



**Far North
District Council**



AGENDA

Kaitaia Drainage Area Committee Meeting

Monday, 18 March 2019

Time: 10.00 pm - 12.00 pm
Location: Board Room, Te Ahu
Cnr State Highway 1 and Mathews
Avenue
Kaitaia

Membership:

Fiona King - Chairperson
Member Adele Gardner
Member Jim Bennett
Member Brian Dawson
Member Mike Masters
Member Greg Yuretich
Member Joe King

Far North District Council
Kaitaia Drainage Area Committee Meeting
will be held in the Board Room, Te Ahu, Cnr state highway 1 and
Mathews Avenue, Kaitaia on:
Monday 18 March 2019 at 10.00 pm - 12.00 pm

Order Of Business

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1 APOLOGIES AND DECLARATIONS OF INTEREST

Members need to stand aside from decision-making when a conflict arises between their role as a Member of the Community Board and any private or other external interest they might have. This note is provided as a reminder to Members to review the matters on the agenda and assess and identify where they may have a pecuniary or other conflict of interest, or where there may be a perception of a conflict of interest.

If a Member feels they do have a conflict of interest, they should publicly declare that at the start of the meeting or of the relevant item of business and refrain from participating in the discussion or voting on that item. If a Member thinks they may have a conflict of interest, they can seek advice from the Chief Executive Officer or the Team Leader Governance Support (preferably before the meeting).

It is noted that while members can seek advice the final decision as to whether a conflict exists rests with the member.

2 SPEAKERS

3 CONFIRMATION OF PREVIOUS MINUTES

3.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A2384023

Author: Maryn Ashby, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader Governance Support

PURPOSE OF THE REPORT

The minutes of the previous Kaitaia Drainage Area Committee meeting are attached to allow the Committee to confirm that the minutes are a true and correct record.

RECOMMENDATION

That the Kaitaia Drainage Area Committee confirms that the minutes of the meeting of the Kaitaia Drainage Area Committee held 10 September 2018 are a true and correct record.

1) BACKGROUND

Local Government Act 2002 Schedule 7 Section 28 states that a local authority must keep minutes of its proceedings. The minutes of these proceedings duly entered and authenticated as prescribed by a local authority are prima facie evidence of those meetings.

2) DISCUSSION AND OPTIONS

The minutes of the meeting are attached.

Far North District Council Standing Orders Section 27.3 states that no discussion shall arise on the substance of the minutes in any succeeding meeting, except as to their correctness.

Reason for the recommendation

The reason for the recommendation is to confirm the minutes are a true and correct record of the previous meeting.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications or the need for budgetary provision as a result of this report.

ATTACHMENTS

1. 2018-09-10 Kaitaia Drainage Area Committee Minutes - A2289913 [↓](#) 

Compliance schedule:

Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

1. A Local authority must, in the course of the decision-making process,
 - a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and
 - b) Assess the options in terms of their advantages and disadvantages; and
 - c) If any of the options identified under paragraph (a) involves a significant decision in relation to land or a body of water, take into account the relationship of Māori and their culture and traditions with their ancestral land, water sites, waahi tapu, valued flora and fauna and other taonga.
2. This section is subject to Section 79 - Compliance with procedures in relation to decisions.

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	Not applicable
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Not applicable
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	Not applicable
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	None
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences.	Not applicable
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications or the need for budgetary provision arising from this report.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

Kaitaia Drainage Area Committee Meeting Minutes

10 September 2018

**MINUTES OF FAR NORTH DISTRICT COUNCIL
KAITAIA DRAINAGE AREA COMMITTEE MEETING
HELD AT THE BOARD ROOM, TE AHU , CNR STATE HIGHWAY ONE AND MATHEWS
AVENUE, KAITAIA
ON MONDAY, 10 SEPTEMBER 2018 AT 10.09 AM**

PRESENT: Chairperson Mike Masters, Member Adele Gardner, Member Brian Dawson,
Greg Yuretich

IN ATTENDANCE:

STAFF PRESENT: Steve Little - Team Leader 3 Waters Operations, Infrastructure and Asset
Management Steven Smith - Stormwater Engineer, Infrastructure and Asset
Management Troy Smith - Engineer 3 Waters, Infrastructure and Asset
Management, Maryn Ashby - Meetings Administrator.

The meeting opened with a minute silence in memory of Member Ken Garton.

1 APOLOGIES AND DECLARATIONS OF INTEREST

APOLOGY

COMMITTEE RESOLUTION 2018/1

Moved: Chairperson Adele Gardner

Seconded: Member Mike Masters

That the apology received from Chairperson Fiona King, Member Joe King and Member Jim Bennett be accepted and leave of absence granted.

CARRIED

2 CONFIRMATION OF PREVIOUS MINUTES

2.1 CONFIRMATION OF PREVIOUS MINUTES

COMMITTEE RESOLUTION 2018/2

Moved: Member Mike Masters

Seconded: Chairperson Adele Gardner

That the Kaitaia Drainage Area Committee confirms that the minutes of the meeting of the Kaitaia Drainage Area Committee held 22 March 2018 are a true and correct record.

CARRIED

Note: Mike Masters has spoken to Dave Van Bysterbelt about reinstating the crossing on the drain located near the Pukepoto outfall. The crossing has not been installed yet.

3 REPORTS

4.1 KAITAIA DRAINAGE AREA 17/18 EXPENDITURE

COMMITTEE RESOLUTION 2018/3

Moved: Member Greg Yuretich

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Kaitaia Drainage Area Committee Meeting Minutes

10 September 2018

Seconded: Member Brian Dawson

That Kaitaia Drainage Area Committee:

a) **Note the following financial summary for the past financial year 2017/18:**

Kaitaia	Budget
2016-17 Residual funds (reserve funds available)	\$35,438
2017 Opening Balance (rated income)	\$69,177
2017-18 Expenditure	\$62,689
	\$41,926
2017-18 Closing Reserve Balance	

CARRIED

4.2 KAITAIA DRAINAGE AREA 18/19 PROGRAMME

COMMITTEE RESOLUTION 2018/4

Moved: Member Mike Masters

Seconded: Member Brian Dawson

That Kaitaia Drainage Area Committee:

- a) **Recommend the reviewed 2018/19 work programme to the Te Hiku Community Board for approval.**
- b) **That the Kaitaia Drainage Area Committee approve partial funding, equal to 25% of the total cost, for the purchase of a drone including the necessary accessories, on the basis the remaining drainage Committees agree to an equal share of the total expense.**

CARRIED

Note: the Committee approved payment of \$241.50 for North Agriculture's cleaning of the Hoddles Drain.

4.3 KAITAIA DRAINAGE AREA 19/20 PROGRAMME

COMMITTEE RESOLUTION 2018/5

Moved: Member Mike Masters

Seconded: Member Greg Yuretich

That Kaitaia Drainage Area Committee:

- a) **Recommend the reviewed 2019/20 work programme to the Te Hiku Community Board for approval.**

CARRIED

4 MEETING CLOSE

The Meeting closed at 12.17 AM.

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Kaitaia Drainage Area Committee Meeting Minutes

10 September 2018

The minutes of this meeting were confirmed at the Kaitaia Drainage Area Committee Meeting held on .

.....
CHAIRPERSON

4 REPORTS

4.1 KAITAIA DRAINAGE AREA 18/19 PROGRAMME UPDATE

File Number: A2374235

Author: Troy Smith, Assistant Engineer

Authoriser: Andy Finch, General Manager - Infrastructure and Asset Management

PURPOSE OF THE REPORT

To notify the Kaitaia Drainage Area Committee of progress on all drainage aspects; planning, financing and physical works, for the financial year ending the 30th of June 2019.

EXECUTIVE SUMMARY

As the 2018/19 summer has begun, several points on the approved work programme have been completed or are in progress. With a combination of spraying, cleaning and access improvements being completed on behalf of the ratepayers, this will provide a progress report on the work and finances along with any new developments. To date a total of \$25,552 has been expended for the Kaitaia work programme.

RECOMMENDATION

That the Kaitaia Drainage Area Committee:

- a) **Note and review the 2018/19 work programme.**
- b) **Recommend the reviewed 2018/19 work programme to the Te Hiku Community Board for approval.**

1) BACKGROUND

The founding of the Kaitaia Drainage Area dates back to 1913 where the Kaitaia Land Drainage Act was adopted with the exception that a board of trustees was to be applied.

The Kaitaia Drainage Area Committee was formally established at the 22 February 2016 meeting of the Te Hiku Community Board at the request of the members of the Kaitaia Drainage Management Committee.

The work programme for the 2018/19 financial year was most recently approved at the 10th of September 2018 Committee meeting. Additionally it has been reviewed during earlier Committee meetings eg. 22nd of March 2018, 11th of September 2017.

From the most recent Committee meeting, a resolution was made to:

“...approve partial funding, equal to 25% of the total cost, for the purchase of a drone including the necessary accessories, on the basis the remaining drainage Committees agree to an equal share of the total expense.”

As the other Drainage Area Committees also made this resolution, the drone share has been included as a new item in the budget. It's also fair for the Far North District Council to pay a share so the original 25% has been reduced to 20% as it's now split into 5 equal portions.

In the following Te Hiku Community Board meeting in November 2018, the Kaitaia Drainage Area 18/19 Programme was amended, removing two items:

- Alligator weed spraying contingency - \$3,000.
- Access track improvements contingency - \$7,500.

These items have since been removed from the programme and financial totals corrected.

2) DISCUSSION AND OPTIONS

Within the Kaitaia Area, there are several agreed points which require work. This section details the work currently programmed from September 2018 and what progress has been made.

In case of any additional changes, it is intended that the 2018/19 work programme is reviewed.

2.1 Work programme summary

Work is to be completed before 30 June 2019, with the spraying programme started late 2018:

<u>Kaitaia</u>	<i>Budgeted</i>	<i>Expended</i>
<u>Completed Work:</u>		
<i>Spraying of the Kaitaia drains (at time of writing)</i>	<i>\$53,531</i>	<i>\$25,342</i>
<i>Residual payment from Hoddles Drain cleaning</i>	<i>\$13,000</i>	<i>\$210</i>
<i>Total</i>	<i>\$66,531</i>	<i>\$25,552</i>
<u>Remaining Work & Allowances:</u>		
<i>Status report on the drains (In progress)</i>	<i>\$1,200</i>	
<i>Spraying of the Kaitaia drains (In progress)</i>	<i>\$28,189</i>	
<i>Alligator weed spraying (Removed)</i>	<i>\$3,000</i>	
<i>Machine Cleaning Contingency</i>	<i>\$12,790</i>	
<i>Access Track Improvements (Removed)</i>	<i>\$7,500</i>	
<i>20% share of a drone for drain surveillance (Approved in Sept Meeting)</i>	<i>\$664</i>	
<i>Contingency allowance</i>	<i>\$3,000</i>	
<i>Total</i>	<i>\$45,843</i>	

2.2 General maintenance within work programme

Spraying

Spraying of the Kaitaia drains were completed during January and February 2019. At the time of writing, all the drains had been sprayed but only part of the cost expended. This gives a current total of \$25,342 and a remaining budget of \$28,189.

If Alligator weed is an issue, the current spray will have little effect on it. For serious cases machine cleaning may be required.

The completed spray programme has been separated out into compartments and individual drains. Spray programme follows:

Waipapakaurai Compartment

Waipapakauri Outfall	4,400 m	\$2,200.00
Paparore Bank Drain	4,000 m	\$2,000.00
Waipapakauri Bank	2,159 m	\$1,079.50

Thodes	350 m	\$175.00
Yates	945 m	\$472.50
West	684 m	\$342.00
Sandhills	7,502 m	\$3,751.00
Birds Boundary	1,521 m	\$760.50
Government drain	3,012 m	\$1,506.00
Waimanone - Walkers	4,221 m	\$2,110.50
Spains Drain	1,620 m	\$810.00
Spains Road Drain	1,480 m	\$740.00
Totals	33,414 m	\$16,707.00

Lower Awanui Compartment

Prices Bank (Unahi)	2,615 m	\$1,307.50
McMillans - Tupes	6,840 m	\$3,420.00
Factory Bend - Michies	6,035 m	\$3,017.50
Gills	2,008 m	\$1,004.00
Kumi Road	1,006 m	\$503.00
H Subritzky's	1,127 m	\$563.50
Totals	19,631 m	\$9,815.50

Puckeys Outfall Compartment

Puckeys Outfall	484 m	\$242.00
Foleys	450 m	\$250.00
Lisle	1,710 m	\$855.00
Wireless	1,800 m	\$900.00
Bells Road	2,012 m	\$1006.00
Totals	6,456 m	\$3,228.00

Pukepoto Outfall Compartment

Pukepoto Outfall	5,828 m	\$2,914.00
W Masters E	1,300 m	\$650.00
Campbells	684 m	\$342.00
L Masters W	1,000 m	\$500.00
L Masters C	1,400 m	\$700.00
School	1,500 m	\$750.00
Reynolds (West Bank)	2,213 m	\$1,106.50
Maori	1,800 m	\$900.00
Pukepoto Creek	800 m	\$400.00
Houstons (West Bank)	2,213 m	\$1,106.50

Parkers	1,813 m	\$906.50
Reids West	1,115 m	\$557.50
Totals	21,666 m	\$10,833.00

Whangatane Compartment

Texifros	785 m	\$392.50
Maimaru	1,127 m	\$563.50
Oinu Stream	1,650 m	\$825.00
Pairatahi Bank	2,716 m	\$1,358.00
Totals	6,278 m	\$3,139.00

Kaitaia Compartment

Lewis Junction - Boundary	443 m	\$221.50
Lewis Junction - Road	333 m	\$166.50
Church Gully	2,865 m	\$1,432.50
Mathews Outfall	3,425 m	\$1,712.50
Hanlons	322 m	\$161.00
Totals	7,388 m	\$3,694.00

Tangonge Compartment

Reids East	1,507 m	\$753.50
Hoddles	867 m	\$433.50
Millers	2,615 m	\$1307.50
McKenzies	634 m	\$317.00
Sharps	402 m	\$201.00
Lewis & Crown Land	1,851 m	\$925.50
Totals	7,876 m	\$3,938.00

Wairoa Compartment

Berghans	1,005 m	\$502.50
Wairoa Stream	2,543 m	\$1,271.50
Blairs	805 m	\$402.50
Totals	4,353 m	\$2,176.50

Machine cleaning

Over the 2017/18 year, the Kaitaia Area has been investigated in conjunction with the spraying contractor to identify the location of any significant siltation and / or vegetation mats which will require removal.

Due to the amount of issues identified in the 2018 Drain Status Report, a number of drains were selected for cleaning in the most recent Committee meeting in September 2018. The cleaning will then be completed under the \$13,000 budget currently allocated for 2018/19.

The drains selected for cleaning are listed below:

- **Spains Drain** – Thick mats of floating rush.
- **Church Gully Drain** – Very thick oxygen weed along the whole drain.
- **Awanui Drain** – Very thick weed near the cemetery along with siltation on Steven Jurlina's property.
- **Houstons Drain** – The outlet of the drain is blocked with thick weed.
- **Reids East Drain** – Thick weed and silt.

There has also been \$210 expended for the remainder of the Hoddles Drain cleaning which was completed in March 2018. It was agreed in the September meeting that even though the incorrect process was taken and cleaning was completed without approval, the cleaning was however justified.

Accessibility issues & maintenance

Due to the amount of issues identified in the 2018 Drain Status Report, a number of issues were selected for action during the most recent Committee meeting in September 2018. It is intended that the Committee discusses progress on these items and whether they are still valid.

The drain, it's status and action proposed are listed below:

- **Church Gully Drain** – Very wet entry, rough and overgrown track at some points. Near the recycling centre is also full of rubbish. No fencing when in farmland. **Action from last meeting:** Access to be reinstated.
- **Spains Drain** – Leylandii trees planted along one side blocking digger farm access to the drain. **Action from last meeting:** Contact land owner for tree removal.
- **Pukietu Outfall** – Drain crossing to be reinstated for access, on Dave Van Bysterbelt's property. **Action from last meeting:** Mike Masters to continue discussions.
- **Lisle Drain** – Requires fencing on the opposite side of the King's property. **Action from last meeting:** Fencing completed.
- **Birds Drain** – Row of trees along one side of the drain. **Action from last meeting:** Private drain, stop spraying.
- **Wireless Drain** – Very rough access track along farmland. **Action from last meeting:** Check the access.
- **Mcmillans to Tupes Drain** – Fencing across the track on Shalders Farm. **Action from last meeting:** Mike Masters to contact.
- **Factory Bend** – Michies – Fencing without gates near the drain causing time delays. **Action from last meeting:** Mike Masters to investigate.

- **Pairatahi Bank Drain** – Parts of the access track is overgrown, other side of the drain has no gates along the drain resulting in time delays. **Action from last meeting:** Mulching to be completed.
- **Maimaru Drain** – Parts of the access track was sprayed as it is overgrown. Middle of the drain was not sprayed as the property owner did not allow access. **Action from last meeting:** Mulching to be completed and land owner contacted.
- **Waimanone to Walkers Drain** – Overgrown access track through Brian Dean and Shalders properties. Could not access through Dean's property. **Action from last meeting:** Check with George / contact land owners.
- **Sankeys No. 2** – In direct route to the drain. **Action from last meeting:** Possibly a private drain.
- **Birds Boundary Drain** – Row of trees along one side of the drain. **Action from last meeting:** Check the tree location.
- **Yates Drain** – Fencing without gates and drains without culverts near the drain causing time delays. **Action from last meeting:** Contact the land owner.
- **West's Drain** – Access track on one side is too rough to drive, the other has no gates along the drain which causes time delays. **Action from last meeting:** Contact the land owner and check the access.

In addition to maintenance of the drains, the spraying contractor has been requested to identify the location of any of the following issues which are covered by the Far North District Council Land Drainage Bylaw 2009:

- i) Obstructions which interfere with the access for plant or machinery to and along the drainage channel or parts thereof and within 10 m of the drain, Clause 3.1.
- ii) Grazing stock which is not excluded from the drainage channel, Clause 5.7.
- iii) Damage caused to the drainage channel due to stock accessing the drainage channel for water, Clause 11.1.
- iv) Obstructions to flow within the drainage channel due to excessive vegetation material.

A notice was sent in 2017 to all property owners reminding them of the requirements that they must comply with the Drainage Bylaw and in particular the above issues.

In the Te Hiku Community Board meeting of November 2018, the board motioned that another notice be sent to remind property owners of their obligations. This will be sent out in autumn 2019.

2.4 Kaitaia Drainage Area management plan

There have been some minor changes made to the Management Plans in line with what was agreed upon in March 2017. The Management Plans were then approved by the Te Hiku Community Board in May 2017.

The next step is to have the approved Management Plans reviewed by the Northland Regional Council. This is required under section 27.2 Rules for Drainage and River Control Activities - Controlled Activities, of the Regional Water and Soil Plan for Northland.

2.5 Drainage area mapping

Late 2017, Council began using GIS (Geographic Information System) or mapping tools to log the location of the Drainage Area Drains electronically. The aim of this project is to put together a relatively accurate database of the drain width, depth, grade and location. Once gathered, the

information will be added as a new layer in the Far North District Council's online maps which are available to the public.

To date the entire Kaikino Drainage Area has been mapped although it is not yet available online.

The other Drainage Areas, Waiharara, Kaitaia and Motutangi, are planned for mapping when we have the available staff.

Additionally, Council has done some research on the cost of purchasing a drone for Drainage Area monitoring. Our recommended drone, the DJI Phantom 4 Pro Drone costs \$2,499 and has a range of ~5km (may vary depending on terrain) and a battery life of 30 minutes. Additional items for the drone are listed below:

Spare batteries - \$320 each

Memory card - \$60

Carry bag - \$120

As mentioned in Section 1, a new budget item of \$664, roughly equal to 20% of the cost, has been added to each area's programme for the purchase of the drone.

2.6 Drainage Area Requests for Service (RFS) Summary

In the last 6 months, there has been one RFS received regarding the Kaitaia Drainage Area. Please find a summary of the request below:

On the 16th of November 2018 the rates department received a phone call from Mr Gerard Ponsonby. In the phone call he expressed his concerns about the Kaitaia Drainage Area rate being applied to his account and why this is required.

After not receiving a satisfactory answer, Mr Ponsonby contacted the mayor and asked for a written explanation. This was then logged as RFS 3936020 and assigned to several members of the finance and rates department for action.

A response letter has since been finalised and sent to Mr Ponsonby on the 19th of February 2019.

Reason for the recommendation

To ensure that the Kaitaia Drainage Area Committee are up to date on current work progress and expenditure. Also to ensure the Committee has the opportunity to review and make changes to the programme if required.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

A summary of the expected 2018/19 financial year is as follows:

Kaitaia	Budget
2017-18 Residual funds (reserve funds available)	\$41,926
2018 Opening Balance (rated income)	\$70,000
2018-19 Expenditure to date	\$25,552
2018-19 Remaining Expenditure	\$45,843
2018-19 Closing Reserve Balance	\$40,531

ATTACHMENTS

Nil

Compliance schedule:

Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

1. A Local authority must, in the course of the decision-making process,
 - a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and
 - b) Assess the options in terms of their advantages and disadvantages; and
 - c) If any of the options identified under paragraph (a) involves a significant decision in relation to land or a body of water, take into account the relationship of Māori and their culture and traditions with their ancestral land, water sites, waahi tapu, valued flora and fauna and other taonga.
2. This section is subject to Section 79 - Compliance with procedures in relation to decisions.

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	A low to medium significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Policy #4302 - Northland River Management Policy. Policy #2104-14 Procuring Goods and Services.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	This report seeks a recommendation from the Committee to the Te Hiku Community Board.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	Ngai Takoto Iwi is included in the development of the management plan for the districts drainage areas.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences.	The purpose of the Committee is to liaise with persons likely to be affected.
State the financial implications and where budgetary provisions have been made to support this decision.	Financial implications are to be considered by the committee and budgetary provision is made.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

4.2 KAITAIA DRAINAGE AREA 19/20 PROGRAMME

File Number: A2374682

Author: Troy Smith, Assistant Engineer

Authoriser: Andy Finch, General Manager - Infrastructure and Asset Management

PURPOSE OF THE REPORT

To provide the Kaitaia Drainage Area Committee with an outline of the proposed works and costs for the 2019/20 financial year.

EXECUTIVE SUMMARY

Over the 2019/20 financial year, the Far North District Council wishes to complete a selection of drainage area works. The work includes spraying and cleaning of the drains. It is recommended a budget of \$70,731 is allocated to cover the required and potential work for Kaitaia.

RECOMMENDATION

That the **Kaitaia Drainage Area Committee:**

- a) **Recommend the reviewed 2019/20 work programme to the Te Hiku Community Board for approval.**

1) BACKGROUND

The founding of the Kaitaia Drainage Area dates back to 1913 where the Kaitaia Land Drainage Act was adopted with the exception that a board of trustees was to be applied.

The Kaitaia Drainage Area Committee was formally established at the 22 February 2016 meeting of the Te Hiku Community Board at the request of the members of the Kaitaia Drainage Management Committee.

During the Te Hiku Community Board meeting in November 2018, the Kaitaia Drainage Area 19/20 Programme was amended, removing two items:

- Alligator weed spraying contingency - \$3,000.
- Access track improvements contingency - \$7,500.

These items have since been removed from the programme and financial totals corrected.

The works programme for the 2019/20 financial year has been estimated from previous costs.

The list of required works is based on the assumption that the work programme for 2017/18 and 2018/19 are completed as planned.

2) DISCUSSION AND OPTIONS

Within the Kaitaia Area, there are several points which require work. The items detailed in the below work programme have been determined by staff based on information from the spraying contractor and other sources. However, the Committee may be aware of other work that is required and today's meeting provides an opportunity to adjust the work programme.

2.1 Proposed work programme summary

Work is to be completed before 30 June 2020, with the spraying programme to start during late 2019:

Kaitaia

<i>Spraying of the Kaitaia drains (breakdown in section 2.2)</i>	\$53,531
<i>Status report on the drains</i>	\$1,200
<i>Machine cleaning contingency</i>	\$13,000
<i>General contingency</i>	\$3,000
<i>Total</i>	\$70,731

2.2 General maintenance within the work programme

Spraying

Spraying of the Kaitaia Area is to be completed during late spring / early summer 2019/20. If additional spraying is required, this will be funded from a contingency.

If Alligator weed is an issue, the current spray will have little effect on it. For serious cases machine cleaning may be required.

The spray programme has been separated out into compartments and individual drains. Spray programme follows:

Waipapakaurai Compartment

Waipapakauri Outfall	4,400 m	\$2,200.00
Paparore Bank Drain	4,000 m	\$2,000.00
Waipapakauri Bank	2,159 m	\$1,079.50
Thodes	350 m	\$175.00
Yates	945 m	\$472.50
West	684 m	\$342.00
Sandhills	7,502 m	\$3,751.00
Birds Boundary	1,521 m	\$760.50
Government drain	3,012 m	\$1,506.00
Waimanone - Walkers	4,221 m	\$2,110.50
Spains Drain	1,620 m	\$810.00
Spains Road Drain	1,480 m	\$740.00
Totals	33,414 m	\$16,707.00

Lower Awanui Compartment

Prices Bank (Unahi)	2,615 m	\$1,307.50
McMillans - Tupes	6,840 m	\$3,420.00
Factory Bend - Michies	6,035 m	\$3,017.50
Gills	2,008 m	\$1,004.00
Kumi Road	1,006 m	\$503.00
H Subritzky's	1,127 m	\$563.50
Totals	19,631 m	\$9,815.50

Puckeys Outfall Compartment

Puckeys Outfall	484 m	\$242.00
Foleys	450 m	\$250.00
Lisle	1,710 m	\$855.00
Wireless	1,800 m	\$900.00
Bells Road	2,012 m	\$1006.00
Totals	6,456 m	\$3,228.00

Pukepoto Outfall Compartment

Pukepoto Outfall	5,828 m	\$2,914.00
W Masters E	1,300 m	\$650.00
Campbells	684 m	\$342.00
L Masters W	1,000 m	\$500.00
L Masters C	1,400 m	\$700.00
School	1,500 m	\$750.00
Reynolds (West Bank)	2,213 m	\$1,106.50
Maori	1,800 m	\$900.00
Pukepoto Creek	800 m	\$400.00
Houstons (West Bank)	2,213 m	\$1,106.50
Parkers	1,813 m	\$906.50
Reids West	1,115 m	\$557.50
Totals	21,666 m	\$10,833.00

Whangatane Compartment

Texifros	785 m	\$392.50
Maimaru	1,127 m	\$563.50
Oinu Stream	1,650 m	\$825.00
Pairatahi Bank	2,716 m	\$1,358.00
Totals	6,278 m	\$3,139.00

Kaitaia Compartment

Lewis Junction - Boundary	443 m	\$221.50
Lewis Junction - Road	333 m	\$166.50
Church Gully	2,865 m	\$1,432.50
Mathews Outfall	3,425 m	\$1,712.50
Hanlons	322 m	\$161.00
Totals	7,388 m	\$3,694.00

Tangonge Compartment

Reids East	1,507 m	\$753.50
Hoddles	867 m	\$433.50
Millers	2,615 m	\$1307.50
McKenzies	634 m	\$317.00
Sharps	402 m	\$201.00
Lewis & Crown Land	1,851 m	\$925.50
Totals	7,876 m	\$3,938.00

Wairoa Compartment

Berghans	1,005 m	\$502.50
Wairoa Stream	2,543 m	\$1,271.50
Blairs	805 m	\$402.50
Totals	4,353 m	\$2,176.50

Machine cleaning

Over the 2018/19 year, the Kaitaia Area shall be investigated in conjunction with the spraying contractor to identify the location of any significant siltation and / or vegetation mats which will require removal.

Due to the amount of issues identified in the 2018 & 2019 Drain Status Reports, it is recommended that the Committee discuss a potential 2019/20 cleaning programme. This will then be decided upon at the next Committee meeting in September 2019.

An allowance of \$13,000 is currently allocated for 2019/20.

Accessibility issues & maintenance

Due to the amount of issues identified in the 2018 & 2019 Drain Status Reports, it may be prudent for the Committee to discuss an action plan in order to resolve these.

The spraying contractor has been requested to identify the location of any of the following issues which are covered by the Far North District Council Land Drainage Bylaw 2009:

- i) Obstructions which interfere with the access for plant or machinery to and along the drainage channel or parts thereof and within 10 m of the drain, Clause 3.1.
- ii) Grazing stock which is not excluded from the drainage channel, Clause 5.7.
- iii) Damage caused to the drainage channel due to stock accessing the drainage channel for water, Clause 11.1.
- iv) Obstructions to flow within the drainage channel due to excessive vegetation material.

A notice was sent in 2017 to all property owners reminding them of the requirements that they must comply with the Drainage Bylaw and in particular the above issues.

Council staff will analyse this information and make recommendations to the Committee on work which may be required. Staff, or as agreed by the Committee, may also contact the landholders directly where they are in breach of the Bylaw.

Reason for the recommendation

To confirm the expected works and their associated costs. With the work programme to be completed by 30 June 2020.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

A summary of the expected 2019/20 financial year is as follows:

Kaitaia	Budget
2018-19 Residual funds (reserve funds available)	\$40,531
2019 Opening Balance (rated income)	\$70,000
2019-20 Proposed Expenditure	\$70,731
2019-20 Closing Reserve Balance	\$39,800

ATTACHMENTS

Nil

Compliance schedule:

Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

1. A Local authority must, in the course of the decision-making process,
 - a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and
 - b) Assess the options in terms of their advantages and disadvantages; and
 - c) If any of the options identified under paragraph (a) involves a significant decision in relation to land or a body of water, take into account the relationship of Māori and their culture and traditions with their ancestral land, water sites, waahi tapu, valued flora and fauna and other taonga.
2. This section is subject to Section 79 - Compliance with procedures in relation to decisions.

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	A low to medium significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Policy #4302 - Northland River Management Policy. Policy #2104-14 Procuring Goods and Services.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	This report seeks a recommendation from the Committee to the Te Hiku Community Board.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	Ngai Takoto Iwi is included in the development of the management plan for the districts drainage areas.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences.	The purpose of the Committee is to liaise with persons likely to be affected.
State the financial implications and where budgetary provisions have been made to support this decision.	Financial implications are to be considered by the committee and budgetary provision is made.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

4.3 KAITAIA DRAINAGE AREA 20/21 PROGRAMME

File Number: A2374692

Author: Troy Smith, Assistant Engineer

Authoriser: Andy Finch, General Manager - Infrastructure and Asset Management

PURPOSE OF THE REPORT

To provide the Kaitaia Drainage Area Committee with an outline of the proposed works and costs for the 2020/21 financial year.

EXECUTIVE SUMMARY

Over the 2020/21 financial year, the Far North District Council wishes to complete a selection of drainage area works. The work includes spraying and cleaning of the drains. It is recommended a budget of \$70,731 is allocated to cover the required and potential work for Kaitaia.

RECOMMENDATION

That the **Kaitaia Drainage Area Committee:**

- a) **Recommend the reviewed 2020/21 work programme to the Te Hiku Community Board for approval.**

1) BACKGROUND

The founding of the Kaitaia Drainage Area dates back to 1913 where the Kaitaia Land Drainage Act was adopted with the exception that a board of trustees was to be applied.

The Kaitaia Drainage Area Committee was formally established at the 22 February 2016 meeting of the Te Hiku Community Board at the request of the members of the Kaitaia Drainage Management Committee.

During the Te Hiku Community Board meeting in November 2018, the Kaitaia Drainage Area 18/19 & 19/20 Programme was amended, removing two items:

- Alligator weed spraying contingency - \$3,000.
- Access track improvements contingency - \$7,500.

As these items were removed from the earlier reports, the 2020/21 programme will not include these either.

The works programme for the 2020/21 financial year has been estimated from previous costs.

The list of required works is based on the assumption that the work programme for 2018/19 and 2019/20 are completed as planned.

2) DISCUSSION AND OPTIONS

Within the Kaitaia Area, there are several areas which require work. The items detailed in the below work programmes have been determined by staff based on information from the spraying contractor and other sources. However, the Committee may be aware of other work that is required and today's meeting provides an opportunity to adjust the work programme.

Further review of the programme must be done during the following Drainage Area Committee Meeting held in September 2019 and over the next financial year. This is due to the highly estimated nature of the work programme.

2.1 Proposed work programme summary

Work is to be completed before 30 June 2021, with the spraying programme to start during late 2020:

Kaitaia

<i>Spraying of the Kaitaia drains (breakdown in section 2.2)</i>	\$53,531
<i>Status report on the drains</i>	\$1,200
<i>Machine cleaning contingency</i>	\$13,000
<i>General contingency</i>	\$3,000
<i>Total</i>	\$70,731

2.2 General maintenance within the work programme

Spraying

Spraying of the Kaitaia Area is to be completed during late spring / early summer 2020/21. If additional spraying is required, this will be funded from a contingency.

If Alligator weed is an issue, the current spray will have little effect on it. For serious cases machine cleaning may be required.

The spray programme has been separated out into compartments and individual drains. Spray programme follows:

Waipapakaurai Compartment

Waipapakauri Outfall	4,400 m	\$2,200.00
Paparore Bank Drain	4,000 m	\$2,000.00
Waipapakauri Bank	2,159 m	\$1,079.50
Thodes	350 m	\$175.00
Yates	945 m	\$472.50
West	684 m	\$342.00
Sandhills	7,502 m	\$3,751.00
Birds Boundary	1,521 m	\$760.50
Government drain	3,012 m	\$1,506.00
Waimanone - Walkers	4,221 m	\$2,110.50
Spains Drain	1,620 m	\$810.00
Spains Road Drain	1,480 m	\$740.00
Totals	33,414 m	\$16,707.00

Lower Awanui Compartment

Prices Bank (Unahi)	2,615 m	\$1,307.50
McMillans - Tupes	6,840 m	\$3,420.00
Factory Bend - Michies	6,035 m	\$3,017.50
Gills	2,008 m	\$1,004.00
Kumi Road	1,006 m	\$503.00
H Subritzky's	1,127 m	\$563.50
Totals	19,631 m	\$9,815.50

Puckeys Outfall Compartment

Puckeys Outfall	484 m	\$242.00
Foleys	450 m	\$250.00
Lisle	1,710 m	\$855.00
Wireless	1,800 m	\$900.00
Bells Road	2,012 m	\$1006.00
Totals	6,456 m	\$3,228.00

Pukepoto Outfall Compartment

Pukepoto Outfall	5,828 m	\$2,914.00
W Masters E	1,300 m	\$650.00
Campbells	684 m	\$342.00
L Masters W	1,000 m	\$500.00
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Reids West	1,115 m	\$557.50
Totals	21,666 m	\$10,833.00

Whangatane Compartment

Texifros	785 m	\$392.50
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Totals	6,278 m	\$3,139.00

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Machine cleaning

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An allowance of \$13,000 is currently allocated for 2020/21 and it's recommended that a cleaning programme for the year is decided upon in the September 2020 Committee meeting.

Accessibility issues & maintenance

The spraying contractor has been requested to identify the location of any of the following issues which are covered by the Far North District Council Land Drainage Bylaw 2009:

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Reason for the recommendation

To confirm the expected works and their associated costs. With the work programme to be completed by 30 June 2021.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

A summary of the expected 2020/21 financial year is as follows:

Kaitaia	Budget
2019-20 Residual funds (reserve funds available)	\$39,800
2020 Opening Balance (rated income)	\$70,000
2020-21 Proposed Expenditure	\$70,731
2020-21 Closing Reserve Balance	\$39,069

ATTACHMENTS

Nil

Compliance schedule:

Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

1. A Local authority must, in the course of the decision-making process,
 - a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and
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Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report

5 MEETING CLOSE