial. There are no opportunities for savings, if anything a shortfall, that can be managed by adjusting other charges.

This trial was not planned for in the LTP.

4. Implementation issues

This will be trialled for 3 months, and if successful can be extended. If there are problems that cannot be resolved, then there is always the option of reverting to option 2.

The advantage is current levels of service will continue uninterrupted.

5. Significance and engagement

Low significance.

6. Policy, risk management and legislative compliance

This option is provided for under section 33D of the Maritime Transport Act 1994. The proposal enables the continued performance of harbourmaster duties as required to maintain NZ Port and Harbour Marine Safety Code compliant safety management systems.

Background/Tuhinga

Options considered were to recruit direct for an additional Deputy Harbourmaster. This has historically been a problem, both in recruiting a suitably qualified person, meeting their wage expectations, and then keeping them. In the last five years we have had three Deputy Harbourmasters. Training takes significant cost and resources which is lost if they leave in the short term.

We considered other options to both fill the requirements of the commercial port, whilst also filling some resource shortfalls within the maritime team. A new position had been created at Northport focusing on environmental, risk and safety employing an experienced Master Mariner. Northport has offered an arrangement covering the commercial port related aspects of the Deputy Harbourmaster position.

Bruce Goodchild holds this position. Mr Goodchild is a suitably qualified and experienced Master Mariner with good knowledge and experience with the development and operation of the Whangārei port and harbour marine safety management systems. The Harbourmaster has been working closely with Mr Goodchild over the last year on safety systems at the port.

Attachments/Ngā tapirihanga

Nil

TITLE: Health and Safety Report

ID: A1416795

From: Kelcie Mills, Health and Safety Advisor

Authorised by Judith Graham, Corporate Excellence P/A, on 09 March 2021
Group Manager:

Executive summary/Whakarāpopototanga

This report is to inform the council of the activity in health and safety for the month of February 2021. An overview/summary of the activities include:

- Risk and procedure reviews continue to take place and moves into a business as usual activity.
- The number of reported incident and hazard related events both decreased in February.
- The trainings completed were wader and water safety, and mental health 101.
- The wellbeing group coordinated the Dr Tom talk, the Aotearoa bike challenge, and are now looking into healthy heart monitoring for staff.
- The Health and Safety Committee and representative members are assigning themselves to actions for the SafePlus and local government surveys to deliver the improvements.

Recommendation

That the report 'Health and Safety Report' by Kelcie Mills, Health and Safety Advisor and dated 25 February 2021, be received.

Background/Tuhinga

1. Health and safety performance

Table 1: Health and safety performance lead and lag indicators

	Dec-20	Jan-21	Feb-21	FY Total
% Audit of systems reviewed	7%	12%	9%	45%
Audit corrective actions identified	11	0	0	14
Workplace inspections completed	2	1	2	10
Number of vehicle events	0	1	1	13
Number of contractor events	1	0	0	3
Contractors successfully pre-engaged	1	0	3	21
H&S trainings completed	45	25	28	147
New workers H&S inducted	2	4	2	28
Health monitoring vaccine programmes completed				68*
Health monitoring programmes completed				0*
		Current	Completed	
Incident Investigations outstanding		8	67	75

*based on calendar year

2. Risk management

The current top five risks are:

1. Driving motor vehicles
2. Extended work hours/stress
3. Dealing with aggressive people
4. Working with contractors
5. Slips, trips and falls

Note: There has been no movement in the top 5 risks this month.

Risk updates

- A deep dive has not been completed for working with contractors, as this area has a procedure in place and monthly training sessions are held for staff that want/need updates on how to follow it.
- External advice is being sought on traffic management. This includes help to revise the traffic management plan (TMP) to include new scenarios and reflect the legislation updates. Once completed, we will reintroduce it to staff.
- Driver training and situational safety training is set to take place throughout March and April.
- Procedure reviews are currently taking place in several areas including Drones (RPAS), kayaks and chainsaws.
- Use of drones (RPAS) has been identified as a new risk in the health and safety risk register. Although it is a pre-existing and well-regulated activity, it had never been identified in the risk register.

3. Incidents and hazards

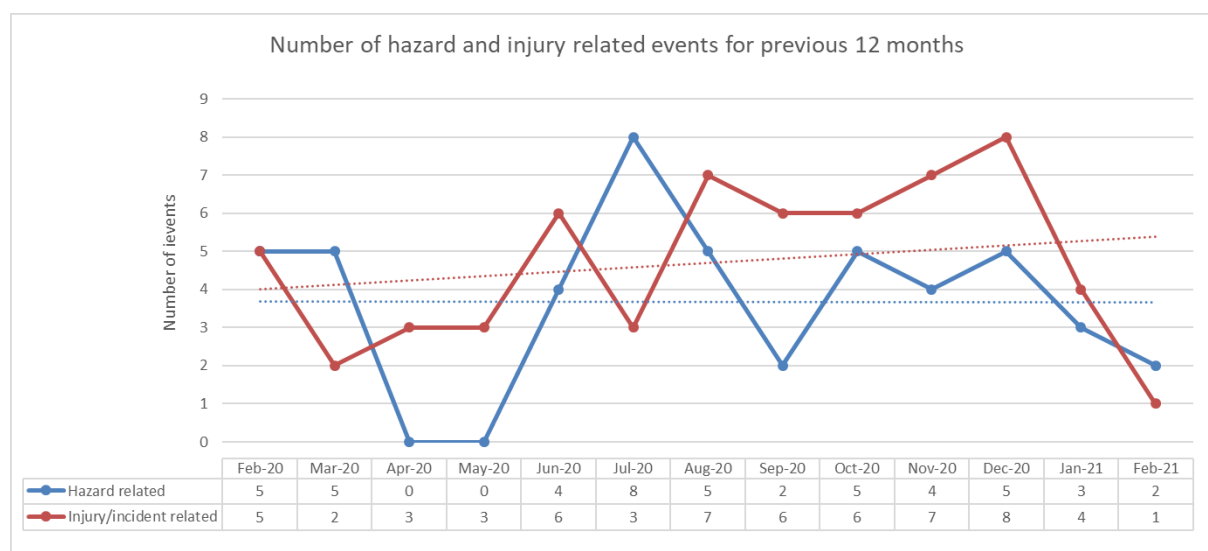


Figure 1: Number of hazard and injury related events for previous 12 months

Figure 1 shows a continuing decrease in both incident and hazards related in February. The encouragement of reporting is reinforced at all health and safety related meetings, and members encourage teams to report at team meetings. Using the mobile survey tool for risk assessments onsite will hopefully encourage further reporting of hazards (described in section 4).

Events reported

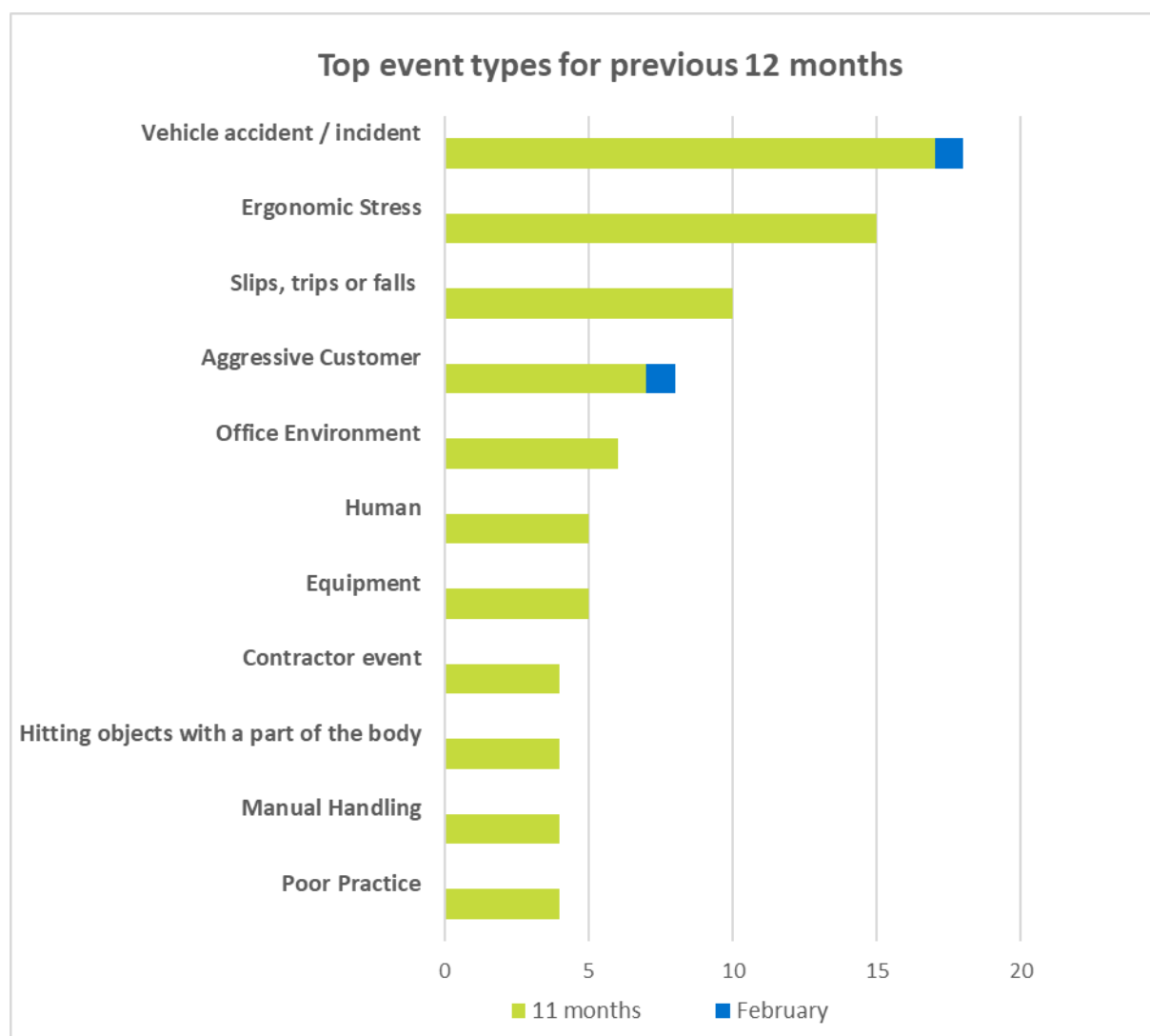


Figure 2: Top 10 issues for previous 12 months

Events of interest

- An E-road unit came off the windshield and flew towards the driver while they were turning. It was stopped by its cord which prevented it hitting the driver. The units prove to be a dangerous distraction risk while driving as this could lead to serious accidents if a driver swerves or brakes heavily in response. The investigation is currently underway. There is a delay while waiting for the new fleet coordinator to help identify alternate methods for securing the units to the dashboard or windshields.
- A proactive near miss was reported as a worker did not enter a dangerous situation to respond to an incident. They were meant to investigate a property where a resident is known to have a firearm and be a potential drug user. The worker didn't attend the incident, called 105, and had a police escort to the site. The visit proved non-threatening but the caution of the worker and not attending was the right decision with the information they had at the time.

4. Health and safety strategy work programme

Leadership

- The Health and Safety Policy review continues to take place.
- Members of the Health and Safety Committee and representatives are assigning themselves to improvements identified in the SafePlus assessment and Equip Local Government survey.
- Areas of focus are risk management, worker involvement in procedure reviews, emergency preparedness, resourcing for health and safety representatives, training and wellbeing promotion.

Communication and engagement

- The councillors received a briefing/induction to health and safety and risk assessments.

Wellbeing

- The wellbeing group coordinated the Dr Tom talk, and the Aotearoa bike challenge.
- The wellbeing group is also looking into a health heart programme and mobile health apps looking at core heart health statistics to encourage self-awareness.

Injury, illness and hazards

- The H&S team are looking into alternative PPE shirts for outdoor work which are more UVA/UVB protective.

Learning and development

- Training requirements for roles is continuing to be identified with managers. There are four managers left to complete the task.
- Trainings that were completed in February are wader and water safety, and mental health 101.

Continuous improvement

- The mobile/online tool for completing risk assessments is complete and now being tested by the health and safety representatives and various field staff. This will reduce the paper needed for risk assessments and be completed onsite.

5. Legislation updates

Nil.

Attachments/Ngā tapirihanga

Nil

TITLE: Chair's Report to Council

ID: A1416685

From: Penny Smart, Chair

Authorised by Penny Smart, Chair, on 09 March 2021
Group Manager:

Purpose of Report

This report is to receive information from the Chair on meetings/events attended, and correspondence sent for the month of February 2021.

Recommendation

That the report 'Chair's Report to Council' by Penny Smart, Chair and dated 26 February 2021, be received.

Meetings/events attended

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

- Meetings attended with the council's CEO, Malcolm Nicolson:
 - Meeting of Northland Mayors, Chair, and CEOs with Minister of Local Government Hon Nanaia Mahuta.
 - Meeting with Hon James Shaw, Minister of Climate Change. Councillors Amy Macdonald and Jack Crow attended.
 - Attended reception on board HMNZS Otago for Waitangi Day.
 - Catch up meeting with Dr Emily Henderson, MP for Whangārei.
 - Regional Sector Group meeting.
- Regular Mayors and Chair catch up meetings.
- Regional Sector Group representative on the New Zealand Agriculture Greenhouse Gas Research Centre – Agriculture Stakeholder Group.
- L W Nelson Trust board meeting.

Correspondence

During February 2021 I sent out the following correspondence:

Date	Addressed To	Subject
03.02.21	Hon Nanaia Mahuta Minister of Local Government	Māori constituencies and water poverty
03.02.21	Hon James Shaw Minister of Climate Change	Climate change
15.02.21	Zane Williams	Tū i te ora Scholarship 2020
16.02.21	Hon Nanaia Mahuta Minister of Local Government	Meeting with Northland Regional Council

24.02.21	Pita Tipene Te Rūnanga o Ngāti Hine	Confirmation of appointment as Co-Chair of Te Taitokerau Māori and Council Working Party
24.02.21	Georgina Connelly Te Uri O Hau	Confirmation of appointment as proxy Co-Chair of Te Taitokerau Māori and Council Working Party
24.02.21	Lynette Wharerau Te Whakaminenga O Te Hikutu Hapu-Whanau	Confirmation of appointment as representative for Te Whakaminenga O Te Hikutu Hapu-Whanau onto Te Taitokerau Māori and Council Working Party
24.02.21	Hoki Tua Te Rūnanga O Whāingaroa	Confirmation of appointment as representative for Te Rūnanga O Whāingaroa onto Te Taitokerau Māori and Council Working Party
24.02.21	Anameara Kake Te Waiāriki, Ngāti Takapari, Ngāti Korora	Confirmation of appointment as representative for Te Waiāriki, Ngāti Takapari, Ngāti Korora onto Te Taitokerau Māori and Council Working Party

Attachments/Ngā tapirihanga

Nil

TITLE: Chief Executive's Report to Council

ID: A1416522

From: Malcolm Nicolson, Chief Executive Officer

**Authorised by
Group Manager:** Malcolm Nicolson, Chief Executive Officer, on 09 March 2021

Recommendation

That the report 'Chief Executive's Report to Council' by Malcolm Nicolson, Chief Executive Officer and dated 28 February 2021, be received.

8.3.1 HIGHLIGHTS

Reported Koi Carp Sighting at Lake Taharoa

On 2 February 2021, a report of a suspected koi carp sighting at Lake Taharoa was lodged with the Department of Conservation. A koi carp incursion into these lakes of national and international importance would result in severe ecological damage, ruin recreational activities affecting revenue from tourism and negatively impact on Māori cultural values. If koi were to become established eradication in these lakes would be extremely difficult.

Council biosecurity staff were notified on 3 February and proceeded to initiate a response in collaboration with key stakeholders. After consultation, Northland Regional Council was selected to lead the response with close support from other stakeholders.

Key stakeholders in the response are:

- Department of Conservation (powers under the Conservation Act and Freshwater Fisheries Act)
- Northland Regional Council (powers under the Northland Regional Pest Management Plan and the Biosecurity Act)
- Kaipara District Council (administrator of Taharoa Domain)
- Te Roroa (affected iwi)
- Te Kuihi (affected hapū).

After a media release on 15 February (<https://www.nrc.govt.nz/news/2021/february/public-help-wanted-to-find-suspected-lake-taharoa-koi/> and <https://www.rnz.co.nz/news/national/436529/search-on-for-koi-carp-in-new-zealand-s-largest-dune-lake-after-10-year-old-s-sighting>) an intensive surveillance operation utilising netting and aerial drone surveying of Lake Taharoa began on 17 February.

The response involves up to 15 staff onsite daily from Fish and Game, the Department of Conservation, Te Roroa and council. To date no further reports of koi have been received, and no koi have been detected. Recent eDNA sampling has returned a negative result which, whilst encouraging, cannot be considered conclusive. The response will be reviewed at the end of February.



Koi surveillance netting underway at Lake Taharoa (23 February 2021)

8.3.2 CEO'S OFFICE

Current Legal Proceedings

Department	Description	Status
Consent decision appeal	APP.041365.01.01. Replacement consents for, and new consents for, an expansion of Doug's Ōpua Boat Yard in Walls Bay, Ōpua. Consents granted by council in 2020.	No further update.
Consent decision appeal	APP.039650.01.01. Early replacement of consents, and new consents, for an upgrade of facilities at Doug's Ōpua Boat Yard in Walls Bay, Ōpua. Consents declined by council in 2018.	No further update.
Consent decision appeal	Replacement discharge consents for East Coast Bays Wastewater Treatment Plant (Taipā)	Joint memo and draft consent order resolving appeals has been provided to the Court for its consideration. Awaiting Court decision on draft consent order.
Economics - REL	Instructed council lawyers to continue pursuing the bankruptcy proceedings against both defendants and worked on necessary documentation.	Continue to work with lawyers.
Regional plan appeals	Various appeals to Environment Court on the council decisions on the Proposed Regional Plan. Two appeals to the High Court, both challenging Environment Court decision on the application of the National Environmental Standards for Freshwater in the coastal marine area.	Environment Court – appeals at various stages. The appeals are packaged into a range of topics. High Court – appeals have only just been lodged (early March).

Department	Description	Status
Māori Land Court appeal – Poroti Springs	A claim by Whatitiri Māori Reserves Trustees and the New Zealand Māori Council regarding customary title of the water of the Poroti Springs and damages against the Northland Regional Council in respect to its management of the water.	Council has lodged notice of intention to participate and an initial statement of defence. Awaiting Court direction.

8.3.3 CORPORATE EXCELLENCE

Cyber Security

In February, a targeted email phishing attack was directed at several Northern Transport Alliance (NTA) email addresses with some accounts being affected. For our council, the attack was mostly defended through the recent deployment of Multi Factor Authentication (MFA). Although our journey through implementation was not without its challenges, it is good to see its effectiveness and payback in these early stages.

The attack in question was designed to take the user to a legitimate looking website where they were prompted to enter their O365 credentials. The credentials are then subsequently used to launch another attack to the newly compromised user's contacts with a fresh email - something which wouldn't have been possible with Multi Factor Authentication (MFA) in place.

On Tuesday 2 March, NRC was the target of a zero-day exploit (HAFNIUM) on our internal email exchange server, with the vulnerability exploited before Microsoft had released a patch on Wednesday 3 March. Our security software detected the attack and alerted the security operations centre. They were able to contain and isolate the server in 12 minutes.

Disruption was limited to the delivery of internal notifications from some systems. The recovery of the service along with full forensic analysis of the attack is ongoing.

RSHL Growth – Bay of Plenty Regional Council

BoPRC have been actively involved in the work on IRIS NextGen. At their request, RSHL management were meeting to give them an update on Regional Software Holdings Ltd and IRIS NextGen.

BoPRC made it clear that they are very interested in what we are doing and totally committed to the collaborative and industry best practice approaches that we have been developing.

BoPRC have written to RSHL confirming their intention to join Regional Software Holdings Ltd as a shareholder and to implement IRIS NextGen. This is a very encouraging endorsement of our strategy and reflects well on the IRIS NextGen RFP Project activities.

Fraud Declaration

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

Council Property Update

- Sale of an industrial area property has gone unconditional.
- Kaipara Service Centre below ground works are completed and the erection of the superstructure is underway. Project running one day ahead and on budget.
- Demolition of a CBD property is occurring in March.

8.3.4 REGULATORY SERVICES

Consents in Process

During February 2021, a total of 39 Decisions were issued. These decisions comprised:

• Moorings	2
• Coastal Permits	0
• Coastal Discharge Permits	0
• Air Discharge Permits	6
• Land Discharge Permits	1
• Water Discharge Permits	1
• Land Use Consents	20
• Water Permits	4
• Bore Consents	5

The processing timeframes for the February 2021 consents ranged from:

- 86 to 6 calendar days, with the median time being 59 days;
- 27 to 3 working days, with the median time being 20 days.

Thirty-seven applications were received in February 2021.

Of the 113 applications in progress at the end of February 2021:

- Fifty-one were received more than 12 months ago (most awaiting further information from the applicant);
- Eight were received between six and 12 months ago (most awaiting further information from the applicant);
- Fifty-four less than six months.

Appointment of Hearing Commissioners

No commissioners were appointed in February 2021.

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

The current level of notified application processing activities at the end of February 2021 is (by number):

• Applications Publicly/Limited Notified During Previous Month	0
• Progress on Applications Previously Notified	5
• Hearings and Decisions	2
• Appeals/Objections	3

COMPLIANCE MONITORING

The results of compliance monitoring for the period 1 - 28 February 2021 (and year-to-date figures) are summarised in the following table and discussed below.

Classification	Total	Full compliance	Low risk non-compliance	Moderate non-compliance	Significant non-compliance	Not exercised during period
Air Discharge	31	28	3	0	0	0

Classification	Total	Full compliance	Low risk non-compliance	Moderate non-compliance	Significant non-compliance	Not exercised during period
Bore Consent	1	1	0	0	0	0
Coastal Discharge	29	26	0	2	1	0
Coastal Permit	63	47	9	3	0	4
Land Discharge	75	62	10	3	0	0
Land Use Consent	31	27	3	0	0	1
Water Discharge	57	43	3	6	5	0
Water Permit	21	19	2	0	0	0
Water Take	91	47	27	16	0	1
Total	399	300	57	30	6	6
Percentage		75.2%	14.3%	7.5%	1.5%	1.5%
Year to date	3,807	2,707	466	324	114	196
Percentage		71.1%	12.2%	8.5%	3.0%	5.1%

Coastal

The majority of consents monitored during the reporting period related to coastal discharges (treated municipal sewage and other industrial discharges), marinas (water quality sampling) and coastal structures.

Water, Waste, Air and Land Use (WWALU) Compliance Monitoring

- Water Use*

The rain received mid-February in the region took some pressure off the majority of water supplies in Northland. Chloride and water levels in coastal communities continue to be monitored closely, with results showing little decline in levels and quality when compared with last year. Queries continue to be received by staff from the public regarding water use after they have seen irrigation occurring and want to check the legality of the activity.

- Wastewater*

Staff made the most of the dry weather periods during this summer to assess the effectiveness of onsite wastewater treatment systems as they were likely to be experiencing peak loading.

- Earthworks and Forestry*

Ongoing dust complaints were received from neighbours who reside next to large development sites and dusty roads. The rain that fell during the month was too infrequent to alleviate dust generation for long.

The newly renamed Northland Forestry Environmental Working Group met. No major issues were highlighted and a field trip to a forest is being planned for the next group meeting. The Earthworks and Harvesting Guidelines have been updated and passed to the group for final peer review.

- Contaminated Land Management*

Seven incidents involving the discharge of hazardous substances and ten enquiries regarding contaminated land were received and responded to. One site was added to the Selected Land Use Register (SLR) and 222kg of hazardous waste was disposed of.

The monthly amnesty collection day in February yielded significantly less waste than previous events.

Environmental Incidents

There were no environmental incidents reported in February which resulted in a significant environmental impact.

ENFORCEMENT

Abatement Notices, Infringement Notices and Formal Warnings

The following enforcement actions were taken during the period:

Nature of Offence	Infringement Notice		Abatement Notice		TOTAL *	
	No. Offences	No. Notices	No. Offences	No. Notices	No. Offences	No. Notices
Earthworks/land use	0	0	1	1	1	1
Illegal activity in CMA	2	2	2	2	3	4
Illegal use of lakebed or riverbed	0	0	2	2	2	2
Other water discharge	0	0	1	2	1	2
Stormwater discharge	1	1	0	0	1	1
TOTAL	3	3	6	7	8	10

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

Other Enforcement

- Sand dune removal – Tokerau Beach*

Sentencing proceeded on 2 February 2020, with the defendant being required to undertake community work (300 hours) preferably on the local Marae. An enforcement order was also granted for \$5,968.58 for the costs of remedial work and weed control.

- Timber treatment plant*

Charges were filed in the Whangārei District Court on 12 March 2020 against a company and an individual for discharges from a timber treatment processing plant. An agreement was reached between parties to withdraw the prosecution charges and apply for an enforcement order to address the discharge issues at the site. The Court granted and issued a slightly amended enforcement order on the 9 February 2021.

- Earthworks without erosion and sediment controls – Tōtara North*

Charges were laid in the Kaitiāia District Court on 20 July 2020 against an individual for earthworks undertaken without controls, and work within a watercourse and the riparian management zone. There are six charges against the individual. A sentencing indication hearing was undertaken on 8 December 2020. The defendant advised the Court on 2 February 2021 that he did not accept the sentence indication. The council has been directed to file statements of evidence by 12 March 2021 and the case has been adjourned to the nominal date of 27 April 2021.

- Open burning on industrial/trade property – Whangārei*

Charges were laid in the Whangārei District Court on 27 November 2020 against an individual for open burning on industrial/trade premises, the burnt items also included prohibited items. There are two charges against the individual. The first court date was 20 January 2021 - the case has been adjourned until 31 March 2021 to allow time for disclosure to be provided and considered.

COASTAL & WATER QUALITY

All routine water quality and ecological monitoring programmes were undertaken, including:

- Weekly recreational bathing sampling at more than 60 sites.
- Monthly sampling runs (coastal and freshwater water quality, periphyton and cyanobacteria).

- Quarterly lakes monitoring.

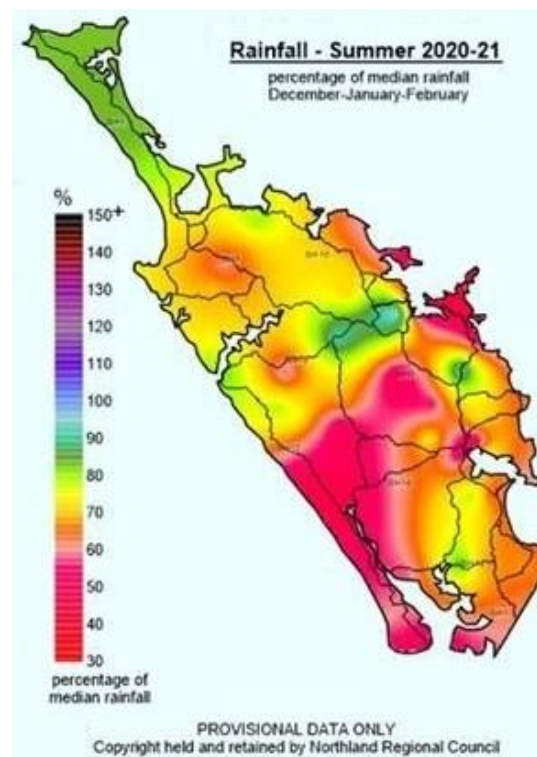
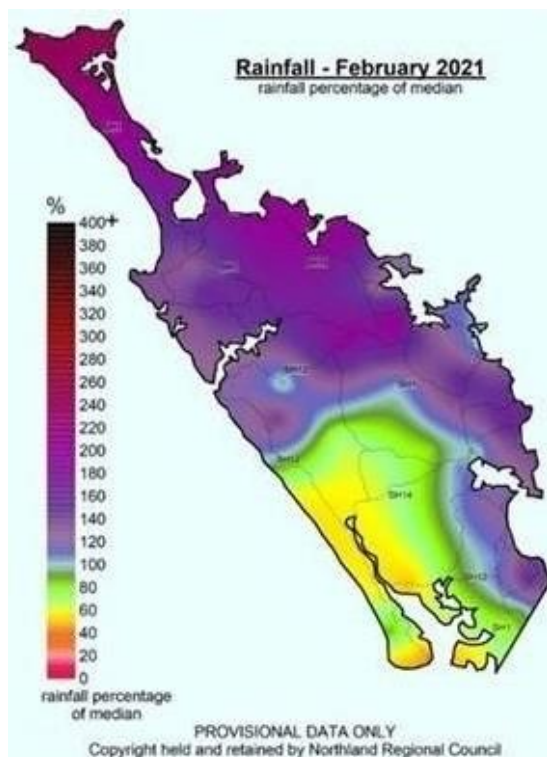
NATURAL RESOURCES DATA

- Electronic data collection forms are operational for recreational swimming, periphyton, sedimentation, groundwater, river and coastal water quality programmes. Electronic meter calibration forms have replaced the paper forms. Hydrology forms will now be developed.
- Development of the new environmental data portal for the NRC website is well underway. The testing phase started late February 2021 and the data will be brought online over two phases
 - Phase 1: rainfall, water level, water quality, drought and coastal, wind and wave data.
 - Phase 2: biological data for periphyton, fish, macroinvertebrates and cyanobacteria.
- The data team is delivering large numbers of data requests to external consultants and providing ongoing assistance to the Science Team during the network review.

HYDROLOGY

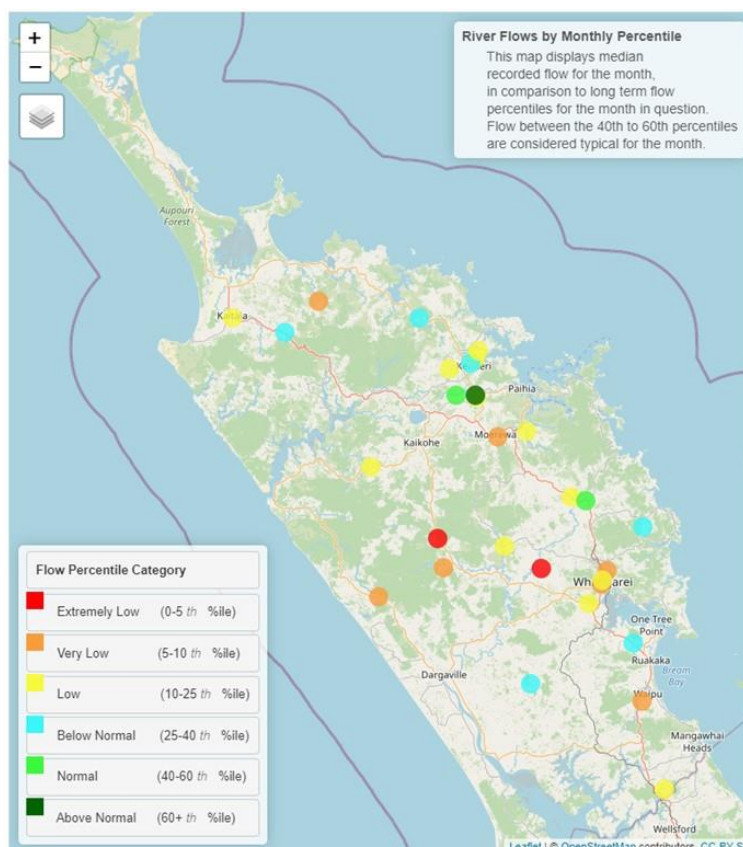
Rainfall

- Rainfall on 14 and 15 February provided the bulk of the rainfall for February 2021, with averages of 97mm in the Far North, 79mm in the Whangārei District and 41mm in the Kaipara District during this event. Broadly speaking, for February 2021, the top half of the region received above typical February rainfall, while Dargaville, Ruawai, Paparoa, Maungaturoto were drier than typical for the month.
- The 2020-21 summer rainfall map shows a dry summer for most of Northland. All NRC rainfall stations recorded below 100% of normal rainfall totals, the areas to the north of the Bay of Islands had 70-90% and to the south mostly around 50-70% of the expected summer rain, with most of the rain occurring in February.



- In December 2020, NIWA predicted a wet summer ahead due to a La Nina event. NIWA recently classed this event as a non-traditional La Nina and revised the outlook to more extended dry spells over the Autumn months – more detailed information can be found in the February 2021 Hydrology Climate report available on the NRC website:

<https://www.nrc.govt.nz/environment/river-and-rainfall-data/hydrology-climate-report/>



River Flows

- Most river catchments received some rain over the 14-15 February 2021 rain event and rivers responded with a moderate peak in flows but receded quickly.
- Flows over February 2021 varied across the region from extremely low in the Mangakāhia and Mangere Rivers to above normal in the Waitangi catchment.

Groundwater

- Groundwater levels are below typical levels for this time of year at all stations except Aupōuri which is above normal. Porotī and Mangawhai are particularly low (0-5th percentile for February).

Area	Status (Feb 21)	Percentile
Aupōuri	Above Normal	> 60th
Taipā	Low	10 - 25th
Russell	Below Normal	25 - 40th
Kaikohe	Below Normal	25 - 40th
Whangārei	Low	10 - 25th
Porotī	Extremely Low	0 - 5th
Mangawhai	Extremely Low	0 - 5th
Marsden - Ruakākā	Below Normal	25 - 40th

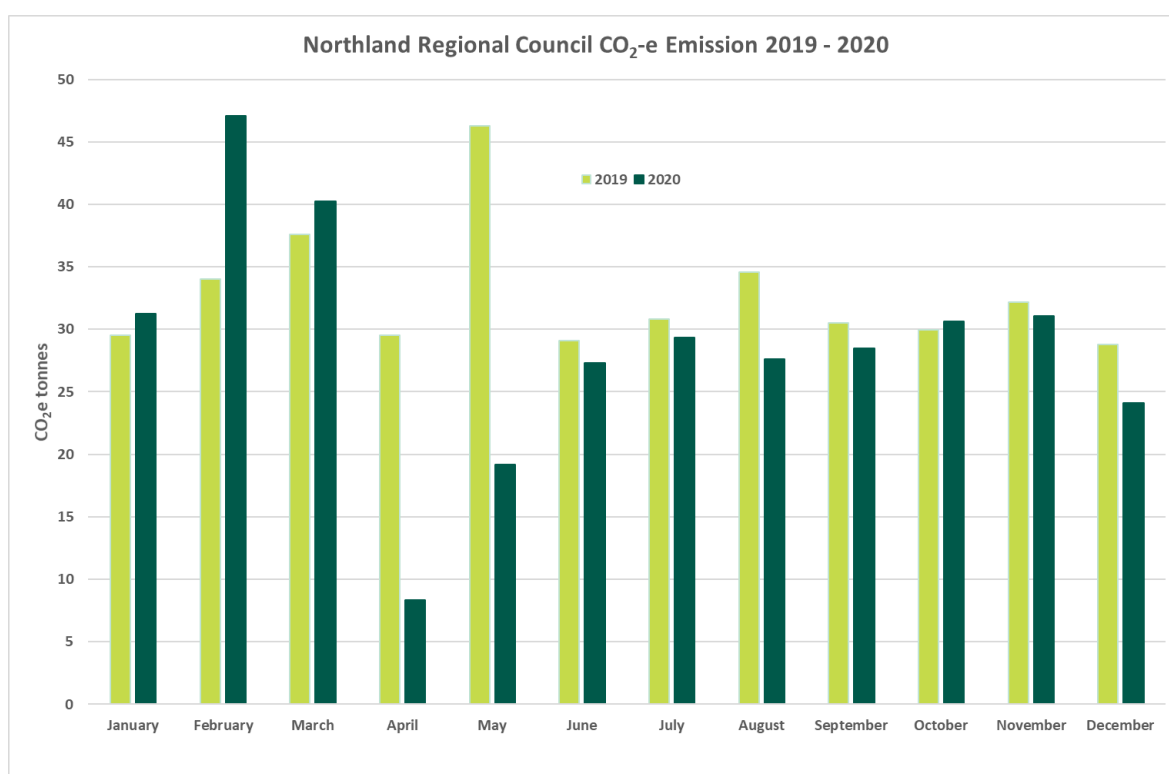
Hydrology Projects

- Low flow gaugings were carried out at 26 locations in the Otaika catchment as part of the continuing summer low flow gauging project.
- Data processing from eight rainfall stations was checked and archived.
- Wairua at Purua flow data was quality-assured and provided to Tonkin & Taylor. This was part of a wider data request for data to produce a flow model for water allocation in the Wairua in light of climate change.

NATURAL RESOURCES SCIENCE

Air quality and carbon emission

- Ambient PM₁₀ monitoring results for January 2021 for the Robert Street, Mairtown (Whangārei) and Marsden Point stations showed compliance with the National Environmental Standards for Air Quality.
- Ambient PM_{2.5} monitoring results for the Robert Street station for January 2021 were within the Ambient Air Quality Guideline value.
- Council's CO₂-e (carbon dioxide equivalent) monthly emissions in 2019 and 2020 are presented in the graph below. Since April 2020, council's monthly CO₂-e emissions have been lower than the corresponding 2019 emissions, with the exception of October, indicating the effect of COVID-19 restrictions. The graph is based on currently available data and therefore figures for the last few months are subject to change.



- A comparison of CO₂-e emission between different energy types for 2019 and 2020 is given in the table below. There is an overall decrease in council's CO₂-e emissions in 2020 compared with same period in 2019. The significant decrease in air travel is a major contributor for the decrease in CO₂-e emissions in 2020.

Energy type	CO ₂ -e production (tonnes)		Increase tonnes (%)	Decrease tonnes (%)
	2019	2020		
Fuel	256.2	270.2	14.0 (5.5)	
Air travel	90.7	31.9		58.8 (64.7)
Electricity	40.7	35.3		5.4 (13.1)
Waste	5.1	6.4	1.3 (24.7)	
Total	392.7	343.8		48.9 (12.2)

Coastal

- An ecological survey of Waipū Estuary was carried out with kaitiaki from Patuharakeke Trust Board. Waipū Estuary has been identified as a Significant Ecological Area (SEA) in the Proposed Regional Plan for Northland (PRP) and is a māhinga mātaihai site of cultural importance to Patuharakeke. The survey involved an assessment of bird life, shellfish abundance, marine invertebrates and seagrass. Council staff will now analyse the data and produce a baseline assessment of the estuary. Kaitiaki will develop a cultural health assessment of the estuary. The baseline assessment will help council to assess the effectiveness of the PRP at protecting and maintaining the ecological values of this SEA in future.
- Council has undertaken litter surveys at 16 popular recreational bathing beaches throughout Northland. The average litter density per 1,000m² was 31 items and the percentage of litter items that were plastic was 66%. The same 16 beaches will be re-surveyed next summer to assess trends in the quantity and type of litter found over time. All the results including a breakdown of the items found can be viewed at: <https://litterintelligence.org/>.

8.3.5 ENVIRONMENTAL SERVICES

LAND MANAGEMENT

Sustainable Hill Country and Regional Priorities

Milestones	Status
Farm Environment Plans (FEPs)	
	Because we no longer prepare FEPs, an alternative reporting format has been approved by MPI to cover the rest of 2020-21. This deliverable will need to be renegotiated for 2021-22
Stakeholder engagement	
	Press releases are in development.
Land treatments	
Contractor capacity development	Twenty-seven contracting companies or individuals thinking about setting up a contracting business have been invited to 3 planting workshops at the end of March. Seventeen attendants have accepted the invite to date. Additional workshops will be held with nurseries and forest managers prior to the planting season.

Poplar and Willow Nursery

Objective	Status
Maintenance	The nursery now has an office/lunchroom for staff and contractors. This is a considerable improvement on the shed used previously. Vehicle access to the entire site has been a problem in winter due to wet conditions. New culverts and gravelling of access races have largely fixed this issue.
Expansion	With irrigation coming online earlier in the season, coupled with some good rainfall, the trees in the newly planted blocks are off to a great start.
Harvest	Contractors are beginning the high prune in preparation for the harvest. A preliminary audit has indicated 6,000-7,000 3m poles will be available this year - approximately 3,000-4,000 poles short of our 10,000-pole target under SHaRP. This is due to several factors, including rushed expansion in the past resulting in poor tree establishment. A programme of replanting coupled with a change to a 'clear-fell' instead of a 'cherry-pick' harvest regime means we will under deliver in the short term. Following the transition, however, the nursery will achieve higher, more consistent production, coupled with better quality poles.



New office (left), and planted blocks (right)



Access races, before (left) and after graveling (right)

Kaipara Moana Remediation Project

The Year 1 Work Programme comprises projects to meet the programme's investment objectives, plus budget for administrative and governance functions.

Good progress has been made on many of the Year 1 projects, in particular key strategies for engagement and communications, nurseries and workforce, and in projects providing grant funding to landowners in north Kaipara and progressing grant funding through arrangements with a third party in south Kaipara.

Some delays to project start dates have taken place due mainly to limitations on staff resource and the challenge of commencing all projects at largely the same time. External factors have also been relevant, particularly where a project involves engagement with third parties.

The KMR Joint Committee will begin considering a Year 2 Work Programme in March, with the aim of providing the Ministry for the Environment a draft work programme at the end of April, a number of the Year 1 projects will run also under the anticipated Year 2 Work Programme. In the development of a Year 2 Work Programme, budgets and project objectives for these multi-year projects can be reassessed and adjusted as necessary.

The Whangārei urban awa project

Two fencing contractors have now been engaged with all health and safety paperwork approved and short form contracts written. Four quotes have now been received from our contractors and the corresponding applications are due to be signed off this week – these total around 10km of fencing. We are trying to select properties that are close together and complete them in batches to minimise transport costs. A planting contractor has been selected for the upcoming planting season too.

FIF WAIMĀ WAITAI WAIORA PARTNERSHIP

Te Kawa Waiora – An Iwi-led Research Project delivered by Reconnecting Northland

Ko Waiora tangata e haere, Ko Waiora ia e kore e haere

People of the Waiora depart life, but the Waiora current never leaves

- **Research Objectives:**

To address questions of importance to the iwi, hapū and whānau communities of the rivers as the basis by which their contribution to increasing the health, wellbeing and mauri of the rivers may be achieved and the development of meaningful knowledge derived from mātauranga Māori which can be used to inform land management practices of the Waiora Catchment

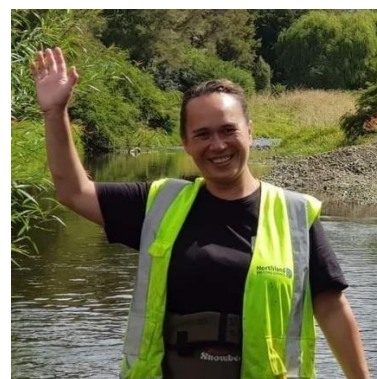
- **Update:**
The focus for Te Kawa Waioira this quarter was to get the communications strategy on track to share the research with a wide audience and grow hapū and marae involvement. The first full day hapū training workshop and second hui wānanga were held. Progress with hui wānanga and interviews has helped socialise the project with marae and hapū.
- **WAlora Mobile App:**
The partnership is working with Maanaki Whenua to develop a mobile app for a kaupapa Māori assessment tool for three hapū to simplify the involvement and empower hapū in freshwater management. The app enables hapū to assess the condition of freshwater from a Te Ao Māori perspective.

Te Orewai Freshwater Survey Wānanga

The Te Orewai freshwater fish survey and noho marae was held at Pipiwai by the Te Orewai Land Trust. This is an annual event supported by the Waimā Waitai Waioira partnership where a total of eight sites are surveyed for freshwater species and water quality. Survey techniques combine mātauranga Māori with western science. The event is an opportunity to engage and build capacity of whānau and hapū.



Partnership hapū rangatira and rangatahi participating in learning about freshwater biodiversity from a Te Ao Māori perspective



A hapū coordinator has been recruited for the partnership

BIODIVERSITY

FIF Dune Lakes Project

Objective	Status
Aquatic weed and pest fish control	<p>A full LakeSPI survey will be undertaken in Lake Ngatu by NIWA divers during lakes ecological survey week in late March as part of EPA monitoring requirements.</p> <p>Advice is being sought from NIWA, and staff are planning for further control of hornwort in the lakes at Poutō and Mt Camel in the spring of 2021.</p> <p>The second grass carp operation is planned for March at Roto-otuauro (Lake Swan), Poutō.</p>
Sediment and nutrient mitigation	A contract is in place with Fulton Hogan to undertake sediment and nutrient mitigation earthworks at Lakes Ngatu and Rotokawau in autumn 2021.
Māori Lakes Strategy	A planning hui was held with iwi for a wānanga on the 26-29 April at Wai ora Marae in Ngataki, hosted by Ngati Kuri
Education Days	Two more dune lakes education events are planned: Kai Iwi Lakes in May and at Poutō in June.

Wetlands

A joint visit with Biosecurity was made to give advice to landowners who are interested in a major restoration project for parts of a farm near Pipiwai which has several wetlands and a large area of gumland, ranked as one of Northlands Top Wetlands. Gumland, which used to be common in

Northland, is now identified as a Nationally Critical habitat type because of their rarity and habitat values for threatened species. Options for the project such as a CPCA and covenants are being investigated.

Progress is being made by a wider council team on development of a wetland monitoring programme led by the Biodiversity Department which fulfills the NPS Freshwater requirements.

A meeting was held with Morphum Environmental Ltd, which has been contracted by MfE to provide a national wetland mapping methodology using Northland as a test case. Machine learning is being used to identify wetlands and biodiversity staff have been asked to review the results and verify sites.

CoastCare

CoastCare and Biodiversity staff attended Renew School, Whangārei to give a lesson on coastal ecosystems and monitoring. This was part of a focus on the beach environment for level three education for sustainability and level two science. It was also in preparation for field-trips in March and April when the students will undertake dune, beach and fauna surveys.

BIOSECURITY INCURSIONS AND RESPONSE

Check, Clean, Dry Programme

The Kai Iwi Lake Koi Carp incursion threat has highlighted the vulnerability of these relatively ecologically pristine catchments. The lakes are a much-loved by Northlanders and are an increasingly popular destination, with campground and day visitor numbers commonly in excess of 1000/day over the summer season.

The recent focus of the Check, Clean, Dry programme has been to, increase public awareness of the negative impacts of freshwater pests through:

- Increased lake side advocacy and Check, Clean, Dry collateral distribution through collaboration with Kai Iwi Lakes campground management and advocacy by staff.
- A Check, Clean, Dry advocacy stall at the Waitangi Day Festival through partnership with White Bait Connections.
- Providing businesses with Check, Clean, Dry information and collateral handouts.



Check Clean Dry Advocacy at the Waitangi Day Festival 2021

WILD ANIMAL CONTROL

Feral deer reports

Two Fallow deer incidents have been reported. One sighting (Hikurangi area) is confirmed by trail camera. The animal is tagged, so it either a deer farm escape or the liberation of farmed stock. The other sighting (Whakapara area) is still to be confirmed. The deer response contractor is following up on both incidents.

Deer farms

Council staff are establishing a working relationship with a Haruru Falls deer farmer to help engage with the wider Northland deer farming community. This relationship is important for building trust and relationships, thereby reducing the risk of deer farm escapes. Council's communication team is also assisting with the development of an engagement plan targeting deer farmers and the surrounding landowners.

KAURI DIEBACK

Kauri dieback sites

The kauri dieback team are nearing completion of the aerial survey soil sampling project, with only a small number of properties left to visit where the landowners have resisted council staff entering their land. Biosecurity staff are working through process to get access to take the samples. One new kauri dieback site has been identified and staff are working with the landowner to develop a kauri dieback management plan.

Hapū Engagement

Kauri Dieback workshops are scheduled once a week from March to deliver kauri dieback education and key hygiene messages to hapū, community groups, and schools around Northland.

Kauri Dieback Track Mitigation Project

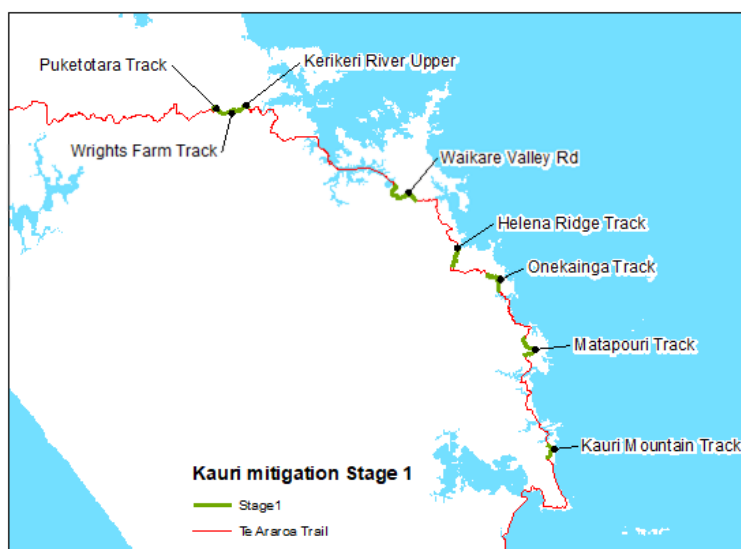
Council received \$2M in December last year from the Provincial Growth Fund to upgrade walking trails around Northland to protect kauri. The project will create new jobs, boost local economies and improve trail walking experience along the Te Araroa Trail in Northland.

There are eight project areas on the Te Araroa Trail spanning between Kauri Mountain and Puketōtara.

Johnson Contractors have a contract to carry out the construction of the boardwalks and have employed local kaimahi to do the work.

Project works have commenced with construction well underway at Kauri Mountain and orders for supplies for Onekainga Track will be placed before the end of February.

Kauri dieback Track Mitigation Project areas.



Kauri Protection Fund

Council has also received \$120,000 from the Kauri Protection Fund (Ministry for Primary Industries) to increase the capacity of the kauri dieback team. The funding is being used to appoint an 18-month fixed term position focused on developing and implementing a community and stakeholder engagement plan. This will ensure our key messages around kauri dieback are reaching all corners of Northland communities.

Kauri Ora – an iwi collaboration

The Department of Conservation have allocated \$3.5M as part of the Jobs for Nature programme to four Northland iwi (Te Roroa, Te Rarawa, Ngāti Wai and Ngāti Kuri). The funding is being used for a range of measures to undertake forest protection. Kauri Ora will engage with other agencies and wishes to sustain a relationship with council.

Changes to the National Kauri Dieback Team

The National Kauri Dieback Team at MPI is undergoing a restructure on the back of the last election. The Government has committed \$32M over 5 years to roll out a National Pest Management Plan (the strongest form of protection under the Biosecurity Act). Council staff are meeting with the Ministry for Primary Industries and other stakeholders in March to discuss the proposals.

PARTNERSHIPS

Kiwi Coast

Two kiwi releases were done in the month:

- *Pukenui Western Hills Forest Trust*: Council staff assisted with the night capture of 14 kiwi on Motuora island for translocation into Pukenui Forest on 13 February. Four of these kiwi were taken to Whangārei Intermediate School where a crowd of approx. 150 people gathered to meet them before they were released into the forest.
- *Parua Bay*: Staff also assisted with the collaborative Backyard Kiwi Release on 14 February where five kiwi were captured off Matakoho/Limestone Island and released into the Pārua Bay area. Around 90 people attended the whakawātea ceremony performed by Te Parawhau kaumātua in Onerahi when the kiwi arrived back on the mainland. Around 250 people came to the Pārua Bay community hall prior to the release to hear about kiwi and their threats.



Young female kiwi ready for release in the Pārua Bay area

Western Northland HVA

The Te Toa Whenua and Maunganui Bluff Community Pest Control Areas (Te Roroa led), which have a primary focus on possum control are now well underway with the key infrastructure in place and possum control started. Trapping for mustelids continues with the Kaitiaki Kiwi, Pūpūrangi, and Wekaweka Community Pest Control Areas.

Preliminary discussions have begun about establishing a kiwi / kōkako Community Pest Control Area at Matarāua that is close to the Department of Conservation led kōkako project in the Matarāua/Waipoua Forest.

Predator Free Whangārei

Work completed to date includes landowner engagement, development of communication resources and council staff hosted a Predator Free Whangārei information stall at the Pārua Bay kiwi release this month.

Predator Free Bay of Islands

Staff are in the final stages of securing a significant financial grant of \$4M from Predator Free 2050 Ltd for a proposed landscape scale predator eradication project in the Bay of Islands.

MARINE BIOSECURITY

Hull Surveillance Programme

Out of 94 inspections made this period, there were no incidents of concern.

2020/2021 Hull Surveillance Programme Results 26/01/2021 – 23/02/2021	Total this month	Total YTD
Pathways Plan Compliance		
Number of vessels surveyed this month	94	1047
% Pathways Plan Compliance (all vessels) *	47.1%	59.7%
% Pathways Plan Compliance (recent arrivals) **	n/a	84.7%
Vessels found with Marine Pests		
<i>Sabella spallanzanii</i> (fanworm)	0	40
<i>Styela clava</i> (clubbed tunicate)	2	29
<i>Undaria pinnatifida</i> (Japanese kelp)	0	1
<i>Eudistoma elongatum</i> (Australian droplet tunicate)	0	0
<i>Pyura doppelgangera</i> (sea squirt)	0	0

* Percentage of all vessels surveyed that complied with the acceptable level of light fouling as defined in the Marine Pathways Plan.

** Percentage of vessels on anchor that complied with the acceptable level of light fouling as defined in the Marine Pathways Plan.

Ōpua Sabella Incursion Response

Contract divers have continued with search and destroy methods for the Mediterranean fanworm the past month in Ōpua and will shortly be wrapping up the latest round of diving. Biosecurity staff, with colleagues at the Ministry for Primary Industries and the Cawthron Institute, expect to have the data analysed and a report outlining next steps available to present to council by the end of March.

PEST PLANTS

Wilding Conifers

Wilding pine control is currently underway at Kauri Mountain with contractors a week into drilling and filling work. 500 trees have been killed standing and another 1000 to go. The picture to the right shows the spread of wilding pines along the dunes at Kauri Mountain Beach Whangārei Heads.



Kaipara Spartina

Four staff continued control of the eradication pest plant spartina, at sites in the Kaipara Harbour, with satisfying results with no plants found at the two sites on Floodgate Road, Te Kōwhai (Rūāwai) and only three plants located at the Tikinui Wharf site, (Te Kōpuru). The old Matakohē bridge site near Paparoa, only had 27 plants. Staff did, however, locate and treat a new large site on Neems Road, Tinopai.

RIVERS

Long Term Plan Projects

Rivers	Comments
Awanui	The Southern Spillways project is approximately 70% completed. Preliminary work for Allan Bell Park is underway. Church Road Rock Stabilization work is expected to start early March.
Kerikeri-Waipapa	Consent lodged with FNDC and NRC, Staff working through questions.

Matangirau	Progress with key landowners has been slow or stalled. It is unlikely we will be able to complete significant works this season.
Otiria/Moerewa	Staff are proceeding with a feasibility study and early contractor engagement.
Kawakawa	Staff are sensitivity modelling testing to determine best protection without requiring a storm water pump station. Staff have visited with the affected business owners regarding a lower level of flood protection.
Kaero	Work is progressing in the Pupuke Catchment

NATURAL HAZARDS

Work Streams	Status	Comments
Coastal erosion hazard mapping	100% complete	Maps being prepared for publication
Coastal erosion research	Phase 2 underway	Analysis underway with publication of results due mid-2021
Region-wide coastal flood mapping	99% complete	Final maps received and being prepared for publication
Region-wide river flood mapping	75% complete	Far north models complete, awaiting maps
Whangārei river flood model	Underway	Model set up started
Public release of new coastal hazard maps	Planning phase	Publication of maps to NRC website expected early April 2021. NRC staff working with TA planning teams to align with district plan reviews.

CLIMATE CHANGE RESPONSE

Work Streams	Status	Comments
NRC Climate Change Strategy	Draft	Draft strategy, including the proposed NRC carbon neutral plan, to be presented to Climate Change Working Party in March
Climate Adaptation Te Taitokerau - Adaptation Strategy	In development	Climate Risk Assessment 1 - Risk descriptions – draft complete and under internal review. Release planned March 2021 Climate Risk Assessment 2 - Coastal risk spatial analysis - community risk profile analysis underway Regional Adaptation Strategy due Late 2021
Joint Standing Committee on Climate Change Adaptation	Planning	Inaugural meeting 12 April at NRC

Northland Light Detection and Ranging (LiDAR)

Continuing to receive excellent feedback from the Northland community regarding the LiDAR data set. A final deliverable data set is expected by end of March.

MĀORI ENGAGEMENT

Ko te manu e kai ana i te miro nōnā te ngahere, Ko te manu e kai ana i te mātauranga nōnā te ao Te Oneroa-a-Tōhe Beach (TOATB) Management Plan

The beach management plan, now that it has been adopted by the Board, identifies 54 key action items that will assist in achieving the Boards vision, values outcomes and objectives for Te Oneroa-a-

Tōhe beach management area. Of these 54 action items, 18 are a priority to be completed in the short term (39% of the action items contained in the plan).

A further eight action items have been identified as a priority due to their association with a proposed regional policy statement, regional plan change, or district plan change process update. Although these seven action items are not classified with a short-term delivery time frame, it may be more practicable for councils to fulfil their obligations in relation to these action items by completing them alongside other action items with short term delivery timeframes.

The priority focus of the TOATB 2021 workplan will be on enhancing the values of Ngā Ture Wairua/Spiritual Value and Ngā Kaiārahi/Leadership.

Te Whāriki/Responsiveness to Māori Framework

The Te Whāriki core cultural competency level one workshops are continuing to produce positive outcomes with valuable feedback provided from council staff. This feedback helps to assist in the quality delivery of the programme. Level two workshops will commence in June 2021 and will provide a more indepth programme focusing on our operational staff that are working directly with Māori.

"I have the beginnings of understanding, and look forward to building on this over the next few years as we learn how to work more closely with Maori in the future."

"The deconstruction of the terms manaakitanga, kotahitanga and whanaungatanga was very important, these terms are used in the workplace every day, but not necessarily understood well or used in the correct context."

"Understanding the pōwhiri was extremely useful. Additionally, the breakdown of the treaty, what it means and most importantly what was signed and agreed to as opposed to what was sent to the crown for signing"

Other activities that support the cultural competency of the council:

- Regular workshops facilitated by the Kaiārahi Kaupapa Māori with councillors to assist them in their knowledge and practice of tikanga/protocols and correct application of te reo Māori.
- Weekly speed te reo me ona tikanga Māori sessions facilitated by Sally Bowron with a core group of staff that are now champions for karakia, mihi mihi and use of te reo Māori within council day to day operations.
- Commemoration of the Treaty of Waitangi event was an opportunity to engage with staff and celebrate the principles of the Treaty of Waitangi and what it represents for our organisation.

Mātauranga Māori

The work to develop an overall approach to Mātauranga Māori is ongoing and a stock take of the projects and components of Mātauranga Māori is a priority for our team over the next quarter.

The matauranga māori monitoring fund criteria for iwi and hapū has been reviewed and is outlined below:

- Provision of a project plan/scope that outlines aspirations, objectives and outputs of the environmental monitoring being undertaken
- Endorsement of the project proposal by an iwi or hapū
- Output reports and findings are available for NRC to use

Where eligible quality applications exceed the \$20,000 available, preference will be given to:

- iwi or hapū who have existing IHEMPs
- proposals that align with NRC monitoring network and/or existing work programmes
- freshwater monitoring proposals.
- an equitable geographic distribution of funding.

A critical component to the success of this fund is to work with our environmental monitoring teams to understand the capacity of our staff to support and sustain the projects identified in collaboration

with iwi and hapū partners. Two joint monitoring projects are currently being conducted in partnership with Patuharakeke and Te Uri o Hau and others to be identified will assist our competency in these joint programmes to build capacity of hapū and iwi.

Mana Whakahono-ā-rohe

Implementation with Patuharakeke and Ngāti Rehia with our resource and consents, planning and policy team is now the focus for council. A meeting is scheduled in March to meet and form a programme/plan with key council managers and Juliane Chetham/Nora Rameka with a review in six months to present progress and updates to TTMAC and council. Te Hikutu/Hokianga, Te Uri o Hau and Te Parawhau have all signaled their desire and intent to have a Mana Whakahono-ā-Rohe agreement and discussions are now progressing with each of these hapū. This also relates to the work we are doing with the Māori Technical Advisory Group and the development of a resource consent/CIA guideline for tangata whenua and applicants.

Awanui Flood Works Project

A relationship with Te Paatu iwi and representatives is progressing as there have been issues raised that they have not been consulted as mana whenua for specific earthworks in their areas. Meetings in Kaitiāia continue to address this and how we can have a working relationship over the next three years has been our focus whilst engaging a cultural monitor mandated by Te Paatu. To provide clarity when engaging cultural monitors as consultants/contractors for earthworks and land disturbance activities undertaken by council we have reviewed and updated the operational 'engaging a cultural monitor policy'.

8.3.6 STRATEGY, GOVERNANCE AND ENGAGEMENT

NATIONAL INITIATIVES

Resource Management System Reforms

The Government has announced high-level direction on reform of the resource management system based on the findings of the review by an independent Review Panel led by Hon Tony Randerson, QC released in June last year. The reform includes replacement of the Resource Management Act 1991 (RMA) with three new acts:

- the Natural and Built Environments Act (NBA) to provide for land use and environmental regulation (this would be the primary replacement for the RMA);
- the Strategic Planning Act (SPA) to integrate with other legislation relevant to development and require long-term regional spatial strategies; and
- the Managed Retreat and Climate Change Adaptation Act (CAA) to support New Zealand's response to the effects of climate change.

Key features of the NBA are likely to be:

- reference to the concept of Te Mana o te Taiao (the mana of the environment) and give effect to the principles of Te Tiriti o Waitangi
- include a list of 'outcomes' and stronger government direction for the natural environment, built environment, Tikanga Māori, historic heritage, natural hazards and climate change (replacing matters of national importance in Part 2 RMA)
- include a 'national planning framework' (to set out matters of national significance and to provide consistency) - essentially a combination of government policy direction in national policy statements, standards and regulations and environmental 'bottom-lines'
- natural and built environment plans - combined regional and district planning documents (including the CMA) that give effect to national direction / standards are to replace the 100+ district and regional plans and regional policy statements with 14 combined plans – with a changed role for councils in developing and approving these plans
- an improved nationally consistent monitoring and reporting system.

Key features of the SPA are likely to be:

- integration with the NBA, CAA and other key legislation relevant to development (such as the Local Government Act, Climate Change Response Act and Land Transport Act)
- a requirement for statutory long-term (30 years) 'multi-agency' regional spatial strategies - combined plans under the NBA are to be consistent with regional spatial strategies and NBA 'outcomes' are to be provided for in regional spatial strategies
- spatial strategies are to be prepared at the regional scale by joint committees comprising representatives of central government, regional councils, territorial authorities and mana whenua (to be independently chaired and agreed by consensus).

Key features of the CAA have yet to be confirmed, as recommendations for the CAA are one of the least developed areas in the report of the review panel, but drivers for this new act are identified as:

- a lack of national direction and guidance from central government for managing the effects of climate change
- difficulties addressing contentious issues in local planning and the ability to plan for managed retreat
- lack of clarity on the roles and responsibilities of central and local government for adaptation
- particular issues in relation to risks for Maori
- the need for an 'all of system' approach given the links across the three proposed pieces of law (and especially spatial planning required under the SPA and National Adaptation Plans developed under the Climate Change Response Act 2002).

The government has signalled an 'exposure draft' of the Natural and Built Environment Bill will be referred to a special select committee mid-late 2021. The Strategic Planning and Climate Change Adaptation Bills are intended to be introduced to Parliament by late 2021 and all three Bills are anticipated to be enacted by the end of 2022.

The reform is the most significant review of the resource management system since the advent of the RMA in 1991. Staff will continue to track the reform and report to council as details emerge.

REGIONAL PLANNING

Proposed Regional Plan

Since the last update provided to council, staff have been working with parties to refine matters which are set down for hearing, in particular with the Minister of Conservation in regard to the water quality standards they seek (Topic 5: water quality) which is scheduled for hearing on 4-7 May.

Ngāti Manuhiri Kaitiaki Trust has sought to join the appeals on Topic 14: fishing controls (marine protected areas) in support of Te Uri o Hīkiahiki. The parties to the appeals have indicated the number of their expert witnesses they intend to call (now a total of 55-57 expert witnesses) and the Court has allocated a third week for the hearing (12-23 July and 2-6 August) and appointed Judge Harvey (Māori Land Court) to sit alongside Judge Smith. Given the extremely large number of experts that will be called, discussions are ongoing with the Court as to how best to manage the case.

Agreement has been reached and documents requesting a consent order have been signed by all parties in relation to Regionally Significant Infrastructure and lodged with the Court.

Work has also begun on mapping of Outstanding Natural Landscapes in the coastal marine area as directed by the Court, with a draft methodology having been agreed by the landscape experts involved and submitted to all parties and the Court for agreement.

Negotiations on other unresolved matters are ongoing including in relation to Vehicles on Beaches and Aquaculture.

Forest and Bird Protection Society of NZ has lodged an appeal to the High Court against the Environment Court's decision relating to the interpretation that the National Environmental Standard for Freshwater) Regulations 2020 does not apply in the coastal marine area (except in

limited circumstances). The appeal was only lodged on the day of writing of this report, so staff have yet to work through the implications of this. However, it will likely to mean many of the other Environment Court appeal 'topics' will be put on hold until the High Court makes a decision.

National Policy Statement-Freshwater Management (NPS-FM)

The visit by Chief Freshwater Commissioner, Professor Peter Skelton is likely to be in early April at Northland Regional Council (pending Covid restrictions). He will meet with councillors and council staff to discuss the new Freshwater Hearings Panel and associated freshwater planning process. A briefing on this upcoming visit was provided to Council on Tuesday 23 February.

ECONOMIC DEVELOPMENT

Investment and Growth Reserve – Projects Report

Project	Update	Future developments/ reporting
Extension 350	Quarter 2 report and third quarter invoice received.	
Te Hononga	Project completion report received.	
Manea Footprints of Kupe		Awaiting project completion report (due February).

Other Work Undertaken

- Joint economic development initiative – advertisement for the role of director of Northland Inc. opened and closed; work with lawyers on term sheet for shareholder agreement.
- Ngāwhā Innovation and Education Centre – Northland Inc. confirmed that the additional support they were seeking on top of the lease arrangement was no longer required.
- Oruku Landing Conference and Event Centre – staff are preparing information to bring back to council to help inform their decision to fund.
- Provided economic data for a variety of council related documents including LTP consultation material, regional transport plans and civil defence and emergency management plan, and to support the proposed regional plan.

ONLINE CHANNELS

Highlights: A Tsunami Alert on 11 February and some heavy rain on 15 February contributed to increased visits to the website this month. Posts about marine pests and koi carp sighting contributed to an increased reach on our Facebook page this month.

Most popular content on Facebook: A post asking the public to help us monitor the spread of the Australian droplet tunicate (*Eudistom elongatum*) around Northland's coast. The post reached 31,083 people and engaged with 611 people on our page, including the post being shared 154 times.

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

Key Performance Indicators	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21
WEB					
# Visits to the NRC website	29,500	30,400	32,213	36,300	40,200
E-payments made	12	5	7	6	12
# subscription customers (cumulative)	1,265	1,255	1,257	1,270	1,286
SOCIAL MEDIA (cumulative)					
# Twitter followers	1,540	1,546	1,549	1,551	1,558
# NRC Facebook fans	9,920	10,065	10,144	10,200	10,200

Key Performance Indicators	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21
# NRC Overall Facebook Reach	61,000	149,121	216,341	189,600	211,800
# NRC Engaged Daily Users	4,681	9,203	10,133	7,365	8,283
# CDEM Facebook fans	21,200	21,200	21,200	21,300	21,900
# CDEM Overall Facebook Reach	20,400	49,400	50,561	83,600	262,600
# CDEM Engaged Daily Users	4,681	2,570	3,123	14,800	34,100
# Instagram followers	1,256	1,284	1,315	1,320	1,330

NOTE:

Nov – increased in reach due to increase in post volume and extremely popular post on toxic seas slugs

ENVIROSCHOOLS / EDUCATION

Ngā Tupuranga o Te Taitokerau

Unfortunately, due to COVID-19, Ngā Tupuranga o Te Taitokerau was again postponed from February to 24-30 April. The week-long intensive programme - in partnership with the Ministry of Youth Development and the Untouched World Foundation - is aimed at developing future leaders in sustainability for senior secondary and post school youth.

Ngā Tupuranga o Te Taitokerau will still be held Te Tii Marae in Waitangi and the Hon. Priyanca Radhakrishnan, Minister of Youth Development, will be visiting.

Enviroschools communities facilitated

During February, Enviroschools Facilitators held 64 specific interactions with school and early childhood communities.

COMMUNITY ENGAGEMENT

Emergency Services Promotion

Over summer we ran a multi-channelled campaign to promote the lifesaving work of our emergency services. The campaign included radio and print advertising primarily focused on Surf Lifesaving Northern Region (SLSNR) and our emergency services partnerships. On social media we supported this advertising by running a small social campaign for SLSNR, where we directed the public to the NRC website, providing them with the times and locations when lifeguards would be on duty in Northland.

Over the campaign period we saw a 29% increase in page views on our 'Supporting our emergency services' page vs the same period the previous year. We also had 97 page views on the new 'Lifeguards on duty' page.

Northland Regional Council Tū i te ora Scholarships

Eight \$3,000 scholarships are being offered to support students studying or training in areas aligned to work council does in the environmental, economic or community resilience fields. Scholarship entries closed on 14 February and 91 complete applications were received. Judging is currently underway to decide on the eight recipients and a media release will be issued once this decision has been made.

North Kaipara A&P Show (Paparoa)

Biosecurity pest animals, and weeds were represented at the Paparoa Show on 6 February. The show was very busy this year and seems to be expanding. A significant number of pest animal enquiries were received.

Northland Home and Lifestyle Show

The Transport team attended this three day event (12-14 February) with messages on City Link, Bus Link services, Beecard and the Total Mobility scheme. It was the first time council has attended this

event and the team were very positive about the levels of engagement and number of enquiries received.

Northern Wairoa A&P Show (Arapohue)

Chair Penny Smart represented council at this event on 13 February with information on pest animals and weeds, and general enquiries.

North Hokianga A&P Show (Broadwood)

Staff were prepped to attend this show on 20 February, which was cancelled due to Level 2 COVID-19 restrictions.

LOCAL GOVERNMENT OFFICIAL INFORMATION (LGOIMA) REQUESTS

Month	LGOIMA requests received 2019/20	LGOIMA requests received 2020/21
July	15	25
August	22	17
September	16	12
October	29	14
November	11	14
December	12	17
January	14	16
February	21	16
March	13	
April	12	
May	13	
June	15	
TOTAL LGOIMA REQUESTS RECEIVED	193	131
LGOIMA requests not responded to within 20 working days*	18	5

8.3.7 CUSTOMER SERVICE – COMMUNITY RESILIENCE

TRANSPORT

Regional Transport Committee

A Regional Transport Committee was held on Wednesday 10 February 2021. At the meeting, the following papers were presented:-

- Northland Regional Land Transport Plan 2018 – 2021 Funding Uptake Report;
- Northland Rail Upgrade – KiwiRail Update;
- Northland Road Safety Update;
- Waka Kotahi NZ Transport Update;
- Regional Land Transport Plan 2021-2027 and Regional Public Transport Plan 2021-2031: Progress Report.

Draft Regional Land Transport Plan 2021-2027 and Draft Regional Public Transport Plan 2021-2031

At their meeting on 10 February, the Regional Transport Committee (RTC) approved the proposed changes to the “Strategic Front End” of the Draft Regional Land Transport Plan 2021-2027 (RLTP) and the Draft Regional Public Transport Plan 2021-2031 (RPTP) and approved their release for public consultation.

On 9 December 2020, the RTC held a “Project Prioritisation” workshop. This entailed prioritising all State Highway Improvement, Road to Zero Programme and Local Road Improvement projects listed in the RLTP. At this workshop the RTC members agreed the prioritised ranking of these projects. However, following the workshop, a number of significant changes were made to the State Highway Improvement and Road to Zero Programme projects which necessitated further prioritisation workshops having to be held to agree to the requested changes.

The RTC formally approved the inclusion of the amended prioritised lists of State Highway Improvement, Road to Zero Programme and Local Road Improvement projects for inclusion in the RLTP for release for public consultation.

The Draft Regional Land Transport Plan 2021-2027 and the Draft Regional Public Transport Plan 2021-2031 were released for consultation on Wednesday 24 February 2021 with submissions closing on 26 March 2021. During this period, a number of drop in “have your say” sessions have been scheduled, as listed below:

Location	Date	Time	Venue
Whangārei	Monday 8 March	9.00 - 11.00am	NRC Council Chambers 36 Water Street, Whangārei
Dargaville	Monday 8 March	3.00 - 5.00pm	Town Hall 42 Hokianga Road, Dargaville
Opononi	Tuesday 9 March	10.00am - 12.00pm	War Memorial Hall 13 State Highway 12, Opononi
Kaikohe	Tuesday 9 March	3.00 - 5.00pm	FNDC Council Chambers Memorial Avenue, Kaikohe
Mangawhai	Thursday 11 March	11.30am - 1.30pm	Domain Hall 73 Moir Street, Mangawhai
Kaitiāia	Friday 12 March	10.00am - 12.00pm	Main Hall Te Ahu Centre, Kaitiāia
Kerikeri	Friday 12 March	3.00 - 5.00pm	Kingston House 123 Hone Heke Road, Kerikeri

PASSENGER TRANSPORT ADMINISTRATION

*BusLink figures are reported one month in arrears, due to the required information being unavailable at the time of the agenda deadline.

Bus Link stats for January 2021 (revenue ex GST)	Actual	Budget	Variance	Year/Date Actual	Year/Date Budgeted
City Link Passengers	16,149	24,562	-8,413	181,167	198,808
CityLink Revenue	\$23,331	\$33,199	-\$9,868	\$232,289	\$268,391
Mid North Link Passengers	183	144	39	1153	1104
Mid North Link Revenue	\$696	\$720	-\$24	\$4,221	\$5,520
Hokianga Link Passengers	108	78	30	749	552
Hokianga Link Revenue	\$588	\$543	\$45	\$3,863	\$3,840
Far North Link Passengers	289	580	-291	2,542	4,066
Far North Link Revenue	\$872	\$1,552	-\$680	\$6,623	\$11,120
Bream Bay Link Passengers	52	24	28	357	186
Bream Bay Link Revenue	\$352	\$86	\$266	\$2,330	\$669

Hikurangi Link Passengers	41	48	-7	111	156
Hikurangi Link Revenue	\$109	\$125	-\$16	\$258	\$405
Whangārei Heads Link Passengers	2	24	-22	44	78
Whangārei Heads Link Revenue	\$9	\$104	-\$95	\$176	\$339

At its meeting of 24 February 2021, the Waka Kotahi Board agreed to continue to fund at 100% FAR fare revenue shortfalls due to the impact of COVID-19 and *net* increase in current public transport service costs associated with implementing COVID-19 measures until 30 June 2021. From 1 July 2021 councils' normal FARs will apply to public transport programmes, including extra COVID-19 costs.

Ocean Beach Holiday Service

The summer trial service that ran to Ocean Beach over the holiday period carried 38 passengers on the four days it operated in January.

COVID-19 Response

NRC staff worked with the Community Engagement Team on public transport messaging when Northland went to Level 2, and then to Level 1. The contracted bus operators are being reminded that under Alert Level 1, the wearing of masks on public transport is mandatory and that this should be advertised and promoted on the buses. It is, however, important to note that the responsibility to ensure a mask is worn on public transport lies with the individual and not with the operator or council.

Total Mobility

	Total Clients	Monthly Actual Expend	Monthly Budgeted Expend	Monthly Variance	Year/Date Actual Expend	Year/Date Budgeted Expend	Annual Variance
Jan 2021	1,510	\$18,861	\$25,000	-\$6,139	\$148,022	\$175,000	-\$26,978

ROAD SAFETY UPDATE

Road Trauma Update:

Fatalities this year	Far North	Whangārei	Kaipara	Northland	National
Local roads	1	0	0	1	18
State highways	3	1	0	4	17
TOTAL	4	1	0	5	35

2021 Year to Date Road Death Statistics:

- National = 35 deaths compared to 45 in 2020
- Northland = 5 deaths compared to 2 in 2020

Road Safety Delivery

Motorcycle Safety - Ride Forever (R4E) Rider Training Update

For the 2020/21 financial year ending June 2021, 104 riders have participated in the Ride Forever (R4E) rider training programme across Northland:

- Bronze course 35
- Silver course 37
- Gold course 32

Total riders 104

Heavy Vehicle Operation

A Truck Education/Health Stop was held on Wednesday 24 February, which coincided with the annual Truck Driver Appreciation Week. This took place at Uretiti with support from the Northland Freight Group partners.

Fatigue / Driver Reviver Stop

This took place on 5 February and was very well attended and supported. Over two hundred motorists and their passengers stopped and took advantage of the refreshments and road safety resources. Some of the supporters were very creative in interacting with the public and volunteers, which was very well received.



The next Stop is planned for Thursday 1 April 2021 (Easter).

Road Safety Promotion/Media:

Road safety promotion work continues supporting Police and partners with road safety promotion through various media platforms including at events.

CUSTOMER SERVICES

Telephone inbound call statistic & enquiries

	February 2021 (As at COB 25 February)	KPI
Call volumes via Customer Services	2079	
Conversion rate	97.7%	>95%
Average wait time	6 sec	
Calls answered in under 30 sec	96.2%	>90%

The heightened COVID-19 status in the third week of the month is likely to have been the reason for the significant drop in calls. For most of the week volumes were at only 75% of normal levels. All Service Centres continued to operate as normal with increased protection for visitors and staff.

Satisfaction monitoring

Feedback cards, compliments and complaints

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

Compliments received	Total
Service provided by a specific person/people Maritime – S Meldrum	1
Total compliments recorded	1

Complaints received	Total
Staff or contractor behaviour/attitude Bus – City link (2) Monitoring	3
Disagree with decision or process Consents Monitoring	2
Lack of information or communication Monitoring	1
Issue has occurred repeatedly for me Monitoring	1
Total complaints recorded	7

The compliment for our maritime officer included positive feedback from several teachers following an educational session at one of the schools.

The lack of compliments this month can be most likely attributed to a lack of reporting as staff have been exceptionally busy.

Unusually, there have been several complaints received by our compliance monitoring team. Three of these have been resolved and have been caused primarily by customer frustration that we are not able to resolve issues which are outside of our jurisdiction. The consents complaint and the remaining monitoring complaint relate to ongoing issues and are being attended to by senior staff.

EMERGENCY MANAGEMENT

National

The National Emergency Management Development Group (NEMDG) met on 24 and 25 February at the Beehive in Wellington. Victoria Harwood attended on behalf of the Northland CDEM Group. Topics covered included the review by the National Emergency Management Agency (NEMA) Policy Team of three pivotal CDEM documents including the CDEM Act 2002, National CDEM Plan and Guide 2015 and the National Disaster Resilience Strategy and the Emergency Management Sector Vision for the next ten years.

Discussion was held regarding the ongoing COVID-19 resurgence operations and the role of CDEM Groups. More work is being done nationally to better align the border control, regional boundaries, locations with public information for future Alert Level changes.

A short debrief was held by NEMA for Group Managers regarding the operational procedures the NEMA and GNS carried out for the 11 February Tsunami Advisory event.

The challenges faced by people in rural areas and residential drinking water collecting infrastructure has been raised through the Northland Social Wellbeing Governance Group (NSWGG), nationally it has been agreed that funding options will be investigated to potentially support improvement projects for the region.

Regional

The Northland CDEM Group staff responded to the Tsunami National Advisory on 11 February at 02:41hrs. CDEM staff were alerted through the National Warning System.

Public information was distributed through the Northland CDEM Facebook page, the National Emergency Alerting system was used to inform the public of the Tsunami Advisory. The NRC Harbourmaster was informed, the yellow tsunami light at the Marina was activated for a short time, the region's CDEM coastal Community Response Groups were contacted by phone and email until the threat was cancelled at 09:17hrs the same day. A hot debrief was carried out with CDEM staff and feedback with recommendations provided to NEMA.

The Northland COVID-19 Resurgence Action Plan for Alert Level 2 was reviewed and revised as the alert levels changed during 15-17 February. The Group Controller liaised with the Auckland and Waikato CDEM Groups, NEMA, Northland DHB and Northland Police regarding border control and any support required.

The review of the Northland CDEM Group Plan 2016-2021 continues - a progress information report will be presented to the CDEM Joint Standing Committee in March.

MARITIME

- Aids to Navigation maintenance work has been ongoing, including a major refurbishment of the Fraser Rock light and work done on the Hātea River buoys. The Pouto point light has also been replaced as well as work carried out in Rangaunu Harbour.
- The Just Add Water programme has started with a very successful two days at Springbank School educating children on maritime safety issues. Very good feedback was received, and other schools are due to be visited soon.
- Survey work by contractors is starting in the Kerikeri River to determine seabed composition for the pile mooring replacement project.
- Nine Incidents have been logged in February, the most serious being a Harbour Warden abused by a speeding jet-skier with Police called to attend.
- Three super yachts were piloted into the Bay of Islands.
- The major extension to the Windsor Landing mooring area now has 30 new mooring applications, which if installed will fill the newly extended area.
- The New Zealand Offshore Power Boat Association has lodged an application to hold a large power boat race in Whangārei Harbour.

Attachments/Ngā tapirihanga

Nil

TITLE: **Receipt of Committee Minutes**

ID: A1419505

From: Chris Taylor, Governance Support Manager

**Authorised by
Group Manager:** Chris Taylor, Governance Support Manager, on 09 March 2021

Recommendation

That the unconfirmed minutes of the:

- Regional Transport Committee – 10 February 2021;
- Extraordinary Regional Transport Committee – 19 February 2021; and
- Kaipara Moana Remediation Joint Committee – 22 February 2021

be received.

Attachments/Ngā tapirihanga

Attachment 1: Regional Transport Committee Minutes - 10 February 2021 [↓](#)

Attachment 2: Extraordinary Regional Transport Committee minutes - 19 February 2021 [↓](#)

Attachment 3: Kaipara Moana Remediation Joint Committee - 22 February 2021 [↓](#)

Regional Transport Committee
10 February 2021

Regional Transport Committee Minutes

Meeting held in the Council Chamber
36 Water Street, Whangārei
on Wednesday 10 February 2021, commencing at 9.30am

Present:

Chairperson Rick Stolwerk
FNDC Councillor Ann Court
WDC Councillor Greg Martin
KDC Councillor David Wills
NZTA Representative Mr Steve Mutton

In Attendance:

Full Meeting

GM - Customer Service - Community Resilience
NTA/ NRC, Chris Powell
NTA/NRC, Sharlene Selkirk
NTA/NRC, Nicole Korach
WDC, Jeff Devine
KDC, Greg Monteith
FNDC, Glenn Rainham
NZ Rail, Eric Hennephof, Jenny Austin, Steven Thomas, Matiu Tana, Sam Rihari
ACC, Craig Crawford

Part Meeting

WDC Councillor, Anna Murphy
NTA, Nick Marshall

The Chair declared the meeting open at 9.30am.

Apologies (Ngā whakapahā) (Item 1.0)

Moved (Stolwerk/Wills)

That the apologies from NRC Councillor Justin Blaikie for non-attendance be received.

Carried

Secretarial note: Non-elected members' apologies that were received and asked to be recorded:

- Waka Kotahi – Jacqui Hori-Hoult,
- FNDC – Andy Finch
- NTA – Calvin Thomas,
- NRC CEO – Malcolm Nicolson.
- NRC/NTA – Ian Crayton-Brown

Regional Transport Committee
10 February 2021

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 - 09 December 2020 (Item 4.1)

ID: A1408366

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

Moved (Court/Martin)

That the minutes of the Regional Transport Committee meeting held on 09 December 2020 be confirmed as a true and correct record.

Carried

Northland Regional Land Transport Plan 2018-2021 Funding Uptake (Item 5.1)

ID: A1405160

Report from Chris Powell, Transport Manager - Northland Transport Alliance

Moved (Martin/Wills)

That the report 'Northland Regional Land Transport Plan 2018-2021 Funding Uptake' by Chris Powell, Transport Manager - Northland Transport Alliance and dated 20 January 2021, be received.

Carried

Northland Rail Upgrade - KiwiRail Update (Item 6.1)

ID: A1406633

Report from Chris Powell, Transport Manager - Northland Transport Alliance

Moved (Court/Wills)

That the report 'Northland Rail Upgrade - KiwiRail Update' by Chris Powell, Transport Manager - Northland Transport Alliance and dated 25 January 2021, be received.

Carried

Northland Road Safety Update (Item 6.2)

ID: A1407050

Report from Ian Crayton-Brown, Transport Projects Officer

Moved (Court/Martin)

That the report 'Northland Road Safety Update' by Ian Crayton-Brown, Transport Projects Officer and dated 2 February 2021, be received.

Carried

Secretarial note: An invite to be sent to RTC members for the Uretiti Fatigue Stop.

Waka Kotahi, Steve Mutton to request that Northland be a part of the pilot group for the Restraints education and communication.

Regional Transport Committee
10 February 2021

Waka Kotahi NZ Transport Agency Update (Item 6.3)

ID: A1408486

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

Moved (Martin/Court)

That the report 'Waka Kotahi NZ Transport Agency Update' by Steve Mutton, NZTA - Director Regional Relationships Upper North Island and dated 2 February 2021, be received.

Carried

Regional Land Transport Plan 2021/2027 and Regional Public Transport Plan 2021/2031- Progress Report (Item 7.1)

ID: A1405344

Report from Chris Powell, Transport Manager - Northland Transport Alliance

Moved (Court/Stolwerk)

1. That the report 'Regional Land Transport Plan 2021/2027 and Regional Public Transport Plan 2021/2031- Progress Report' by Chris Powell, Transport Manager - Northland Transport Alliance and dated 20 January 2021, be received.
2. That the Regional Transport Committee approve the recommended changes to the "Strategic Front End" of the Draft Regional Land Transport Plan 2021/2027 for release for public consultation;
3. That the Regional Transport Committee approve the inclusion of the "Upper North Island Shared Statement" into the Draft Regional Land Transport Plan 2021/2027;
4. That the Regional Transport Committee approve the recommended changes to the "Strategic Front End" of the Draft Regional Public Transport Plan 2021/2031 for release for public consultation;
5. That the Regional Transport Committee approve receipt of the Project Teams recommendations in regard to the comments and requested changes to the "Strategic Front End" of the Draft Regional Land Transport Plan 2021/2027 and the Draft Regional Public Transport Plan 2021/2031 and that approval be given to staff to make the necessary changes;
6. That the Regional Transport Committee approve that the Chairman be delegated responsibility to approve minor wording and grammatical changes to the "Strategic Front End" of both the Draft Regional Land Transport Plan 2021/2027 and the Draft Regional Public Transport Plan 2021/2031 if so required whilst ensuring that these changes in no way alter the direction or outcome of the Draft Regional Land Transport Plan 2021/2027 and Regional Passenger Transport Plan 2021/2031 as approved by the Regional Transport Committee.
7. That the Regional Transport Committee approve the proposed consultation process as detailed in this report.
8. That the Regional Transport Committee approve the recommended course of action to be taken in the event that the 'Have your say' sessions are compromised due Covid-19 related restrictions being introduced.
9. That the Regional Transport Committee approve the recommendation that an Extraordinary Regional Transport Committee meeting be arranged to approve the

ID: A1409429

3

Regional Transport Committee
10 February 2021

outcomes of the Regional Land Transport Plan 2021-2027 Project Prioritisation workshop.

Carried

Conclusion

The meeting concluded at 11.19am.

Extraordinary Regional Transport Committee
19 February 2021

Extraordinary Regional Transport Committee Minutes

Meeting held in the Remote meeting held via Zoom
on Friday 19 February 2021, commencing at 9.00am

Present:

Chairperson Rick Stolwerk
NRC Councillor Justin Blaikie (remote)
FNDC Councillor Ann Court (remote)
WDC Councillor Greg Martin
KDC Councillor David Wills – Absent
NZTA Representative Mr Steve Mutton (remote)

In Attendance:

Full Meeting

Committee Secretary, Evania Arani
NTA, Keith Kent
NTA, Mark Seakins
NRC, Michael Payne
NTA/WDC, Jeff Devine
NTA/NRC, Sharlene Selkirk
Chris Powell
Tony Phipps

Part Meeting

<<enter details>>

The Chair declared the meeting open at 9.05am.

Apologies (Ngā whakapahā) (Item 1.0)

There were no apologies.

Or

Moved (..... /)

That the apologies from Councillor 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.

Extraordinary Regional Transport Committee
19 February 2021

Draft Regional Land Transport Plan 2021/2027 - Project Prioritisation Approval (Item 4.1)

ID: A1412372

Report from Chris Powell, Transport Manager - Northland Transport Alliance

Moved (Court/Martin)

1. That the report 'Draft Regional Land Transport Plan 2021/2027 - Project Prioritisation Approval' by Chris Powell, Transport Manager - Northland Transport Alliance and dated 15 February 2021, be received.
2. That the Regional Transport Committee formally approve the order of priority for the projects reflected in the State Highway Improvement Projects, the Road to Zero Speed and Infrastructure Programme and Local Road Improvements as agreed at the 10 February 2021 Project Prioritisation Workshop.
3. That the Regional Transport Committee approve the inclusion of the State Highway Improvement Projects, the Road to Zero Speed and Infrastructure Programme and Local Road Improvements in the Draft Regional Land Transport Plan 2021/2027 for release for public comment on 24 February 2021.

Carried

Breakdown of Low risk, low cost.

Conclusion

The meeting concluded at 9.08am .

Kaipara Moana Remediation Joint Committee
22 February 2021

Kaipara Moana Remediation Joint Committee Minutes

Meeting held in the Committee Room, NRC and via Zoom
on Monday 22 February 2021, commencing at 09:30am

Tuhinga (Present):

Te Rūnanga o Ngāti Whātua, Tame Te Rangi (Chair)
NRC Chair Penny Smart (Deputy Chair)
NRC Councillor Amy Macdonald
Auckland Council Daniel Newman
Local Board Chair Phelan Pirrie
Auckland Council Greg Sayers
Ngā Maunga Whakahi o Kaipara, Jane Sherard
Te Rūnanga o Ngāti Whātua, Virginia Warriner
Te Uri o Hau, Willie Wright
NRC Councillor Joce Yeoman

I Tae Mai (In Attendance):

Malcolm Nicolson – NRC
John Hutton – Auckland Council
Penny Pirrit – NRC
Leah Porter – NRC
Moana Everson – MFE
Duncan Kervell – NRC
Wikitoria Wright – TUOH Taumatua
Anne Davies
Moana Ihaia
John Edwards – TUOH
Jeannie Poutai – NKONWM
Scottie Williams – Ngati Whatua
Sharon Kaipo – Mangakahia
Tawhiri Littlejohn – Ngati Whatua
Mark Stewart – NUOH Nursery
Levi Hart – NUOH Nursery
Jason Sayer – NUOH Nursery
Tania Moriarty – TUOH
Ngareta Richard – TUOH
Hone Matenga – TUOH
Hoane Kingi – Wai Mari
Sasha Perkinson – TUOH
Martha Nathan – TUOH
Rangi Nathan – TUOH
Whetu Henderson – Green Team
Tane Henderson – Green Team
Toko Retiman – Naumai Marae
Delaraine Armstrong – Te Orewai
Analatu Wolfgramm-McKay – Kaitiaki Wai
Maori

Jonathan Gibbard – NRC
Alan Wilcox – Kaipara Uri Representative
Caleb Male – Auckland Council
Julia Price – MFE
Tracie Dean-Spiers
Violet Nathan – Waitirii Whanau
Sharon Kaipo – Mangakahia
Duncan McAulay
Trevor Tacker – IKHMG
Pene Hita – Waikaretu
Tyrone Raumati – Ngati Whatua
Jane McAlpine – TUOH
Bill Paikea – Maungaturoto
Missy Ashby – NUOH Nursery
Toni Hart – NUOH Nursery
Zenith Sayer – NUOH Nursery
Grant Kelly – NUOH Nursery
Tania Whatarau – TUOH
Gloria Matenga – TUOH
Katarina Tautuhi – TUOH
Jonathan Rishworth – TUOH
Te Aroha Busby-Parkes – TUOH
Liz Nathan – TUOH
Charles Harris – TUOH
Mike Henderson – Green Team
Kelly Retimana – Ripia Marae
Hona Edwards – Nga Kaitiaki Wai Maori
Ruiha Collier – Nga Hapū Kaitiaki
Hinemoa Apetera – Nga Kaitiaki o Wai Maori

Kaipara Moana Remediation Joint Committee
22 February 2021

The Chair declared the meeting open at 09:30

Karakia Timatanga

Ngā whakapahā/Apologies (Item 1.0)

Moved (Wright / Warriner)

That the apologies Cherie Povey and Malcolm Welsh for non-attendance be received.

Carried

Ngā whakapuakanga (Declarations of Conflicts of Interest)

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

Confirmation of Minutes - Kaipara Moana Remediation Joint Committee meeting 04 December 2020 (Item 4.1)

ID: A1411342

Report from Leah Porter, PA/Administrator Environmental Services

Moved (Smart/Sherard)

That the minutes of the Kaipara Moana Remediation Joint Committee meeting held on 04 December 2021 be confirmed as a true and correct record.

Carried

Kaipara Moana Remediation Programme Operations Delivery Vehicle- Interim Report (Item 5.1)

ID: A1408131

Report from Penny Pirrit, Northland Regional Council Management Representative

Moved (Smart/Warriner)

1. That the report 'Kaipara Moana Remediation Programme Operations Delivery Vehicle- Interim Report' by Penny Pirrit, Northland Regional Council Management Representative and dated 2 February 2021, be received.
2. That the Joint Committee endorses in principle the option of the operations vehicle being a business unit within the Northland Regional Council.
3. That the Joint Committee agrees that the recruitment process for the manager of the operations business unit should commence.
4. That the Joint Committee establish a subcommittee consisting of the following two Kaipara Uri and two Council members and delegate to the subcommittee to work with the Chief Executive of Northland Regional Council to develop and approve the job description and interview process for the business unit manager, and to recommend to the Joint Committee a draft Statement of Service Requirements and a Chief Executive Responsibilities Agreement.

ID: A1412348

2

Kaipara Moana Remediation Joint Committee
22 February 2021

- Kaipara Uri Member – Virginia Warriner;
 - Kaipara Uri Member – Willie Wright;
 - Council Member – Phelan Pirrie;
 - Council Member – Joce Yeoman;
5. That the Joint Committee approves the establishment of a Senior Officer Oversight Group, made up of senior officers from the Member Parties, to collaborate with the Chief Executive of the Northland Regional Council on the following management and operational matters of the establishment process:
- a) the structure of the business unit.
 - b) recruitment processes for the business unit's core dedicated staff.
 - c) secondment and contractor processes.
 - d) shared service arrangements, including physical location of business unit.
 - e) the costs for establishing and running the business unit.
 - f) operational processes (e.g. procurement and insurances).
 - g) transitional processes to the future Kaipara Moana Body
6. That a detailed report on the work of the sub-committee and the Senior Officers Oversight Group, and any other establishment matters, be provided for the March meeting of this Committee.

Carried

Secretarial note: amendment of wording was made to recommendation 5, and recommendation 5g was added.

Progress Report on Year 1 Work Programme (Item 5.2)

ID: A1411303

Report from John Hutton, Auckland Council Management Representative

Moved (Wright/Macdonald)

1. That the report 'Progress Report on Year 1 Work Programme' by John Hutton, Auckland Council Management Representative and dated 11 February 2021, be received.
2. That the Tākoha / Koha Policy in Attachment 1 to the main report be adopted.

Secretarial Note: Cr Sayers left the meeting at 1:00pm.

- 1.
- 2.
3. That staff bring a paper to the Joint Committee on costing and accounting for Kaipara Uri, as well as catchment based groups and others, in-kind contributions.

Carried

Secretarial Note: Recommendation 3 was added to request further analysis and recommendations on the ability for Kaipara Uri and other groups non-financial contributions to the success of the Kaipara Moana Remediation Programme to be formally recognised as in-kind contributions under the terms of the programmes Deed of Funding. .

Karakia Mutunga

ID: A1412348

3

Kaipara Moana Remediation Joint Committee
22 February 2021

Whakamutunga (Conclusion)

The meeting concluded at 1:12pm.

TITLE: Working Party Updates and Chairpersons' Briefings

ID: A1417533

From: Sally Bowron, Strategy, Governance and Engagement Team Admin/PA

Authorised by Ben Lee, GM - Strategy, Governance and Engagement, on date 09 March
Group Manager: 2021

Recommendation

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

Te Taitokerau Māori and Council Working Party (Co-Chairs: Cllr Robinson and Pita Tipene)

The Te Taitokerau Māori and Council Working Party met on 11 February 2021. The topics for discussion included:

- Appointment of Co-Chair
- Māori Constituencies
- Regional marae-based hui
- Whakamānawa ā Taiao | Environmental Awards 2021 and Tū i te Ora Scholarships
- The Clean Hull Plan
- Hapū Manawhakahono a Rohe
- Te Oneroa-a-Tōhe/Ninety Mile Beach Board
- Updates from other working parties
- Tāngata Whenua Water Advisory Group

Following discussion, the Taitokerau Māori and Council Working Party provided advice on the following next steps:

- For staff to develop a mechanism that reports progress on TTMAC's six key areas of focus
- That council approve the appointment of Pita Tipene as appointed members Co-Chair, with Georgina Connelly as proxy Co-Chair at their next council meeting
- That a copy of council's submission on the Local Electoral (Māori Wards and Māori Constituencies) Amendment Bill be circulated to TTMAC appointed members
- For staff to arrange shared transport to support the kaupapa of participating in TTMAC hui and to reduce council and members carbon footprint.
- That Rowan Tautari be nominated to the Tū i te Ora Scholarships selection panel, and Mike Kake be nominated to the Whakamānawa ā Taiao | Environmental Awards 2021 judging panel
- That individual appointed members provide feedback directly to council's Biosecurity Manager and Biosecurity – Marine Manager on the Clean Hulls Plan
- That staff engage with members from Te Parawhau Hapū Authority Charitable Trust, Te Uri o Hau Settlement Trust and Te Whakaminenga O Te Hikutu Hapu-Whanau regarding signing the multi-hapū-based Mana Whakahono a Rohe

- That staff come back to TTMAC in six months with a review of Mana Whakahono a Rohe implementation issues
- That staff bring papers to TTMAC formal meeting on:
 - the process of appointing and replacing members on working parties that ensures good TTMAC representation on working parties
 - hazard maps
 - the relationship between TTMAC and the Tāngata Whenua Water Advisory Group
 - what is coming from central government on water reforms.

Water and Land Working Party (Chair: Cr Justin Blaikie)

The Water and Land Working Party met on Wednesday 24 February 2021. The topics for discussion included:

- Retirement Fencing Project Update
- Sediment Monitoring
- Summer Weather Update
- Water Tank Sensor Trial Update
- Summer Swimming Site Monitoring Results

Following discussion, the Water and Land Working Party provided advice on the following next steps:

- Contact details to be provided to the Kaipara Moana Land Management Specialist as to opportunities for the project in terms of catchment restoration groups in the Kaikohe and Hokianga Area.
- An update on the usage of water over the Christmas/NewYear period to be provided.
- After completion of the monitoring, a more detailed report of the full swimming site monitoring results for the 2020/2021 summer to be provided to the working party.
- A media release to be done summarising this seasons results.

TITLE: Business with the Public Excluded

Executive Summary

The purpose of this report is to recommend that the public be excluded from the proceedings of this meeting to consider the confidential matters detailed below for the reasons given.

Recommendations

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

Item No.	Item Issue	Reasons/Grounds
10.1	Confirmation of Confidential Minutes - 23 February 2021	The public conduct of the proceedings would be likely to result in disclosure of information, as stated in the open section of the meeting.
10.2	Human Resources Report	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(a).

3. That the Independent Financial Advisors 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.