



**Far North
District Council**



AGENDA

Waiharara and Kaikino Drainage Area Committee Meeting

Monday, 18 March 2019

Time: 1.00 pm - 2.30 pm
Location: Board Room, Te Ahu
Cnr State Highway 1 and Mathews
Avenue
Kaitaia

Membership:

Fiona King - Chairperson
Member Melanie Dalziel
Member Fred Petricevich
Member Joe Milich
Member Dean Radojkovich
Member Aaron Bainbridge
Member Adrienne Bartlett

Far North District Council
Waiharara and Kaikino 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 1.00 pm - 2.30 pm

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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: A2384127

Author: Maryn Ashby, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader Governance Support

PURPOSE OF THE REPORT

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

RECOMMENDATION

That the Waiharara and Kaikino Drainage Area Committee confirm the minutes of the meeting of the Waiharara and Kaikino Drainage Area Committee held 10 September 2018 are a true and correct record.

1) BACKGROUND

Local Government Act 2002 Schedule 7 Section 28A 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 Waiharara and Kaikino Area Drainage Committee Minutes - A2289915** [↓](#) 

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

Waiharara and Kaikino Drainage Area Committee Meeting Minutes

10 September 2018

**MINUTES OF FAR NORTH DISTRICT COUNCIL
WAIHARARA AND KAIKINO DRAINAGE AREA COMMITTEE MEETING
HELD AT THE BOARD ROOM, TE AHU, CNR STATE HIGHWAY 1 AND MATTHEWS
AVENUE, KAITAIA
ON MONDAY, 10 SEPTEMBER 2018 AT 1.10 PM**

PRESENT: Member Aaron Bainbridge, Member Fred Petricevich, Member Joe Milich,
Member Dean Radojkovich,

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.

MOTION

COMMITTEE RESOLUTION 2018/1

Moved: Member Fred Petricevich

Seconded: Member Joe Milich

That the Waiharara and Kaikino Drainage Area Committee appoint Aaron Bainbridge as acting Chairperson for the 4 September 2018 meeting.

CARRIED

1 APOLOGIES AND DECLARATIONS OF INTEREST

APOLOGY

COMMITTEE RESOLUTION 2018/2

Moved: Member Fred Petricevich

Seconded: Member Joe Milich

That the apologies received from Chairperson Fiona King and Member Joe King be accepted and leave of absence granted.

CARRIED

2 CONFIRMATION OF PREVIOUS MINUTES

3.1 CONFIRMATION OF PREVIOUS MINUTES

COMMITTEE RESOLUTION 2018/3

Moved: Member Joe Milich

Seconded: Member Fred Petricevich

That the Waiharara and Kaikino Drainage Area Committee confirm the minutes of the meeting of the Waiharara and Kaikino Drainage Area Committee held 22 March 2018 are a true and correct record.

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CARRIED

3 REPORTS

4.1 WAIHARARA AND KAIKINO DRAINAGE AREAS 17/18 EXPENDITURE

COMMITTEE RESOLUTION 2018/4

Moved: Member Fred Petricevich

Seconded: Member Joe Milich

That Waiharara and Kaikino Drainage Area Committee:

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

Waiharara	Budget
2016-17 Residual funds (reserve funds available)	\$8,148
2017 Opening Balance (rated income)	\$14,061
2017-18 Expenditure	\$5,582
2017-18 Closing Reserve Balance	\$16,627
Kaikino	Budget
2016-17 Residual funds (reserve funds available)	\$19,110
2017 Opening Balance (rated income)	\$7,908
2017-18 Expenditure	\$7,720
2017-18 Closing Reserve Balance	\$19,297

CARRIED

4.2 WAIHARARA AND KAIKINO DRAINAGE AREAS 18/19 PROGRAMME

COMMITTEE RESOLUTION 2018/5

Moved: Member Fred Petricevich

Seconded: Member Joe Milich

That Waiharara and Kaikino Drainage Area Committee:

- a) Recommend the reviewed 2018/19 work programme to the Te Hiku Community Board for approval.
- b) That the Waiharara and Kaikino 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

Member Dean Radojkovich joined the meeting 1.46 PM

4.3 WAIHARARA AND KAIKINO DRAINAGE AREAS 19/20 PROGRAMME

COMMITTEE RESOLUTION 2018/6

Moved: Member Fred Petricevich

Seconded: Member Joe Milich

That Waiharara and Kaikino 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 2.11 PM.

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

.....
CHAIRPERSON

4 REPORTS

4.1 WAIHARARA AND KAIKINO DRAINAGE AREAS 18/19 PROGRAMME UPDATE

File Number: A2360304

Author: Troy Smith, Assistant Engineer

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

PURPOSE OF THE REPORT

To notify the Waiharara and Kaikino Drainage Areas 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 tasks 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 \$3,885 has been spent in the Waiharara Area and \$15,385 in the Kaikino Area.

RECOMMENDATION

That the **Waiharara and Kaikino 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 Waiharara and Kaikino Drainage Areas Committee was formally established at the 26th of February 2015 meeting of the group previously known as the Northern Advisory Drainage 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 several earlier Committee meetings on 22nd of March 2018 and 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 also seemed reasonable 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.

2) DISCUSSION AND OPTIONS

Across both the Waiharara and Kaikino Areas, there are several agreed points which require work. This section details the work currently programmed from September 2018 and what progress has been made.

2.1 Work programme summary

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

<u>Waiharara</u>	<i>Budgeted</i>	<i>Expended</i>
<u>Completed Work:</u>		
<i>Spraying of drains during late Spring / early Summer (Additional spray of the outlet below the bridge)</i>	\$4,410	\$3,885
Total	\$4,410	\$3,885
<u>Remaining Work & Allowances:</u>		
<i>Additional spray of the Okohine Stream outlet below the bridge</i>	\$525	
<i>Machine cleaning of the Tunnel Traverse drain (In progress)</i>	\$1,500	
<i>20% share of a drone for drain surveillance (Approved in Sept Meeting)</i>	\$664	
<i>Okohine Stream access improvements – Honeytree Farms (In progress)</i>	\$2,112	
<i>Machine cleaning contingency</i>	\$3,500	
<i>Contingency allowance</i>	\$888	
Total	\$9,189	
<u>Kaikino</u>	<i>Budgeted</i>	<i>Expended</i>
<u>Completed Work:</u>		
<i>Bamboo mulching 10 meters from the Kaikino Drain embankment adjacent to the Heath Road bridge</i>	\$700	\$4,946
<i>Access track maintenance (used to supplement Bamboo mulching)</i>	\$1,000	\$1,000
<i>Supply & install ~7 culverts, gates and strainers along Milich's and Gumdigger's to provide a direct access track to the Kaikino Drain</i>	\$2,413	\$10,393
<i>Contingency allowance (used to supplement Kaikino drain access track)</i>	\$2,000	\$2,000
Total	\$6,113	\$15,339
<u>Remaining Work & Allowances:</u>		
<i>Spraying of drains during late Spring / early Summer (In progress)</i>	\$3,875	
<i>Install a culvert, access track, gate and strainers at John Matijevich's</i>	\$1,500	

<i>Form an access track and install ~3 crossings to provide access to the downstream section of the Hobson Drain (Deferred)</i>	<i>\$2,000</i>
<i>Removal of the Alligator weed from the Hobson Drain may be required if weed growth proves detrimental (Deferred)</i>	<i>\$1,500</i>
<i>20% share of a drone for drain surveillance (Approved in Sept Meeting)</i>	<i>\$664</i>
<i>Machine cleaning contingency</i>	<i>\$2,000</i>
<i>Total</i>	<i>\$8,039</i>

2.2 Projects within work programme

Hobson Extension Drain access crossing near John Matijevich's

This will enable access for spraying of the upmost section of the Hobson Extension Drain. This crossing will require a gate, strainer posts and culvert to be installed. An allowance of \$1,500 has been programmed for the crossing. This has currently been put on hold due to unexpected costs with the Kaikino Drain project.

Kaikino Drain access track

Continuing from access improvements along the Milich's property and exploratory mulching in the 2017/18 work programme, further access improvements have been made.

This is in the form of 7 new crossings along the back of the Milich's and Gumdigger's properties, with the aim of making maintenance much more efficient and cost effective for the area.

The project has cost \$9,225 this financial year which has exceeded the approved budget of \$2,413. This includes purchasing several culverts, fencing supplies, and fill material, along with the cost of machine usage and labour.

Hobson Drain (downstream of Paparore Road) access track

In past Committee meetings it was agreed that the section of drain downstream of Paparore Road, requires machine cleaning. Unfortunately there is very little access to this section of drain which has delayed cleaning and spraying.

In 2016 and 2017 there were plans of installing a new access track along the Hobson Drain, downstream of Paparore Road but so far no work has been completed. To start the new access track, there are approximately 2 new access culverts required to reach the drain bank and then another crossing along the track. These 3 culverts will cost \$1,563 but due to unexpected costs with the Kaikino Drain project, this has been deferred.

Once the 2 initial culverts are installed, further work will be investigated to ensure we can restore full access to the lower section and are able to maintain it. This will be proposed for the 19/20 work programme.

Okohine Stream access crossing near Honeytree Farms

As discussed at the previous Committee meeting on the 10th of September 2018, this will enable better access for spraying of the mid section of the Okohine Stream. The crossing only requires one, 1 meter diameter culvert. The culvert has been purchased at a cost of \$2,112 and is awaiting installation.

2.3 General maintenance within work programme

Spraying

Spraying of the Waiharara Area was completed in November at a cost of \$3,885. The additional spray of the outlet below the bridge is yet to be completed.

The Kaikino Area suffered a few delays due to wind conditions but has been completed in February. Any additional spraying will be included as 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 otherwise a stronger spray with the approval below may be more practical:

An EPA "Permission for Use of Substances" & Northland Regional Council consent is required specific to the areas to be sprayed, for the correct type of spray. The spray used has to be applied with considerable forethought as it can affect crop growth, for some distance downstream.

Machine cleaning

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

The Waiharara Drainage Area will now be 2 years since the last major clean, as the area was last cleaned in 16/17. A large allowance of \$5,000 has been included in order to cover all cleaning, if it is required as estimated. A portion of this (\$1,500) has been set aside for cleaning of the Tunnel Traverse drain.

The Kaikino Drainage Area does not have any scheduled cleaning. A contingency of \$2,000 has been included which will be available for any machine cleaning required.

Please note the downstream section of the Hobson Drain requires cleaning but is on hold until the access project is completed. The \$1,500 allowance for this has then been deferred and included in the 19/20 programme cleaning contingency.

Accessibility issues & maintenance

Once formed, the 2 new access tracks along the Kaikino Drain and lower Hobson Drain will need yearly mulching in order to keep the track in good condition. This has been estimated to cost \$1,000.

In addition to maintenance of the new tracks, 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.

2.4 Waiharara and Kaikino Drainage Area management plans

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

There have been no RFS's received for the Waiharara and Kaikino Drainage Areas in the last 6 months.

Reason for the recommendation

To ensure that the Waiharara and Kaikino Drainage Areas 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:

Waiharara	Budget
2017-18 Residual funds (reserve funds available)	\$16,627
2018 Opening Balance (rated income)	\$10,000
2018-19 Expenditure to date	\$3,885
2018-19 Remaining Expenditure	\$9,189
2018-19 Closing Reserve Balance	\$13,553
Kaikino	Budget
2017-18 Residual funds (reserve funds available)	\$19,297
2018 Opening Balance (rated income)	\$8,000
2018-19 Expenditure to date	\$15,339
2018-19 Remaining Expenditure	\$8,039

2018-19 Closing Reserve Balance

\$3,919

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 WAIHARARA AND KAIKINO DRAINAGE AREAS 19/20 PROGRAMME

File Number: A2365390

Author: Troy Smith, Assistant Engineer

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

PURPOSE OF THE REPORT

To provide the Waiharara and Kaikino Drainage Areas 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, cleaning and access maintenance of the drains. It is recommended a budget of \$11,410 is allocated to cover the required and potential work for Waiharara and a budget of \$12,375 for Kaikino.

RECOMMENDATION

That **Waiharara and Kaikino Drainage Area Committee:**

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

1) BACKGROUND

The Waiharara and Kaikino Drainage Areas Committee was formally established at the 26 February 2015 meeting of the group previously known as the Northern Advisory Drainage Committee.

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 2018/19 is completed as planned.

2) DISCUSSION AND OPTIONS

Across both the Waiharara and Kaikino Areas, 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.

The Waiharara Drainage Area programme is similar to the 2018/19 programme, but the Kaikino budget and proposed work programme has a number of changes from the 2018/19 programme, and requires the Committee's attention.

2.1 Proposed work programme summary

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

Waiharara

<i>Spraying of drains during late Spring / early Summer (Additional spray of the outlet below the bridge)</i>	<i>\$4,410</i>
<i>Machine cleaning allowance</i>	<i>\$5,000</i>
<i>Contingency allowance</i>	<i>\$2,000</i>

Total	\$11,410
<u>Kaikino</u>	
<i>Spraying of drains during late Spring / early Summer</i>	\$3,875
<i>Complete new crossings along Milich's and Gumdigger's to provide a direct access track to the Kaikino Drain</i>	\$2,000
<i>Form an access track and install ~3 crossings to provide access to the downstream section of the Hobson Drain</i>	\$3,500
<i>Machine cleaning allowance</i>	\$2,000
<i>Contingency allowance</i>	\$1,000
Total	\$12,375

2.2 Proposed projects within work programme

Kaikino Drain access track

Continuing from the installation of 7 new crossings along the Milich's and Gumdigger's properties in the 2018/19 work programme; some finishing touches are required.

We're currently awaiting a quote for the work required which is expected to be approximately \$2,000.

After completion the new track will offer much needed access for the spraying contractors, cutting down the time taken for spraying.

Hobson Drain (downstream of Paparore Road) access track

In 2016 and 2017 there were plans of installing a new access track along the Hobson Drain, downstream of Paparore Road. In 2018/19 some of the required culverts were purchased but due to unexpected costs elsewhere, the installation was put on hold.

As before, to start the new access track, there are approximately 2 new access culverts required to reach the drain bank and then another crossing along the track. These 3 culverts will cost \$1,563.

Once the 2 initial culverts are installed, further work will be investigated to ensure we can restore full access to the lower section and are able to maintain it.

A budget of \$3,500 is proposed in the work programme for purchase of supplies and installation of the 3 new crossings.

2.3 General maintenance within the work programme

Spraying

Spraying of the Waiharara and Kaikino Areas is to be completed during late spring / early summer 2019. Any additional spraying will be included as 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 otherwise a stronger spray with the approval below may be more practical:

An EPA "Permission for Use of Substances" & Northland Regional Council consent is required specific to the areas to be sprayed, for the correct type of spray. The spray used has to be applied with considerable forethought as it can affect crop growth, for some distance downstream.

Machine cleaning

Over the 2018/19 year, the Waiharara and Kaikino Areas 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. The inspections from this year's spray are positive and indicate there isn't a need for cleaning. Below is a review of what's been completed recently.

The Waiharara Drainage Area will now be 3 years since the last major clean, as the area was last cleaned in 16/17. A large allowance of \$5,000 has been included in order to cover cleaning, if it is required as estimated. This is slightly lower than what was previously approved as the drains are still in good condition.

The Tunnel Traverse drain in Waiharara is programmed for cleaning in the 2018/19 work programme.

The Kaikino Drainage Area does not have any scheduled cleaning. An allowance of \$2,000 has been included which will be available for any machine cleaning required.

Please note the downstream section of the Hobson Drain requires cleaning but is inaccessible until the access project is completed. If the project is completed as planned in the 19/20 work programme, the cleaning can then be undertaken using the allowance.

Accessibility issues & maintenance

Once formed, the 2 new access tracks formed along the Kaikino drain and lower Hobson drain will need yearly mulching in order to keep the track in good condition. This has been estimated to cost \$1,000.

In addition to maintenance of the new tracks, 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:

Waiharara	Budget
2018-19 Residual funds (reserve funds available)	\$13,553
2019 Opening Balance (rated income)	\$10,000
2019-20 Proposed Expenditure	\$11,410

2019-20 Closing Reserve Balance **\$12,143**

Kaikino **Budget**

2018-19 Residual funds (reserve funds available) \$3,919

2019 Opening Balance (rated income) \$9,000

2019-20 Proposed Expenditure \$12,375

2019-20 Closing Reserve Balance **\$544**

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 WAIHARARA AND KAIKINO DRAINAGE AREAS 20/21 PROGRAMME

File Number: A2365432

Author: Troy Smith, Assistant Engineer

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

PURPOSE OF THE REPORT

To provide the Waiharara and Kaikino Drainage Areas 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, cleaning and access maintenance of the drains. It is recommended a budget of \$11,410 is allocated to cover the required and potential work for Waiharara and a budget of \$7,875 for Kaikino.

RECOMMENDATION

That **Waiharara and Kaikino Drainage Area Committee:**

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

1) BACKGROUND

The Waiharara and Kaikino Drainage Areas Committee was formally established at the 26 February 2015 meeting of the group previously known as the Northern Advisory Drainage Committee.

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

Across both the Waiharara and Kaikino Areas, there are several areas which require work. This section details the work currently programmed and it is intended that Committee review the 2020/21 work programme and adjust based on more recent information.

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:

Waiharara

<i>Spraying of drains during late Spring / early Summer (Additional spray of the outlet below the bridge)</i>	<i>\$4,410</i>
<i>Machine cleaning allowance</i>	<i>\$5,000</i>
<i>Contingency allowance</i>	<i>\$2,000</i>

Total	\$11,410
<u>Kaikino</u>	
<i>Spraying of drains during late Spring / early Summer</i>	\$3,875
<i>Machine cleaning allowance (Hobson Drain outlet)</i>	\$2,000
<i>Access track maintenance</i>	\$1,000
<i>Contingency allowance</i>	\$1,000
Total	\$7,875

2.2 General maintenance within the work programme

Spraying

Spraying of the Waiharara and Kaikino Areas is to be completed during late spring / early summer 2020. Any additional spraying will be included as 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 otherwise a stronger spray with the approval below may be more practical:

An EPA "Permission for Use of Substances" & Northland Regional Council consent is required specific to the areas to be sprayed, for the correct type of spray. The spray used has to be applied with considerable forethought as it can affect crop growth, for some distance downstream.

Machine cleaning

Over the 2019/20 year, the Waiharara and Kaikino Areas 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. There is no planned cleaning scheduled, below is a review of what's been completed recently.

The Waiharara Drainage Area will now be 4 years since the last major clean, as the area was last cleaned in 16/17. A large allowance of \$5,000 has been included in order to cover cleaning, if it is required as estimated. This is slightly lower than what was previously approved as the drains are still in good condition.

The Tunnel Traverse drain in Waiharara is programmed for cleaning in the 2018/19 work programme.

The Kaikino Drainage Area has no programmed cleaning and has had little cleaning completed over the last 5 years. A contingency of \$2,000 has been included which will be available for any machine cleaning required.

The downstream section of the Hobson Drain (below Paparore Road) is programmed for cleaning in the 2019/20 work programme under the cleaning allowance.

Accessibility issues & maintenance

2 new access tracks to be formed along the Kaikino drain and lower Hobson drain will need yearly mulching in order to keep the track in good condition. This has been estimated to cost \$1,000.

In addition to maintenance of the new tracks, 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 2021.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

Waiharara	Budget
2019-20 Residual funds (reserve funds available)	\$12,143
2020 Opening Balance (rated income)	\$9,000
2020-21 Proposed Expenditure	\$11,410
2020-21 Closing Reserve Balance	\$9,733
Kaikino	Budget
2019-20 Residual funds (reserve funds available)	\$544
2020 Opening Balance (rated income)	\$8,000
2020-21 Proposed Expenditure	\$7,875
2020-21 Closing Reserve Balance	\$669

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.
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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

5 MEETING CLOSE