



Far North District Council



AGENDA

Ordinary Council Meeting

Thursday, 29 August 2019

Time: 10.00 am
Location: Council Chamber
Memorial Avenue
Kaikohe

Membership:

Mayor John Carter - Chairperson
Cr Tania McInnes
Cr Ann Court
Cr Felicity Foy
Cr Dave Hookway
Cr Colin (Toss) Kitchen
Cr Sally Macauley
Cr Mate Radich
Cr John Vujcich
Cr Kelly Stratford

COUNCIL MEMBERS REGISTER OF INTERESTS

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Hon John Carter QSO	Board Member of the Local Government Protection Programme	Board Member of the Local Government Protection Programme		
	Carter Family Trust			
Felicity Foy	Director - Northland Planning & Development	I am the director of a planning and development consultancy that is based in the Far North and have two employees.		I will abstain from any debate and voting on proposed plan change items for the Far North District Plan.
		Property owner of Commerce Street, Kaitia		I will declare a conflict of interest with any planning matters that relate to resource consent processing, and the management of the resource consents planning team.
				I will not enter into any contracts with Council for over \$25,000 per year. I have previously contracted to Council to process resource consents as consultant planner.
	Flick Trustee Ltd	I am the director of this company that is the company trustee of Flick Family Trust that owns properties on Weber Place, Seaview Road and Allen Bell Drive.		
	Elbury Holdings Limited	This company is directed by my parents Fiona and Kevin King.	This company owns several dairy and beef farms, and also dwellings on these farms. The Farms and dwellings are located in the Far North at Kaimaumau, Bird Road/Sandhills Rd, Wireless Road/ Puckey Road/Bell Road, the Awanui Straight, Allen Bell Drive.	
	Foy Farms partnership	Owner and partner in		

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
		Foy Farms - a farm in three titles on Church Road, Kaingaroa		
	Foy Farms Rentals	Owner and rental manager of Foy Farms Rentals for 6 dwellings on Church Road, Kaingaroa and 2 dwelling on Allen Bell Drive, Kaitaia, and 1 property on North Road, Kaitaia		
	King Family Trust	This trust owns several titles/properties at Cable Bay, Seaview Rd/State Highway 10 and Ahipara - Panorama Lane.	These trusts own properties in the Far North.	
	M and F Foy properties	1 property at Panorama Lane, Ahipara, and 1 property Church Road, Kaingaroa		
	Previous employment at FNDC 2007-16	I consider the staff members at FNDC to be my friends		
Partner Felicity Foy	Employed by Justaplumber Taipa			
	Friends with some FNDC employees			
Dave Hookway	Resident shareholder in Kerikeri Irrigation			Declare if issues arise.
	Shareholder in Farmlands.			Declare if issues arise.
	Employee – Northland District Health Board – Public Health Unit – Health Improvement Advisor		Am employee have no personal gain.	Declare employment should issues concerning the Northland DHB arises.
	On property in Waipapa West Rd.		Possible issues relating to the street or zoning.	Declare when appropriate.
Colin Kitchen	No form received			
Tania McInnes	Director – GBT Ventures Ltd	Company not currently operational		Will notify Council if company becomes operational.
	Member of Northland Conservation Board		Conservation matters not aligned with Council policy.	Will notify Council should a perceived conflict arise.
	Trustee – Northland		No perceived conflicts	Will notify Council

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Youth Education Trust			should a perceived conflict arise.
	Founder – Bay of Islands Women's Nexus	No perceived conflicts. An informal organisation		
	Own a section on Seaview Road, Paihia 0200			
	Having worked within the organisation in the early 2000's, I know a number of staff, none of which I am close with.			
Mate Radich	No form received			
Ann Court	Waipapa Business Association	Member		
	Warren Pattinson Limited	Shareholder	Building company. FNDC is a regulator and enforcer	No FNDC Controls
	Kerikeri Irrigation	Supplies my water		No EM intervention in disputes
	Top Energy	Supplies my power		No other interest greater than the public's
	District Licensing	N/A	N/A	N/A
	Top Energy Consumer Trust	Trustee	crossover in regulatory functions, consenting economic development and contracts such as street lighting.	Declare interest and abstain from voting.
	Ann Court Trust	Private	Private	N/A
	Waipapa Rotary	Honorary member	Potential community funding submitter	Declare interest and abstain from voting.
	Properties on Onekura Road, Waipapa	Owner Shareholder	Any proposed FNDC Capital works or policy change which may have a direct impact (positive/adverse)	Declare interest and abstain from voting.
	Property on Daroux Dr, Waipapa	Financial interest		
	Flowers (I get flowers occasionally)	Ratepayer 'Thankyou'	Bias/ determination? Pre-	Declare to Governance
	Coffee and food	Ratepayers sometimes 'shout' food and beverage	Bias or pre-determination	Case by case
	Consider all staff my friends	N/A	Suggestion of not being impartial or pre-determined!	Be professional, due diligence, weigh the

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
				evidence. Be thorough, thoughtful, considered impartial and balanced. Be fair.
		My husband is a builder and may do work for Council staff		
Warren Pattinson (Husband)	Warren Pattinson Limited	Director	Building Company. FNDC is a regulator	Remain at arm's length
	Air NZ	Shareholder	None	None
	Warren Pattinson Limited	Builder	FNDC is the consent authority, regulator and enforcer.	Apply arm's length rules
	Kurbide Rod and Custom Club (unlikely)	President NZ Hot Rod Association	Potential to be linked to a funding applicant and my wife is on the decision making committee.	unlikely to materialise but would absent myself from any process as would Ann.
	Property on Onokura Road, Waipapa	Owner	any proposed FNDC capital work in the vicinity or rural plan change. Maybe a link to policy development.	Would not submit. Rest on a case by case basis.
	Worked with or for Mike Colebrook and Kelvin Goode	Paid employment	N/A	N/A
Sally Macauley	Chairman	Northland District Health Board	Matters pertaining to health issues re Fluoride and freshwater as an example.	Declare a perceived conflict.
	Chairman	Oranga Tamaraki - Ministry of Vulnerable Children- Northland Community Response Forum	Matters pertaining to this ministry	Declare a perceived conflict.
	Judicial Justice of the Peace	Visitations to Ngawha Prison	Matters pertaining to Judicial Issues re Ngawha Prison	Declare a perceived Interest
	The Turner Centre	FNDC Representative	Observer, acknowledging FNDC financial contribution.	Note FNDC partnership
	Trustee	Kaikohe Education Trust	Providing students laptops - possible request for written support to funders	Declare a conflict
	Executive member	Kaikohe Business Association	Matters pertaining to request for written support to funders.	

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Chairman	Bay of Islands Arts Festival Trust	Issues pertaining to the application of support funds	Declare a conflict of interests
	Trustee	Bay of Islands Radio Marine	Issues pertaining to the application of support funds	Declare a conflict of interests
	Secretary/Trustee	Kerikeri International Piano Competition	Issues pertaining to the application of support funds	Declare a conflict of interests
	Trustee/Director	Kaikohe Community and Youth Trust	Possible application of support funding	Declare a conflict of interests
	Commercial	Palmer Macauley Offices- Kerikeri and Kaikohe	Infrastructural matters with FNDC	Declare a conflict
	Private property of which there would not be any conflict.			
	Paihia, Kerikeri, Kaikohe			
Peter Macauley (Husband)	Senior Partner	Palmer Macauley		
	Peter Macauley	Barristers and Solicitors- Kerikeri, Kaikohe and Mangonui	Legal matters with FNDC	
	Director/Trustee			
	St John NZ Priory Chapter	St John Priory Chapter	Legal matters with FNDC	Declare a conflict
	Senior Partner	Peter Macauley- Palmer Macauley Barristers and Solicitors Kaikohe, Kerikeri AND Mangonui	Legal matters with FNDC	Declare a conflict
	St John NZ	Priory Trust Board	Writing of policies and legal matters as an example	Note Interests
	Lions Club of Kaikohe	Director	Legal matters etc	Note Interests
	Kaikohe Rugby Club	Patron	Legal Matters	
	Viking Rugby Club, Whangarei	Life Member	Legal Matters	
	Private Property			
	Kerikeri, Paihia - no contents.			
John Vujcich	Board Member	Ngati Hine Health Trust	Matters pertaining to property or decisions that may impact of their health services	Declare interest and abstain
	Board Member	Pioneer Village	Matters relating to funding and assets	Declare interest and abstain
	Director	Waitukupata Forest Ltd	Potential for council activity to directly affect	Declare interest and abstain

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
			its assets	
	Director	Rural Service Solutions Ltd	Matters where council regulatory function impact of company services	Declare interest and abstain
	Director	Kaikohe (Rau Marama) Community Trust	Potential funder	Declare interest and abstain
	Partner	MJ & EMJ Vujcich	Matters where council regulatory function impacts on partnership owned assets	Declare interest and abstain
	Member	Kaikohe Rotary Club	Potential funder, or impact on Rotary projects	Declare interest and abstain
	Member	New Zealand Institute of Directors	Potential provider of training to Council	Declare a Conflict of Interest
	Member	Institute of IT Professionals	Unlikely, but possible provider of services to Council	Declare a Conflict of Interest
	Member	Kaikohe Business Association	Possible funding provider	Declare a Conflict of Interest
Mike Edmonds	Chair	Kaikohe Mechanical and Historic Trust	Council Funding	Decide at the time
	Committee member	Kaikohe Rugby Football and Sports Club	Council Funding	Withdraw and abstain
Adele Gardner	N/A - FNDC Honorarium			
	The Far North 20/20 , ICT Trust	Trustee		
	Te Ahu Charitable Trust	Trustee		
	ST Johns Kaitaia Branch	Trustee/ Committee Member		
	I know many FNDC staff members as I was an FNDC staff member from 1994-2008.			
Partner of Adele Gardner	N/A as Retired			
Terry Greening	Greening Family Trust	Beneficiary		Highly unlikely to interface with FNDC
	Bay of Islands Walking Weekend Trust		Potential of seeking funds	Step aside from any requests or decisions regarding requests
	Russell 2000 Trust (Chairman)			Trust is about to wind up.
	Russell Centennial Trust	Manages Russell	Seeks funds from	Step aside from

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	(Chairman)	Museum	council	any requests or decisions regarding requests
	Residence at Kaha Place, Russell	Nil	Nil	N/A
Terry Greening (Wife)	Greening Family Trust	Beneficiary	N/A	N/A
	Residence at Kaha Place, Russell			
Cr Kelly Stratford	Office manager at Kinghans.			
	Denture assistant at Kawakawa denture Services self-employed as book keeper Kelly@ksbookkeeing.net	None	None	
	KS Bookkeeping and Administration	Business owner, bookkeeping and development of environment management plans for clients.	None perceived	I'd step aside from decisions that arise, that may have conflicts.
	Kinghans Accounting	Office Administration	None perceived	I'd step aside from decisions that arise, that may have conflicts.
	Waikare Marae Trustees	Trustee	May be perceived conflicts	Case by case basis
	Kawakawa Business & Community Association	Committee member/newsletter editor and printer	None perceived	If there was a perceived conflict, I will step aside from decision making
	Bay of Islands College	Parent elected trustee	None perceived	If there was a perceived conflict, I will step aside from decision making
	Karetu School Bay Cosmos Soccer	Parent elected trustee. Committee member and coach	None perceived	If there was a perceived conflict, I will step aside from decision making
	Property in Waikare and Moerewa			If there was a perceived conflict, I will step aside from decision making
	Sister is currently employed by the Far North District Council.			Will not discuss any matters regarding her role or my role as Councillor that are confidential.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Coffee and food	Ratepayers sometimes 'shout' food and beverage	Bias or pre-determination	Case by case
Kelly Stratford (Husband)	Property in Moerewa		N/A	N/A

Far North District Council
Ordinary Council Meeting
will be held in the Council Chamber, Memorial Avenue, Kaikohe on:
Thursday 29 August 2019 at 10.00 am

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1 PRAYER**2 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 Council 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.

3 DEPUTATION

10.0 am Representative/s from Bay of Islands Art Festival

4 MAYORAL ANNOUNCEMENTS

5 NOTICE OF MOTION**5.1 NOTICE OF REVOCATION - REVOKING PREVIOUS RESOLUTION FOR KERIKERI BUS STOP**

File Number: A2609323

I, Councillor Ann Court, give notice that at the next Ordinary Meeting of Council to be held on 29 August 2019, I intend to move the following revocation motion:

MOTION

That Council agrees that the resolution 10.1 titled Cobham Road Bus Stop that was passed at the meeting of Council on 27 June 2019 be rescinded.

“a) Council approves in principle the relocation of bus services out of the Kerikeri CBD as a matter of urgent public safety.

b) Council agrees the appropriate mechanism for this matter to be resolved, in a timely manner, is for this matter to be delegated for action at an officer level.

c) the Chief Executive Officer be delegated authority to negotiate with FNHL for the interim use of the BOI airport terminal for coach parking facilities.

d) once the new coach park facility is operational the designation for a bus stop on Cobham Road, Kerikeri be revoked.

e) the Chief Executive Officer to report back to Council on costs / financial option”.

RATIONALE

A decision was made under delegated authority to trial a temporary bus stop outside the Proctor Library to address urgent safety concerns. Concurrently the Council is developing an integrated transport plan for Kerikeri which will look at the wider needs of the community for the next 30-50 years including the provision of infrastructure to support enhanced public transport. It is prudent to await the completion of these work streams before proceeding with any relocation of services.

Staff have checked the notice of motion for compliance with standing orders and confirm it meets the requirements of standing orders 23.1, 23.2 and 23.3.

ATTACHMENTS

- 1. Cr Court - Signed Notice of Motion - A2609305**  

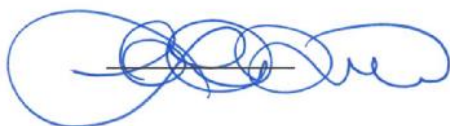
NOTICE OF MOTION PURSUANT TO STANDING ORDERS 26.1

I Councillor Ann Court seek your leave to introduce into the Council Agenda 29 August 2019 a Notice of Motion seeking to rescind the resolution of Council moved 27 June 2019 as follows:

That:

- a) Council approves in principle the relocation of bus services out of the Kerikeri CBD as a matter of urgent public safety.
- b) Council agrees the appropriate mechanism for this matter to be resolved, in a timely manner, is for this matter to be delegated for action at an officer level.
- c) The Chief Executive Officer be delegated authority to negotiate with FNHL for the interim use of the BOI airport terminal for coach parking facilities.
- d) Once the new coach park facility is operational the designation for a bus stop on Cobham Road, Kerikeri be revoked.
- e) The Chief Executive Officer to report back to Council on costs/financial options.

Cr Ann Court



6 CONFIRMATION OF PREVIOUS MINUTES

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A2577042

Author: Kim Hammond, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader Governance Support

PURPOSE OF THE REPORT

The minutes are attached to allow Council to confirm that the minutes are a true and correct record of previous meetings.

RECOMMENDATION

That Council:

- a) confirms the minutes of the Council meeting held 27 June 2019 as a true and correct record.
- b) confirms the minutes of the Extraordinary Council meeting held 4 July 2019 as 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 meetings 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 meetings.

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. 2019-06-27 Council Minutes Unconfirmed - A2541395 [!\[\]\(5caf0f5fbd35b369e2f6f8915c9324fe_img.jpg\) !\[\]\(c29f5f438c4609125e8e05d27725d915_img.jpg\)](#)
- 2. 2019-07-04 Council Minutes Unconfirmed - A2550850 [!\[\]\(8ea832473e40da11f0f0b9d933ac2323_img.jpg\) !\[\]\(86dfb0922225659fd481dc5ddb2c5d17_img.jpg\)](#)

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	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	This report complies with the Local Government Act 2002 Schedule 7 Section 28.
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.	It is the responsibility of each meeting to confirm their minutes therefore the views of another meeting are not relevant.
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.	There are no implications for Māori in confirming minutes from a previous meeting. Any implications on Māori arising from matters included in meeting minutes should be considered as part of the relevant report.
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 (for example, youth, the aged and those with disabilities).	This report is asking for minutes to be confirmed as true and correct record, any interests that affect other people should be considered as part of the individual reports.
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.

**MINUTES OF FAR NORTH DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE FAR NORTH REAP, KAURI ROOM, 33 PUCKEY AVENUE, KAITAIA
ON THURSDAY, 27 JUNE 2019 AT 10.00 AM**

- PRESENT:** Mayor John Carter (HWTM), Cr Ann Court, Cr Felicity Foy, Cr Dave Hookway, Cr Colin (Toss) Kitchen, Cr Sally Macauley, Cr Mate Radich, Cr John Vujcich, Cr Kelly Stratford, Deputy Mayor McInnes (via audio conference)
- IN ATTENDANCE:** Mike Edmonds - Kaikohe-Hokianga Community Board Chairperson, Terry Greening - Bay of Islands-Whangaroa Community Board Chairperson, Adele Gardner - Te Hiku Community Board Chairperson, Louis Toorenborg - Kaikohe-Hokianga Community Board Member, Lawrie Atkinson - Te Hiku Community Board Member, Rachel Smith - Bay of Islands-Whangaroa Community Board Member, Shawn Baker - Northland Transport Alliance
- STAFF PRESENT:** Shaun Clarke - Chief Executive Officer, William J Taylor MBE - General Manager - Corporate Services, Andy Finch - General Manager - Infrastructure and Asset Management, Dean Myburgh - General Manager - District Service, Darrell Sargent - General Manager - Strategic Planning and Policy, Jaime Dyhrberg - Executive Officer, Janice Smith - Chief Financial Officer, Sheryl Gavin - Manager - Corporate Planning and Engagement, Caroline Wilson - Manager - District Administration, Carla Ditchfield-Hunia - Legal Services Officer, Roger Ackers - Manager - Strategy Development, Aisha Huriwai - Governance Support Team Leader, Brad Hedger - Resource Consents Engineer, Glenn Rainham - Manager - Infrastructure Operations, Michael Boyd - Manager - Talent and Development, Tanya Proctor - Team Leader - Infrastructure Programmes, Liz Davidson - Executive Assistant to CEO, Kathleen Curtin - Executive Assistant to Mayor, Zena Tango - Executive Assistant to CEO, Jacine Warmington - Manager - Community and Customer Services, Gayle Andersen - Executive Assistant to General Manager SPP, Greg Wilson - Manager - District Planning, Theresa Burkhardt - Policy Planner, Richard Edmondson - Manager - Communications, Melissa Wood - Meetings Administrator, Kim Hammond - Meetings Administrator

1 PRAYER

His Worship the Mayor commenced the meeting with a prayer.

2 APOLOGY

RESOLUTION 2019/14

Moved: Mayor John Carter

Seconded: Cr Ann Court

That the apology received from Deputy Mayor Tania McInnes be accepted and leave of absence granted.

CARRIED

Council noted that Cr Colin Kitchen needed to depart the meeting at 2.30pm.

Cr Ann Court declared an interest in agenda item 9.6 Adoption of Amendments to Rating Relief (Remission & Postponement) Policies.

Cr Sally Macauley declared an interest in agenda item 7.1 Basketball Court Project - Memorial Park, Kaikohe.

Cr Felicity Foy declared an interest in agenda item 8.1 District Plan Update - Appendix 7 Statutory Acknowledgements.

3 CONFIRMATION OF PREVIOUS MINUTES

3.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 5.1 document number A2495294, pages 12 - 13 refers

RESOLUTION 2019/15

Moved: Cr Ann Court

Seconded: Cr Sally Macauley

That Council confirms the minutes of the:

- a) Council meeting held 17 April 2019 as a true and correct record**
- b) Extraordinary Council meeting held 13 June 2019 as a true and correct record**

CARRIED

Attachments tabled at meeting

- 1 Unconfirmed Minutes - Council Extraordinary Meeting 13 June 2019**

4 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD

4.1 ADOPTION OF THE KERIKERI DOMAIN RESERVE MANAGEMENT PLAN

Agenda item 6.1 document number A2478426, pages 20 - 25 refers

RESOLUTION 2019/16

Moved: Mayor John Carter

Seconded: Cr Ann Court

That Council:

- a) adopts the Draft Kerikeri Domain Reserve Management Plan 2019 pursuant to its powers under section 41 of the Reserves Act 1977.**
- b) urgently establishes a reserve management committee for the Kerikeri Domain, to manage the domain and its use.**
- c) direct the Chief Executive Officer to report back on the options for the establishment of a management committee.**

CARRIED

5 KAIKOHE-HOKIANGA COMMUNITY BOARD

Deputy Mayor Tania McInnes joined the meeting via audio conference at 10:43 am.

5.1 BASKETBALL COURT PROJECT - MEMORIAL PARK, KAIKOHE

Agenda item 7.1 document number A2515853, pages 90 - 94 refers

MOTION

Moved: Mayor John Carter

Seconded: Cr Ann Court

That

- a) Council approval be given to construct a basketball court on Memorial Park reserve once the Kaikohe Community Youth Charitable Trust has secured sufficient funding.
- b) Council staff manage the project using funds received from the Kaikohe Community Youth Charitable Trust.
- c) sufficient operational funding be allocated in the 2020/21 Annual Plan and subsequent Long Term Plans to maintain, insure and depreciate the asset.

AMENDMENT

Moved: Cr Dave Hookway

Seconded: Cr John Vujcich

- d) That Council approve the additional funding of \$28,000 to the Kaikohe Community Youth Charitable Trust

Councillor Hookway requested a vote by division

In Favour: Crs Dave Hookway, Colin (Toss) Kitchen, Mate Radich and John Vujcich

Against: Crs John Carter, Tania McInnes, Ann Court, Felicity Foy and Kelly Stratford

Abstained: Cr Sally Macauley

LOST 4/5

The original motion became the substantive motion

RESOLUTION 2019/17

Moved: Mayor John Carter

Seconded: Cr Ann Court

That

- a) Council approval be given to construct a basketball court on Memorial Park reserve once the Kaikohe Community Youth Charitable Trust has secured sufficient funding.
- b) Council staff manage the project using funds received from the Kaikohe Community Youth Charitable Trust.
- c) sufficient operational funding be allocated in the 2020/21 Annual Plan and subsequent Long Term Plans to maintain, insure and depreciate the asset.

CARRIED

6 DEPUTATION

Russell Wharf and Waterfront Trust - Chairman Riki Kinnaird.

7 NOTICE OF MOTION

7.1 NOTICE OF MOTION - CR HOOKWAY - RUSSELL WHARF

Supplementary Agenda item S.2 document number A2534441, pages 8 - 9 refers

MOTION

Moved: Cr Dave Hookway
Seconded: Mayor John Carter

That Council reaffirms its decision to transfer the Russell Wharf to Far North Holdings Limited for \$1 as agreed in its Long Term Plan 2018-2028, subject to the execution of a legally-binding agreement between Far North Holdings Limited and the newly proposed Trust, that provides for:

1. community and tangata whenua input into the Wharf's development, future direction, management and governance.
2. a requirement to transfer the Wharf back to the ownership of the FNDC for \$1 should Far North Holdings Limited choose to divest it in the future.
3. That accumulated depreciation reserves for the Russell Wharf be retained by Council."

AMENDMENT

Moved: Mayor John Carter
Seconded: Cr Ann Court

That Council reaffirms its decision to transfer the Russell Wharf to Far North Holdings Limited for \$1 as agreed in its Long Term Plan 2018-2028, subject to the execution of a legally-binding agreement between FNHL and the newly proposed Kororareka / Russell Community Wharf Kaitiaki Trust. Amongst other things the agreement must provide for:

1. Community and Tangata Whenua input into the Wharf's development, future direction, management and governance.
2. A first option to transfer the Wharf back to the ownership of the FNDC, should Far North Holdings Limited choose to divest it in the future.
3. That accumulated depreciation reserves for the Russell Wharf be held in trust by Council for FNHL to use on the Russell Wharf. Far North Holdings Limited will apply to FNDC for funds, as required, up to the maximum of the reserve fund at the point of transfer.
4. The building is of suitable structure to fit the character of the Russell Strand Heritage Zone.

CARRIED

The amendment became the substantive motion

RESOLUTION 2019/18

Moved: Mayor John Carter
Seconded: Cr Ann Court

That Council reaffirms its decision to transfer the Russell Wharf to Far North Holdings Limited for \$1 as agreed in its Long Term Plan 2018-2028, subject to the execution of a legally-binding agreement between Far North Holdings Limited and the newly proposed Kororareka / Russell Community Wharf Kaitiaki Trust. Amongst other things the agreement must provide:

- 1. that Community and Tangata Whenua input into the Wharf's development, future direction, management and governance.**
- 2. for a first option to transfer the Wharf back to the ownership of the FNDC, should**

Far North Holdings Limited choose to divest it in the future.

3. that accumulated depreciation reserves for the Russell Wharf be held in trust by Council for Far North Holdings Limited to use on the Russell Wharf. Far North Holdings Limited will apply to FNDC for funds, as required, up to the maximum of the reserve fund at the point of transfer.
4. that the building is of suitable structure to fit the character of the Russell Strand Heritage Zone.

CARRIED

Attachments tabled at meeting

- 1 Russell Wharf joint statement (Russell Wharf and Waterfront Trust / FNHL)

8 STRATEGIC PLANNING AND POLICY GROUP

8.1 ADOPTION OF FEES AND CHARGES FOR 2019/20

Agenda item 9.5 document number A2497684, pages 264 - 268 refers

RESOLUTION 2019/19

Moved: Mayor John Carter

Seconded: Cr Kelly Stratford

That Council adopt the Schedule of Fees and Charges for 2019/20.

CARRIED

8.2 ADOPTION OF AMENDMENTS TO RATING RELIEF (REMISSION & POSTPONEMENT) POLICIES

Agenda item 9.6 document number A2516482, pages 304 - 310 refers.

Cr Court declared a conflict of interest and left the meeting at 11:25 am and returned at 11:33 am.

Cr Hookway requested that the minutes record that staff had agreed to change wording of the Community, Sport & Not for Profit Organisation Policy, and the change would be made following the meeting.

RESOLUTION 2019/20

Moved: Mayor John Carter

Seconded: Cr Sally Macauley

That Council:

- a) **Adopt the Rating Relief (Remissions & Postponement) Policies with the proposed and consulted amendments, with the following further amendments resulting from public consultation:**
 - i) **Amend condition 5 of the Common Use Properties policy to clarify that ownership may be owned by *individual(s)* rather than *an individual*.**
 - ii) **Amendment to condition 5 of the Common Use Properties policy to clarify that rating units *may* (instead of *will*) be considered as one.**

CARRIED

Abstained: Cr Ann Court

8.3 ADOPTION OF THE 2019/20 ANNUAL PLAN

Agenda item 9.7 document number A2513900, pages 352 - 354 refers

MOTION

Moved: Cr Colin (Toss) Kitchen

Seconded: Cr Ann Court

That Council:

- a) adopts the Annual Plan for 2019/20.
- b) delegates authority to the Chief Executive Officer to approve any minor accuracy, grammatical or formatting amendments prior to the Annual Plan 2019/20 being published and uploaded onto the Far North District Council website.

AMENDMENT

Moved: Mayor John Carter

Seconded: Cr Felicity Foy

Subject to the wording on page 19 of the draft 2019-20 Annual Plan be changed from 'Public toilet - North Park, Kaitaia' to 'Public toilet - Centennial Park, Kaitaia'.

CARRIED

The amendment became the substantive motion.

RESOLUTION 2019/21

Moved: Cr Colin (Toss) Kitchen

Seconded: Cr Ann Court

That Council:

- a) adopts the Annual Plan for 2019/20 subject to the wording on page 19 of the draft 2019-20 Annual Plan be changed from 'Public toilet - North Park, Kaitaia' to 'Public toilet - Centennial Park, Kaitaia'.
- b) delegates authority to the Chief Executive Officer to approve any minor accuracy, grammatical or formatting amendments prior to the Annual Plan 2019/20 being published and uploaded onto the Far North District Council website.

CARRIED

9 CORPORATE SERVICES GROUP

9.1 SETTING OF RATES, DUE DATES AND PENALTIES FOR 2019-2020

Agenda item 10.1 document number A2508962, pages 355 - 364 refers

RESOLUTION 2019/22

Moved: Mayor John Carter

Seconded: Cr Sally Macauley

That, pursuant to Section 23 of the Local Government (Rating) Act 2002 (the Act), Council sets the rates as described below for the year commencing 1st July 2019 and concluding 30th June 2020;

All rates are shown inclusive of GST

GENERAL RATE**General Rate**

Differentiated on the basis of land use set on all rateable land

Differential	Basis	Rate
General Differential	Per \$ of Land Value	\$0.0056044
Commercial Differential	Per \$ of Land Value	\$0.0154121

Uniform Annual General Charge (UAGC):

A UAGC of \$450.00 per Separately Used or Inhabited Part (SUIP) of a rateable Rating Unit

TARGETED RATES**Ward Services Rate**

Differentiated on the basis of location set on all rateable land in the identified wards

Differential	Basis	Rate
BOI - Whangaroa Ward	Per SUIP	\$341.60
Te Hiku Ward	Per SUIP	\$285.50
Kaikohe - Hokianga Ward	Per SUIP	\$369.70

ROADING RATES**Uniform Roading Rate**

A Uniform Targeted Rate of \$100 per Separately Used or Inhabited Part (SUIP) of a rateable Rating Unit

Differential Roading Rate

Differentiated on the basis of land use set on all rateable land

Differential	Basis	Rate
Residential	Per \$ of Land Value	\$0.0001474
Lifestyle	Per \$ of Land Value	\$0.0001483
Farming General	Per \$ of Land Value	\$0.0001466
Horticulture	Per \$ of Land Value	\$0.0001382
Dairy	Per \$ of Land Value	\$0.0002292
Forestry	Per \$ of Land Value	\$0.0020986
Commercial	Per \$ of Land Value	\$0.0003737
Industrial	Per \$ of Land Value	\$0.0004779
Mining/Quarry	Per \$ of Land Value	\$0.0111468
Other	Per \$ of Land Value	\$0.0002501

Stormwater Rate

Differentiated on the basis of land use set on all rateable land identified in the rating area maps for the urban communities;

Ahipara	Haruru Falls	Kaikohe	Kawakawa
Awanui	Hihi	Kaimaumu	Karikari
East Coast	Houhora/Pukenui	Kaitaia	Kerikeri/Waipapa
Kohukohu	Okaihau	Paihia/Te Haumi	Taupo Bay
Moerewa	Opononi/Omapere	Rawene	Tauranga Bay
Ngawha	Opua/Okiato	Russell	Whangaroa/Kaeo

Differential	Basis	Rate
General Differential	Per Rating Unit	\$35.78
Commercial Differential	Per Rating Unit	\$71.56

DEVELOPMENT RATES**Paihia CBD Development Rate**

Differentiated on the basis of land use set on all rateable land identified in the rating area maps

Differential	Basis	Rate
General Differential	Per SUIP	\$18.00
Commercial Differential	Per SUIP	\$56.00

Kaitaia BID Rate

Commercial rating units defined in the rating area map	Basis	Rate
	Per \$ of Land Value	\$0.0015641

BOI Recreation Centre Rate

Rating Units defined in the rating area map	Basis	Rate
	Per SUIP	\$5.00

PRIVATE ROADING RATES**Hupara Road Sealing Rates**

Rating Units defined in the rating area map	Basis	Rate
	Per SUIP	\$661.73

SEWERAGE RATES

Separate sewerage rates are set for each sewerage scheme differentiated on the basis the supply or availability of supply to each scheme.

The additional pan rate is set on the basis of the third and subsequent water closet or urinal within the rating unit. A rating unit used primarily as a residence for a single household will be treated as having a single pan.

Ahipara Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$289.12
Available	Per Rating Unit	\$289.12
Additional Pan Rate	Per additional pan	\$173.47

East Coast Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$248.68
Available	Per Rating Unit	\$248.68
Additional Pan Rate	Per additional pan	\$149.21

Hihi Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$596.01
Available	Per Rating Unit	\$596.01
Additional Pan Rate	Per additional pan	\$357.61

Kaeo Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$732.40
Available	Per Rating Unit	\$732.40
Additional Pan Rate	Per additional pan	\$439.44

Kaikohe Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$232.31
Available	Per Rating Unit	\$232.31
Additional Pan Rate	Per additional pan	\$139.33

Kaitaia and Awanui Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$268.16
Available	Per Rating Unit	\$268.16
Additional Pan Rate	Per additional pan	\$160.90

Kawakawa Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$514.86
Available	Per Rating Unit	\$514.86
Additional Pan Rate	Per additional pan	\$308.92

Kerikeri Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$395.22
Available	Per Rating Unit	\$395.22

Additional Pan Rate	Per additional pan	\$237.13
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Kohukohu Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$632.39
Available	Per Rating Unit	\$632.39
Additional Pan Rate	Per additional pan	\$379.43

Opononi Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$310.33
Available	Per Rating Unit	\$310.33
Additional Pan Rate	Per additional pan	\$186.20

Paihia Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$346.67
Available	Per Rating Unit	\$346.67
Additional Pan Rate	Per additional pan	\$208.00

Rangiputa Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$350.76
Available	Per Rating Unit	\$350.76
Additional Pan Rate	Per additional pan	\$210.46

Rawene Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$567.14
Available	Per Rating Unit	\$567.14
Additional Pan Rate	Per additional pan	\$340.28

Russell Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$539.65
Available	Per Rating Unit	\$539.65
Additional Pan Rate	Per additional pan	\$323.79

Whangaroa Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$686.80
Available	Per Rating Unit	\$686.80
Additional Pan Rate	Per additional pan	\$412.08

Whatuwhiwhi Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$324.35
Available	Per Rating Unit	\$324.35
Additional Pan Rate	Per additional pan	\$194.61

District Wide Sewerage Operating Rate

Operating Rate	Basis	Rate
Connected (All schemes)	Per SUIP	\$535.70
Additional Pan Rate	Per additional pan	\$321.42

WATER RATES

Separate water rates are set for each water supply scheme differentiated on the basis the supply or availability of supply to each scheme.

Kaikohe Water Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$284.28
Available	Per Rating Unit	\$284.28

Kaitia Water Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$281.70
Available	Per Rating Unit	\$281.70

Kawakawa Water Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$370.92
Available	Per Rating Unit	\$370.92

Kerikeri Water Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$169.98
Available	Per Rating Unit	\$169.98

Okaihau Water Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$352.18
Available	Per Rating Unit	\$352.18

Omapere/Opononi Water Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$660.28
Available	Per Rating Unit	\$660.28

Paihia Water Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$229.46
Available	Per Rating Unit	\$229.46

Rawene Water Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$507.31
60% Non-Potable	Per SUIP	\$304.39
Available	Per Rating Unit	\$507.31

District Wide Water Operating Rates

The District wide operating rates are assessed on the basis of the quantity of water supplied as recorded by meter.

Metered Supply rate (all schemes)

Operating Rate	Basis	Rate
Potable Water	Per m ³ Supplied	\$2.94
Non-potable Water	Per m ³ Supplied	\$1.91

Non Metered Water Supply Rate (Includes 250 M³ Supply)

Operating Rate	Basis	Rate
Potable Water	Per SUIP	\$1,010.83
Non-potable Water	Per SUIP	\$753.47

DRAINAGE RATES

Kaitaia Drainage Area	Basis	Rate
Area of land within the defined rating area	Per hectare	\$8.51

Kaikino Drainage Area (as defined in the FIS)		
Differential	Basis	Rate
Differential A	Per hectare	\$13.19
Differential B	Per hectare	\$6.60
Differential C	Per hectare	\$2.20

Motutangi Drainage Area (as defined in the FIS)		
Differential	Basis	Rate
Differential A	Per hectare	\$42.97
Differential B	Per hectare	\$21.48
Differential C	Per hectare	\$7.18

<i>Waiharara Drainage Area (as defined in the FIS)</i>		
Differential	Basis	Rate
Differential A	Per hectare	\$18.54
Differential B	Per hectare	\$9.27
Differential C	Per hectare	\$3.10

And that, pursuant to Section 24 of the Act and with the exception of the targeted rates set for the supply of water pursuant to Section 19 of the Act, Council charges the rates for the 2019-2020 rating year by way of four equal instalments. Each instalment to be paid on or before the due dates set out below;

<i>Rate Instalment</i>	<i>Due Date</i>	<i>Penalty Date</i>
<i>First Instalment</i>	<i>20 August 2019</i>	<i>27 August 2019</i>
<i>Second Instalment</i>	<i>20 November 2019</i>	<i>27 November 2019</i>
<i>Third Instalment</i>	<i>20 February 2020</i>	<i>27 February 2020</i>
<i>Fourth Instalment</i>	<i>20 May 2020</i>	<i>27 May 2020</i>

And that, pursuant to Sections 57 and 58 of the Act and with the exception of the targeted rates set for the supply of water pursuant to Section 19 of the Act, Council imposes the following penalties:

A ten percent (10%) penalty on any portion of any instalment of rates assessed in the 2019-2020 financial year that is not paid on or by the due date for payment as detailed above. This penalty will be added on the penalty dates detailed above;

And that the water meters be read and invoiced on a six-month cycle, or more often if required, and the subsequent invoices become due for payment set out overleaf.

And that, pursuant to Sections 57 and 58 of the Act, Council imposes the following penalties in respect of targeted rates set for the supply of water pursuant to Section 19 of the Act:

A ten percent (10%) penalty on any portion of the rate for the supply of water charged pursuant to Section 19 of the Act, as separately invoiced, that is not paid on or by the due date for payment as set out below;

Scheme	1 st Invoice	Due Date	Penalty Date	2 nd Invoice	Due Date	Penalty Date
Kaikohe	Nov 2019	20/12/2019	06/01/2020	May 2020	22/06/2020	29/06/2020
Kaitaia	Aug 2019	20/09/2019	27/09/2019	Feb 2020	20/03/2020	27/03/2020
Kawakawa	July 2019	22/08/2019	29/08/2019	Jan 2020	20/02/2020	27/02/2020
Kerikeri	Sep 2019	21/10/2019	28/10/2019	Mar 2020	22/04/2020	29/04/2020

Okaihau	July 2019	22/08/2019	29/08/2019	Jan 2020	20/02/2020	27/02/2020
Omapere/ Opononi	July 2019	22/08/2019	29/08/2019	Jan 2020	20/02/2020	27/02/2020
Paihia	Oct 2019	21/11/2019	28/11/2019	Apr 2020	20/05/2020	27/05/2020
Rawene	July 2019	22/08/2019	29/08/2019	Jan 2020	20/02/2020	27/02/2020

And that, pursuant to Section 88 of the Act, Council set Postponement Fees as provided for in the relevant Rates Postponement Policies;

FEES IN RESPECT OF POSTPONED RATES

Pursuant to Section 88 of the Local Government (Rating) Act 2002, Council will charge a postponement fee on all rates that are postponed under any of its postponement policies.

The Postponement fees are as follows:

- Application Fee: \$50
- Administration Fee: \$50 pa
- Financing Fee on all Postponements: Currently set at 4.75% pa but may vary to match Council's average cost of funds. At Council's discretion all these fees may be added to the total postponement balance.

CARRIED

9.2 AMENDMENT TO RATING DELEGATIONS

Agenda item 10.2 document number A2496973, pages 365 - 366 refers

RESOLUTION 2019/23

Moved: Cr Ann Court

Seconded: Mayor John Carter

That Council approve the proposed changes to position titles within the approved Rating Delegations Schedule 2019.

CARRIED

Against: Cr Dave Hookway

10 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD (CONTINUED)**10.1 COBHAM ROAD BUS STOP**

Agenda item 6.2 document number A2497323, pages 57 - 61 refers

MOTION

Moved: Cr Ann Court

Seconded: Cr Dave Hookway

That:

- a) Council approves in principle the relocation of bus services out of the Kerikeri CBD as a matter of urgent public safety.
- b) Council agrees the appropriate mechanism for this matter to be resolved, in a timely manner, is for this matter to be delegated for action at an officer level.
- c) the Chief Executive Officer be delegated authority to negotiate with FNHL for the interim use of the BOI airport terminal for coach parking facilities.
- d) once the new coach park facility is operational the designation for a bus stop on Cobham Road, Kerikeri be revoked.

AMENDMENT

Moved: Cr Dave Hookway

Seconded: Cr John Vujcich

- e) the Chief Executive Officer to report back to Council on costs / financial options.

CARRIED

The amendment became the substantive motion

RESOLUTION 2019/24

Moved: Cr Ann Court

Seconded: Cr Dave Hookway

That:

- a) Council approves in principle the relocation of bus services out of the Kerikeri CBD as a matter of urgent public safety.
- b) Council agrees the appropriate mechanism for this matter to be resolved, in a timely manner, is for this matter to be delegated for action at an officer level.
- c) the Chief Executive Officer be delegated authority to negotiate with FNHL for the interim use of the BOI airport terminal for coach parking facilities.
- d) once the new coach park facility is operational the designation for a bus stop on Cobham Road, Kerikeri be revoked.
- e) the Chief Executive Officer to report back to Council on costs / financial options.

CARRIED

Attachments tabled at meeting

- 1 Letter from InterCity Group 25 June 2019

11 DEPUTATIONS (CONTINUED)

Our Kerikeri - represented by Annika Dickey, Kirsty Grant and Jo Lumkong

Plant & Food Research - represented by Phil Johnstone, Dr Richard Newcomb and Dr Annette Richardson

12 PUBLIC EXCLUDED**RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION 2019/25**

Moved: Mayor John Carter

Seconded: Cr Mate Radich

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
Supplementary Agenda item 13.6 - Kerikeri Pavilion	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities.	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7.

CARRIED

At 12:54 pm Deputy Mayor Tania McInnes left the meeting.

13 STRATEGIC PLANNING AND POLICY GROUP (CONTINUED)**13.1 CLIMATE CHANGE UPDATE**

Agenda item 9.3 document number A2513333, pages 254 - 260 refers

RESOLUTION 2019/26

Moved: Mayor John Carter

Seconded: Cr Kelly Stratford

That Council:

- a) **accepts for information a summary of the work currently being undertaken in respect of climate change; and supports elected member consultation with the community towards a climate action plan, facilitating workshops and raising awareness of what climate change is, and how individuals can play their part.**
- b) **accepts for information a summary of the contents of the Climate Change Response (Zero Carbon) Amendment Bill.**

- c) accepts for information the approach taken to submitting on the Climate Change Response (Zero Carbon) Amendment Bill.
- d) formally provides approval of Administration's participation in the Tai Tokerau Climate Change Adaptation Working Group.
- e) directs the Chief Executive Officer to create a Council-wide working group to integrate and formulate strategies towards climate change in response to the Climate Change Response (Zero Carbon) Amendment Bill, the Tai Tokerau Climate Change Adaptation Working Group's work programme, and the further consideration of outcomes of this work in current Council-wide strategy and policy development.
- f) identifies the financial implications of implementing any climate change initiatives.

CARRIED

14 DEPUTATIONS (CONTINUED)

Kaitia College Climate Action Group representatives Ethan Nemeroff and Kiel Minerviro.

The meeting was adjourned from 1:15 pm to 1:41 pm.

15 KAIKOHE-HOKIANGA COMMUNITY BOARD (CONTINUED)

15.1 LEASE COUNCIL BUILDING 11 PARNELL STREET, RAWENE

Agenda item 7.2 document number A2516087, pages 111 - 115 refers

RESOLUTION 2019/27

Moved: Cr Ann Court

Seconded: Mayor John Carter

That Council

- a) offers a new lease to Rawene and Districts Community Development Inc (RAD) at nominal (peppercorn) rent, still allowing RAD to sub-let part of the premises to other groups and organisations
- b) approves that \$62,000 of available renewal funding is put towards the internal fit-out proposed by RAD.

CARRIED

16 NOTICE OF MOTION

16.1 NOTICE OF MOTION FROM CR J VUJCICH - NGAKAHU TRUST: EASEMENT AND ACCESS TO KAURI DAM

Supplementary Agenda item S.1 document number A2534327, page 3 refers

RESOLUTION 2019/28

Moved: Cr John Vujcich

Seconded: Mayor John Carter

That Council rescinds the Council decision of 28 June 2018, Item 4.1 part a:

"That Council :

- a) Proceeds with the regularisation of the right of way easement to regularise the

access over the pipeline easement, by variation and extension of easement over 4D to ensure that vehicle access does not encroach on land not included in the right of way over the pipeline easement and pays any compensation as determined by a registered valuer or as determined by a Court."

CARRIED

Abstained: Cr Ann Court

17 PUBLIC EXCLUDED

RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION 2019/29

Moved: Mayor John Carter

Seconded: Cr Ann Court

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
13.1 - Confirmation of Previous Minutes - Public Excluded	s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
13.2 - Proposed rating sale - RTZ 2413185-6 Blackley	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
13.3 - Approval of Selected Vendor and to Proceed to Contract for the Asset Management System	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

13.4 - Districtwide Unsealed Roads Prioritisation	<p>s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
13.5 - 3 Waters Operations & Maintenance Alliance	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
Supplementary Agenda 13.7 - Draft Development Agreement with Arvida	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
Supplementary Agenda 13.8 - Extension of Current Swimming Pools Operations and Maintenance Contract	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
Supplementary Agenda 13.9 - Procurement Plan for the Extension of Hokianga Ferry Operations and Maintenance Contract to 31 January 2020	<p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
CARRIED		

At 2:30 pm, Cr Kitchen left the meeting.

18 CONFIRMATION OF INFORMATION AND DECISIONS IN OPEN MEETING**RESOLUTION 2019/30**

Moved: Mayor John Carter

Seconded: Cr Sally Macauley

That Council confirms

- a) The following information contained in the part of the meeting held with the public excluded be restated in public meeting:

3.4 DISTRICTWIDE UNSEALED ROADS PRIORITISATION**That Council:**

- a) Approve the RAMM-sections based prioritisation methodology (inclusive of criteria and weightings) to inform the four funding streams being:
- i) NZTA Dust Mitigation Initiative
 - ii) Provincial Growth Fund Applications
 - iii) Tourist Infrastructure Fund Applications
 - iv) FNDC Dust Management Fund
- b) Approve a scrutiny-based optimisation process for roads identified to fall under FNDC's unsubsidised funding scheme.
- c) Mandate the Northland Transport Alliance to develop appropriate applications under:
- i) the NZ Transport Agency 16/04 Dust Mitigation Initiative
 - ii) the Provincial Growth Fund
 - iii) the Tourism Infrastructure Fund

3.7 EXTENSION OF CURRENT SWIMMING POOLS OPERATIONS AND MAINTENANCE CONTRACT**That Council:**

- a) approves extending the existing Swimming Pools Operations and Maintenance Contract to CBEC Limited for a term of three months to the 30 September 2019, based on the terms and conditions of the current contract.

3.8 PROCUREMENT PLAN FOR THE EXTENSION OF HOKIANGA FERRY OPERATIONS AND MAINTENANCE CONTRACT TO 31 JANUARY 2020.**That Council:**

- a) approves extending the existing Hokianga Ferry Operations and Maintenance Contract to Broadspectrum NZ Limited for a term of seven months to the 31 January 2020 based on the terms and conditions of the existing contract.

CARRIED

Attachments tabled at meeting

- 1 Tabled Document - Districtwide Unsealed Roads Prioritisation - report and attachments

19 GOVERNANCE AND STRATEGIC RELATIONSHIPS COMMITTEE**19.1 DISTRICT PLAN UPDATE - APPENDIX 7 STATUTORY ACKNOWLEDGEMENTS**

Agenda item 8.1 document number A2512970, pages 120 - 122 refers

RESOLUTION 2019/31

Moved: Cr Ann Court

Seconded: Cr Mate Radich

That Council undertake as soon as possible, a separate exercise to update appendix 7 of the district plan and notify the relevant lwi authority, plan holders and the general public of the additions and amendments to the plan to incorporate the statutory acknowledgements.

CARRIED

Abstained: Cr Felicity Foy

At 3:16 pm, Cr Mate Radich left the meeting.

20 STRATEGIC PLANNING AND POLICY GROUP (CONTINUED)**20.1 APPROVAL OF WORK PROGRAMME FOR REVOKED BYLAWS**

Agenda item 9.1 document number A2498471, pages 132 - 137 refers

RESOLUTION 2019/32

Moved: Mayor John Carter

Seconded: Cr Kelly Stratford

That Council approve the following approach to address the revocation of bylaws and those due to be revoked in February 2020

- a) Adopt the statement of proposal for a Land Drainage Bylaw 2019**
- b) Adopt the statement of proposal for a Control of Earthworks Bylaw 2019**
- c) Workshop local regulation and controls contained in the following revoked and soon to be revoked Bylaws to provide clear direction on the development of new bylaws:**
 - i) Control of the Use of Public Places**
 - ii) Control of Vehicle Crossings**
 - iii) Mobile Shops and Hawkers**
 - iv) Reserves**
 - v) Keeping of Animals, Poultry and Bees**
- d) Defer the making of a new Trade Waste Bylaw until a clear policy direction has been considered as a result of the Revenue Review Project.**

CARRIED

Abstained: Cr Ann Court

Note: Councillors request that consultation be extended to close mid March 2020.

20.2 SPEED LIMITS BYLAW

Agenda item 9.2 document number A2506824, pages 221 - 224 refers

RESOLUTION 2019/33

Moved: Cr Ann Court

Seconded: Cr Felicity Foy

That Council:

- a) **Make amendments to the Speed Limits Bylaw 2008 as set out in Appendix 3 of Attachment 1 – ‘Speed Limit Bylaw Consultation – Submissions and Recommendations Report’, pursuant to Section 22AB(1)(d) of the Land Transport Act 1998, with effect from 28 July 2019 and rename the Bylaw ‘Speed Limits Bylaw 2019’.**
- b) **Authorises the Chief Executive Officer to make any minor edits or amendments to the Bylaw to correct any identified errors or typographical edits or to reflect the decisions made by Council.**

CARRIED

20.3 INFRASTRUCTURE GRANT FUND 2018/19

Agenda item 9.4 document number A2458215, pages 261 - 263 refers

RESOLUTION 2019/34

Moved: Mayor John Carter

Seconded: Cr Dave Hookway

That Council approves that the unallocated budget of \$14,230 from the Infrastructure Grant Fund 2018/19 be allocated to the Kaikohe Community and Youth Charitable Trust for the Kaikohe Basketball Court project.

CARRIED

Abstained: Cr Kelly Stratford

21 CORPORATE SERVICES GROUP (CONTINUED)**21.1 FAR NORTH HOLDINGS LIMITED - STATEMENT OF INTENT 2019 - 2022**

Agenda item 10.3 document number A2513322, pages 370 - 372 refers

RESOLUTION 2019/35

Moved: Cr Ann Court

Seconded: Cr Felicity Foy

That Council receive the Statement of Intent for Far North Holdings Limited for the three years 2019 – 2022.

CARRIED

21.2 FRAUD QUESTIONNAIRE - AUDIT NZ

Agenda item 10.4 document number A2513689, pages 387 - 388 refers

RESOLUTION 2019/36

Moved: Mayor John Carter

Seconded: Cr John Vujcich

That Council approve the responses to the Audit New Zealand fraud questionnaire provided.

In Favour: Mayor John Carter, Crs Ann Court, Felicity Foy, Colin (Toss) Kitchen, Sally Macauley, John Vujcich and Kelly Stratford

Against: Cr Dave Hookway

CARRIED

22 CHIEF EXECUTIVE OFFICER**22.1 CEO REPORT TO COUNCIL 01 APRIL 2019 - 31 MAY 2019**

Agenda item 11.1 document number A2523685, pages 391 - 391 refers

RESOLUTION 2019/37

Moved: Cr John Vujcich

Seconded: Mayor John Carter

That the Council receive the report "CEO Report to Council 01 April 2019 - 31 May 2019".

CARRIED

At 3:45 pm, Cr Felicity Foy left the meeting.

23.0 MEETING DURATION**RESOLUTION 2019/38**

Moved: Cr John Vujcich

Seconded: Mayor John Carter

That Council agree that the Ordinary Council Meeting continue beyond the 6 hour duration specified in Standing Orders, to discuss the remaining items left on the agenda.

CARRIED

The meeting was adjourned from 4.01 pm to 4.11 pm.

24 INFORMATION REPORTS**24.1 ELECTED MEMBERS GUIDELINES DURING THE 2019 LOCAL BODY ELECTIONS**

Agenda item 12.1 document number A2457640, pages 443 - 444 refers

RESOLUTION 2019/39

Moved: Mayor John Carter

Seconded: Cr John Vujcich

That the Council receive the report “Elected Members Guidelines during the 2019 Local Body Elections”.

CARRIED

24.2 NORTHLAND WATER STORAGE AND USE PROJECT

Agenda item 12.2 document number A2513913, pages 450 - 451 refers

RESOLUTION 2019/40

Moved: Cr Ann Court

Seconded: Cr John Vujcich

That the Council receives the report “Northland Water Storage and Use Project”.

CARRIED

25 INFRASTRUCTURE AND ASSET MANAGEMENT GROUP

25.1 MINERVA STEAMBOAT PROJECT GRANT

Supplementary Agenda item 14.1 document number A2529849, pages 21 - 24 refers

RESOLUTION 2019/41

Moved: Mayor John Carter

Seconded: Cr Sally Macauley

That Council:

- a) **approves the allocation of up to \$21,000 from the Pou Herenga Tai Twin Coast Cycle Trail Trust from its 2019/20 year operational grant, to enable the Cycle Trail Trust to provide the Minerva Steamboat Project with a grant; subject to**
- b) **receiving written confirmation from the Pou Herenga Tai Twin Coast Cycle Trail Trust that they can effectively operate on a reduced 2019/20 year operational grant.**

CARRIED

26 CORPORATE SERVICES GROUP (CONTINUED)

26.1 REMITS FOR CONSIDERATION AT 2019 LGNZ AGM

Supplementary Agenda item 10.5 document number A2518891, pages 26 - 28 refers

At 4.16 pm, Cr Felicity Foy returned to the meeting.

MOTION

Moved: Mayor John Carter

Seconded: Cr John Vujcich

That the Far North District Council supports the following 2019 Local Government New Zealand Remits:

- **Climate Change - Local Government Representation**
- **Ban on the sale of fireworks to the general public**

- Prohibit Parking on grass berms
- Short Term Guest Accommodation
- Nitrate in drinking water
- LGOIMA reporting
- Weed Control
- Building Defects Claims
- Social Housing
- Procurement
- Single Use Polystyrene
- Local Government Act 2002
- Campground regulations
- Climate Change - Funding Policy Framework
- Road Safety
- Mobility Scooter Safety
- Museums and Galleries
- Resource Management Act
- Mayor Decision to appoint Deputy Mayor
- Sale and Supply of Alcohol Act
- Beauty Industry

AMENDMENT

Moved: Cr Dave Hookway

Seconded: Cr Ann Court

That Council representatives abstain from voting on the remits at the 2019 Local Government New Zealand at the Annual General Meeting.

In Favour: Crs Ann Court, Felicity Foy, Dave Hookway and John Vujcich

Against: Crs John Carter, Sally Macauley and Kelly Stratford

The amendment became the substantive motion.

RESOLUTION 2019/42

Moved: Cr Dave Hookway

Seconded: Cr Ann Court

That Council representatives abstain from voting on the remits at the 2019 Local Government New Zealand at the Annual General Meeting.

CARRIED

Against: Crs Sally Macauley and Kelly Stratford

27 MAYORAL ANNOUNCEMENTS

- Manea
- Anchor at Te Papa

- Operation Flotation
- Green waste in Opononi

MEETING CLOSE

The meeting closed at 4.28 pm.

The minutes of this meeting will be confirmed at the Ordinary Council Meeting held on 29 August 2019.

.....
CHAIRPERSON

**MINUTES OF FAR NORTH DISTRICT COUNCIL
EXTRAORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE
ON THURSDAY, 4 JULY 2019 AT 12.08 PM**

PRESENT: Mayor John Carter (HWTM), Cr Tania McInnes (Deputy Mayor), Cr Ann Court, Cr Felicity Foy (via video-conference), Cr Colin (Toss) Kitchen, Cr Sally Macauley, Cr Mate Radich, Cr John Vujcich, Cr Kelly Stratford

IN ATTENDANCE: Mike Edmonds - Kaikohe-Hokianga Community Board Chairperson, Adele Gardner - Te Hiku Community Board Chairperson

STAFF PRESENT: Shaun Clarke - Chief Executive Officer, Andy Finch - General Manager-Infrastructure and Asset Management, Dean Myburgh - General Manager - District Services, William J Taylor MBE - General Manager – Corporate Services, Sheryl Gavin - General Manager – Strategic Planning and Policy – Acting, Janice Smith - Chief Financial Officer, Richard Edmondson - Manager - Communications, Jill Coyle - Manager – People and Capability, Glenn Rainham - Manager – Infrastructure Operations, Roger Ackers - Manager – Strategy Development, Aisha Huriwai - Team Leader – Governance Support, Kim Hammond - Meetings Administrator

1 PRAYER

His Worship the Mayor commenced the meeting with a prayer.

2 APOLOGIES AND DECLARATIONS OF INTEREST

APOLOGY

RESOLUTION 2019/34

Moved: Mayor John Carter
Seconded: Cr Tania McInnes

That the apology received from Cr Hookway be accepted and leave of absence granted.

CARRIED

3 DEPUTATION

Nil

4 STRATEGIC PLANNING AND POLICY GROUP

4.1 CORRECTION TO THE DRAFT EARTHWORKS BYLAW

Agenda item 5.1 document number A2546599, pages 12 - 22 refers

RESOLUTION 2019/35

Moved: Mayor John Carter
Seconded: Cr Tania McInnes

That Council adopt the corrected Statement of Proposal for the draft Control of Earthworks Bylaw 2019.

CARRIED

At 12:30 pm, Cr Ann Court left the meeting due to her concern on the legality of Council being asked to reconsider the Remits for Consideration at the 2019 Local Government New Zealand Annual General Meeting.

4 CORPORATE SERVICES GROUP

6.1 REMITS FOR CONSIDERATION AT 2019 LGNZ AGM

Agenda item 6.1 document number A2547704, pages 23 - 33 refers

RESOLUTION 2019/36

Moved: Cr Kelly Stratford

Seconded: Cr Sally Macauley

That Council:

revokes its decision of 27 June 2019 “That Council representatives abstain from voting on the remits at the 2019 Local Government New Zealand Annual General Meeting.”

That Council:

a) endorses remits

- Climate Change – local government representation
- Traffic Offences – red light running
- Prohibit parking on grass berms
- Short-term guest accommodation
- Nitrate in drinking water
- Local Government Official Information and Meeting Act (1987)
- Weed control
- Building defects claim
- Social housing
- Procurement
- Single-use polystyrene
- Local Government Act 2002
- Campground regulations
- Sale and Supply of Alcohol Act
- Climate Change – funding policy framework
- Road safety
- Mobility scooter safety
- Museums and galleries
- Resource Management Act
- Beauty industry

b) does not endorse remits

- Ban on sale of fireworks to the general public
- Mayor decision to appoint Deputy Mayor

c) abstain from voting on

- **Living Wage**
- **Greenhouse gases**

CARRIED

At 12:42 pm, Cr Ann Court returned to the meeting.

At 12:53 pm, Cr Tania McInnes left the meeting.

At 12:57 pm, Cr Colin (Toss) Kitchen left the meeting.

5 MAYORAL ANNOUNCEMENTS

Thanked Cr Ann Court for representing Far North District Council on the Cobham Road Bus Stop and responding to social media comments.

The Mayor met with Kerikeri Squash Club in regards to the Kerikeri Pavilion.

6 MEETING CLOSE

The meeting closed at 12.58 pm.

The minutes of this meeting will be confirmed at the Ordinary Council meeting to be held on 29 August 2019.

.....
CHAIRPERSON

7 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD**7.1 EASEMENT OVER LOCAL PURPOSE (UTILITY RESERVE) LOT 33 DP166614 - LANDING ROAD, KERIKERI (RC 2190583)****File Number: A2609022****Author: Kaye Lethbridge, Property Legalisation Officer****Authoriser: William J Taylor MBE, General Manager - Corporate Services****PURPOSE OF THE REPORT**

This report seeks approval from Council in regard to a request for an easement over local purpose (utility) reserve off Landing Road, Kerikeri.

EXECUTIVE SUMMARY

- The current access to Lot 29 DP 166614 is off Edkins Road.
- The eastern boundary of Lot 29 DP 166614 adjoins a narrow local purpose (utility) reserve (segregation strip) which prevents access from Landing Road.
- Landing Road was a primary traffic route however the Heritage Bypass has since been constructed diverting the majority of the traffic.
- The Stone Store Bridge has been removed and Landing Road is no longer a through road.
- The Bay of Islands-Whangaroa Community Board considered this report at their meeting on 12 August 2019 and makes the following recommendation to Council.

RECOMMENDATION

That the Far North District Council:

- In its role as administering body of the local purpose (utility) reserve and pursuant to its powers under Section 48 of the Reserves Act 1977, grants an easement over the local purpose (utility) reserve held in RT NA101A/441 being Lot 33 DP 166614, shown in Donaldson's plan 7202a, in favour of Lot 29 DP 166614; and**
- In its role as the Minister of Conservation's delegate, consents to the granting of the aforementioned easement.**

1) BACKGROUND

The applicant Mr M Wycherley recently purchased Lot 29 DP 166614 with the intention of subdividing the property into two (2) lots. The property runs between Edkins and Landing Roads, Kerikeri. The legal access is off Edkins Road because the eastern boundary adjoins a local purpose (utility) reserve which acts as a segregation strip to prevent access from Landing Road.

The applicant's agent advises that although access is possible off Edkins Road this would serve only one (1) lot and it would be impractical to extend this formation to the rear of the site to serve the other proposed lot. It would be more practical to access the second (2nd) lot from Landing Road to avoid compromising potential building sites and reduce the impact on land needed for onsite effluent disposal and storm water management.

The proposed easement would include rights of way, rights to convey electricity, telecommunications, water supply, and computer media, in favour of Lot 29 DP 166614.

2) DISCUSSION AND OPTIONS

Historically Landing Road was a primary traffic route and due to its increasingly busy nature the segregation strip was created to restrict the number of vehicle access points. The Heritage Bypass has since been constructed diverting the majority of the traffic, and with the Stone Store Bridge having been removed, Landing Road is no longer a through road. A local purpose (utility) reserve in this location on Landing Road is no longer necessary as a means of preventing or controlling access onto Landing Road.

The proposed entrance and easement are positioned near to an existing entrance approved by Council in 2012. The total area of the reserve is 37 square metres more or less, and it is only 0.2 metres wide.

Council's Transport Planner agrees with the proposal. Council's Resource Consents Engineer has assessed the subdivision application and his comments are that the new vehicle crossings to the proposed lots are to be constructed to FNDC/S/2 standards. Crossings are to be located at least 30m from road intersections and vehicle crossing permits are to be obtained prior to works commencing.

Reserves Act 1977

Council has the power by way of a ministerial delegation (under certain criteria) to approve the granting of an easement over a reserve and to set conditions. Council has delegated to the Community Board the authority to make recommendations in regard to the use of reserves which are not contemplated by an existing reserve management plan, providing these are consistent with Council policy and the Reserves Act 1977.

Public notification is a requirement under the Reserves Act 1977 however this can be waived if certain criteria are met i.e. if the reserve is vested in the territorial authority, if the reserve is not likely to be materially altered and the rights of the public in respect of the reserve will not be permanently affected. In this case the reserve is vested in the Council, and it is considered that the reserve is not likely to be materially altered and the rights of the public will not be permanently affected, therefore public notification is not required.

In addition to recommending that the easement be granted, the Board could go a step further and recommend that staff commence the process to revoke the reserve status from the reserve land. The land would remain in Council ownership but it would no longer be subject to the Reserves Act 1977 and would no longer function as a segregation strip. The revocation process requires public notification allowing one month for submissions, the hearing of any submissions, iwi consultation, ministerial consent and Gazettal. This could be undertaken separately to this application as it can be time-consuming and costly. However, revocation of the reserve status has not been sought by the applicant. Revocation would involve unnecessary expense for the applicant, and unnecessary use of Council resources in terms of staff time etc, and therefore has not been recommended. The applicant will be content to acquire the proposed easement

Option 1: This is the recommended option: That the Bay of Islands-Whangaroa Community Board recommends that the Far North District Council grants an easement off Landing Road over the local purpose (utility) reserve RT 101A/441 Lot 33 DP 166614 in favour of Lot 29 DP 166614.

Option 2: The Board could recommend that the Council grants an easement off Landing Road over the local purpose (utility) reserve RT 101A/441 Lot 33 DP 166614 in favour of Lot 29 DP 166614, and that staff commence the process to revoke the reserve status from Lot 33 DP 166614 in accordance with the Reserves Act 1977 requirements. However, revocation has not been sought by the applicant and this option is not recommended.

Option 3: The third option would be to decline the request. However no good reason for declining the request has been identified

Reason for the recommendation

Landing Road is no longer a busy through road therefore the local purpose (utility) reserve is not required as a means of restricting vehicle access off Landing Road. However, revocation of the reserve status of the segregation strip has not been sought as it would involve unnecessary expense for the applicant and unnecessary use of Council resources. Granting the applicant's request for an easement is considered appropriate.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

The proposed easement over the local purpose (utility) reserve has no financial implications for the Council as the applicants will be responsible to meet all costs associated with creating the easement and forming the access.

ATTACHMENTS

1. Landing Road easement - A2609026 [↓](#) 

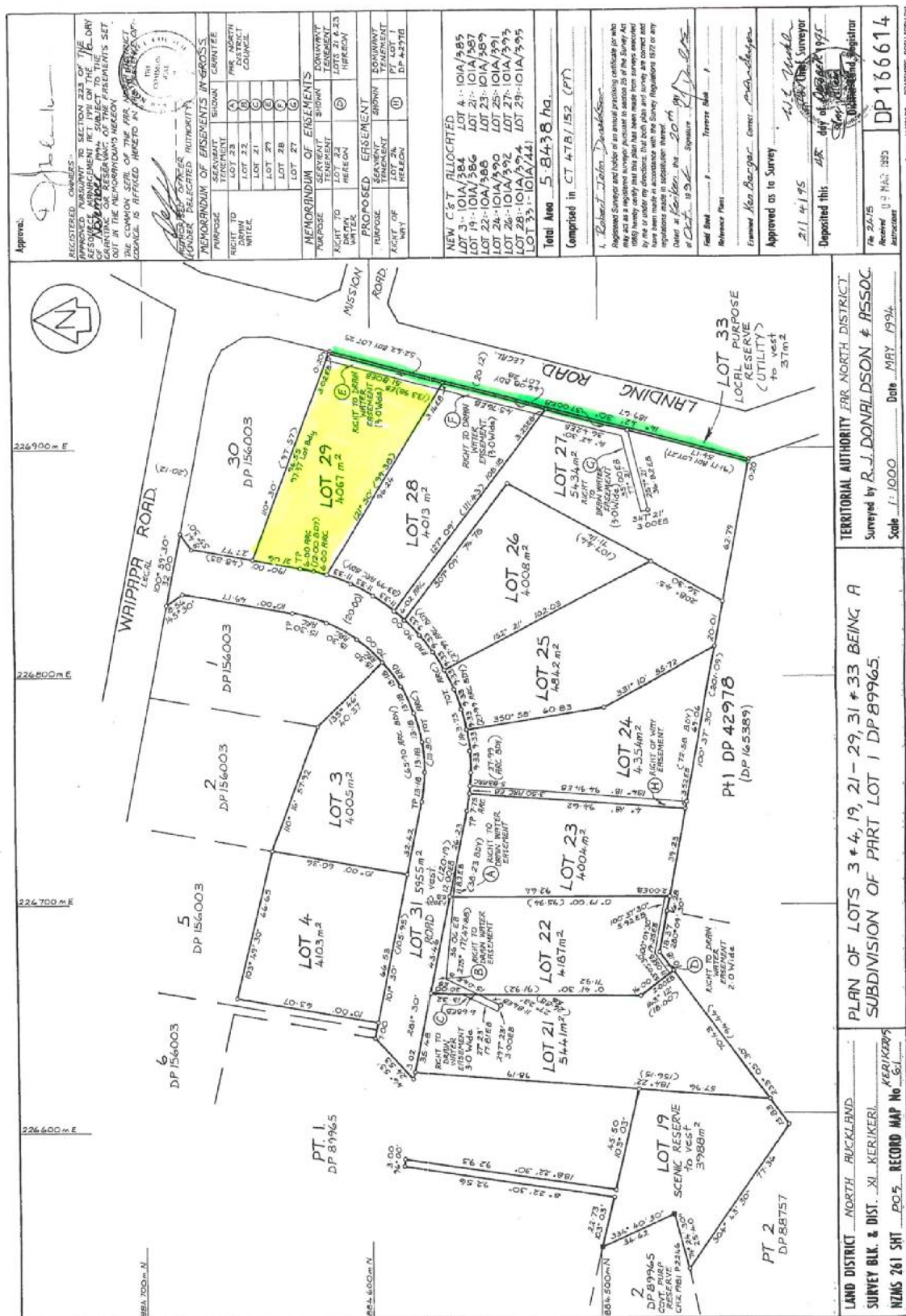
Compliance schedule:

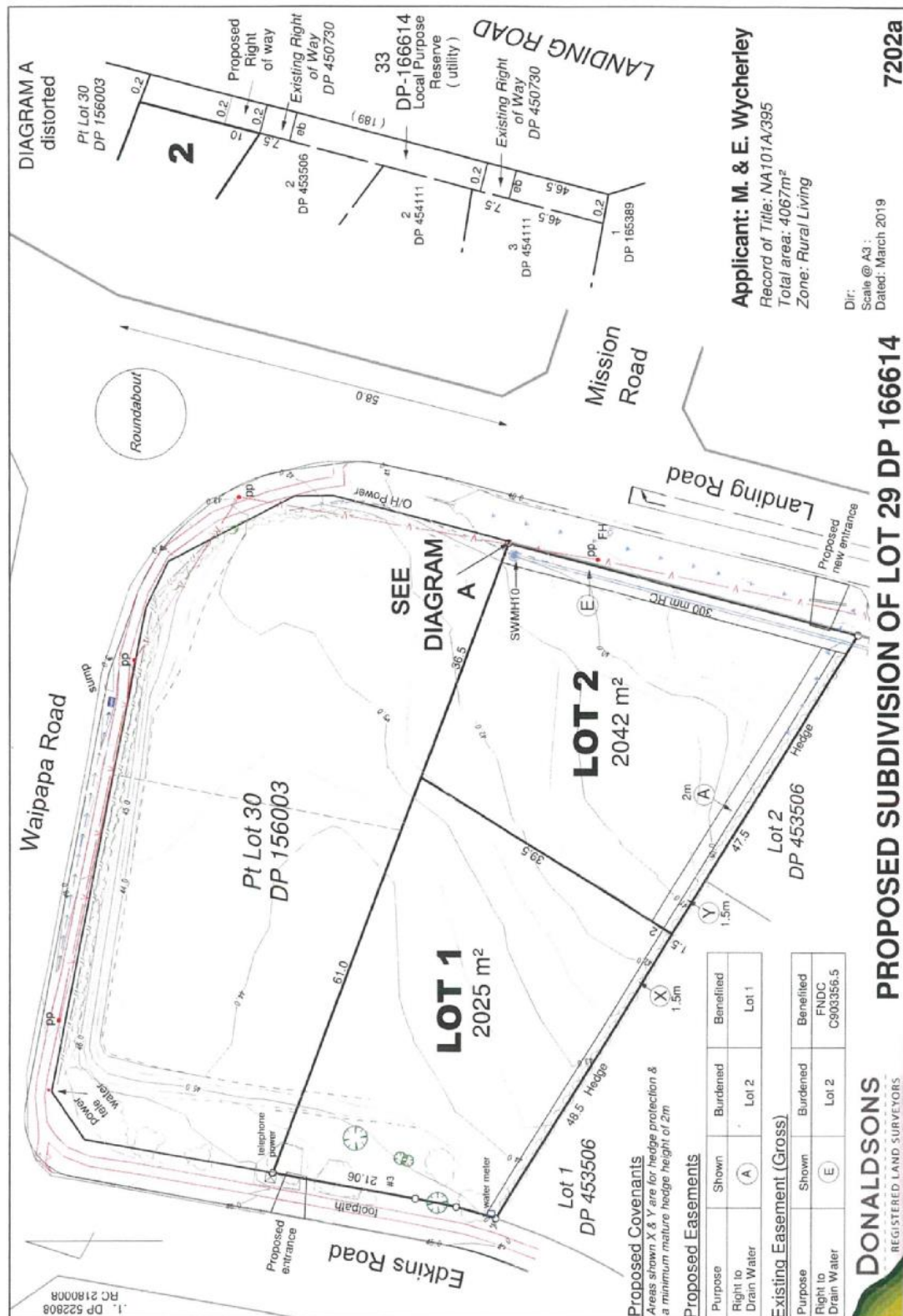
Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

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	Low significance
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	The easement proposal has been considered under the Reserves Act 1977 and Council's Reserves Policy
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.	The easement proposal is of limited interest to the wider community; a Community Board recommendation in support of the proposal is sought
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.	There is no specific cultural significance attached to this easement proposal
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 (for example, youth, the aged and those with disabilities).	A subdivision application has been submitted (RC2190583)
State the financial implications and where budgetary provisions have been made to support this decision.	No cost to Council, the applicant to cover all costs
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report









**RECORD OF TITLE
UNDER LAND TRANSFER ACT 2017
FREEHOLD
Search Copy**



Identifier NA101A/441
Land Registration District North Auckland
Date Issued 04 October 1995

Prior References

NA47B/152

Estate	Fee Simple
Area	37 square metres more or less
Legal Description	Lot 33 Deposited Plan 166614
Purpose	Local Purpose (Utility) reserve

Registered Owners

The Far North District Council

Interests

SUBJECT TO THE RESERVES ACT 1977

Subject to a right of way, right to convey electricity, telecommunications, computer media, water and sewage over part marked D on DP 450730 created by Easement Instrument 9299666.1 - 27.2.2013 at 11:18 am

Subject to a right of way, right to convey electricity, telecommunications, computer media, water and sewage over part marked E on DP 450730 created by Easement Instrument 9299666.2 - 27.2.2013 at 11:18 am

Transaction Id 57703453
 Client Reference mlethbridge002

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 Register Only

8 AUDIT, RISK, AND FINANCE COMMITTEE

8.1 RISK MANAGEMENT POLICY

File Number: A2589255

Author: Manawa Johnson, Strategic Planner

Authoriser: Darrell Sargent, Chief Executive Officer (Acting)

PURPOSE OF THE REPORT

To seek approval for the Risk Management Policy 2019.

EXECUTIVE SUMMARY

- The Council's Risk Management Policy was developed and implemented in 2014 and was due to be reviewed in 2017. Administration has not been able to review the policy until 2019 due to staffing capacity constraints.
- The Risk Management Policy has been reviewed and updated in accordance with the Council's commitment to improve its performance and responsiveness to the community. Council is aiming for excellence and updating the risk management policy helps improve the areas of financial decision making and transparency.
- This report provides Council with three options to consider including adopt the recent review; maintain the status quo; or defer the review until a later date. Council recommends endorsing the review to enable implementation of the policy.
- The Audit, Risk, and Finance Committee considered this report at their meeting on 25 July 2019 and recommended that Council adopt the 2019 Risk Management Policy.

RECOMMENDATION

That Council adopt the 2019 Risk Management Policy.

1) BACKGROUND

Council has statutory obligations to deliver services to the community. These services are required to be efficient, effective and appropriate to current and future circumstances. The Council risk management policy has been developed to meet demanding requirements and aid organisational resilience.

The Council risk management policy was originally developed and implemented in 2014 and was due to be reviewed in 2017. The 2014 policy was circular in nature, educational and included operational procedures and processes. The risk management policy has been reviewed to be a core policy document to guide management and staff on risk management expectations.

The risk management policy 2019 addresses the following issues identified in the 2014 policy;

- the readability and circular referencing causing confusion
- lack of acknowledgement of risks as opportunities
- ensuring monitoring and compliance can be applied in practice

2) DISCUSSION AND OPTIONS

Option One: do nothing

Under Option One the 2014 policy will remain in force to manage risk and guide staff on risk management expectations. While the 2014 policy represents good practice, the policy does not acknowledge recent developments within the organisation since the policies implementation and adoption in 2014.

If this option is adopted then Council loses the opportunity to support staff and management to improve performance in the areas of financial decision making and transparency through an updated and reviewed risk management policy.

Option Two: Adopt the 2019 Risk Management Policy (recommended option)

Option two proposes an approach to support recent developments by the Council to improve its risk management processes while maintaining good practice expectations. Approving the 2019 policy and allowing for a period of implementation provides Council with an opportunity for a further review in three years to determine its level of compliance and recognise other developments in the risk management area.

If this option is adopted Council will have an updated risk management policy that reflects the current climate.

Option Three: Address the policy review once the new Council is formed

Option three proposes reviewing the policy once the new Council has been formed post the elections in October 2019.

If this option is adopted then reviewing the policy will be delayed. The 2014 risk management policy was due to be reviewed in 2017. Further delay, will result in the Council lacking clear guidance on how to manage its risks. This option is therefore not recommended.

Reason for the recommendation

Option two is recommended for the following reasons:

1. it addresses the issue of the 2017 review date lapse;
2. it adopts a best practice approach to risk management;
3. it supports the move towards a cohesive approach to improve financial decision making and transparency.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

The financial implications of the recommended option can be accommodated in the current budgets.

ATTACHMENTS

1. Risk Management Policy - A2610920 [!\[\]\(5d60fe8e38bc12bfb78103fc624e324c_img.jpg\)](#) 

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	The recommendation in itself contained in this report does not meet the thresholds as set in the Council's Significance and Engagement Policy.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	The recommendation in this report is aimed at complying with Part 6 – Planning, Decision Making and Accountability of the Local Government Act.
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.	Reviewing a policy has District wide relevance and therefore does not require involvement from the Community Boards.
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.	The recommendation in this report has no direct impact on Māori.
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 (for example, youth, the aged and those with disabilities).	The recommendation has no direct impact on any particular interested party or individual.
State the financial implications and where budgetary provisions have been made to support this decision.	There is no requirement for additional capital of operational budget to be requested beyond what is already budgeted for.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.

Risk Management Policy

Adopted:

Reviewed:

1. Objective

Far North District Council (FNDC) is committed to improving decision making through effective risk management. FNDC will ensure so far as reasonably practicable, an effective integrated process for managing risk is implemented to guide management and staff on risk management expectations.

2. Policy Statement

FNDC is committed to ensuring sustainable and effective management of risks at all levels:

Communication

- Develop a risk communication strategy to encourage accountability and ownership of risk
- Ensure regular discussion on risk management in staff forums to ensure appropriate awareness and understanding of risk
- Communicate with the community on risks and build confidence in the activities of Council.

Reporting

- Actively encourage ownership of risk through regular risk reports
- Identify emerging, changing and decreasing risks of potential impact to the achievement of Council objectives
- Updating relevant agencies on compliance with regulatory requirements.

Monitoring

- Systematic assessment of the key risks for Council
- Measure risk treatment and reporting frequency
- Monitor the application and effectiveness of risk management to ensure relevance and alignment with Council expectations.

Compliance

- Measure the treatment and frequency of risk
- Design improvements where the risk treatment is not operating effectively or efficiently
- Identify the controls for treating the risk and ensure the control is implemented.

Consultation

- Encourage consultation and participation of staff in all matters relating to risk, risk issues and treatment of risk
- Support managers and staff on the controls and activities for treating risk in general and the specific risks that are their responsibility to manage
- Actively encourage continuous improvement of sustainable and effective risk management.

Document number A2538315

Responsibilities

FNDC requires active participation from all staff to ensure sustainable and effective risk management. FNDC shall where reasonably practicable, take responsibility as follows:

- be actively involved in promoting a positive risk management culture
- have an understanding of the risks relevant to the area of responsibility
- develop and maintain a level of risk management competency
- take responsibility and accountability for treating and controlling risk
- identify risk, assess inherent and residual risk, and determine treatment of risk
- share relevant risk management information at team meetings
- engage in risk management discussions
- ensure access to the right information on effective risk management
- escalate in a timely manner any risk management issues or concerns when they arise
- follow all policies, procedures and processes that are applicable
- report all risks in a timely manner in the Councils risk management reporting system

3. Relevant Policies and Procedures

AS/NZS ISO 31000:2009	Risk Management – Principles and Guidelines
Council Policies and Procedures	All FNDC policies and processes serve to manage risk by specifying and forming the controls that manage specific risks

4. Definitions

Term	Definition
AS/NZS ISO 31000:2009	Joint Australian New Zealand International Standard which provides principles and generic guidelines on risk management; and can be applied to any type of risk. FNDC Risk Management Policy embraces the principles and guidelines articulated in this document.
Compliance	Managing adherence to laws, regulations, guidelines and specifications relevant to FNDC.
Control	Measure that modifies effect of uncertainty on objectives.
Inherent	Impact of risk prior to treatment.
Monitor	Continual review of status of risk to identify change from the performance level required or expected.
Review	Activity, such as internal audit, taken to determine suitability, adequacy and effectiveness of control(s) to achieve objective.
Risk	Effect of uncertainty on objectives.
Risk	Co-ordinated activities to direct and control FNDC with regard to risk.

Document number A2538315

Term	Definition
management	
Risk Assessment	A systematic and disciplined process of evaluating the uncertainty that may be involved in an activity.
Risk Management Policy	FNDC statement of overall intentions and direction related to risk management; captures good practice expectations.
Reporting system	Currently the system FNDC use is IDEATE, a tool which provides a disciplined approach to identifying, analysing and treating uncertainties.
Residual	Risk remaining after risk treatment.
Treat	<p>Risk treatment creates a control (in descending order of preference):</p> <ul style="list-style-type: none"> • Avoid the risk by deciding not to start or continue the activity that gives rise to the risk • Taking or increasing the risk in order to pursue an opportunity • Removing the source • Changing the probability/likelihood • Changing the impact/consequence • Sharing the risk with another party(s) • Retaining the risk by informed decision

5. Approval

This policy has been approved and will be reviewed every three years.

Signed by Far North District Council – Chief Executive Officer

Date:

9 INFRASTRUCTURE AND ASSET MANAGEMENT GROUP

9.1 ROLAND'S WOOD TRUST

File Number: A2519787

Author: Nina Gobie, Team Leader - Facilities Operations

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

PURPOSE OF THE REPORT

1. To revisit a resolution by Council in 2016 and determine whether Council still wishes to enter into an agreement with the Friends of Roland's Wood Charitable Trust ("the TRUST") to transfer the development, maintenance and administration of Roland's Wood, (a four hectare woodland reserve located on Kerikeri Inlet Road) to the TRUST.
2. Further, if agreed and subject to the High Court agreeing, transferring the balance of the trust funds held by Council (current value being \$101,101) to the Trust for it to administer on the same terms and conditions as set out in the deed of trust and the agreement to be entered into between Council and the TRUST.

EXECUTIVE SUMMARY

- In 2016 Council agreed to transfer the responsibility for development, maintenance, operation, administration, and the remaining trust fund for Roland's Wood to the Friends of Roland's Wood Charitable Trust.
- The transfer was not completed as the Trust wanted to focus on purchasing the adjoining block known as Lavender's Wood.
- Now that they have purchased the adjoining block they wish to reconvene the discussion.
- This report asks Council to confirm the decision of 2016 and explains the separation of responsibilities and the risks.

RECOMMENDATION

That Council:

a) confirms its previous decision made at the Council meeting of 5 May 2016:

"THAT the responsibility for development, maintenance, operation and administration of Roland's Wood is transferred to the Trust established by the Friends of Roland's Wood, along with the balance of the funds settled with Council for the purpose of maintaining Roland's Wood in accordance with the Roland's Wood Trust Deed, subject to

- a) agreement from the High Court; and*
- b) an agreement between the Trust and Council regarding future planning, funding, reporting and liaison*

b) notes that the land that Roland's Wood sits on will continue to be in the ownership of Council."

1) BACKGROUND

1) Background

Roland Sanson gifted 4.0ha of land on Kerikeri Inlet Road to Council in 2007 and a small trust fund of around \$200,000 was provided for the upkeep of the woodlot. As the land was planted as woodland with annual bulbs and exotic trees it required a higher level of service than council would

usually fund, and hence the trust fund. The purpose of the trust fund was “the provision and maintenance of a woodland public park for recreational use, enjoyment and benefit of the public.”



Map showing the location of Roland's Wood and the Lavenders Land

The Friends of Roland's Wood Charitable Trust

The Friends of Roland's Wood Charitable Trust was established on 25 June 2007. The Far North District Council is appointed as the sole Trustee. It cannot be relieved of this role without the consent of the High Court.

The Trust Deed provides for a Trust Administration Committee (TAC). The TAC is made up of three council officers; the CEO, the General Manager responsible for finance and administration and the Manager responsible for community services. Effectively, this group comprises the decision making for the Trust. The Trustee can appoint (and remove) “advisory trustees”. It appears that Doug Turner and Florence Annison are appointed to this role.

The Trust Deed specifies that the Trust is a council-controlled organisation. An exemption currently exists from the obligations under the Local Government Act of the Trust.

The administration of this Trust has been problematic with the continuous changes in the administration committee and is not meeting to attend to Trust business therefore leaving the Trustee i.e. Council exposed to being liable to any claim for failing to administer the funds prudently.

Operation of Roland's Wood

Initially it appears that the wood was not maintained for a period of time. The Kerikeri Rotary Club then became involved and re-established the grounds. Their role ceased, and a volunteer group i.e.: the Friends of Roland's Wood have taken over that role. The volunteer group then formed a charitable trust known as the Friends of Roland's Wood (the “TRUST”). The TRUST developed and implemented a management plan for Roland's Wood. The TRUST continues to be actively involved in the on-going maintenance and presentation of the wood and is also responsible for the work undertaken.

Friends of Roland's Wood Charitable Trust

A “reserve” of this type does not sit easily either administratively or practically into the Council structure. In 2016, there were a number of discussions with the TRUST about alternative approaches to developing, maintaining and administering the Wood. Those discussions settled on an option as set out in the resolution put forward to Council in 2016. Those discussions were not advanced as the Trust wished to first pursue the purchase of the adjoining land being Lavender's Wood, which Council assisted with by standing as guarantor. Having acquired Lavender's Wood and completing its subdivision, the TRUST is now in a position to enter into an Agreement and take over the management, administration, development and maintenance of Roland's Wood.

Therefore, Council needs to determine whether it still wishes to enter into an agreement with the TRUST to transfer the development, maintenance and administration of Roland's Wood, (a four hectare woodland reserve located on Kerikeri Inlet Road) to the TRUST.

In addition, and subject to the High Court agreeing, Council needs to determine whether it wishes to transfer the balance of the trust funds held by FNDC (current value being \$101,101) to the TRUST for it to administer on the same terms and conditions as set out in the 'Deed of Trust' and an agreement to be entered into between FNDC and the TRUST.

2) DISCUSSION AND OPTIONS

The Friends of Roland's Wood Charitable Trust (FRWT) aim is to manage both pieces of land seamlessly. The future division of accountabilities is detailed below:

FNDC responsible for:

- Dog control and signage as per Council bylaws

FRWT responsible for:

- Basic maintenance including spraying and mowing
- Weed eradication
- Pruning and removal of dead trees (which there are many)
- Track building and maintenance
- Development projects including clearing and cleaning up of ponds, building bridges and infrastructure
- Creation of viewing points and seating positions for visitors to enjoy the 9ha park.
- Creation of a water and power supply to support the parks maintenance and development needs

FRWT proposes they will:

- Manage the land as described above
- Provide an annual operations report covering the previous 12 months work and events
- Put in place a Sustainable Plan for the management of the woodlands
- Be in a financially robust position with an estimated \$250,000 in the bank, dependent upon the sale of the last section being sold.
- Develop the land by creating tracks and planting approximately 10,000 trees and shrubs to increase the current useable parkland by 2 - 3 hectares.

FRWT proposes Council to:

- Administer its Dog Control requirements over Roland's Wood
- Transfer the remaining fund to the Trust by way of a High Court order

Therefore, Council needs to reconsider the following options:

1. Status quo.
2. Treat as Council reserve land and maintain and manage the land at the level contemplated by the Trust Deed.
3. Transfer the development, maintenance and operation of the wood to the Trust established by the Friends, along with the balance of funds, and limit Council's involvement to ownership of the underlying land and for Council to apply to the High Court to change the Trust Deed to enable this to happen.

Assessment of options

1. This is not a viable alternative. FRWT need to have the authority to be able to get on with the development and management of the wood. Council does not have the resources available to maintain and administer this reserve at the level contemplated by the settlor of the Trust. There is a viable alternative that is available and want to take on this responsibility. In addition, the new health and safety legislation and the risks and obligations of Council and TAC members mean that an alternative is required.

Not recommended

2. Treating the wood as “just another reserve” is not consistent with the intention of the Trust Deed. Although it is possible for the trust fund to fund the difference between a standard level of service and the higher level of service required for this park for a period of time, a time is finite. Once the bequest funds are exhausted, the administration of this additional level of service is difficult as it cannot be justified within Council’s limited resources. Council is good at large scale ‘standard’ maintenance and development, but is not generally good at the special or one off developments.

Not recommended

3. This option will use the different governance structure already established by FRWT. The new governance group can plan their development and additional maintenance over the standard level provided. Council will continue to be the land owner, so that preservation of the wood lot is preserved over time however the community, through the Friends, has the responsibility for the ongoing development and maintenance of the wood. There will be provision built into the transfer documents that in the event of the failure of the Friends, operations and maintenance will revert back to Council.

Recommended

Reason for the recommendation

The current operation of Roland’s Wood is not sustainable. The recommendation has the purpose of giving effect to the original intention of Roland Sanson, having Council retain the asset for the long-term benefit of the community, but having development, operations, maintenance and administration undertaken by a focussed community group who are dedicated to the development of the Wood and Roland’s vision for the wood.




3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

The remaining balance of the funds (gifted through the Deed of Settlement) would be transferred to the new trust established by the FRWT.

Council will incur some cost in the changes to the Trust Deed and having those approved by the Court. The drafting will be undertaken by in-house counsel and the High Court application and processing costs are negligible.

Therefore, there is no proposed increase in funding as the land asset remains with Council.

ATTACHMENTS

1. **Copy of Report BWCB 6 April 2016 Item 7.3 Roland's Wood - A2522251** [↓](#) 
2. **Friends of Roland's Wood Agreement (draft) - A2521688** [↓](#) 
3. **Declaration of Trust establishing the Roland's Wood Trust - A2522167** [↓](#) 

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	Low - There are historic levels of community interest in the proposal.
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.	Previous reports in 2016 contain information and options that are still relevant.
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.	Requested information from Ted Wihongi and Robert Willoughby specific to Maori engagement.
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 (for example, youth, the aged and those with disabilities).	Not applicable.
State the financial implications and where budgetary provisions have been made to support this decision.	There is no proposed increase in funding as the land asset remains with Council.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.

MEETING: BOI Whangaroa Community Board – 6 April 2016
Name of item: ROLAND'S WOOD
Author: Roger Taylor – General Manager - Corporate Services
Date of report: 11 March 2016
Document number: A1692132

Executive Summary

The report proposes the transfer of development, maintenance and administration of Roland's Wood, a 4 hectare woodland reserve located on Kerikeri Inlet Road to a new Trust that has been established by the Friends of Roland's Wood. It is also proposed that the balance of the funds that was included in the Deed of Settlement is also transferred to the new trust to enable the new body to give better effect to the intention of Roland Sanson.

Recommendation

THAT the BOI Whangaroa Community Board recommends to the Community Services and Development Committee that

The responsibility for development, maintenance, operation and administration of Roland's Wood is transferred to the Trust established by the Friends of Roland's Wood, along with the balance of the funds settled with Council for the purpose of maintaining Roland's Wood.

AND THAT the Community Services and Development Committee notes that the land that Roland's Wood sits on will continue to be in the ownership of Council.

1) Background

Roland Sanson gifted 4.0ha of land on Kerikeri Inlet Road to Council in 2007 and a small trust fund of around \$200,000 was provided for the upkeep of the woodlot. As the land was planted as woodland with annual bulbs and exotic trees it required a higher level of service than council would usually fund, and hence the trust fund. The purpose of the trust is "the provision and maintenance of a woodland public park for recreational use, enjoyment and benefit of the public."

The Trust

The Trust, "Roland's Wood Trust" was established on 25 June 2007. The Far North District Council is appointed as the sole Trustee. It cannot be relieved of this role without the consent of the High Court.

The Trust Deed provides for a Trust Administration Committee (TAC). The TAC is made up of three council officers; the CEO, the general manager responsible for finance and administration and the manager responsible for community services. Effectively, this group comprises the decision making for the Trust. The Trustee can appoint (and remove) "advisory trustees". It appears that Doug Turner and Florence Annison are appointed to this role.

The Trust Deed specifies that the Trust is a council-controlled organization. An exemption currently exists from the obligations under the Local Government Act of the Trust.

Operation of Roland's Wood

It appears that the wood was not maintained for a period of time and that Rotary were involved in the re-establishment of the grounds. Their role has ceased, but a volunteer group, the Friends of Roland's Wood, have taken over that role "the Friends". The Friends are involved in the development and implementation of a management plan for Roland's Wood, are actively involved in the on-going maintenance and presentation of the wood and have now formed a charitable trust to be responsible for the work undertaken by the Friends.

A "reserve" of this type does not sit easily either administratively or practically into the Council structure. Over a period of months there has been discussion with the Friends about alternative approaches to developing, maintaining and administering the Wood. Those discussions have settled on an option as set out below, which now needs to go through the decision making processes of Council, starting with engagement with the Community Board.

2) Discussion and options

Options

The reasonably practicable options considered are as follows:

1. Status quo.
2. Treat as Council reserve land and maintain and manage the land at the level contemplated by the Trust Deed.
3. Transfer the development, maintenance and operation of the wood to the trust established by the Friends, along with the balance of funds, and limit Council's involvement to ownership of the underlying land. Apply to the High Court to change the Trust Deed to enable this.

Assessment of options

1. This is not a viable alternative. The Friends need to have the authority to be able to get on with the development and management of the wood. Council does not have the resources available to maintain and administer this reserve at the level contemplated by the settlor of the Trust. There is a viable alternative that is available and wants to take this responsibility. In addition, the new health and safety legislation and the risks and obligations of Council and TAC members mean that an alternative is required.

Not recommended

2. Treating the wood as "just another reserve" is not consistent with the intention of the Trust Deed. Although it is possible for the trust fund to fund the difference between a standard level of service and the higher level of service required for this park for some time, that is finite. Once the bequest funds are exhausted, the administration of this additional level of service is difficult as it cannot be justified within Council's limited resources – Council is good at large scale standard

maintenance and development, but is not generally good at the special or one off developments.

Not recommended

3. This option will use the different governance structure already established by the Friends for the woodland. The new governance group can then plan their development and additional maintenance over the standard level provided. Council will continue to be the land owner, so that preservation of the wood lot is preserved over time, but the community, through the Friends, has responsibility for the ongoing development and maintenance of the wood. There will be provision built into the transfer documents that in the event of the failure of the Friends, operations and maintenance will revert to Council.

RECOMMENDED OPTION

As identified in the background section, there have been discussions with the Friends over the future of Roland's Wood. The recommended option has been discussed with the Friends and is their preferred option as well the recommended option for Council.

3) Financial implications and budgetary provision

There is no proposed increase in funding and the land asset remains with Council. The remaining balance of the funds gifted through the Deed of Settlement will be transferred to the new trust established by the Friends.

Council will continue to fund the standard level of maintenance for the wood (either through paying the cash amount to the Friends, or undertaking the work through its contractor.

Council will incur some cost in the changes to the Trust Deed and having those approved by the Court. The drafting will be undertaken by in-house counsel and the High Court application and processing costs are negligible.

4) Reason for the recommendation

The current operation of Roland's Wood is not sustainable. The recommendation has the purpose of giving effect to the original intention of Roland Sanson, having Council retain the asset for the long-term benefit of the community, but having development, operations, maintenance and administration undertaken by a focussed community group who are dedicated to the development of the Wood and Roland's vision for the wood.

Manager: Roger Taylor - General Manager Corporate Services

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 Maori 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.

Relationship with existing policies and Community outcomes.	Not applicable
Possible implications for the relationship of Māori and their culture and traditions with their ancestral land, water, site, waahi tapu, valued flora and fauna, and other taonga.	Not applicable
Views or preferences of persons likely to be affected by, or to have an interest in the matter, including persons with disabilities, children and older persons.	Proposal has been discussed with Friends of Roland's Wood
Does the issue, proposal, decision or other matter have a high degree of significance or engagement as determined under the Council's Policy #2124?	No
If the matter has a Community rather than a District wide relevance has the Community Board's views been sought?	For this community board consideration
Financial Implications and Budgetary Provision. Financial Controller review.	The Chief Financial Officer has not reviewed this report

FRIENDS OF ROLAND'S WOOD CHARITABLE TRUST

FAR NORTH DISTRICT COUNCIL

**AGREEMENT FOR THE MAINTENANCE, OPERATION, DEVELOPMENT AND
ADMINISTRATION OF ROLAND'S WOOD**

AGREEMENT FOR THE MAINTENANCE, OPERATION, DEVELOPMENT AND ADMINISTRATION OF ROLAND'S WOOD

PARTIES:

FRIENDS OF ROLAND'S WOOD CHARITABLE TRUST
(“FRWCT”)

FAR NORTH DISTRICT COUNCIL AS TRUSTEE OF THE ROLAND'S WOOD TRUST
(“FNDC”)

BACKGROUND:

- A. Roland Sanson gifted 4.0ha of land to Council in 2007 and small trust fund of around \$200,000. was provided for the upkeep of the wood lot.
- B. The FNDC was appointed as the sole trustee of the Roland's Wood Trust (“the Trust”) and it cannot be relieved of this role without the consent of the High Court.
- C. The purpose of the Trust is “the provision and maintenance of a woodland public park for recreational use, enjoyment and benefit of the public”.
- D. The land was planted as woodland with annual bulbs and exotic trees, which require a high level of service. A reserve of this type does not sit easily or practically within a Council structure and as a result the wood was not maintained for a period of time.
- E. Rotary re-established the grounds and when their role ceased a voluntary group “the Friends of Roland's Wood” took over that role.
- F. The Friends are involved in the development and implementation of a management plan for Roland's Wood and are actively involved in the in the ongoing maintenance and presentation of the wood.
- G. The Friends have formed a Charitable Trust (FRWCT) to be responsible for the work undertaken by the friends.

H. FWRCT wish to take over the responsibility for the management, administration, development, maintenance and presentation of the wood and FNDC, subject to the agreement of the High Court, agrees to;

- (a) retain ownership of the land.
- (b) transfer the obligation to manage, administer, develop, maintain and present the wood to FRWCT.
- (c) Transfer the balance of the trust fund provided for the upkeep of the wood lot to FWRCT.

IT IS THEREFORE AGREED:

1. FNDC Shall, subject to the condition precedent in paragraph 4, transfer to FRWCT the rights and obligations to manage, administer, develop, maintain and present the Roland's Wood and FRWCT accepts the transfer of all those rights and obligations.
2. FRWCT shall comply and uphold the purpose of the original trust being "the provision and maintenance of a woodland public park for recreational use, enjoyment and benefit of the public".
3. Upon receipt of the High Court's consent FNDC shall transfer the balance of funds held in the Roland's Wood Trust fund to FRWCT to be used for the sole purpose as set out at clause 4.2 (a) of the Roland's Wood Trust namely:

“(a) **Maintenance Expenses:** To pay out the annual income received from Roland's Bequest (and such portion of the capital of Roland's Bequest as the trustees may from time determine) expenses relating to the maintenance, development and improvement of Roland's Wood and for the enforcement of the covenants over the adjoining land as described in Schedule A. The capital and income of Roland's Bequest shall not be used for any other purposes other than those set out in this clause and such incidental expenses resulting to such purposes without the prior consent of the High Court.”
4. Upon the signing of this agreement FNDC shall make an application to the High Court to allow it to transfer the rights and obligations and balance of the trust fund to FRWCT.

5. To assist FRWCT with the maintenance and management of Roland's Wood, FNDC shall make an annual payment to FRWCT of the equivalent amount that Council would otherwise pay in maintaining this reserve to a standard in accordance with FNDC specifications.
6. The Trust shall annually supply written report to the Chief Executive detailing its financial position, management and plans for the ongoing maintenance and development of Roland's Wood, Council within 3 months of the expiry of FRWCT's financial year.
7. In the event of FRWCT being terminated or it being no longer able to manage, administer and maintain the woodland those obligations shall revert back to FNDC and any funds held by the FRWCT shall be paid over to FNDC.
8. Nothing in this Agreement shall be construed as constituting a joint venture, partnership, agency or representative of either party to this agreement.
9. Nothing in this agreement shall be construed as giving any party any right or authority to act for or represent or otherwise assume any obligation on behalf of or in the name of the others and each party agrees to indemnify and hold harmless each of the others from and against any claims, losses or damages whatsoever arising in respect of liabilities incurred as a result of an unauthorised act or representation or assumption on behalf of or in the name or names of the others.
10. Each party shall retain and maintain their own public liability insurance either as owner or as manager of Roland's Wood.
11. No party shall assign or purport to assign (whether in part or in whole) their interest in this Agreement without the prior written consent of the other party.
12. No waiver, amendment or other modification of this Agreement shall be effective unless in writing and signed by or on behalf of each party to be bound thereby.
13. The parties agree to execute all such documents and do all such acts or things as may reasonably be required in order to give effect to the terms of this Agreement.
14. Any failure by a party to enforce any clause of this Agreement, or any forbearance, delay or indulgence granted by that party to any other party will not be construed as a waiver of the first party's rights under this Agreement.

15. If any provision of this Agreement is held invalid, unenforceable or illegal for any reason, this Agreement will remain otherwise in full force apart from such provision which will be deemed deleted.
16. This Agreement will be governed by, and construed in accordance with the laws of New Zealand.
17. In the event of any dispute between the parties in respect of or in connection with the Agreement the parties shall, without prejudice to any other right or entitlement they may have pursuant to this Agreement or otherwise, explore whether the dispute can be resolved by agreement between them using informal dispute resolution techniques such as negotiation, mediation, independent expert appraisal or any other alternative dispute resolution technique. The rules governing any such technique adopted shall be as agreed between the parties or as recommended by the President of the New Zealand Law Society.
18. The parties agree to treat each other in good faith as to the matters contained within this Agreement.

Dated this day of 2016

SIGNED by
FRIENDS OF ROLAND'S WOOD CHARITABLE TRUST

SIGNED by
FAR NORTH DISTRICT COUNCIL

ian singer

COPY

ca 'sance*
-set up new file

*Will need a separate
set of accounts
produced - please see
me.

FAR NORTH DISTRICT COUNCIL
(Trustee)

DECLARATION OF TRUST ESTABLISHING THE ROLAND'S WOOD TRUST

Brookfields
LAWYERS

DECLARATION OF TRUST ESTABLISHING THE ROLAND'S WOOD TRUST

DECLARATION dated the 25th day of June

2007

PARTIES

1. FAR NORTH DISTRICT COUNCIL ("Trustee")

INTRODUCTION

- A. The Trustee wishes to record the establishment of a trust for the charitable purposes set out in this Declaration.
- B. The Trustee wishes to record that it holds the sum of \$10 upon the trusts and with and subject to the powers and provisions expressed in this Declaration.
- C. The Trustee wishes to declare that it has held the initial capital of the Trust since the date of this Declaration.
- D. The Trustee is to have vested in it by way of an order of the High Court more or less four hectares of land at Inlet Road, Kerikeri.
- E. The Trustee is to receive the sum of approximately \$200,000 (plus interest accrued and less costs for Trust establishment expenses and subdivision and land survey costs).
- F. Both the land referred to in D above and the money referred to in E above are part of the estate of Roland Lever Hatton Sansom who in his will probate of which was granted by the High Court of New Zealand at Whangarei on the 19th day of July 2001 under number 297/01 made provision for a charitable trust to be established for the charitable purposes set out in this deed.

THIS DECLARATION RECORDS that:

1. DEFINITIONS AND INTERPRETATIONS

Definitions

- 1.1 In this declaration and the Introduction to this declaration, unless the context otherwise requires:

"Charitable Purposes" are as set out in clause 3.

"FNDC" means the Far North District Council and its statutory successors.

"High Court" means the High Court of New Zealand.

"Operative Date" means the date of this Declaration.

"Roland" means Roland Lever Hatton Sansom.

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"Roland's Bequest" means the sum of \$200,000 more or less received from the estate of Roland Lever Hatton Sansom and referred to in introduction E.

"Roland's Wood" means four hectares more or less of land at Inlet Road, Kerikeri as described in Introduction D being Lot 15 on the plan of subdivision approved under the Resource Management Act 1991 by FNDC on 8 November 2005 (copy of which is **attached** as Schedule A)

"Trustee" shall include the trustee for the time being of this Declaration whether original, additional or substituted.

"Trust Fund" means:

- (a) the sum of \$10 referred to in paragraph B of this declaration being the initial capital settled on the Trustee; and
- (b) the land referred to in paragraph D and the moneys referred to in paragraph E of this declaration; and
- (c) all other moneys or Property (both tangible and intangible) paid or transferred to or acquired by the Trustee to be held by it upon the trusts established by this declaration; and
- (d) all income received from the property held by the Trustee upon the trusts established by this declaration unless inconsistent with the context; and
- (e) all moneys invested and Property from time to time representing the items mentioned in (a), (b) and (c) of this definition.

Interpretation

1.2 In this declaration:

- (a) where the context permits, the singular includes the plural and vice versa;
- (b) references to one gender include the other gender;
- (c) references to a section number are references to all clauses of this deed identified by that number as the initial numbers;
- (d) references to sections, clauses and schedules are references to sections and clauses in and schedules to this declaration unless stated otherwise;
- (e) headings are inserted for guidance only and shall not govern the interpretation of the sections and clauses that they introduce;
- (f) all references to statutes and regulations are (unless stated otherwise) references to New Zealand legislation and include all substituted and subordinate legislation.

1.3 Defined words and expressions bear the defined meaning throughout this declaration including the Introduction.

2. ESTABLISHMENT OF TRUST

- 2.1 The Trustee declares and acknowledges that the Trustee shall with effect from the Operative Date stand possessed of the Trust Fund and all income deriving from the Trust Fund in perpetuity upon the trusts and with the powers set out in this declaration.

Name

- 2.2 The name of the Trust shall be **"Roland's Wood Trust"**. The name of the Trust shall not be changed unless the prior consent of the High Court has been obtained.

Sign

- 2.3 The Trustee shall use a part of Roland's Bequest to erect a plaque at one of the two entrances to the wood. This plaque shall include details of the wood and of Roland's bequest. The design of the plaque and the wording on it shall be approved by Roland's sister, Lavender Sansom ("Lavender"). A simpler sign can be placed at the other entrance. The Trustee, in consultation with Lavender, if considered necessary, may also erect a sign on the adjoining berm.

3. CHARITABLE PURPOSES

- 3.1 The Trustee shall hold the Trust Fund upon trust to pay or apply in New Zealand the income and capital of the Trust Fund in such amounts, at such times, and subject to such terms and conditions, as the Trustee may decide only for the following charitable purposes:

The provision and maintenance of a wooded public park for the recreational use, enjoyment and benefit of the public.

General

- 3.2 All such things as are incidental or conducive to the attainment of the Charitable Purposes described in clause 3.1.

Means of Achieving Charitable Purposes

- 3.4 The Trustee may, in order to achieve the Charitable Purposes, in addition to all other powers vested in the Trustee, but without limiting the powers of the Trustee:
- (a) seek, accept and receive subscriptions, donations, subsidies, grants, endowments, gifts, legacies, loans, and bequests and moneys, in kind or partly in both;
 - (b) publish and distribute brochures and any other means of disseminating information relating to the Trust and the Charitable Purposes;
 - (c) make known and advertise the Trust and the Charitable Purposes by such use of any of the media as the Trustee may decide.

4. APPLICATION OF THE TRUST FUND

Trust Fund

- 4.1 Subject as follows, the Trustee shall stand possessed of the Trust Fund only upon the trusts and with the powers set out in this declaration.

Application of Trust Fund

- 4.2 The Trustee shall hold the Trust Fund upon trust:
- (a) **Maintenance Expenses:** To pay out the annual income received from Roland's Bequest (and such portion of the capital of Roland's Bequest as the Trustee may from time to time determine) expenses relating to the maintenance, development and improvement of Roland's Wood and for the enforcement of the covenants over the adjoining land as described in Schedule A. The capital and income of Roland's Bequest shall not be used for any other purposes other than those set out in this clause and such incidental expenses resulting to such purposes without the prior consent of the High Court.
 - (b) **Administration Expenses:** Subject to clause 4.2(a), which shall be paramount, and at all times having regard to the size of Roland's Bequest, to pay out of the annual income of the Trust Fund for each income year all expenses of and incidental to the administration of the Trust.
 - (c) **Application of Income:** Subject to clause 4.2(a) to use or apply, or decide not to use or apply, all or any of the income of the Trust Fund for the Charitable Purposes as the Trustee may from time to time determine.
 - (d) **Application of Capital:** Subject to clause 4.2(a) to use or apply any of the capital of the Trust Fund for the Charitable Purposes as the Trustee may from time to time determine, without first using or applying the whole or any portion of the income of the Trust Fund for any income year.

Payment of Income and Capital

- 4.3 The capital and income of the Trust Fund shall be applied within New Zealand to meet the Charitable Purposes.

Capitalising of Income

- 4.4 Any income in any income year not paid or applied as such within six months after the end of that income year shall be accumulated and added to the capital of the Trust Fund.

Reserves

- 4.5 The Trustee may set aside reserves or accumulations for future use or application.

5. TRUSTEE

- 5.1 The Far North District Council has been appointed as the first trustee of the Trust. The Trustee shall not be changed unless the prior consent of the High Court has first been obtained.

Advisory Trustees

- 5.2 The Trustee may appoint any person at any time to act as an advisory Trustee of the Trust and the Trustee shall have the power to remove such advisory Trustee. An advisory Trustee shall not take part in any resolution of the Trustee on the management or the application of the Trust Fund.
- 5.3 An Advisory Trustee may retire as an Advisory Trustee by execution by the Advisory Trustee of a deed poll recording the retirement, such retirement to be effective upon the execution of the said deed and shall not require the consent or approval of any other person.

6. TRUSTEE'S GENERAL AND SPECIFIC POWERS

- 6.1 To promote the charitable purposes of the Trust in addition to the powers contained in this deed the trustees shall have the powers vested in trustees by the Trustee Act 1956 except as limited or restricted by clauses 6.3, 6.4, 6.5, 6.6 and 6.7 of this deed.
- 6.2 Pursuant to clause 4.2 the Trustee shall have the specific power to use the Trust Fund to enforce the covenants on the adjoining land.
- 6.3 Roland's Wood is to be held by the Trustee as a wooded public park upon the trusts of this declaration, and maintained, developed and improved as a wooded public park for the public benefit. The use of Roland's Wood shall be not varied in any way without the prior consent of the High Court.
- 6.4 The Trustee shall not sell, part possession with, lease, licence or subdivide Roland's Wood or any part thereof without the prior consent of the High Court.
- 6.5 The Trustee shall not use Roland's Wood as security for any borrowings whether by way of mortgage or guarantee.
- 6.6 The Trustee may not permit Roland's Wood or any part thereof to be used for any trade, business or accommodation purpose.

Maintenance, Development and Improvement

- 6.7 The Trustee in exercising its discretion in regard to the maintenance, development and improvement of Roland's Wood as a wooded public park shall keep to a minimum the number and size of artificial structures on the land. Not by way of limitation, structures may include signage, park benches, rubbish bins, lighting, any installation enhancing the safety of the public and a small tool shed sited on the boundary of the land and installations of a similar nature or purpose. The Trustee may not install any other structure on the land:
- (a) which is or may be used for public entertainment or other community use;
 - (b) which is or may be used for or in connection with any trade or business or for accommodation purposes;
 - (c) any advertising material;
 - (d) which facilitates any use of Roland's Wood which is inconsistent with use as a public park for the community as a whole; and

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unless in the opinion of the Trustee it is essential for the proper functioning and enjoyment of Roland's Wood.

7. ADMINISTRATION OF THE TRUST

Trust Administration Committee

- 7.1 The Trustee shall establish a committee, to be known as the Trust Administration Committee, comprised of the following executives of FNDC:

Chief Executive Officer;

General Manager Finance and Business Services (or equivalent manager of FNDC Financial Affairs);

Community Services Manager (or equivalent manager of the administration of FNDC's parks and reserves);

and shall delegate to the Trust Administration Committee the day to day administration of the Trust.

- 7.2 The Trustee shall be entitled to review and amend the structure of the Trust Administration Committee from time to time.

8. ANNUAL REPORT

- 8.1 The Trust Administration Committee shall present an annual report to the Trustee. The annual report shall contain copies of the financial accounts of the Trust for the immediately preceding year and such other information as will fairly provide a record of the Trust's performance and the management of the Trust and the Trust Fund.

- 8.2 The Trust's annual report to be included in the annual report of FNDC.

9. COUNCIL CONTROLLED ORGANISATION

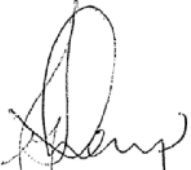
- 9.1 The Trust is a Council Controlled Organisation within the meaning of the Local Government Act 2002 and at all times shall be subject to the applicable provisions of that Act.

10. GOVERNING LAW

10.1 The Trust shall be governed by and construed in accordance with the laws of New Zealand.

EXECUTION

THE COMMON SEAL of
FAR NORTH DISTRICT COUNCIL)
was affixed in the)
presence of:)


Mayor





9.2 KERIKERI WASTE WATER ADDITIONAL BUDGET FUNDING

File Number: A2611149

Author: David Clamp, Manager Infrastructure Project Delivery

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

PURPOSE OF THE REPORT

To seek approval for an increase to the current approved budget, due to cost overruns encountered in the Kerikeri Waste Water project.

EXECUTIVE SUMMARY

- Due to increases in design and construction costs, additional budget is now requested to complete the under construction Kerikeri Waste Water Treatment Plant project works.
- There has been a 27% increase to the cost of undertaking construction projects across New Zealand over the past four years. This increase is due in the main to the drain being placed on the in country resources by the current growth in Auckland and other main centres around New Zealand.
- In 2018 a budget increase was approved by Council. This budget increase would see a change of scope and site location which would allow for an increase in the capacity of the proposed Kerikeri Waste Water Treatment plant.
- The 2018 budget increase to allow this capacity did not fully allow for the future proofing of the cost increases that would arise from the additional design and construction works. These additional costs have now eventuated on the project. These costs, which are centred around the procurement and construction 2018 scope changes, will mean an overrun to the current budget of 5% (one million five hundred thousand dollars).
- The Kerikeri Waste Water Treatment project is currently 45% through its construction phase and is due for completion in March 2020.

RECOMMENDATION

That Council approves a Project Budget increase of \$1,500,000.00 (One million five hundred thousand dollars) to enable completion of the Kerikeri Wastewater Treatment Plant within current scope and timeframe.

1) BACKGROUND

In 2018 a proposal was put to Council that would see major design changes made to the then design of the new proposed Kerikeri Waste Water Treatment Plant. The proposal understanding was that a relocation of the plant to a new position on the site would increase capacity of the plant and see financial and cost savings on the project.

These savings have been seen on the project but not to the extent in which they were envisaged in 2018. Additional design and construction costs have been incurred on the project which could not have been foreseen in 2018 when the proposal was made.

With the above in consideration a review has been undertaken of the current cost to complete. It is estimated from this review that a cost overrun of 5% (\$1,500,000.00) will be expected on project completion.

2) DISCUSSION AND OPTIONS

A number of options have been reviewed. Each of these options comes with their own risks and possible future implications on the completed wastewater treatment plant. These options are detailed below.

Option one – agree to the budget increase

The project would be delivered within the current project scope and timeline. This option would require an increase to the ratepayers connected to the new wastewater treatment plant of \$52.48 per annum over a period of twenty years. This is the preferred option.

Option two - reduce size of plant

In this option, we would halt works whilst an engineering review is undertaken to reduce the size of the plant and therefore construction and procurement costs that would be needed to complete the project. This option is not preferred, as current project timelines would be greatly extended and the plant would not be in service within a period acceptable to meet the current and future growth requirements of the Kerikeri area.

Option three – discontinue the project

In this option, all works are stopped and the project is shelved. This option is not a preferred option, as the plant is required to meet the current and future waste water requirements of Kerikeri and significant ratepayer and government funding have allowed the project to proceed to this stage. If the option of stopping the project was the selected option \$7.3 million of external contributions would need to be repaid by council.

Reason for the recommendation

The recommendation to Council is that the budget increase option is approved and the project is allowed to continue with its current scope and timeline to a March 2020 project completion.

3) CURRENT BUDGET.

Approved in 2018 is \$25,600,000.00 (Twenty five million six hundred thousand dollars). Approval of additional funding would see the total project cost at \$27,100,000.

4) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

This budget increase proposal would require a rates increase to the ratepayers connected to the wastewater treatment plant. The current capital rate for 2019/20 is \$395.22 per SUIP and the proposed rate for 2020/21 was approximately \$835.30. With the addition of \$1.5m to the project costs, the proposed rate will increase to approximately \$892.52 per SUIP. The final rate figure will depend on the actual cost of the project and could be slightly higher or lower.

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	This issue is of high significance and requires a prompt solution and approval of the recommended option to ensure Council delivers a fully functioning wastewater treatment plant.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	The 2015/2025 Long Term Plan has determined that a new reticulation system and WWTP will be delivered during the life of that LTP.
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 project is of high significance to the Bay of Islands Community Board and the people of Kerikeri.
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.	There are currently no implications for Maori. The local Iwi were consulted on the existing and future discharge to the Waitangi Wetlands after the site blessing held on the 13 th of March 2018.
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 (for example – youth, the aged and those with disabilities).	All affected parties have been identified and consultation has been undertaken.
State the financial implications and where budgetary provisions have been made to support this decision.	This budget increase proposal would require a rates increase to the payers of Kerikeri. The proposed rate for 2020/21 would increase from \$835.30 to \$891.52
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report

10 STRATEGIC PLANNING AND POLICY GROUP**10.1 PROPOSED SPEED LIMIT CHANGES - OKAIHAU - KAEO - WAIMATE NORTH AREAS**

File Number: A2577016

Author: Roger Ackers, Manager - Strategy Development

Authoriser: Darrell Sargent, Chief Financial Officer (Acting)

PURPOSE OF THE REPORT

To adopt a consultative procedure for proposed new speed limits in the Okaihau-Kaeo-Waimate North Review Area

EXECUTIVE SUMMARY

- The Speed Limits Bylaw 2019 is the statutory instrument that sets speed limits on local roads that the Far North District Council is responsible for
- As part of the national “Safer Journeys” programme, Councils are required to review all speed limits in the district over time, with an initial focus on high benefit, self-explaining areas
- The reviews are being led by the Northland Transport Alliance (NTA) on a regional basis to ensure consistency across the region and to achieve cost savings
- This Report and Attachment seeks approval from Council to consult with the community in late October 2019 on proposed new speed limits within the Okaihau – Kaeo – Waimate North Area. In addition to general speed limits, variable speed limits are also proposed in two School Zones.

RECOMMENDATION

That Council:

- Adopts the attached “Statement of Proposal – Speed Limits Review – Okaihau-Kaeo-Waimate Review Area – Proposed Variable School Zones” for consultation.**
- Undertakes consultation on the proposed changes to speed limits set out in the attached Statement of Proposal in accordance with the Special Consultative Procedures set out in Section 83 of the Local Government Act 2002.**
- Commences consultation in late October 2019, following the completion of local body elections.**
- Authorises the Chief Executive to make any necessary minor drafting or presentation amendments to the attached Statement of Proposal and to approve the final design and layout of the documents prior to printing and publication.**

1) BACKGROUND

Section 22AB(1)(d) of the Land Transport Act 1998 provides for a Road Controlling Authority (Council) to make a Bylaw that sets speed limits for the safety of the public, or for the better preservation of any road. Council recently updated the introductory sections of the Speed Limits Bylaw to make it consistent with new legislation and consistent with other Bylaws in Northland.

The Government's Safer Journey's Strategy requires all Road Controlling Authorities to review the speed limits on roads under their control. The purpose of the review is to set speed limits that are safe and appropriate for the road environment with the principle aim of reducing fatal and serious harm crashes. Whilst all roads will be reviewed, the initial focus is on roads where the evidence shows that the greatest benefit can be achieved through speed

management. Evidence includes risk assessments, key stakeholder input, and areas where the community has consistently raised concerns over speed management.

A catchment-based approach has also been taken. Where a high priority road is identified, an assessment of other roads within a reasonable catchment area is also undertaken. This approach helps avoid situations where a smaller narrow side road has a higher speed limit than the main arterial route.

The initial review area includes the wider catchment area bounded by:

- The north-eastern side of State Highway 1 from the intersection with State Highway 10 to the intersection with Puketi Road in the west
- The western side of State Highway 10 from the intersection with State Highway 1 to the intersection with Waiare Road in the north
- The eastern side of Puketi Road and Waiare Road.

The review area specifically incorporates:

- Waimate North Road
- Wiroa Road west of State Highway 10, including the intersection with the Airport
- Springbank School (Waimate North Road); Oromahoe School (Oromahoe School Road); and Te Rangi Aniwikiwa (Quarry Road Kaitaia).

2) DISCUSSION AND OPTIONS

Why are we reviewing this area first?

The community and key stakeholders have identified Waimate North Road and Wiroa Road as roads that should be reviewed early in the overall review process. Council has also received consistent requests to lower speed limits on some of these roads or undertake other road safety actions.

The total review area has been expanded from the core roads to include a wider catchment area that is a manageable size for the review process.

Consistency of speed limits

One of the aims of the review process is to identify evidence based safe and appropriate speed limits. The limits are based on recorded crash history, risk assessment and the wider road environment.

It is also important that proposed speed limits are consistent so that the speed limit on one road is similar to that of another road that has the same look and feel. National Speed Management Guidance assists in achieving this consistency and is one issue that must be considered when proposing a speed limit.

The Setting of Speed Limits Rule 2017 identifies a range of matters that the Road Controlling Authority must consider and assess when proposing a new speed limit. This includes the wider road environment; the safe design speed of the road; adjacent land-uses; and what the road is used for.

Public consultation

Section 2.5 of the Setting of Speed Limits Rule 2017 identifies the groups and organisations that must be consulted before setting a new speed limit. This includes any local communities that may be affected by the proposed speed limit. Consultation must be undertaken in accordance with Section 156 of the Local government Act 2002.

Given the large area covered by the review area, the changes proposed and community interest it is proposed to consult in accordance with the Special Consultative Procedures set out in Section 83 of the Local government Act 2002. This will be given effect to by:

- Directly notifying statutory consultees as set out in Section 2.5 of the Setting of Speed Limits Rule 2017, as well as key stakeholders, as identified by Council and Section 22AD (3) of the Land Transport Act 1998.
- Public notice will be placed in media with the information able to be viewed at Council service centres.
- The Statement of Proposal, along with detailed technical review information will be made available on council's website
- Where appropriate, drop in sessions will be organised.

Council is required to ensure that there is reasonable opportunity for persons to present their views to Council in a manner that is appropriate to the preferences and needs of those persons. To facilitate this, a hearing date will be reserved.

Option One: Do not adopt the Statement of Proposal

This option would mean that any review of the speed limits identified in the Statement of Proposal will not take place until Council approves so at a later date.

Option Two (Recommended Option): Adopt the Statement of Proposal and commence consultation in late October

This option allows time for the following to occur before the commencement of the new school year in February 2020;

- Consultation on the proposed speed limit changes
- Hearings on the proposed speed limit changes
- Deliberations on the proposed speed limit changes
- Adoption of changes to the speed limits bylaw.

Option Three: Adopt the Statement of Proposal and commence consultation at a later date

This option would not allow enough time for a new bylaw to be adopted by Council before the start of the new school year in February 2020. There has also been strong feedback from the community to avoid community consultation over the late December to end of January period which means that there is a limited amount of time available for consultation post the Local Body elections in October.

Recommendation – Adopt the Statement of Proposal and commence consultation in late October

The setting of new speed limits has the potential to give rise to significant community interest and comment. Given the proximity of local body elections, it is recommended that Council consider commencing the formal consultation in October, following the completion of the Local Body elections.

This option enables staff to consult on proposed speed limit changes, for hearings to occur, for deliberations to be had and for Council to adopt new speed limits before the start of the school year in February 2020.

Next steps

Following the public consultation process, all submissions will be reviewed and summarised and a determination will be made as to whether a hearing will be required to enable submitters to present their views in person.

If Council decides to make the proposed amendment to the Bylaw, the change will be publicly notified and appropriate changes to signage will be implemented.

Reason for the recommendation

Council is required to consult the affected community when proposing new speed limits in accordance with Section 156 of the Local Government Act 2002. In the case of this Speed Limit



review, it is assessed that Section 156(1)(a)(ii) applies. It is therefore recommended that Council utilise the Special Consultative Procedures set out in Section 83 of the Local Government Act 2002.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no ongoing financial and budgetary implications of this decision. However, it should be noted that changes to speed limits will incur an initial cost for new signage, which will be met within existing budgets.

In the case of new variable speed limits for school zones, there may be additional costs in the order of \$40,000 per school zone if Council chooses to install electronic variable speed limit signs. This additional cost would be funded from General rates. The use of conventional static signs can be met within existing budgets.

ATTACHMENTS

1. **Statement of Proposal - Speed Limit Review - Okaihau-Kaeo-Waimate Review Area - Proposed Variable School Zones - A2593153**  

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	The statement of proposal for changing speed limits exceeds the thresholds of public interest and the potential to divide the community. Administration is recommending consultation under the LGA requirements of formal consultation.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	The Speed Limits Bylaw will be subject to change as a result of consulting on the proposed speed limit changes put forward in this report.
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.	The Statement of Proposal is addressing road catchments in the Bay of Islands-Whangaroa Ward with one viable school speed zone proposed in the Te Hiku Ward. As per delegations all proposed changes to bylaws are approved via Council. The chair of the Bay of Islands-Whangaroa Community Board will be made aware of this proposal prior to the Council meeting as will the chair of 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.	The views of Manawhenua on road safety have been heard via deputations at Council meetings. As part of formal consultation Council will be contacting directly those who have presented to Council on their concerns regarding road safety in the Far North.
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 (for example, youth, the aged and those with disabilities).	New Zealand Police via the Northland Transport Alliance have been involved in providing data on road crashes that have feed into the proposed speed limit changes in the attached Statement of Proposal. The New Zealand Transport Agency (NZTA) is currently reviewing speed limits on State Highway 10. The proposed changes to the speed limits as per the statement of proposal have taken into account the speed limit changes that NZTA are proposing on the State Highway Network in the Far North.

State the financial implications and where budgetary provisions have been made to support this decision.	There are no direct financial implications for FNDC. The funding for the updating of speed limit signage is via the budgets that are set for Northern Transport Alliance.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.



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Statement of Proposal Speed Limits Review – Okaihau-Kaeo-Waimate Review Area

Introduction

Far North District Council is proposing to amend our Speed Limits Bylaw 2019 as part of an ongoing programme to review speed limits on the district's roads. Council is a Road Controlling Authority and is responsible for setting speed limits on all roads within the Far North District (except State Highways) and is reviewing speed limits across the District as part of a nationwide programme under the Government's Safer Journey's Strategy.

This 'Statement of Proposal' (SOP) document is a legal requirement when Council is proposing to make, amend or revoke a Bylaw. The SOP is the document that is made available to you as part of the consultation process to provide background information on the proposal to assist you in providing your thoughts to Council on the topic.

This SOP includes some background information to help you understand how proposed changes to speed limits are arrived at, as well as a summary of the proposed speed limit changes within the Okaihau – Kaeo – Waimate Speed review Area.

In addition to the information in this SOP, Council has also provided more detailed technical information on the review process and the matters that we have considered when proposing new speed limits.

Background

There is a need to reduce deaths and serious injuries on the road network; but also, ensure that people and goods can move around the road network efficiently. To do this we need to ensure that the speed limits on our roads are safe and appropriate for the road conditions and the purpose for which the road is used. We set the speed limits with the Far North Speed Limits Bylaw 2019, which is made under the Land Transport Act 1998.

All Councils are required to review the speed limits on roads within their District as part of the Government's Safer Journey's Strategy. Because we have so many roads, we have decided to use a staged approach to speed limit reviews, with the highest risk areas being reviewed first. This Statement of Proposal sets out the first area that we are reviewing, and includes a large area east of State Highway 10, north of State Highway 1 and west of Waiare Road, including:

- Waimate North Road
- Part of Wairoa Road

When changing a speed limit, we are required to consider a range of matters, including crash risk information, the design and nature of the road and the surrounding land-uses, especially how the road is accessed from properties and what the road is used for. We are also required to consider the community views on any proposed speed limit. We are now seeking your views on the proposed speed limits.

Before finalising and setting any new speed limits, Council wants to hear your views. This Statement of Proposal provides you with the background and reasons for the proposed speed limits, as well as a summary of the statutory issues Council is required to consider when setting speed limits and where you can get more information. This Statement of Proposal also sets out the proposed changes to speed limits in the review area in map form.

Reasons for the proposed new speed limits

We are reviewing our speed limits as part of the governments Safer Journey's Strategy; new Speed Management Guidance; and the Setting of Speed Limits Rule 2017.

The speed limits on many of our roads were set at a time when speed limits were restricted to 50km/h in urban areas, 100km/h in most other places, with a few 70km/h zones where there was a semi urban environment. We now have greater options to identify safe and appropriate speed limits that match the road environment.

Over time, our District has grown and changed and along with this, the road environment has also changed. There are new developments and communities, more traffic on our roads and we even have new roads that did not exist before. We need to make sure that our speed limits reflect these changes.

How communities are using our roads has also changed. In some areas, the mixture of road users has changed with more cyclists, pedestrians and young people using the road environment, or more people taking short journeys. The speed limit should reflect these changes as well so that we reduce the risk of serious and fatal crashes.

There were 7409 reported crashes in Northland between 2014 – 2018, with inappropriate speed being the principle factor in 20% of those crashes. During the same time, there were 733 death and serious injury crashes with speed being a principle factor in 30% of those crashes. There is a real need to reduce the toll on our communities by ensuring that speed limits are safe and appropriate for the wider road environment.

This Statement of Proposal provides the overall reason for the proposed changes to the speed limits.

Will it take longer to get where I am going?

In most cases, the average driver will get to their destination in about the same time that they are now. This is because the actual speed that you drive on a road is often much slower than the posted speed limit.

People who travel at an unsafe speed, whether or not they are exceeding the speed limit, may experience a small increase in journey time, but for many journeys, this will be measured in seconds rather than minutes.

A 5km journey travelled at 100km/h will take 3 minutes, the same journey travelled at 80km/h will take just 45 seconds longer.

Speed Environments

We now have more options for speed limits. In the past, speed limits were restricted to 50, 70 and 100kmph. As a result, our current speed limits do not always match the road environment. In some cases, we have a default 100kmph speed limit on narrow unsealed roads, with one lane bridges and little visibility around corners.

Matching the speed limit with the road environment achieves safer, more appropriate and predictable speeds and travel times. If you drive down one road, the speed limit should be similar to any other road that has the same look and feel to it.

We have provided a description of the speed limits expected in different road environments that we have used to set safe and appropriate speed limits that are consistent across Northland.

20kmph	<ul style="list-style-type: none"> Shared Space areas that are predominantly used for pedestrian activities. Areas will typically include street furniture and landscaping, or street design that promotes casual pedestrian activities.
30kmph	<ul style="list-style-type: none"> Shared Space areas that provide equal access to pedestrians, cyclists and motor vehicles Beach access, including informal parking for pedestrian access to

	beaches
	<ul style="list-style-type: none"> All beaches
40kmph	<ul style="list-style-type: none"> Urban areas where there are facilities that generate significant additional pedestrian activity such as schools, shopping centres, sports facilities or other developed recreational areas. Central Business District areas, particularly where there is on-road parking and pedestrians crossing roads, either at controlled or uncontrolled crossing points, but not a formal shared space. Areas that incorporate engineered solutions specifically designed and installed to slow traffic, including speed bumps, traffic islands and planting.
50kmph	<ul style="list-style-type: none"> Urban roads that have a high residential density, but no facilities that would generate significant additional pedestrian activity such as schools, shopping centres, sports facilities or other developed recreational areas.
60kmph	<p>Semi-urban or rural roads that meet one or more of the following criteria:</p> <ul style="list-style-type: none"> Significant industrial or commercial activity A road principally used for access to rural residential dwellings with a narrow single lane carriageway or a carriage way that has no centre line marking A road where significant residential or other development is directly accessed, including approaches to urban areas. An access road that is unsealed
70kmph	<ul style="list-style-type: none"> Transitional roads that do not meet the 60kmph semi-urban speed environments but have characteristics that an 80kmph speed limit is inappropriate. Generally, 70kmph zones will be discouraged, except where there is an existing 70kmph zone.
80kmph	<ul style="list-style-type: none"> General rural sealed roads with clearly marked centre lines, shoulder areas and are not torturous in terms of curves.
100kmph	<ul style="list-style-type: none"> Rural arterial routes that are of high quality with a wide carriageway, clearly marked or separated lanes, shoulder areas and exhibit some form of engineered safety features.

Statutory Considerations

The Speed Limits Bylaw is made under Section 22AD of the Land Transport Act 1998. There is no limitation on when this Bylaw must be reviewed. In addition, the determinations required under Section 155 of the Local Government Act 2002 are not required.

Section 4.2 of the Setting of Speed Limits Rule 2017 requires Council, in its capacity as a Road Controlling Authority to have regard to:

- a) NZTA information about speed management
- b) NZTA Speed Management Guidance
- c) The function and use of the road
- d) Crash risk for all road users
- e) The characteristics of the road and roadsides
- f) Adjacent land-use
- g) The number of intersections and property accessways
- h) Traffic volume
- i) Any planned modifications to the road
- j) The views of interested persons or groups*

*The views of interested persons or groups includes feedback received as part of this submission process.

Proposed Changes

The proposed changes to speed limits are set out in both maps and tables. The Review Area Map identifies the entire area that we are reviewing.

Where we are proposing a change to the speed limit on a road, we have identified the road and set out the current posted speed limit and the proposed new speed limit in tables. We have also included a map of the proposed new speed limits.

In most cases, the proposed new speed limits on open roads will reduce to 80kmph because our roads do not meet the safety standards of a higher speed limit. On many of these roads, you will find that your journey time will not increase significantly because it is not possible to safely travel at a higher speed. The proposed speed limits on unsealed roads will be generally lower than that of a sealed road.

On a few roads, we are proposing a much lower speed limit. This is because these roads, either have a shared use purpose or are particularly narrow or unsealed. These roads are generally used for local access purposes.

School Speed Zones

We are proposing to introduce some new School Speed Zones at schools we have identified as high priority, in consultation with the Ministry of Education. As we continue with the district wide speed limits review process, we will look at introducing School Speed Zones for schools in those review areas.

School Speed Zones are a variable speed limit that introduces a lower speed limit of 40km/h outside schools for a period 35 minutes before school starts and 20 minutes at the end of the school day. At other times, the normal speed limit applies.

Okaihau-Kaeo-Waimate Speed Review Area

The review area is identified in the map below and includes the wider catchment area bounded by:

- The north-eastern side of State Highway 1 from the intersection with state highway 10 to the intersection with Puketi Road in the west.
- The western side of State Highway 10 from the intersection with State Highway 1 to the intersection with Waiare Road in the north.
- The eastern side of Puketi Road and Waiare Road.

The review area does not include State Highway 1 or State Highway 10 as these roads are not controlled by Council.



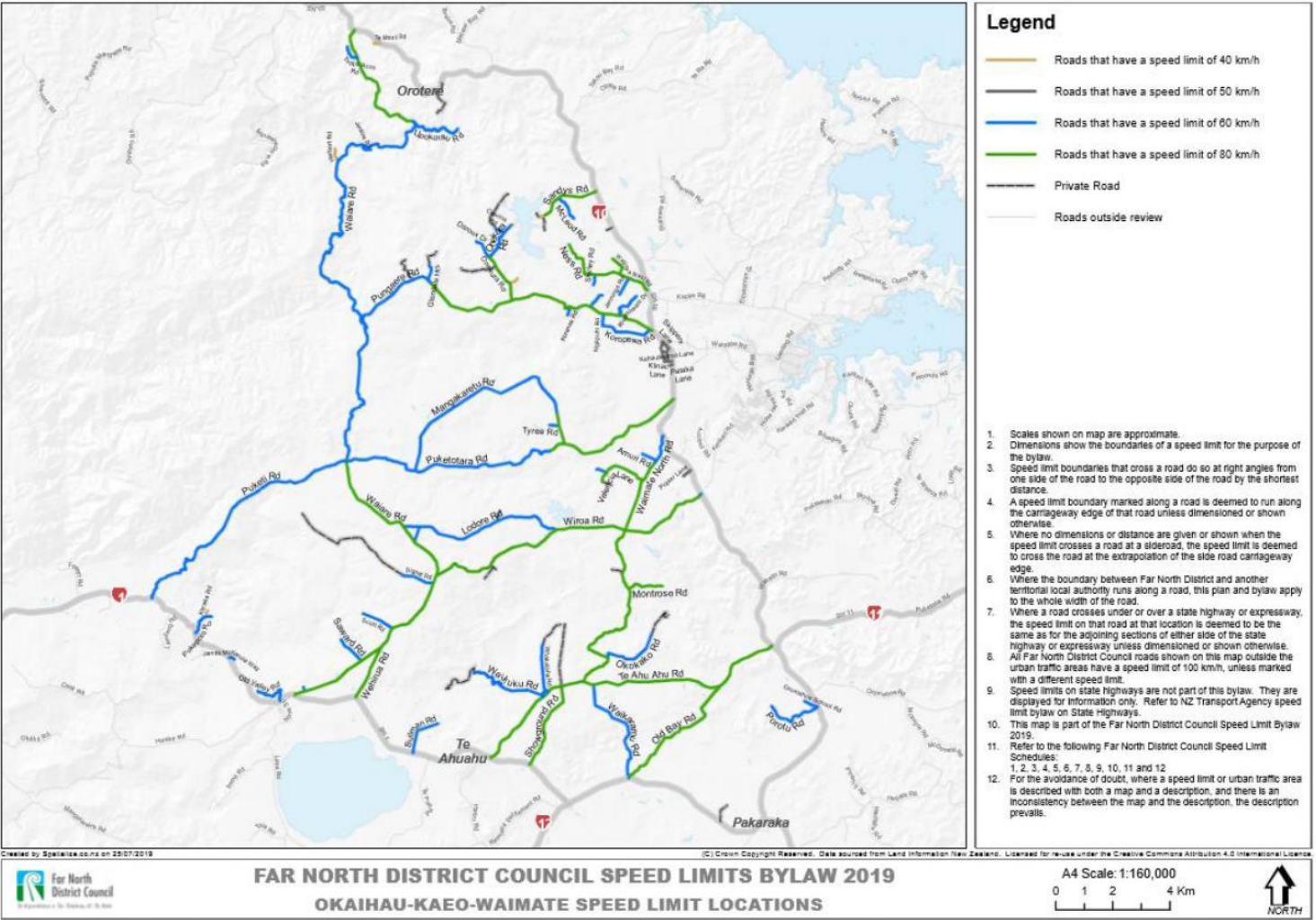
Proposed Speed Limit Changes

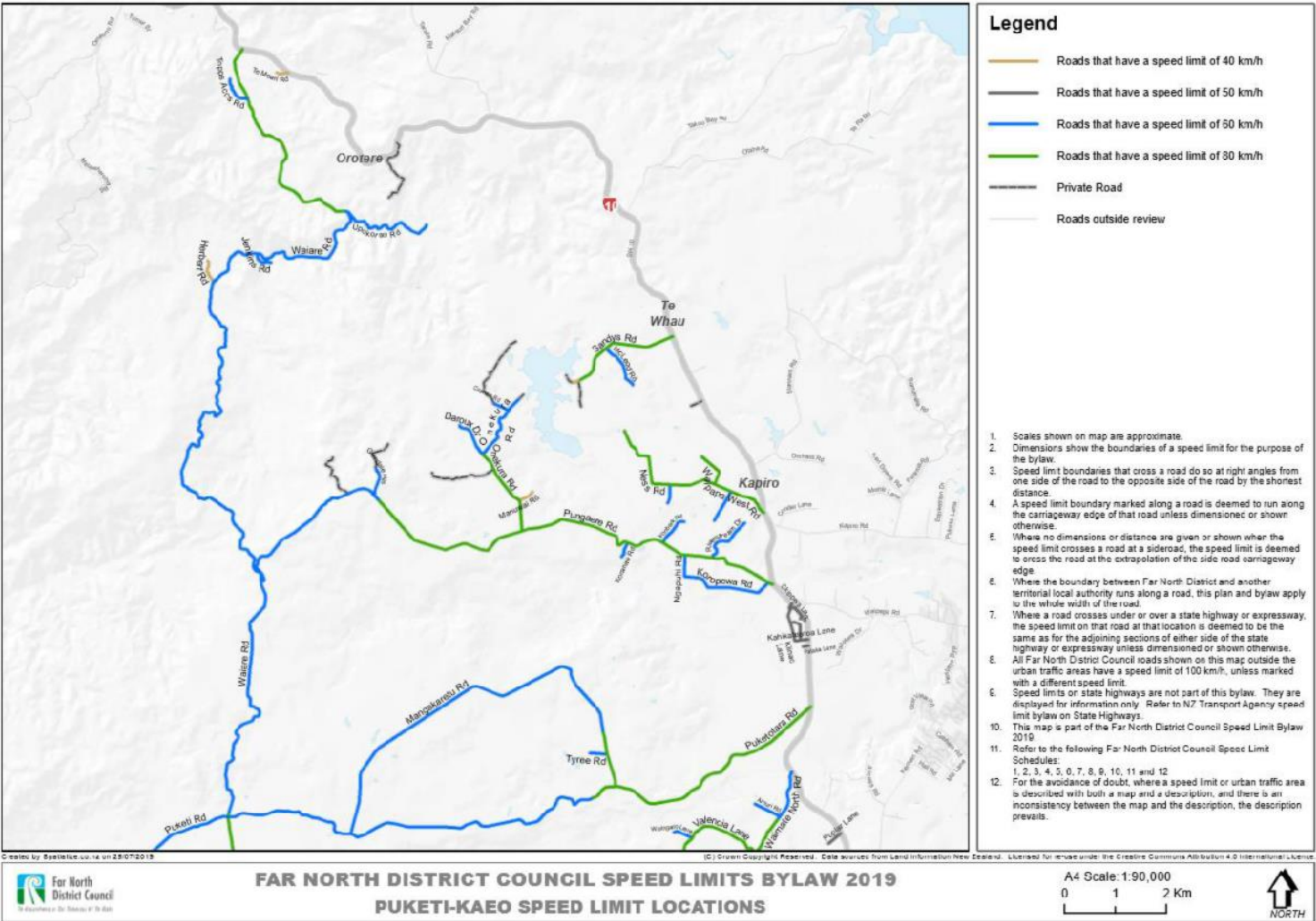
In Far North District Council's capacity as the Road Controlling Authority (RCA), the following amendments to the posted speed limits within the Speed Review Area are proposed:

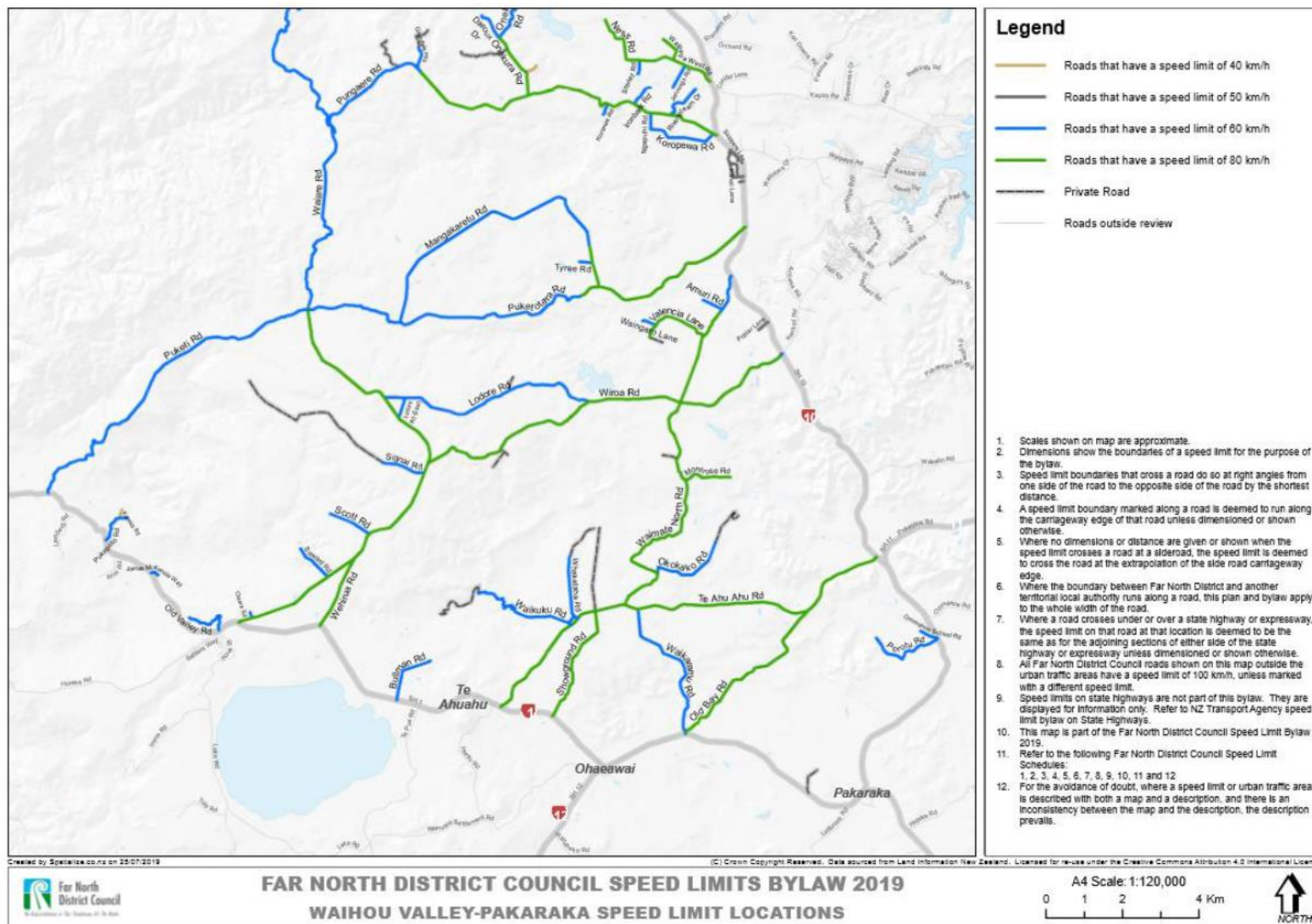
Road Name	Existing Posted Speed Limit	Proposed Speed Limit
Amuri Road	100	60
Bullman Road	100	60
Caprine Road	100	60
Courthouse Lane	100	60
Daroux Drive	100	60
Herbert Road	100	40
Ironbark Road	100	60
Jennings Road	100	60
Jenkins Road	100	60
Kahikatearoa Lane	50	50
Karaka Road	100	40
Klinac Lane	50	50
Koranae Road	100	60
Koropewa Road	100	60
Lodore Road	100	60
Lodore Road East	100	60
Mangakaretu Road from Puketotara Rd to 50m south of Maungaparerua Stream Bridge	100	80
Mangakaretu Road from 50m south of Maungaparerua Stream Bridge to Puketotara Rd (unsealed)	100	60
Manuwai Road	100	40
Maritime Lane	50	50
McLeod Road	100	60
Montrose Road	100	80
Ness Road	100	80
Ngapuhi Road	100	60

Road Name	Existing Posted Speed Limit	Proposed Speed Limit
Old Bay Road	100	80
Old Valley Road	70	60
Onekura Road from Pungaere Rd to Daroux Dr	100	80
Onekura Road from Daroux Dr to end of road	100	60
Oromahoe School Road	100	60
Otaere Road	100	60
Pataka Lane	50	50
Poplar Lane	50	50
Porotu Road	100	60
Pukepoto Road	100	60
Puketi Road	100	60
Puketotara Road from SH10 to end of seal near Mangakaretu Rd	100	80
Puketotara Road unsealed to Waiare Rd.	100	60
Pungaere Road from SH10 to 120m south of Glendale Heights (end of seal)	100	80
Pungaere Road from 120m south of Glendale Heights (end of seal) to Waiare Rd	100	60
Riverstream Drive	100	60
Saward Road	100	60
Scott Road	100	
Shirley Road	100	60
Showground Road	100	80
Te Ahu Ahu Road	100	80
Topps Access Road	100	60
Tyree Road	100	60
Upokorau Road	100	60
Valencia Lane	100	80
Waiare Road from State Highway 10 to Upokorau Rd (end of seal)	100	80
Waiare Road from Upokorau Rd to 50m north of Puketi Road	100	60
Waiare Road from 50m north of Puketi Road to State Highway 1	100	80
Waikaramu Road	100	60

Road Name	Existing Posted Speed Limit	Proposed Speed Limit
Waikopiro Lane	100	60
Waikuku Road	100	60
Waimate North Road from SH10 to 50m south of Amuri Road intersection	100	60
Waimate North Road from 50m south of Amuri Road intersection to Te Ahu Ahu Rd	100	80
Waipapa Loop Road	50	50
Waipapa West Road	100	80
Wehirua Road	100	80
Whakataha Road	100	60
Wiroa Road from SH1 to 30m southwest of Kerikeri Entrance (current 100km/hr transition)	80	60
Wiroa Road from 30m southwest of Kerikeri Entrance to Waiare Rd	100	80







Proposed Variable School Speed Zones

Springbank School – Waimate North Road

Springbank School is an independent co-educational school that caters for Year 1 – 13 students with a junior, middle and senior school. The school is located on Waimate North Road approximately 500m south of State Highway 10.

Waimate North Road, from State Highway 10 to Springbank School is a two-lane winding road with a current speed limit of 100km/h. The southbound approach to the school is characterized by several curves that limit visibility of the main school entrance for northbound traffic.

The northbound approach to the school is characterized by a long straight with a gentle downward slope. The school, and the main school entry is not obvious until the driver is approximately 50m from the school. There is a School road sign located at Amuri Road intersection.

Most school students arrive by car or bus. However, some local students do walk to school.

It is proposed to introduce a Variable School Speed Zone commencing at a point 50m north of Amuri Road intersection and continuing to 50m north of the current School road sign. The proposed Variable School Speed Zone will extend 50m on Amuri Road.

The proposed Variable School Speed Zone will introduce a 40km/h speed limit for a period of 35 minutes before school starts and 20 minutes at the end of the school day. At all other times the proposed speed limit on this stretch of Waimate North Road is 60km/h.



Te Rangi Aniwaniwa – Quarry Road Kaitaia

Te Rangi Aniwaniwa is located on Quarry Road, near the Kaitaia Airport. Although the School is outside of the Okaihau-Kaeo-Waimate Speed Review Area; the Ministry of Education has identified it as a priority for introducing a Variable School speed Zone.

Te Rangi Aniwaniwa is a rural school that caters for Year 1 to 13 students with 162 students and 30 staff members.

Quarry Road, from the Kaitaia Airport to the Te Rangi Aniwaniwa is a two-lane undivided sealed road with a medium width carriageway and a very narrow shoulder width. The school buildings and main entrance to the school are located approximately 3m from the road carriageway. Quarry Road is curved around the school with no visibility of the main entrance and student drop off area for southbound vehicles.

Quarry Road transitions to an unsealed road approximately 50m to the south of Te Rangi Aniwaniwa. The road curves around the school, providing less than 50m visibility of the student drop off area, and of vehicles, including busses crossing the road.

All students and staff arrive at the school by bus or car. The bus drop-off point is outside the school buildings on Quarry Road. School buses utilize a turning area on the opposite side of Quarry Road, which requires busses to cross Quarry Road in order to drop off; or pick up students.

The current posted speed limit on Quarry Road is 100km/h, although it is anticipated that a lower speed limit will be proposed as part of a future speed review for this road.

It is proposed to introduce a Variable School Speed Zone commencing at the point where Quarry Road transitions from unsealed to a sealed carriageway and continuing to 50m north of the northern gate to the school.

The proposed Variable School Speed Zone will introduce a 40km/h speed limit for a period of 35 minutes before school starts and 20 minutes at the end of the school day. At all other times the proposed speed limit on this stretch of Quarry Road is 100km/h until the wider Quarry Road catchment area is reviewed.



How to have your say

Your views on the proposed new speed limits are important to us, but we need your feedback by **5pm on [Insert Date]**.

There are several ways you can have your say. You can download a submission form from our Website and email, post or deliver it to us. You can also make a submission online.

Please ensure that you state in your submission if you want to present your submission in person at a Council hearing.

How to make a submission

Council encourages any person or organisation with an interest in the Speed Limits Bylaw 2019 to give feedback. Submissions can be made between **xx to xx 2019**. To make a submission you can:

- submit online <https://www.fndc.govt.nz/speedlimitsbylaw>
- email your comments to submissions@fndc.govt.nz
- drop-off a written submission at any Council service centre or library
- post your submission to: Far North District Council, Private Bag 752, Kaikohe 0440.

Timeline for considering the proposed speed limit changes

Submissions Period: **[Insert Dates]**

Hearings (if required): **[Insert date to be confirmed]**

Council amends Bylaw: **[Insert Month]**

Any amendments come into force **[Insert month]**

10.2 GOVERNANCE DIAGNOSTIC ASSESSMENT

File Number: A2578079

Author: Darrell Sargent, General Manager - Strategic Planning and Policy

Authoriser: Shaun Clarke, Chief Executive Officer

PURPOSE OF THE REPORT

To approve the recommendations made by LGNZ.EquiP as part of the Far North District Council Governance Diagnostic Assessment.

EXECUTIVE SUMMARY

After reviewing the feedback received as part of the CouncilMARK programme, Far North District Council (FNDC) made the decision to undertake a self-evaluation with the aim of improving Governance performance. Local Government New Zealand (LGNZ) was approached to ascertain a fit for purpose governance diagnostics assessment framework. The assessment concluded in a number of recommendations including that Council formally adopt the LGNZ.EquiP recommendations.

RECOMMENDATION

That Council:

- a) approves the LGNZ.EquiP recommendations and instructs the Chief Executive Officer to develop an implementation plan based on the recommendations.
- b) the Chief Executive Officer returns to Council with an update report before the end of March 2020.

1) BACKGROUND

In mid-2018, Council engaged LGNZ.EquiP to carry out a governance diagnostics assessment. The initiative was facilitated by consultants Pamela Peters and Dr Steven Finlay. The review concluded with a workshop on 6 June 2019 to work through the final draft diagnostics and agree a set of recommendations designed to improve the quality and efficiency of governance within Council.

2) DISCUSSION AND OPTIONS

The first recommendation is that “*FNDC Governance move a Council Resolution to adopt these recommendations.*” The recommendations are listed as follows:

- 1) *FNDC Governance work with the CE to support FNDC Governance to have strategic input to current Annual Plan process, as means of strengthening their governance - and strategic - role, while mitigating and reducing governance overreach into management.*
- 2) *To enable this, FNDC adopt a clear visual representation and organisational understanding of Vision, Strategies, Committee priorities, Goal setting and regular Performance monitoring (see pp.9-10, below)*
- 3) *As part of this:*
 - i. *Agree on an operational response mechanism such as a dashboard and the technology to share data - requests for services, complaints, works programme etc. Discuss with CE whether this is within existing resources and processes or are some changes in approach required?*
 - ii. *On this platform expect a flow on change in the Mayoral Office and Councillors, to provide significantly less ratepayer escalation requests and an increase in*

confidence in the process.

- 4) *Vision to prioritising portfolios or equivalent to drive governance management engagement.*
- 5) *Committee Structures revisited as discussed to reflect the outcomes desired. Explore the needs of the organisation, what goes to Council or what to each Committee, consider the frequency of Council meetings and the delegations of working reference groups. Consider the concept of portfolios for elected members.*
- 6) *Look at shaping agendas to full Council; structured for efficiency and dealing with strategic issues first, where they are linked to key community outcomes. Consider how best to incorporate your community engagement focus and community board involvement as appropriate.*
- 7) *A new Agenda template to be supplied and developed for clear linkage of vision and implementation, with smart dashboard to track progress such as a Power Businesses Intelligence framework.*
- 8) *Recommend Councillors interact with Strategic Leadership Team members to build trust, protocols and engage at appropriate committee and subject matter governance meetings.*
- 9) *Our recommendation would be to re-consider and affirm Council's approach to regulatory functions, that allows appropriately for forward planning leadership and efficient and effective compliance functions including an option for a Regulatory Committee to integrate holistic spatial planning under an affirmed governance role.*
- 10) *Encourage Councillor informal 'get-togethers' and occasionally with staff too, at a community event or to celebrate milestones with achievements.*
- 11) *Consider what is happening with Asset Management Plans and discuss actions ahead, in reference to NTA Review.*
- 12) *Consider organisational and governance work with iwi and hapū, for any changes in 2019.*
- 13) *Prepare an induction process for the 2019 elections that incorporates:*
 - a. *Familiarisation of Council functions and its facilities and meeting procedures;*
 - b. *Time for Councillors to mix and understand each other's background;*
 - c. *Introduction to senior staff and their roles;*
 - d. *Recognise the roles of governance and management; and*
 - e. *Provide for governance training opportunities in budgets and ensure governance training is provided.*

Option 1(recommended option)

The current Council approves the recommendations in the LGNZ.EquiP Governance Diagnostics assessment and instructs the Chief Executive Officer to develop an implementation plan to be presented to the new Council in early 2020.

Option 2

Council recommends delaying the approval of the recommendations until after the 2019 Local Government Elections.

Reason for the recommendation

The recommended option represents steps towards improving governance at FNDC. These improvements will, however, require further work by Council Administration before they can be implemented. Therefore this report recommends proceeding with the approval of the recommendations to allow Council Administration to begin preparing a plan for their implementation over the coming months.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

The recommendation contained within this report can be enacted within existing budgets. In circumstances where budgets are insufficient Council may be asked to approve additional funds through the 2020/21 Annual Plan process.

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	This report is of low significance
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Council's decision making powers are provided by the Local Government Act 2002
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.	Quality of Governance is of relevance to the District as a whole.
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.	Internal self-assessment only. No external interface
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 (for example, youth, the aged and those with disabilities).	The assessment referred to in this report was undertaken with the relevant stakeholders
State the financial implications and where budgetary provisions have been made to support this decision.	The recommendation contained within this report can be enacted within existing budgets or sufficient funds allocated through the Annual Plan process.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report

10.3 REGIONAL PLAN - GENETICALLY MODIFIED ORGANISMS DECISION

File Number: A2594359

Author: Tammy Wooster, Senior Policy Planner

Authoriser: Sheryl Gavin, General Manager – Strategic Planning and Policy (Acting)

PURPOSE OF THE REPORT

To determine whether Council should appeal Northland Regional Council's decision to reject the inclusion of provisions that control genetically modified organisms in the Proposed Regional Plan.

EXECUTIVE SUMMARY

Northland Regional Council has made a decision to reject having provisions that control genetically modified organisms in the Proposed Regional Plan. Far North District Council made a submission to the Proposed Regional Plan requesting the inclusion of provisions to control genetically modified organisms, reflective of those included in the Auckland Unitary Plan. Council must now decide if it wants to appeal Northland Regional Council's decision.

RECOMMENDATION

That Council resolve to appeal Northland Regional Council's decision on the Proposed Regional Plan as it relates to the inclusion of provisions to control genetically modified organisms under Clause 14 of Schedule 1 of the Resource Management Act 1991.

1) BACKGROUND

Proposed Regional Plan

On 6 September 2017 Northland Regional Council ('NRC') notified the proposed Northland Regional Plan ('Regional Plan') without genetically modified organisms ('GMO') provisions. The only reference to GMOs was in a tangata whenua policy (D.1.1). At this stage, Administration is unclear as to NRC rationale for rejecting the regulation of GMOs.

Far North District Council ('FNDC') and Whangarei District Council ('WDC') actively participated in the Regional Plan process seeking appropriate GMO provisions to ensure consistency across the Northland Region. At the 13 April 2018 NRC Council meeting the decision was made that Council would hear and determine the GMO submissions instead of Independent Commissioners. NRC Councillors at their 16 July 2019 meeting resolved not to include any provisions managing GMOs. While NRC advised that this decision would be formally notified before 6 August 2019, at the time of writing this report no notification had been received. Once formally notified FNDC has 30 working days to decide whether to lodge an appeal on that decision to the Environment Court.

In 2003 local authorities in the Northland / Auckland region formed an Inter-Council Working Party on GMO Risk Evaluation and Management Options ('The Work Party') in response to significant community concerns regarding the outdoor use of GMOs. The Working Party comprises of Auckland Council (and predecessor councils), FNDC, WDC, Kaipara District Council ('KDC') and NRC.

The Working Party carried out a comprehensive investigation into the risks posed to communities and councils from the outdoor use of GMOs and options to manage identified risks. As a result of this investigation the Working Party developed draft planning provisions for land and the coastal environment. A draft section 32 analysis was also developed to support those provisions.

Plan Changes

Auckland Council included those provisions in its Proposed Unitary Plan, and the Independent Hearings Panel recommended that the GMO provisions remained in the Unitary Plan with minor modifications. The Auckland Council adopted that recommendation on the 19 August 2016.

FNDC and WDC included the same land based provisions in a plan change to their respective district plans. FNDC Plan Change 18 was notified and heard concurrently with the WDC Plan Change 131. Plan Change 18 inserted a new chapter and new definitions in the Far North District Plan to regulate the outdoor use of GMOs. The rules provide for a precautionary approach as recommended by the Working Party investigations. Both plan changes are now operative.

Northland Regional Policy Statement

FNDC supported the WDC appeal seeking inclusion of GMO provisions in the Northland Regional Policy Statement ('Policy Statement'). This appeal was successful and resulted in the following being made operative in the Policy Statement as of 14 June 2018:

- Issue 2.6(g) - use and release of GMOs being identified as an issue of significance to tangata whenua.
- Policy 6.1.2 and Method 6.1.5 relating to the use of genetic engineering and the release of genetically modified organisms, which states that a precautionary approach should be taken.

2) DISCUSSION AND OPTIONS

The following implications have been identified as a result of the Regional Council GMO decision:

- The potential for cross boundary effects. A key feature of the Working Party on GMOs was seeking a consistent approach to GMO provisions in the Northern Peninsula.
- A lack of precautionary GMO provisions for the Northland Coastal Marine Area. This would be regionally inconsistent with Auckland Council's approach in the Auckland Unitary Plan.
- Inconsistency with FNDC's and WDC's land-based district plan provisions.
- The decision is arguably inconsistent with Policy D.1.4 of the Regional Plan.
- The decision is arguably inconsistent with the Policy Statement and New Zealand Coastal Policy Statement.
- Not meeting the expectations of our communities and tangata whenua, who have advised they want GMOs to be regulated at a local level.

Option 1: Appeal the Regional Plan decision (Recommended Option)

An appeal will result in further costs associated with Environment Court mediation and potential hearing. Legal counsel will be required to represent FNDC, with expert evidence from a planner, scientist and economist for any Environment Court hearing. Attendance at mediation can be restricted to legal counsel and FNDC administration staff to reduce costs. FNDC to date has invested significant time and resources into the GMO topic. The cost of this appeal is estimated to be \$70,000 should it proceed to an Environment Court hearing. FNDC does not have budget currently allocated for further work on this topic, and costs incurred would have to come out of the District Plan legal budget. These costs could be incurred over a two year period or longer depending on the duration of any appeal.

Option 2: Join appeals under Section 274 of the Resource Management Act 1991

Costs and resourcing time associated with the Environment Court process will be reduced from those in Option 1. However, FNDC will be limited to the scope and direction of the original appellant. This is the approach that FNDC took with the Policy Statement. We have no certainty at this point in time that WDC will be appealing the decision. WDC administration staff are currently seeking approval from their Planning and Development Committee to appeal the decision. This committee will be hearing this agenda item on 15 August 2019. Historically we have shared legal and expert witness costs with WDC and this approach could continue if both parties appeal the decision. It is also likely that other groups such as GE Free Northland will also appeal the decision; this could result in the scope and direction of any joint appeal being sufficient. In the past GE Free Northland has relied on WDC and us to financially contribute to appeal costs due to their reliance charitable funding.

Option 3: Do not appeal the Regional Plan decision

Council would avoid the costs associated with the Environment Court process. There is a risk that the implications detailed above will remain and Council will be inconsistent with the approach taken by WDC. However if other parties do lodge an appeal and are successful it may address the issues identified in this report.

Reason for the recommendation

The GMO topic has been a key issue in the district for more than a decade, with strong community support in precautionary GMO provisions. FNDC has been directly involved in the Policy Statement, Regional Plan, Auckland Unitary Plan and has undertaken its own plan change on GMOs. To drop the issue now would be inconsistent with this past approach, and there is a risk that FNDC will be seen as being inconsistent when responding to significant community concerns.

By appealing the decision we have certainty over the scope and that the decision will in fact be appealed. If WDC also resolves to appeal the decision it is possible costs would be shared.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

Appealing the decision is estimated to be \$70,000. Funds would have to be used from the District Plan legal budget, as no separate budget has been set aside for further work on GMOs. Costs could be reduced if WDC or other parties also appeal the decision. Any costs are likely to be spread over a minimum two year period. The District Plan legal budget has \$112,000 currently available for the 2019/2020 financial year.

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	This has been identified as being significant based on community concern, work done by the Working Party and support for Plan Change 18.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	This would result in consistency with the precautionary approach taken in the Far North District Plan.
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.	The management of GMOs in the Coastal Marine Area has district wide relevance. Views on the management of GMOs in the District have been identified through the Working Party work and Far North District Plan Change 18.
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.	It has been identified in the Regional Policy Statement that this is a significant issue for Māori. When developing and implementing Far North District Plan Change 18 participating Māori groups supported the regulation of GMOs.
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 (for example, youth, the aged and those with disabilities).	The community and Māori are likely to be affected, or have interest in this matter. Consideration of their views and preferences has been identified through the Working Group investigation, the development of the Regional Policy Statement and Far North District Plan Change 18.
State the financial implications and where budgetary provisions have been made to support this decision.	Costs of an appeal could be up to \$70,000. The District Plan legal budget currently has \$112,000 available. As noted in the report costs could be shared with other parties that become involved in any appeal. Costs could be spread out over at least two financial years.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report

10.4 SISTER CITY RELATIONSHIP BETWEEN FAR NORTH DISTRICT AND CHAOZHOU CITY, CHINA

File Number: A2607807

Author: Robert Willoughby, Community Development Advisor

Authoriser: Sheryl Gavin, General Manager – Strategic Planning and Policy (Acting)

PURPOSE OF THE REPORT

The purpose of this report is to determine whether Far North District Council wants to enter into another Sister City relationship within China.

EXECUTIVE SUMMARY

- Chaozhou City has requested that the Far North District enter into a Sister City relationship. Council already has a Sister City relationship with Liaoning Province. If council determines there is real value in having a second Sister City relationship in China then the first step will be to endorse a Memorandum of Understanding (MOU), as a first step in advancing to Sister City status. A suggested memorandum advanced by Chaozhou City officials is attached to this report.

RECOMMENDATION

That Far North District Council considers the request by Chaozhou City;

- agrees advancing a Sister City relationship**
- agrees that His Worship the Mayor signs the Memorandum of Understanding on behalf of the Far North District**
- agrees to maintain existing Sister City relationship with Liaoning Province**

1) BACKGROUND

Resulting from Mayor Carter's attendance at the Chao Shan (a region in eastern Guangdong Province) General Association's event in March 2019, Mr Yikun Zhang (the president of Chao Shan) identified an opportunity to establish a Sister City relationship between Far North District and one of the cities in the Chao Shan region of China.

Chaozhou City is keen to move forward on the process of establishing a Sister City relationship with Far North. They suggest that ideally, if Far North agrees, representatives of Chaozhou City will attend the 21st to 23rd September 2019 Convention of the Teochew International Federation in Auckland to sign the proposed Memorandum of Understanding with Council.

Chaozhou is a City within Guangdong Province in South China, located at the intersection of Guangdong-Hong Kong-Macau and is designated as a special economic zone. It has a population of 2.75 million people. It is culturally and linguistically Cantonese. Chaozhou is an important city along the 21st century Maritime Silk Road of the Belt and Road initiative that has been outlined in the Inward Investment Strategy for China (adopted by Council in September 2017). Further information about Chaozhou City is attached to this report.

2) DISCUSSION AND OPTIONS

With a potential meeting at the 21st to 23rd September 2019 Convention of the Teochew (Chaozhou) International Federation in Auckland fast approaching, it is necessary for Council to endorse the relationship and to determine if Council will sign an MOU in the first instance to advance to a full Sister City relationship.

The Liaoning Province has a formal Sister City relationship and while the investment value to date has been low, official visits by Vice Governor and Officials have had trade delegations accompany them. Liaoning Province is relatively strategically placed as it borders Beijing. However trade is limited because of China's economic policy. Unlike the Special Economic Zone that benefits Chaozhou City.

The signing of the attached high level relationship agreement (MOU) is a very good first step for becoming Sister Cities. This MOU formalises intent to have open communication which is a prerequisite for Sister Cities International. The full process for becoming Sister Cities can be found at <https://sistercities.org/>.

Options

Option (a) – Council can choose to retain and enhance the existing Sister City relationship with Liaoning Province as it's only Sister City relationship in China. The onus on reciprocal visits and trade delegations will be kept to a single relationship.

Option (b) – Council can choose to enter into a formal Sister City relationship with Chaozhou City and disestablish the relationship with Liaoning Province. The advantages are: having access to a city within the special economic zone, reciprocal visits and trade delegations will still be kept to a single relationship, and the opportunity to start a new relationship with mutual benefit to both parties.

Option (c) – Council can choose to continue and maintain its existing relationship with Liaoning Province and develop a new relationship with Chaozhou City. Council would devote the limited capacity and its resources to leverage opportunities for the Far North District from being able to attract inward investment and enhancing trade from a city within the special economic zone. Staff supports this option.

Reason for the recommendation





There is an opportunity to have a relationship with a city within the special economic zone in China which allows greater freedom for inward investment into the Far North District and opportunities for much freer trade between Chaozhou City and the Far North.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no budgetary provisions for an additional Sister City.

Council currently provides a budget of \$41,000 for all Sister Cities activities with an additional \$5,000 being provided for attendance at the Sister Cities conference. If a second relationship was agreed the additional cost of reciprocal visits and hosting will need to be considered as part of the Annual Plan 2020/21.

ATTACHMENTS

1. **Chaozhou City Profile - A2607876**  
2. **Draft MOU between FNDC and Chaozhou City - A2607882**  

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.

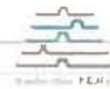
Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	Low significance when considering a Sister City relationship that has potential economic and social benefits for Northland
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	This MOU is a first step that formalises intent to have open communication which is a prerequisite for Sister Cities International
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 MOU will have District wide relevance with the purpose of developing mutual understandings and friendship by promoting exchanges and cooperation in the areas of economic, social and cultural prosperity
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.	Maori sit at the heart of this MOU given the alignment of values and the economic, social and cultural imperatives outlined in this relationship
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 (for example, youth, the aged and those with disabilities).	None
State the financial implications and where budgetary provisions have been made to support this decision.	The financial implications of the recommended options would need to be included in the 2020/21 Annual Plan
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report



Overview of Chaozhou

Chaozhou (or Teochew), a prefecture-level city under the jurisdiction of Guangdong Province, China, is located at the intersection of the Guangdong-Hong Kong-Macao Greater Bay Area and the Economic Zone on the West Side of the Straits. It is the starting point of the eastern coastal economic belt of Guangdong Province and a port city along the eastern coast of Guangdong Province. Chaozhou covers a total area of 3,679 square kilometers (including a sea area of 533 square kilometers), and has a total population of 2.75 million. It has jurisdiction over Chao'an District, Raoping County, Xiangqiao District and Fengxi District. The city's total production value reached 106.728 billion CNY in 2018. It is also the place where the She people, the only ethnic minority in the city, originated.





Chaozhou is an important city along the 21st Century Maritime Silk Road of the Belt and Road Initiative. With a long history, profound cultural heritage, developed real economy, distinctive industrial characteristics, superior port resources and good ecological environment, it is a vibrant and charming riverside and coastal city and a boutique city on the coastal economic belt.

Chaozhou has a long history. “The state of Chao (literally tides) faces the sea on the south”, as written in an ancient book. It has been governing the place as a state or prefecture for over 1,600 years since it firstly became Yi’an Prefecture in the 9th year (AD 413) in Eastern Jin Dynasty. Later, Emperor Wen of Sui Dynasty upgraded it to a state and gave it its current name “Chouzhou” (meaning “state of tides”) in the 11th year of his reign (591 AD) as it is a coastal city where “tide rises and falls repeatedly”. Since then, Chaozhou had long been governed as a state in the Tang Dynasty to the Song, Yuan, Ming and Qing Dynasties with the jurisdiction over Chaoan, Jieyang, Chaoyang, Raoping, Chenghai, Puning, Huilai, and Fengshun cities, which has made it the political, economic and cultural center of eastern Guangdong.



Chaozhou enjoys unique geographical advantages. Bordering Fujian Province on the west and facing the South China Sea on the South, it is located at the intersection of the Greater Bay Area and the Economic Zone on the West Side of the Straits. It is also an important city along the 21st Century Maritime Silk Road of the Belt and Road Initiative. Chaozhou has a well-connected transportation network. Chaoshan Station on the Xiamen-Shenzhen High-speed Railway is a passenger transport hub of eastern Guangdong. With Shenyang-Haikou Expressway, Shantou-Meizhou Expressway, Ningbo-Dongguan



Expressway and Chaozhou-Huizhou Expressway running through the whole city, it takes only 1 hour to drive to Xiamen and 2 hours to Shenzhen.

Chaozhou people are full of entrepreneurial spirit. Since it was an important port city along the ancient “Maritime Silk Road”, the ceramics it produced, which were highly valued at that time, were shipped eastward to Japan and North Korea and westward by bypassing the Mainland Southeast Asia and the Malay Peninsula, traveling along the east coast of India, across the Indian Ocean and the Arabian Sea, and finally to the Persian Gulf, the Red Sea, the Mediterranean Sea, the east coast of Africa, and even Europe at the furthest. Now Chaozhou has developed a strong



private economy with distinctive industrial characteristics. There are more than 120,000 market entities, of which private economy accounts for more than 90%. It has formed several major industrial clusters, including ceramics, clothing, food, electronics, stainless steel, plastic products, printing and packaging, and aquarium electromechanics.

Chaozhou is a “national historical and cultural city”. As the birthplace of “Chao culture”, it has a long history and profound cultural heritages, and is known as a civilized coastal city. Numerous cultural relics and historical sites are scattered all over the city. There are 1345 cultural relics, 9 of which are accredited as national key cultural relics protection units. Meanwhile, the city has 15 national intangible cultural heritages and 22 national representative inheritors of intangible cultural heritages. On top of that, other cultural symbols such as Chaozhou dialect, Chaozhou Gongfu tea, Chaozhou music and Chaozhou cuisine are also well-recognized throughout the world. Cultural heritages such as Guangji Bridge, Kaiyuan Temple, Hanyu Memorial Temple and Memorial Archway Street have far-reaching influence and become the root of the Chaozhou people.

Chaozhou is the “famous hometown of overseas Chinese”. Generations of Chaozhou people travelled from here, went across the sea, and left their footprints all over the world. There is a saying that goes, “where there is a sea, there are the sounds of tide, and where there are the sounds of tide, there are Chaozhou people”. Chaozhou people blend themselves into the local culture, work hard, and contribute to the society. They have become an important force to drive the local development. At present, the population of



overseas Chaozhou people and their descendants living abroad is more than 10 million. Among them, there are more than 2.7 million overseas Chaozhou people originated from the current administrative area of Chaozhou. This group of talented people who has made remarkable achievements includes Mr. Li Ka-shing, the richest man of Hong Kong and one of the most influential businessmen in Asia, and Mr. Rao Zongyi, an international sinologist, etc. Overseas Chaozhou people are closely united with more than 200 Chaozhou associations established overseas and over 80 groups established in major cities in China. Those associations and groups were later united into the Teochew International Convention (now Teochew International Federation) founded in 1980. From then on, its annual convention has been held every two years around the world. It was successfully held for 19 sessions, and the next session to be held in Auckland in September 2019 will be the 20th. The convention has been highly valued by the political figures of various countries. Each convention was attended by the President or the Prime Minister of the local country, who officiated at the opening ceremony or wrote a congratulations inscription. Teochew International Convention has developed into an internationally influential event that gathers talents through the same geo-culture, strengthens exchanges and cooperation, and promotes economic and trade development.



鳄渡秋风



西湖渔筏



金山古松



北阁佛灯



潮州



凤台时雨



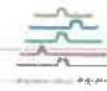
韩祠橡木



湘桥春涨



龙湫宝塔



Chaozhou is “an outstanding tourist city of China”. With numerous cultural landscapes and beautiful natural scenery, it is abundant in tourism resources. For example, it has the Guangji Bridge, one of the four most famous ancient bridges in China, which is known as the world’s first pontoon bridge that can open and close; the Mansion of Lord Xu, Emperor’s son-in-law, which is renowned as the “rare mansion of the Song Dynasty remained in China”; the Kaiyuan Temple originally built in the Tang Dynasty; the Huang Jilue Ancestral Hall, the wood carving art of which is comparable to China’s Forbidden City; the site of the ceramic kiln of Song Dynasty on the Bijia Mountain, from which we can still get a glimpse of the prosperity of Chaozhou ceramics production during the Tang and Song Dynasties; the oldest and best preserved temple in commemoration of the great writer Han Yu of Tang Dynasty; and the Daoyunlou, the largest earth building in China, known as the “Flower of National Architecture” for its unique architectural features of octagon design and fort style.

Chaozhou is a “national garden city”. It has beautiful natural scenery with well-preserved vegetation and fresh air all the year round. 37.71% of the city is reserved for green belt and the rough green coverage rate is 42.1% with the per capita public green area being 10.32 square meters. The environmental improvement of the Chaozhou section of the Hanjiang River and the riverside landscape construction project was awarded the “China Living Environment Model Award” by China’s Ministry of Construction.

Chaozhou is the “ceramic capital of China”. Chaozhou ceramics production started from the ancient time. The ceramics produced here are unique in style, rich in variety and of high quality, which makes Chaozhou one of the birthplaces of Chinese ceramic culture. Now it is the most dynamic, fastest-growing, largest-scale, and most export-oriented ceramic producing area in China. Here the export volumes of daily-use ceramics, craft ceramics and sanitary ceramics account for 23%, 70% and 55% of the national total respectively, and the production volume of electronic ceramic substrate accounts for 50% of the world’s total. Therefore Chaozhou was awarded the title of “National Industrial Base for Daily-use Ceramics” by China’s Ministry of Science and Technology.



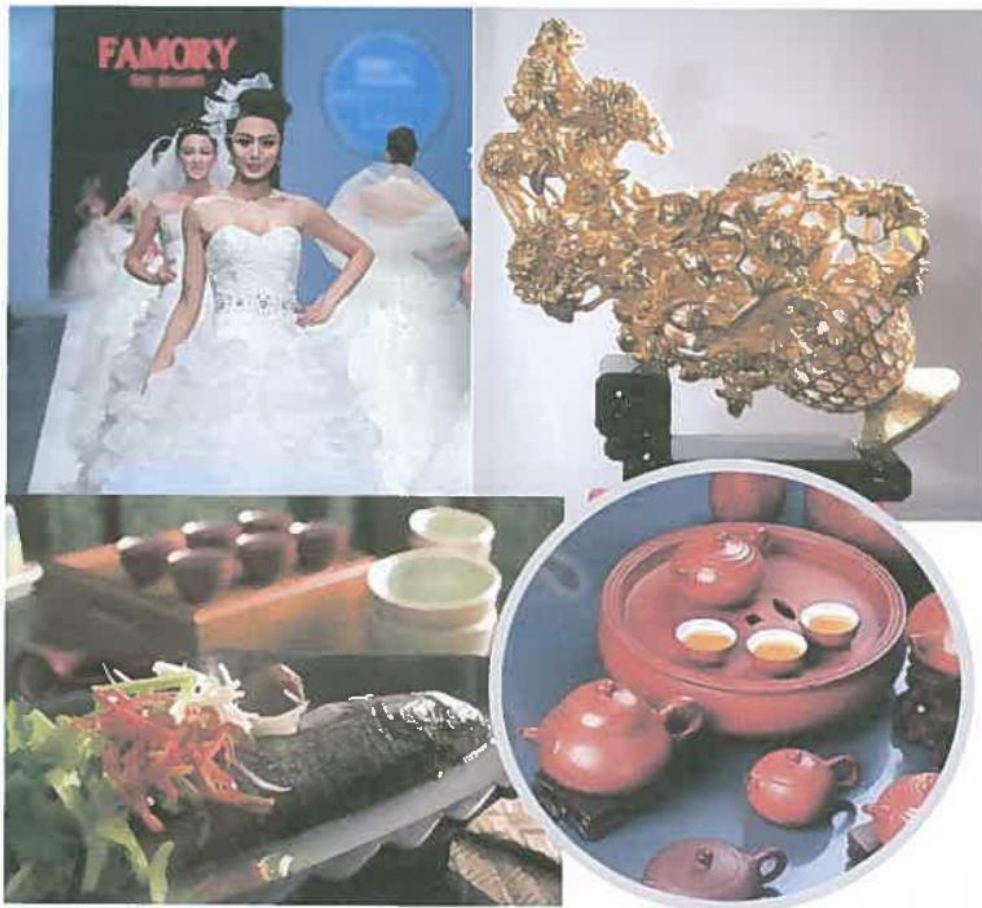
Chaozhou is the “wedding & evening dress city of China”. The wedding and evening dress from Chaozhou, renowned both at home and abroad, are made with Chaozhou embroidery techniques, which makes the dress so dignified and graceful that it has become a famous brand that leads the trend of European and American wedding and evening dresses. Currently, Chaozhou is the largest export base for wedding and evening



dressess in China and recognized as “China’s International Apparel Supply Base”.

Chaozhou is a “national key arts and crafts city”. Chaozhou handicrafts are ingenious and its folk arts is well-known at home and abroad. Traditional handicrafts of Chaozhou such as ceramics, embroidery, wood carvings, stone carvings, straw paintings, and clay sculptures are amazingly exquisite and stunning. Its folk arts such as riddles, Chaozhou gong and drum performance, puppet shows and puppet horse dance have always been popular among the local people.

Chaozhou is the “hometown of Chaozhou cuisine in China”. Chaozhou cuisine is famous for that its flavor can be “delicate but not too light, fresh without over strong fishy or meaty taste, tender but not too raw, rich but not too greasy”. Now the cuisine is widely spread all over the world, and the Chaozhou culture is affecting more and more regions and people. Also, the connotation of Chaozhou culture--leisure, peace, modesty and courtesy--is indicated in the Chaozhou Gongfu Tea.





The development potential of Chaozhou Port is huge. Chaozhou Port is a national first-class open port and a rare natural deep-water port in South China. Its natural advantages make it safe from storms, ideal for long-time operation, free from siltation, and stable in shoreline. It has a shoreline of 39 kilometers for berths and piers. Currently, there are 7 piers and 12 berths completed, and several international cargo routes have been under operation. A number of Global 500 companies such as Datang International Power Generation Group and China Communications Group have invested here. The Sanbaimen pier of Chaozhou Port, a designated pier for meat import, already passed the national acceptance inspection. The Sanbaimen New Port Area will become an important integrated port area and modern logistics park of Chaozhou.



Chaozhou has well-developed facilities for investment. The total scale of Chaozhou's industrial parks is more than 3,000 hectares, which enables Chaozhou to receive large-scale investment projects. It strives to develop "five 50-billion-CNY industrial clusters" in such fields as ceramics, food, new materials, new energy, and biomedical health. Among them, there are Fujian-Guangdong Economic Cooperation Zone, Fengquan Lake High-tech Zone, Handong New Town, and High-speed Rail New Town. **Fujian-Guangdong Economic Cooperation Zone** is a cross-provincial cooperation demonstration zone jointly established by Guangdong and Fujian provinces. Its core area covers a total area of 300 square kilometers. Relying on Chaozhou Port, the national first-class open port, and the inter-provincial cooperation policies between Fujian and Guangdong, it mainly develops port industry, marine biotechnology, trade with the Taiwan region, coastal tourism and other industries. It will become the key construction area along the 21st Century Maritime Silk Road. **Fengquan Lake High-tech Zone** is a provincial-level high-tech industrial park with a planned area of 20 square kilometers. It mainly develops such leading industries as new materials, biomedicine, electronic information and ceramics, striving to create a modern industrial park with the best location, the best planning, the best industries and the best environment in eastern Guangdong. **Handong New Town** is mainly planned for urban expansion and upgrading. 51 municipal road & bridge construction projects, colleges and hospitals, urban complexes, and e-business parks have been planned here, which all together will make the Handong New Town a livable place with a gathering of talents, leading science and education, well-developed amenities, and a green environment. **High-speed Rail New Town**,



covering an area of 78 square kilometers, is located at the golden junction of Shantou, Chaozhou, and Jieyang cities at the foot of Sangpu Mountain. With the combined benefits brought by the Xiamen-Shenzhen high-speed railway, the Meizhou-Shantou high-speed railway and the airport, it strives to develop trade logistics, cultural tourism, ecological residence, and leisure and holiday industries. It will become a new window of Chaozhou to the outside world, a new city residence, a new industrial leader, a new ecological space, and a new hub for transportation.

Chaozhou has a good ecological and social environment. Chaozhou has a great ecological environment and a harmonious and stable society. Good political environment, efficient administrative service, stable public security, well-regulated market, fair legal environment and superior living environment, all make Chaozhou a livable, workable place which is also attractive to tourists. In addition, the Chaozhou people who are honest, trustworthy, ingenious, and innovative will be the good partners to help investors develop their business and succeed here.

In a word, Chaozhou is an open and inclusive city. We are willing to connect with friends from all over the world and work together for a better future.



MEMORANDUM**BETWEEN**

**THE CITY OF CHAOZHOU, GUANGDONG PROVINCE, THE PEOPLE'S REPUBLIC OF
CHINA AND**

FAR NORTH DISTRICT, NEW ZEALAND

ON PROMOTING FRIENDLY EXCHANGES AND COOPERATION

With the goal of deepening mutual understanding and friendship, promoting exchanges and cooperation in the fields of economy, society, culture and so on as well as boosting common prosperity, a memorandum is hereby concluded between the City of Chaozhou, Guangdong Province, the People's Republic of China and Far North District, New Zealand for further promoting friendly exchanges and cooperation.

1. Both sides agreed to establish friendly exchange cities relations so as to further deepen understanding and friendship between governments and people of the two cities, and open mutual exchanges and cooperation in the fields of economy and trade, science and technology, education, culture, health and tourism and so on.
2. Both sides agreed to further discuss mutual exchanges and cooperation in the aforementioned sectors by the ways of irregularly sending delegations, holding promotion meetings and so on.
3. Both sides agreed to establish friendship city relations basing on multilevel and wide-range exchanges and cooperation so as to deepen cooperation and boost common prosperity and progress.
4. Both sides agreed to set up contact mechanism. Leading officials of the two cities' governments will keep in touch and appoint departments concerned to coordinate governmental and people-to-people exchanges.
5. The Government of Chao Zhou City will send delegation to Far North in 2019, and host the delegation of Far North District Council to visit Chao Zhou in 2020 and organises a fundraising event for a gift to the City of Far North to celebrate the friendship between the two city and the people.

Done in duplicate in the City of Chaozhou on XX (date), in the Chinese and English languages, both texts being equally authentic. In case of divergence, the English text shall prevail.

On behalf of the Government
Government

of the City of Chaozhou, Guangdong
District

the People's Republic of China

Mayor

On behalf of the

of Far North

New Zealand

Mayor

11 CORPORATE SERVICES GROUP

11.1 CAPITAL CARRY FORWARDS JUNE 2019

File Number: A2603944

Author: Angie Thomas, Manager - Accounting

Authoriser: Janice Smith, Chief Financial Officer

PURPOSE OF THE REPORT

The purpose of the report is to identify the projects that project managers are requesting be carried forward to the 2019-20 financial year. The projects are identified individually and a summary by activity including funding requirements is also included.

EXECUTIVE SUMMARY

- Projects included in the 2018-19 Capital Programme that have not been completed and require the budgets to be carried forward to the 2019-20.

RECOMMENDATION

That the Council approve the capital budgets identified in the report “Carry Forward for Capital Programme 2018-19” totalling \$26,178,452 be carried forward to the 2019-20 financial year.

1) BACKGROUND

At 30 June 2019, a number of capital projects were underway but not completed. The budgeted capital works for the 2018-19 year (including carry forwards from 2017-18) was \$71.4m and actual expenditure incurred was \$39.7m. Of the \$31.7m not spent by 30 June 2019, \$26.2m is subject to carry forward in this report and \$5.5m relates to projects that are either no longer required or completed under budget. 56% of the total budget was completed.

2) DISCUSSION AND OPTIONS

The projects identified for carry forward total \$26,178,452 and are funded as follows:

Loan funding	\$9,388,213
Depreciation funding	\$6,491,250
Subsidy	\$8,839,241
Reserves	\$352,458
Other contributions	\$1,107,291

Reason for the recommendation

To enable the capital projects identified to be completed.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

The budgets identified in the attached report would be in addition to those adopted in the 2019-20 Annual Plan. Overall funding limits will not be exceeded as these projects have been included as completed in the opening balances shown within the Annual Plan 2019-20.

ATTACHMENTS

1. Carry Forward for Capital Programme 2018_19 - A2614941  
2. Carry Forward for Capital Programme 2018_19 - A2611246  

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	This will have a possible impact on the current capital programme 2019-20 delivery.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Significance and Engagement Policy
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.	There is no implication for Community Boards.
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.	There is no special implication for Māori.
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 (for example, youth, the aged and those with disabilities).	NA
State the financial implications and where budgetary provisions have been made to support this decision.	This is to seek approval to carry forward 2018-19 incomplete project budgets.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.

CAPITAL WORKS PROGRAMME CARRY FORWARDS					
Actual vs Forecast					
30 June 2019					
Corporate Services					
Project	Actual	Forecast 18/19	Variance	Budget to be carried forward	Reason for carry forward
Office Equipment	104,102	178,500	74,398	74,398	Wider accommodation project to facilitate FWOW for JBC and Te Ahu.
Upgrade of Computer Systems	89,828	303,713	213,885	213,885	This has been delayed due to resources and structure changes. The upgrade programme extends throughout the financial year, so budget will be allocated appropriately in the 19/20 year.
Computer Equipment	84,429	110,000	25,571	25,571	Equipment renewals have not yet been completed due to resources and structure changes - Revised work programme will be completed in first quarter of 19/20 year
Kaikohe Office Carpark upgrade	-	44,000	44,000	44,000	Preparing project brief for carpark surfacing.
GIS Upgrade	1,709	90,041	88,332	88,332	Only part of the upgrade was able to be done in the previous financial year due to resource and time constraints. In the current financial year, this money will be allocated to a review of the architecture and then the upgrade that will bring the system at FNDC up to the most recent release of Esri's ArcGIS.
Telephone Infrastructure Renewals	-	20,000	20,000	20,000	Budget will be used for planning and upgrade of existing Skype for Business System to Microsoft Teams - Proposed change over will be in Oct/Nov period
IT Servers & Storage	190,747	853,114	662,367	662,367	Server and Storage project has been delayed given Corporate Services structure changes. RFP for the server renewal will be released in August and planned negotiations to be completed by November 2019. Tentative project completion will be February/March 2020 and will mean that capital spend in future years is required to fund the entire scope of the project.
Proctor Library HVAC	-	20,627	20,627	20,627	Feasibility study accepted and works to complete by summer
Data warehousing & reporting	-	100,000	100,000	100,000	This project is only now starting up in July 2019. It has been delayed due to the BCA project.
Peripheral Computer Equipment	5,518	126,418	120,900	120,900	Equipment renewals have not yet been completed due to resources and structure changes - Revised work programme will be completed in first quarter of 19/20 year - will require longer than 3 months given resources to deploy equipment etc.
Desktop Computer Equipment	265,436	465,794	200,358	200,358	No more purchasing until after 1 July - Renewals will continue with timing being a constraint with backlog of assets to replace. Will require longer than 3 months given resources to deploy equipment etc.
Contact Centre System	23,476	31,000	7,524	7,524	This budget is for part of the Online Services Programme – the Contact Management budget. The remaining budget will be spent by Dec-19 on Infor training and consulting for module implementation.
Tablets	57,761	72,600	14,839	14,839	Equipment renewals have not yet been completed due to resources and structure changes - Revised work programme will be completed in first quarter of 19/20 year
Enterprise Budgeting Development	-	38,000	38,000	38,000	Awaiting invoice for the Ci Anywhere upgrade
IT Financial Asset Management System New Works	10,789	490,000	479,211	479,211	Delays in getting approval of the procurement process. Contract is signed now and statement of work in progress.
ICT Support for Alliance	4,589	100,000	95,411	95,411	NTA and other Alliances requirements still unknown so will need to move to 19/20 FY
IT Online Services Stage 1	107,131	138,533	31,402	31,402	WIP - PO raised and funds committed; split across to codes - Stage 1 and 2
IT Online Services Stage 2	97,582	121,235	23,653	23,653	WIP - PO raised and funds committed; split across to codes - Stage 1 and 2
Total Corporate Services				2,260,477	

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Community Services	Actual	Forecast 18/19	Variance	Budget to be carried forward	Reason for carry forward
Northern - Playgrounds	77,747	109,572	31,825	31,825	Project delivery is dependent on THCB
Street Lighting - Mangonui	-	16,510	16,510	16,510	All unspent budget is required to be carried forward as there is ongoing consultation to be undertaken and Mangonui concept planning in the pipeline.
Kerikeri Sculpture	7,826	9,000	1,174	1,174	Works completed. Awaiting final invoice
State Highway 12 Opononi	-	90,550	90,550	90,550	Work programmed to start in September 2019 by Broadspectrum and approved in RAMM.
Parks & Reserves Northern	3,934	41,927	37,993	37,993	Project delivery is dependent on THCB
Amenity Lighting Northern	9,517	47,370	37,853	20,456	All unspent budget under NEW WORKS are to be carried forward as the Community Board has a concept planning/design for project in Centennial Park which has a component of amenity lighting. Cancel RENEWALS.
Footpaths Eastern Ward	63,391	320,794	257,403	185,699	Started with the renewals program in March 2019. All work programmed and approved in RAMM with the contractors.
Footpaths Northern Ward 141332	26,894	254,008	227,114	137,853	Started with the renewals program in March 2019. All work programmed and approved in RAMM with the contractors.
	-	-	-	66,074	CB Resolution to allocate to Centennial Park
Footpaths Western Ward	46,355	135,825	89,470	86,666	Started with the renewals program in March 2019. All work programmed and approved in RAMM with the contractors.
Taipa Maritime	-	23,400	23,400	23,400	Additional funding being requested in 19/20 AP
Horeke Maritime	-	3,192	3,192	3,192	FNHL are currently preparing capital works program for Hokianga Harbours. Delivery dependent on barge availability
Kohukohu Maritime	-	34,900	34,900	34,900	FNHL are currently preparing capital works program for Hokianga Harbours. Delivery dependent on barge availability
Kohukohu Hall	157,856	171,040	13,184	13,184	Builder is still finishing off expect final invoice in August
Oruru Hall	106,052	196,724	90,672	90,672	This project is stalled due to a shortfall in budget, we are looking at targeted rate to complete project. Community consultation will be required. Budget still required
Horeke Hall	124,489	166,008	41,519	41,519	Final Invoicing being paid
State Hwy 11 Haruru Falls Footpath	-	27,076	27,076	27,076	Work may be completed as part of Provincial Growth Fund. Retain funds until this is known
Accessible Carparks Eastern	1,693	10,363	8,670	8,670	WIP
Accessible Carparks Northern	3,491	10,363	6,872	6,872	WIP
Accessible Carparks Western	-	10,363	10,363	10,363	WIP
Disability Access Halls Eastern	8,992	52,000	43,008	43,008	To be amalgamated with 19/20 planned program of works determined by the accessibility survey
Disability Access Halls Northern	46,827	52,000	5,173	5,173	To be amalgamated with 19/20 planned program of works determined by the accessibility survey
Disability Access Halls Western	14,208	52,389	38,181	38,181	To be amalgamated with 19/20 planned program of works determined by the accessibility survey
Disabled access Toilets Eastern	5,873	20,716	14,843	14,843	To be amalgamated with 19/20 planned program of works determined by the accessibility survey
Disabled access Toilets Western	9,204	10,230	1,026	1,026	To be amalgamated with 19/20 planned program of works determined by the accessibility survey
Te Hiku Hub Sports Fields	665,715	909,210	243,495	243,495	The Contract has experienced delays due to inclement weather and of late the additional scope of the loop footpath
Kaitia Parks & Reserves	6,895	27,715	20,820	20,820	Dependent on THCB concept plan for Centennial Park
Okaihau Parks & Reserves	624	28,556	27,932	27,932	Work commenced. Delayed due to re-scoping.
Moerewa Parks & Reserves	39,225	309,367	270,142	270,142	Physical works to be done after winter to reduce risk of damage to the fields
Disabled access Toilets Northern	32,291	33,900	1,609	1,609	To be amalgamated with 19/20 planned program of works determined by the accessibility survey

Kaimaumau Public Toilet	6,229	182,756	176,527	176,527	The project will be co funded by both TIF and FNDC. Tender has been awarded and waiting for confirmation from Operations that the construction works can go ahead. Money will be spent before December 2019
Ohaeawai Public Toilet refurbishment	160,981	169,935	8,954	8,954	Project is mostly complete, just some bike racks to install.
Marlin Wharf Maritime	-	115,846	115,846	115,846	Need to have discussion with FNHL regarding this in conjunction with Clansman
Ahipara Parks & Reserves	81,388	117,174	35,786	35,786	Works delayed due to inclement weather
Kerikeri Parks & Reserves	1,987	93,367	91,380	91,380	Refurbishing the domain playground
Ramp Road Public Toilet	78,313	110,000	31,687	31,687	TIFF Seasonal toilet to be made available in 19/20
Mobile Toilets (Temporary Facilities)	66,986	147,000	80,015	80,015	TIFF Seasonal toilet to be made available in 19/20
Community Hub Kaikohe	-	1,000,000	1,000,000	1,000,000	Expect to CF in new FY
Footpath Kaitaia-Donald Rd-Hillcrest Rd	12,220	87,850	75,630	75,630	Works commenced and funds committed
Footpath Kerikeri-Cobham Rd-Hone Heke-Mill Lane	8,308	12,206	3,898	3,898	Works commenced and funds committed
Footpath Oahikau-Horeke Rd Unsubsidised	57,836	58,175	339	339	Contingency to be carry forward and used for New Footpaths in 141333.1.1.4917
Pahia I-Site Refurbishment	1,260	9,266	8,006	8,006	Depends on DOC agreement to sharing the i-SITE
Total Community Services				3,228,944	
Stormwater	Actual	Forecast 18/19	Variance	Budget to be carried forward	Reason for carry forward
Floodgates	11,893	94,823	82,930	82,930	Limited in carrying out this work due to availability of resources. Additional resurces will be available in the coming FY 19/20
Stormwater Minor Capital Works	385,519	647,796	262,277	75,000	Council Resolution 2019/10. Deferred due to delays with expenditure approval and procurement
				33,933	Deferred due to contractor requiring resource consent for dumpsite, now underway
				83,712	Deferred due to weather as site is particularly wet
				24,750	Deferred due to contractor workload and will be completed after Landing Road
				15,883	Deferred due to contractor workload and will be completed after Hone Heke Road and Fairlie Crescent
				28,999	Multiple minor projects have been deferred due to contractor workload and in prioritisation of more significant projects. This includes 59 Taumatawiwi Street drainage (\$3k), 58 Hone Heke Road catchpit (\$8k), 45 Donald Road replacement (\$10k), 57 West Road culvert (\$4k) etc.
Opononi/Omapere Stormwater Imps	-	61,703	61,703	61,703	Deferred due to delays with the contractor's workload and wet weather
Kaitaia Commerce Street Stormwater Line	-	133,118	133,118	133,118	Limited in carrying out this work due to availability of resources. Additional resources will be available in the coming FY 19/20 Funding for the 19/20 FY (\$336k) needs to be available to complete the work
Ahipara Tasman Heights Stormwater Line	152,390	243,946	91,556	91,555	This has been marked for the final stage of Tasman Heights as Kaka Street was completed under another budget. Deferred due to contractor workload.
Stormwater Imps Moerewa	-	181,840	181,840	181,840	Includes PR241070 \$50K Budget & NRC Contribution \$50K. Total works for stormwater crossing Plunket Street = \$268K. Balance of funding to come from NRC \$50K & PR241026 \$36,160
LiDAR Renewal	-	50,722	50,722	50,722	There has been a delay in invoicing by NRC, expected to receive invoice August
Kawakawa Hundertwasser Memorial Park SW Realignment	5,580	469,647	464,067	422,922	Realignment of SW lines required to accommodate Te Hononga project
3 Redan Terrace Kaitaia Stormwater Diversion	-	16,384	16,384	16,384	Contractor received PO for the work but due to other work pressures was not able to get the job done until June and invoiced in July
Stormwater 53-55 Landing Road Kerikeri	-	18,566	18,566	18,566	This is a contribution as part of a subdivision, the drain upgrade was left until the end however is finally close to completion
Total Stormwater				1,322,017	

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Regulatory Services	Actual	Forecast 18/19	Variance	Budget to be carried forward	Reason for carry forward
Dog Pound Northern	75,991	586,535	510,544	510,544	Delays due to identification of suitable location & cost
Dog Pound Southern	205,956	218,263	12,307	12,307	Delays due to identification of suitable location & cost
		Total Regulatory Services		522,851	
Refuse	Actual	Forecast 18/19	Variance	Budget to be carried forward	Reason for carry forward
Kaitia Transfer Station	125,527	358,937	233,410	233,410	Tender awarded and works commenced.
Eastern Transfer Station Upgrades	21,115	25,000	3,885	3,885	Oil separators for bulk rubbish sites as per NRC Abatement notice
Northern Transfer Station Renewals	9,299	22,008	12,709	12,709	Oil separators for bulk rubbish sites as per NRC Abatement notice
Western Transfer Station Upgrades	-	25,000	25,000	25,000	Oil separators for bulk rubbish sites as per NRC Abatement notice
		Total Refuse		275,004	
Customer Services	Actual	Forecast 18/19	Variance	Budget to be carried forward	Reason for carry forward
Library Stocks	9,871	11,880	2,009	2,008	Represents orders placed for titles not yet published \$50,313.08 and the underspend intended for the Kawakawa Library refresh \$17,487.61
Libraries Archives Project	-	213	213	213	Planned to be spent by 30/6 however actual spend is dependent on items being delivered which cannot be forecast - any budget unspent at 30/6 will be carried forward
Hokianga I Site Building	-	1,328	1,328	1,328	Signage doesn't require upgrading at this stage, would like to defer until 2021/22
Information Centres	-	19,793	19,793	19,793	A co-location with DOC is being investigated, until a decision is made as to whether we go ahead or not - refurbishment on hold. A decision will be made early in FY 2019-2020
Library Stocks - Adult Fiction	73,847	96,725	22,878	22,878	Represents orders placed for titles not yet published \$50,313.08 and the underspend intended for the Kawakawa Library refresh \$17,487.61
Library Stocks - Adult Non Fiction	47,665	75,598	27,933	27,933	Represents orders placed for titles not yet published \$50,313.08 and the underspend intended for the Kawakawa Library refresh \$17,487.61
Childrens/Young Adults	34,901	44,867	9,966	9,965	Represents orders placed for titles not yet published \$50,313.08 and the underspend intended for the Kawakawa Library refresh \$17,487.61
Library Stocks - Large Print	11,315	13,200	1,885	1,884	Represents orders placed for titles not yet published \$50,313.08 and the underspend intended for the Kawakawa Library refresh \$17,487.61
Library Stocks - Talking Books	7,270	7,920	650	649	Represents orders placed for titles not yet published \$50,313.08 and the underspend intended for the Kawakawa Library refresh \$17,487.61
Library Stocks - Archive Collection	890	1,664	774	773	Represents orders placed for titles not yet published \$50,313.08 and the underspend intended for the Kawakawa Library refresh \$17,487.61
Libraries eBooks	39,897	44,495	4,598	4,597	Planned to be spent by 30/6 however actual spend is dependent on items being delivered which cannot be forecast - any budget unspent at 30/6 will be carried forward
Horizon Library System Upgrade	-	137,863	137,863	137,863	Capex budget c/fwd to 19/20 FY to be diverted to Opex budget Kotui
Paihia I-Site Refurbishment	1,260	9,266	8,006	8,006	A co-location with DOC is being investigated, until a decision is made as to whether we go ahead or not - refurbishment on hold. A decision will be made early in FY 2019-2020
Kaikohe Library	86,091	86,673	582	581	Required for book ends, shelving and lino in entranceway

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Opononi I Site building	-	6,000	6,000	5,000	Signage to be ordered in June 2019. Flag will be replaced in 2019/20 FY. Unless flag pole is damaged, will not need replacing for at least another 5 years (\$5K to be carried forward)
Rawene Service Centre	50,747	133,214	82,467	82,467	Budget has split over 18/19 and 19/20 for SC fitout and currently confirming with Council how this project will proceed. Carry forward to amalgamate with 19/20 budget
Total Customer Services				325,938	
Wastewater	Actual	Forecast 18/19	Variance	Budget to be carried forward	Reason for carry forward
East Coast WWTP Resource Consent	4,952	10,000	5,048	5,048	June 2019 - RC hearing to be held but costs expected after 1 July
Opononi Resource Consent	2,828	86,000	83,173	83,172	Application being lodged May 2019 - need to retain budget until notification requirements determined - spend expected in Sept/Oct
Kerikeri Wastewater Infrastructure	5,211,193	14,844,283	9,633,090	9,633,089	Design Delays Additional funding will be required. Current indication is that the budget will be exceeded by between \$1.5 and \$1.8M
Paihia TP Improvements	2,331,038	2,943,024	611,986	611,985	All funds are either committed to the contract or consultancy works, unfortunately due to the short contract start-up period before financial year ending not all PO's were able to be completed to commit funds.
District Wide Sludge Management	36,803	291,444	254,641	254,641	This is carried forward each year
Kawakawa Hundertwasser Memorial Park Pipeline Realignment	-	201,086	201,086	181,079	WW pipe realignment related to Te Hononga project
Total Wastewater				10,769,014	
Water	Actual	Forecast 18/19	Variance	Budget to be carried forward	Reason for carry forward
Opononi New Water Source	9,895	50,000	40,105	5,403	Required for professional services from hydrogeologist, he is going to respond to questions that NRC have asked about our resource consent.
Rawene/Omanaia Water Supply Scheme	2,420,319	2,886,494	466,175	466,175	Project will be nearing completion
Water New Minor Upgrades	-	282,890	282,890	282,890	Suppliers unable to deliver ordered assets until late calendar year
Structural works Kawakawa WTP	275,126	533,561	258,435	109,456	Work commenced Topup from 571141. A PO has been issued, but initial delays resulted in a late start on site. Work is currently taking place on site with an estimated completion date of June. The carry over is for the final progress claim which will come thru at the end of June/July
District Wide Reservoirs Structural Works	1,846	142,600	140,754	140,754	To be used to complete capital works arising from inspections which are currently underway and expected to be completed by 30/06. Work would be undertaken in 19/20
Kawakawa Tirohanga Borefield	920	66,000	65,080	65,079	P064991 was issued on 29.05.19
Kauri Creek Dam Monitoring Bores	-	23,880	23,880	23,880	Delays due to availability of contractor & project manager, weather and engineers rethinking of requirements for the piezometer bores/location. Their report didn't come through until May 2019
Kaitaia Awanui Intake Improvements	1,708	185,000	183,292	183,292	Project requires PB approval in Sep. If approved work will possibly start in Oct / Dec completion date.
Kerikeri Mawson Ave Reticulation	43,962	396,000	352,038	225,720	Impacted by Waipapa roundabout delivery to timing. Funds transferred from 571170 & 571142
Water Main Greenacres Drive Kawakawa	74,956	105,000	30,044	30,044	timing of works had to be coordinated with roading contractor, weather unsuitable for sealing contributing to carry forward
Rawene/Omanaia Water Treatment Plant Power Supply	-	48,958	48,958	48,958	Work to be completed in August/September
Total Water				1,581,651	

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Roading					
Subsidised					
141 - Emergency Works and Preventative Maintenance				1,036,641	All works are subsidised under the NZTA Year 1 of the 3 year programme 2018-21. Funds are required to complete works. NZTA have agreed to carry forward.
212 - Sealed Road Resurfacing				17,911	
213 - Drainage Renewals				22,607	
214 - Pavement Rehabilitation				165,979	
215 - Strucutres Component Replacement				375,836	
222 - Traffic Services Renewals				11,788	
324 - Road Improvements				85,169	
341 - Minor Improvements				3,187,742	
Unsubsidised					
Unsubsidised Works				988,885	Unsubsidised Works for Cycle Trail, Community Board Lighting
			Total Roding	5,892,557	
		TOTAL CARRY FORWARDS		26,178,452	

Summary

	Application of Capital Projects		Funding				
	New Works	Renewal Works	Loan	Reserves	Depreciation	Subsidy	Other Contributions
Corporate Services	801,026	1,459,450	801,026	-	1,459,450	-	-
Infrastructure & Asset Management							
Community Services	1,890,104	1,338,840	725,914	-	1,248,840	222,503	1,031,687
Stormwater	1,076,486	245,531	1,007,462	-	245,531	-	69,024
Refuse	116,572	158,432	116,572	-	158,432	-	-
Water	1,439,563	142,088	973,388	-	142,088	466,175	-
Wastewater	8,366,679	2,402,335	3,452,539	-	2,402,335	4,914,140	-
Roading	3,605,053	2,287,503	1,790,419	352,458	513,256	3,236,424	-
District Services							
Regulatory Services	522,851	-	516,271	-	-	-	6,580
Customer Services	4,621	321,317	4,621	-	321,317	-	-
	17,822,956	8,355,497	9,388,213	352,458	6,491,250	8,839,241	1,107,291

11.2 DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER DURING THE ELECTION PERIOD

File Number: A2608403

Author: Aisha Huriwai, Team Leader Governance Support

Authoriser: William J Taylor MBE, General Manager - Corporate Services

PURPOSE OF THE REPORT

The purpose of the report is to request that Council delegate its responsibilities under the Local Government Act to the Chief Executive for the period between the last Council meeting and the new Council's inaugural meeting (approximately 26 days).

EXECUTIVE SUMMARY

- The last scheduled Council meeting this triennium is 3 October 2019.
- Election day is 12 October 2019.
- The official results of the election will be notified between 12 – 23 October 2019.
- The Inaugural Council meeting is scheduled for 31 October.
- The report seeks Council's formal approval for the delegations to sit with the Chief Executive during the period 4 – 30 October 2019 so as to ensure decisions can continue to be made during this period.

RECOMMENDATION

That Council:

- a) **Delegates all of its responsibilities, duties, and powers, other than those that are statute based, to the Chief Executive from 4 October 2019 until 30 October 2019. This will be subject to a requirement that the Chief Executive Officer:**
- i. **may only attend to those matters that cannot reasonably await the first meeting of the new Council and;**
 - ii. **shall report any decisions made beyond his usual delegation to the first ordinary meeting of the new Council.**

1) BACKGROUND

Council needs to consider arrangements to ensure the effective and efficient conduct of Council's business during the period between the Council's last meeting until the first meeting of Council when the Mayor and members are sworn in (from 4 - 30 October 2019).

2) DISCUSSION AND OPTIONS

To delegate Council's responsibilities to the Chief Executive Officer in this interim period is standard practice throughout New Zealand and has been for the Far North District Council since 2004. In previous years legal advice has recommended that Council make this delegation to the Chief Executive Officer of all its responsibilities, duties, and powers as recorded in Clause 32(1) of Schedule 7 of the Local Government Act;

"Unless expressly provided otherwise in this Act, or any other Act, for the purposes of efficiency and effectiveness in the conduct of a local authority's business, a local authority may delegate to a committee or other subordinate decision-making body, community board, or member of office of the local authority any of its responsibilities, duties or powers except -

- (a) the power to make a rate; or
- (b) the power to make a bylaw; or

- (c) the power to borrow money, or purchase or dispose of assets, other than in accordance with the long-term plan; or
- (d) the power to adopt a Long Term Plan, Annual Plan or Annual Report; or
- (e) the power to appoint a Chief Executive; or
- (f) the power to adopt policies required to be adopted and consulted on under this Act in association with the Long Term Plan or developed for the purpose of the Local Governance Statement.
- (g) Repealed
- (h) The power to adopt a remuneration and employment policy."

Reason for the recommendation

To ensure the effective and efficient conduct of Council business during the election period.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

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	This report is of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Although this is standard practice, there is no legislation to support the decision. Clause 32(1) of Schedule 7 of the Local Government Act however is referenced as the specific legislation that states the powers that cannot be delegated to any subordinate decision making body, community board or member of office of the Far North District Council.
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 is of district relevance.
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.	There are no implications on māori in shifting delegations from the Council to the Chief Executive.
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 (for example, youth, the aged and those with disabilities).	This report requests the delegation be shifted from the Council to the Chief Executive Officer and does not impact any other persons.
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications or need for budgetary provisions.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.

12 CHIEF EXECUTIVE OFFICER**12.1 CEO REPORT TO COUNCIL 01 JUNE 2019 - 31 JULY 2019**

File Number: A2602047

Author: Sam Chapman, Accounting Support Officer

Authoriser: Jaime Dyhrberg, Executive Officer

PURPOSE OF THE REPORT

The purpose of the report is to present the CEO Report to Council: 1 June 2019 to 31 July 2019 for Council's consideration.

EXECUTIVE SUMMARY

The CEO Report to Council is a summary of Council activities, presenting an overview across all activities that Council undertakes. We have placed emphasis on relevant issues and pressures Council is experiencing whilst meeting its objectives to the community.

RECOMMENDATION

That the Council receive the report "CEO Report to Council 01 June 2019 - 31 July 2019".

BACKGROUND

The CEO Report to Council is attached and covers a detailed overview of progress against Council's activities. His Worship the Mayor and Councillors' feedback is welcomed.



DISCUSSION AND NEXT STEPS

This report is for information only.

FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications or budgetary provision needed as a result of this report.

ATTACHMENTS

1. CEO Report to Council_1 June - 31 July - Version 1 - A2604302  



Chief Executive Officer's Report To Council

Period: 1 June 2019 – 31 July 2019

Key Work Plan Areas:

CEO Office

Strategy

Governance

Corporate

Operations

Infrastructure and Asset Management Services

Introduction

Welcome to this CEO report, which provides an overview on the Council's activities for the period
1 June 2019 – 31 July 2019.

Welcome to the latest summary report of Council activities

Introduction from Darrell Sargent, Acting Chief Executive

The reporting period takes place at the end of one financial year and the beginning of another. As such, this report is characterised by reporting on initiatives that have come to fruition and those initiatives that will set the Council up for success for the year ahead.

Most notably, there has been a significant increase (26%) in the participation in the annual Organisational Survey. The survey covers perceptions of leadership, progress, direction, and engagement. The increased participation in itself is a marker of high engagement. When placed in the context that there has been an improvement in all survey areas, points to an organisation that believes it is a progressive council.

This perception has been reinforced by the preliminary feedback from the CouncilMARK shadow review. The shadow review was a Council-initiated exercise to gain an independent mid-point review on our progress since the 2017 CouncilMARK assessment. The shadow review took place on 29-30 July and involved two leads commissioned by LGNZ – one involved in the 2017 assessment and the other evaluating our improvement plan of 34 initiatives ahead of the next full assessment in April 2020. The assessors were supported by two observers from LGNZ. The immediate feedback was that the entire review team were impressed by the clarity and purposefulness of our improvement plan, the high levels of staff engagement over the two days, the progress made to date, and our desire to address the findings from the 2017 assessment.

Looking forward to our new financial year, planning for recruitment of increased staffing establishment is well advanced. The additional staffing will be pivotal to our success in the year ahead. There is a staggered recruitment programme to ensure we put sufficient effort into getting the right people for the job.

The release of the Pre-election Report was another highlight this reporting period. The Pre-election Report tells our story in a way that is compelling for prospective candidates. This involved the use of infographics, full use of te reo Maori in headings and sub-headings, and an overriding narrative about the affordability challenges for the future provision of core infrastructure.

Far North 2100 is our primary means to engage the community on these challenges and to co-create a sustainable future for our District. In June this initiative moved into the spotlight with a full round of community engagement events with iwi and hapu, and with organisations that can have an influence on the future well-being of the District. These workshops were a significant first step to address the strategic dissonance that has led to underinvestment by the public sector and a failure to fully utilise the economic and social capital that exists in our communities.

Growth in the District appears to be slowing down a little with resource consent and building consent numbers starting to return to four-year averages. It should be noted that the four year averages now include a period of sustained growth. Actual consenting levels have been relatively stable throughout the year. We will continue to closely monitor the situation and continue to embed the improvement programme tied to the BCA re-accreditation.

CEO Office

People and Capability

Strategic Policy and Planning

Strategic Policy and Planning new structure is currently in the recruitment phase, with key leadership appointments made during June and July 2019.

Other Business

Collective Bargaining has resulted in ratification meetings being held with PSA members on 24 and 25 July 2019. PSA members will then have two weeks to consider and vote on the proposed Collective Employment Agreement and Terms of Settlement.

The revised Reward and Recognition scheme has been updated and rolled out 8 July 2019.

As part of the adoption of the Annual Plan, the Council will be recruiting 21 key roles to ensure we deliver to our key programmes of work in infrastructure, engagement, compliance and customer experience. The recruitment will be staggered over the next few months.

Organisational Survey 2019

236 staff completed the organisational survey in June. This is a significant increase in the response to the 2018 survey which drew 188 respondents.

Initial analysis of the 2019 staff feedback indicates an overall improvement and in employee engagement. The results will inform performance development plans in all operational groups.

KPIs for 2019/2020

Teams have been drafting their goals for the new financial year pending confirmation of the Chief Executive's KPIs at the end of August.

These will then be aligned with the goals cascaded down through the leadership teams. Supported through progressive learning initiatives in personal development plans, it is anticipated that all staff performance and improvement activity will be confirmed by late August.

Climate Change

A series of LGNZ Climate Change webinars has been attended by staff.

These events highlighted the future impact for communities and challenges for councils.

Health, Safety & Wellbeing

Summary of Activities

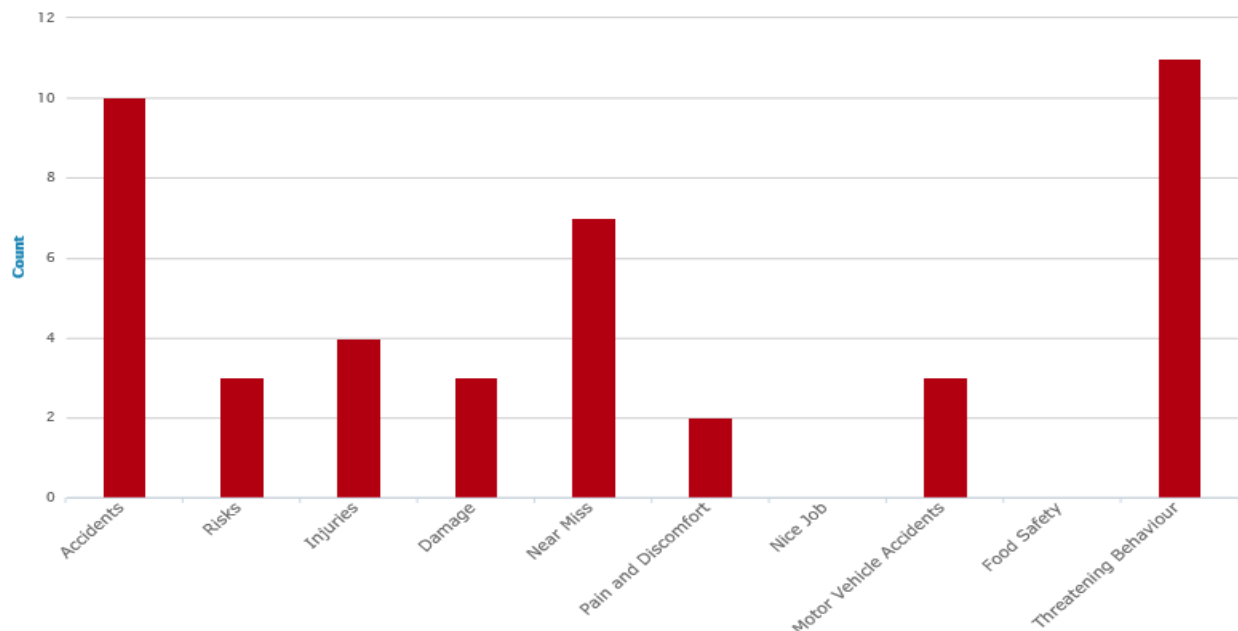
- Kaikohe HQ Security review paper approved by SLT in July, project to commence in August
- Health and safety representatives visited Fonterra's Kauri factory during the period, which will lift representative's confidence and understanding in operational safety matters
- Customer Conflict Awareness training provided during June with attendance from over forty staff, across twelve teams
- Return to Work Rehabilitation Policy and Stress Management Guidelines released to staff
- A Lost Time Injury occurred during the reporting period, being a manual handling task

PeopleSafe Stories Types during the reporting period

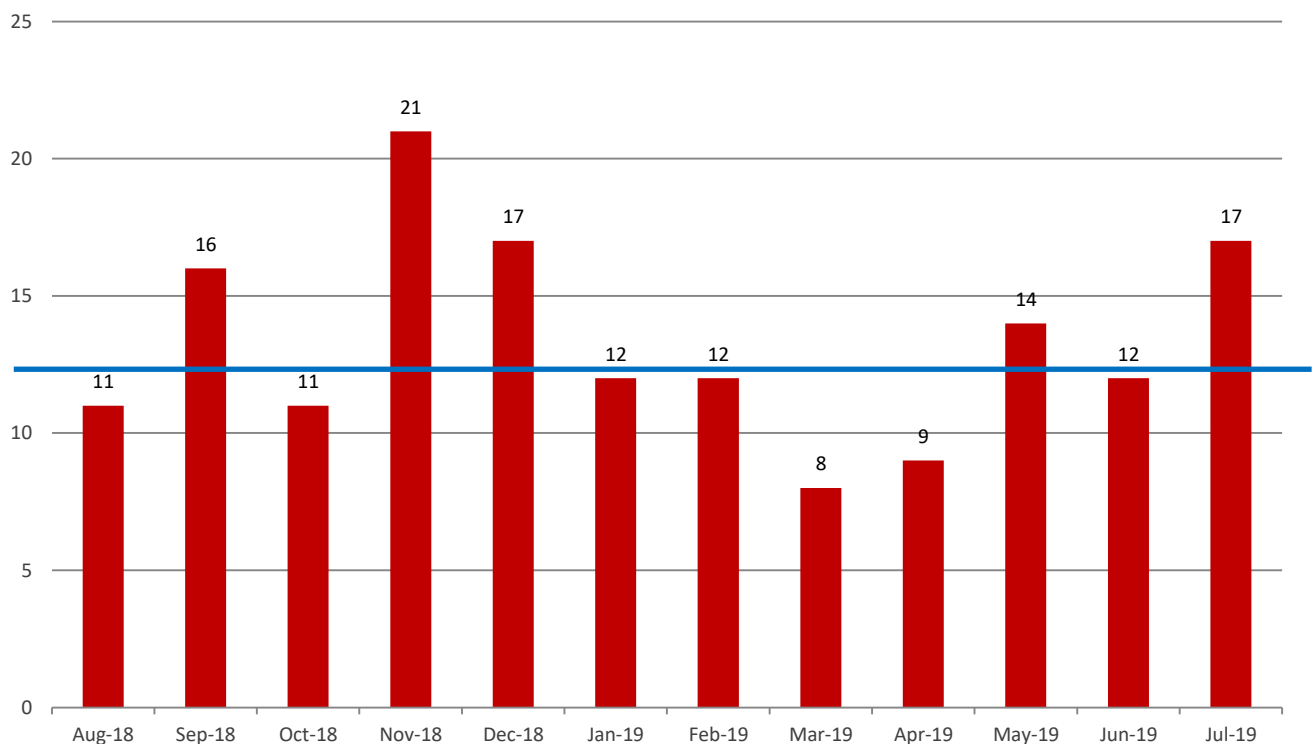
Far North District Council



Stories Report Summary



PeopleSafe Stories Told 2018/2019 – 12 Month Rolling including average incidents per month



Over June and July 2019, PeopleSafe stories have been told covering 43 incident types.

Staffing, Salaries and Training

Current Staffing Levels

Actual Full Time Equivalent (FTE) at 31 July 2019	2018-19 Annual Plan Establishment (FTE)
312.66	377

Salaries and Training 2019-2020

<ul style="list-style-type: none"> Financial Performance as at 31 July 2019 	<ul style="list-style-type: none"> YTD Actual 	<ul style="list-style-type: none"> YTD Budget 	<ul style="list-style-type: none"> YTD Actual vs Budget 	<ul style="list-style-type: none"> Annual Budget
Salary Costs	\$1,993,203	\$2,211,051	\$217,848	\$28,743,646
Training Costs	\$32,198	\$58,772	\$26,574	
<ul style="list-style-type: none"> Training as a % of Salaries (Sector average is 4%) 	1.50%	0.2%		

Vacancies

As at **31 July 2019** FNDC held the following part time and full time permanent vacancies:

Department	Vacancies currently being recruited (FTE)	Vacancies pending Recruitment
CEO/Communications/People & Capabilities	2.0	2.2
Corporate Services	4.0	7.85
District Services	4.0	9.82
Infrastructure & Asset Management	7.0	6.0
NTA	4.0	2.5
Strategic Planning & Policy	4.0	6.33
FNDC TOTAL (FTE) * includes part time & full time permanent staff	25.0	34.7

Includes 21 additions as per Annual Plan, recruitment to be staggered over the next few months.

Communications

Media releases

Ten media releases were issued about:

- The appointment of Will Taylor MBE to the position of General Manager – Corporate Services
- Renovations at two community halls in Hokianga
- New technology that could half the cost of repairing subsidised roads
- The lifting of water restrictions in Kaitaia and parts of Hokianga
- A Council decision to investigate more affordable dog shelter options
- A milestone for the Council's property file digitisation project
- Efforts to save a historic Moreton Bay fig tree on Russell waterfront
- A financial contribution agreement with the developer of a retirement village in Kerikeri
- An opportunity for the public to comment on a Mangonui waterfront concept plan
- The relocation of a bus stop on Cobham Road, Kerikeri

The team fielded 35 media enquiries. Animal management issues, including dog attacks, were the single largest subject of interest, accounting for 11 enquiries.

Other outputs

Communication products produced included:

- One quarterly *Creating Great Places* newsletter that was posted to 26,000 ratepayers with rates bills
- Two monthly *Creating Great Places* newsletters, which were published in *The Northern Advocate* and *The Northland Age* as full-page newspaper adverts
- Creating Great Places-branded radio and digital adverts
- 38 Facebook posts promoting Council projects and initiatives
- 170 new 'likes' of the Council's Facebook page
- Four issues of *Great People*, a fortnightly newsletter that celebrates Council staff and their achievements on behalf of elected members and communities

Support to the Mayor

Support to the Mayor in writing four newspaper columns about:

- Two national industry events held in the Far North
- Far North Holdings Ltd projects
- Community wellbeing
- Council projects in 2019/20

Strategy

Planning

Annual Plan

The Annual Plan for 2019/20 was adopted at the June Council meeting. Work has now begun on the 2020/21 Annual Plan.

Pre-election Report

The pre-election report for 2019, at the time of this report, was nearing completion with publication timed for the first candidate evening at the beginning of August 2019.

Revenue Review

Two workshops were completed for the revenue review during June and July 2019, with good progress made against the aim of establishing Elected Member preferences prior to the election in October 2019.

The outgoing Council's conclusions will be considered by the incoming Council with any resulting proposal(s) being made to the public as part of a Long Term Plan amendment and consultation.

Strategy Development, Bylaws and Policies

Far North 2100 District Strategy

On 13 June 2019 a Te Ao Māori Workshop was held at Kohewhata Marae with staff and elected members as a precursor to a joint workshop on the Far North 2100 District Strategy.

On 20 June 2019 a collaborative workshop with iwi and hapū representatives and elected members was held in Council Chambers to develop a further prototype for the Far North 2100 District Strategy.

The outcome of the two workshops was an updated Far North 2100 document that was shared with iwi and hapū representatives invited to both workshops asking for feedback.

Using the Far North 2100 prototype as a starting point, staff are now working on the development of a discussion document which is drawing on the available and relevant data sources that will be used to inform the discussion document.

The discussion document will be co-authored with iwi and hapū representatives at a workshop hosted by Ngāti Hine on 19 August 2019.

The final discussion document will be brought to the October 2019 Council meeting for approval to go out for consultation.

Climate Change

On 27 June 2019 Council gave approval for staff to submit on the Climate Change Response (Zero Carbon) Bill. The submission was lodged on 15 July 2019.

Staff also contributed to a joint submission on the above Bill from the Tai Tokerau Councils Climate Change Adaptation Group (TTCCAG). We are playing an active part in the TTCCAG by participating in the planning of the development of a regional climate change adaptation strategy and a supporting implementation plan. The Council is hosting the next TTCCAG group meeting on 15 August 2019.

District Transport Strategy

A project board meeting was held for the District Transport Strategy on 10 July 2019. The board reviewed and approved the way forward for engagement with strategic stakeholders and iwi and hapū partners on the development of the District Transport Strategy.

Initial work on the development of the District Transport Strategy commenced. This included;

- A problem definition workshop with iwi and hapū partners and strategic stakeholders
- The development of an investment logic map and benefits map

The two deliverables will contribute to the development of a draft District Transport Strategy which will be brought to Council for approval to go out for consultation.

The development of the District Transport Strategy is on target to meet the timeframes of the Regional Land Transport Plan.

Strategic Relationships Survey

A survey of 47 strategic partners and stakeholders was conducted over the months of May and June 2019. The survey posed eight statements where the respondent was asked to score on a scale from strongly disagree to strongly agree.

17 responses were received with 55% of the responses to the eight statements scored in the range of agree to strongly agree.

A paper on the survey results was submitted to the Governance and Strategic Relationships Committee in July 2019. The Committee resolved to accept the paper and to approve the recommendations in the report aimed at growing and improving Councils strategic relationships.

Bylaws and Policies

On 28 June Council approved a plan to address the automatic revocation of bylaws. The next steps for the program of work are:

- A new Land Drainage Bylaw (consultation running from 1 July to 9 August 2019)
- A new Control of Earthworks Bylaw (consultation from 8 July to 9 August 2019)
- A facilitated workshop aimed at developing a set of guidelines and a best practice approach to speed up the review of all bylaws moving forward

On 28 June 2019 Council adopted administrative changes to the Speed Limits Bylaw that went out for consultation in May 2019.

Staff are submitting a paper to the August Council meeting recommending that, for the first tranche of consultation on speed limit changes, the following roads and areas will be consulted on first:

- Waimate North Road;
- Springbank School (Waimate North Road); Oromahoe School (Oromahoe School Road);
- Wiroa Road west of State Highway 10, including the intersection with the Airport; and
- Te Rangi Aniwikiwa (Quarry Road Kaitaia).

The Audit Finance and Risk Committee adopted a new Risk Management Policy at its July 2019 meeting.

Iwi/ Hapū Relationship Agreements

The following events occurred across the reporting period that contributed to growing and enhancing Council's relationships with current and future Memorandum of Understanding (MoU) partners:

- Meetings with the Ngāti Hine MoU steering group and strategic governance group
- A meeting with Te Kahu o Taonui (Taitokerau Iwi Chairs Forum) to consider a collaborative Regional Housing Initiative
- Iwi and hapū representatives were invited to Far North 2100 engagement events in June 2019

Council recommended the Ngāti Rehia Provincial Growth Fund application be supported by the Tai Tokerau Northland Economic Action Plan Advisory Group.

Council is represented on the Healthy Families Senior Leaders Group. The contract for delivery has shifted from Te Rūnanga o Te Rarawa to Te Rūnanga O Whaingaroa. The first meeting was held 3 June 2019.

The Te Oneroa-a-Tōhē technical steering group has been supporting the Te Oneroa-a-Tōhē Beach Board to undertake public consultation at a number of venues across Te Hiku. These will continue over July and August 2019.

Council is supporting the feasibility study for the Far North Water Project, the funding is from a Provincial Growth Fund application by NgaiTakoto. A working party has been developed consisting of Northland Regional Council, Far North District Council, Ministry of Primary Industries, Department of Conservation, NgaiTakoto, Ngati Kuri and local and industry representatives. The first meeting and initial consultant briefing took place 3 June 2019. The next workshop is scheduled for August 2019.

The staff have been invited to join a Whenua Maori Programme Interagency Group, set up by Te Puni Kokiri. The first meeting took place on 24 July 2019 and initial focus is on three housing projects with Iwi/hapū in the Far North –Te Hiku, Whangaroa, and South Hokianga.

Community Wellbeing

Community Development

Staff and the community have been revising the Kohukohu Community Plan. The plan will be presented at the next Kaikohe-Hokianga Community Board meeting.

The Broadwood Community Plan was adopted by the Kaikohe-Hokianga Community Board on 5 June 2019.

Community development support was provided for a filming day as part of the Local Elections campaign. Groups from Far North REAP, Kaitaia College and Te Hiku Hauora Youth Space were featured in the filming schedule.

The Kai Ora Fund has been nominated for an Economic Development NZ award by Northland Inc. The fund is a partnership between Te Tai Tokerau Primary Health Organisation Manaia Health (now known as Mahitahi Houora), Far North District Council, Whangarei District Council, Kaipara District Council, Te Puni Kokiri, Northland Inc and the Northland District Health Board. The Fund was instigated by Far North District Council and the Primary Health Organisation, with other partners joining over time.

Two Far North Youth Council representatives participated in NZ Youth Parliament.

Three Youth Council and Youth MP Representatives attended the Far North 2100 Summit held at Kaikohe Council Chambers on 26 June 2019. Staff also attended the July 2019 meeting of the Far North Youth Council to gather further youth feedback.

25 youth from the Far North travelled to Wellington for four days to attend the Festival for the Future Youth Conference, a youth council networking event at the Wellington Mayoral Office, and a parliamentary tour.

The Ministry of Youth Development granted \$25,000 to the Council toward continuation of our youth development programmes, and the final reporting for the previous year's grant was successfully submitted.

Community Placemaking

The Kaikohe Community Youth Charitable Trust has now raised most of the funding required to build a basketball court on Memorial Park in Kaikohe. Staff are working with the Trust to coordinate the successful launch of the project and assist in securing the remainder of funding needed.

District Planning

District Plan Review

Evaluation reports to support decision making on topics are a key piece of work in the context of making the new District Plan. These reports are required under Section 32 of the Resource Management Act 1991 and require that planning proposals examine and assess the benefits and costs, and risks of new policies and rules on the community, the economy and the environment.

Staff are working on completing draft s32 reports on 26 different plan topics of varying complexity and depth. Eight of the 26 draft reports will be completed by the end of July 2019, with the remainder due by the end of October 2019.

The Resource Legislation Amendment Act 2017 introduced a further requirement under s32 requiring the report to summarise all advice received from iwi authorities and the response to the advice including any provisions of the proposal that are intended to give effect to the advice.

Spatial planning, including focused 'place planning', is continuing. This involves analysing the most appropriate options to ensure that there is sufficient development capacity (land supply with infrastructure) for housing and business land to meet the expected demands of the district. The collaborative planning technique models and evaluates scenarios for housing and business land supply in each of our growing townships whilst ensuring that broader well beings are factored in determining the most appropriate outcomes for the short medium and long term (3, 10 and 30 years).

Planning Legislation Reform

Central Government announced on 24 July 2019 a large scale package of reform for the Resource Management Act.

The first phase will seek to amend a number of changes from the 2017 Resource Amendment Legislation Bill that have resulted in unwanted outcomes in resource management processes including limiting appeal rights on particular subdivisions.

The second phase represents a comprehensive overhaul of the resource management system. It will seek to change the way that the planning legislation interacts with the Local Government Act 2002, Land Transport Management Act 2003, and the Climate Change Response Act.

Indigenous Biodiversity Identification and Mapping Project

Northland territorial authorities are working collaboratively on a project to identify vegetation considered to be 'Significant Natural Areas'. This is a requirement of the Regional Policy Statement for Northland.

Project mapping at the end of July is approximately 70% complete for the Far North, with an early estimate of up to 980 potential significant natural area sites. Mapping will be followed by assessment against significance criteria and subsequent consultation with potentially affected landowners.

Iwi engagement commenced earlier in the year via the tangata whenua reference group.

Northland Forward Together

Below is a snapshot of the active Northland Forward Together projects that are being progressed by Northland Councils.

Priority is to Regional Economic Development, Four Waters, Provincial Growth Fund, Digital Enablement the 2019 Election Campaign and Potential Centres of Excellence

Northland Forward Together – Snapshot of Individual Project Status and Actions as at 31 July 2019			
Projects	Lead Council	Status	Developments/Actions
Regional ICT Programme	FNDC	In progress	The ICT Managers met with NTA regarding communication tools to assist with workflow and developing a joint response to long term prospects for commonality of IT systems between Northland Councils. The response will take into account the investment made by Councils, and the evolution of the systems. This is planned to be discussed at the October CEs Forum.
Provision of GIS services to KDC	NRC	In progress	A memorandum of understanding and an agreement for the provision of services including a full-time resource to deliver GIS projects to Kaipara has been signed by NRC and KDC. A dedicated person has been recruited and effective delivery begins mid-August 2019.
LIDAR capture for Northland	NRC	In progress	Capture phase of the project is 100% complete. Efforts will now be focused on completion of the processing phase for final deliverables

Projects	Lead Council	Status	Developments/Actions
Four Waters	WDC	In progress and on target (subject to national enquiries)	<p>Ten sub projects: Eight projects in progress and on track Two projects in progress and off track</p> <p>Environmental Engineering Standards (EES) have been completed for WDC and provided to other Councils to adopt or amend per their requirements. Currently waiting for District Plans to introduce new EES. The CE Forum and NFT have been kept up to date on the changes to the water industry. Currently undertaking high level evaluation of service delivery options. Minister of Health has released minor changes to the drinking water standards.</p> <p>NZDWS and RC compliance evaluation introduced in greater detail.</p> <p>An update on recently announced water industry changes will be discussed at the October CEs Forum.</p>
Digital Enablement Plan	Northland Inc.	In progress and on-target	<p>The Digital Enablement Plan has been refreshed: eight projects in four work streams. National funding of Marae digital hubs has been announced with three Northland Marae already connected. More are being supported to engage through TPK for support. The Digital Infrastructure Map requires more information to support an accurate picture following the RB12 extension funding through the Provincial Growth Fund, to guide deployment and provide evidence of need. A regional on-line broadband survey was completed (February/March 2019) with an outcomes report being completed to support the data of the Digital Infrastructure Map. Announcements have been made supporting deployment of regional digital hubs. This work programme is outside the regions DEP and does not have the support of DEG members.</p>

Projects	Lead Council	Status	Developments/Actions
Provincial Growth Fund	WDC	In progress and on-target	<p>As at July 2019, funding announcements have been made for 46 Northland Projects totaling over \$145M. Last month, the PGF invested in the rapid expansion of a labour intensive, high tech hydroponic berry growing operation. Family owned Onyx Capital Limited will receive a loan of \$2.37M for the first phase of expanding its operations, which will see an extra 4 hectares of hydroponic berries, planted and create 45 full-time local jobs. Maungatapere Berries' expansion of its existing small-scale business will help introduce a new export industry into Northland and create a centre for hydroponic excellence for other growers.</p> <p>Key projects currently seeking funding are:</p> <ul style="list-style-type: none"> • Northland Water Storage and Use • Ngawha Industrial Park – feasibility work • Awanui Flood regime • Te Pua o te Wheki • Twin Coast Cycle Trail in association with the Bay of Islands Vintage Railway Trust • Kaihu Valley Rail Trail • Whangarei Roads Projects • Te Tai Tokerau Tourism Strategy
Regional Economic Development	FNDC	In progress	<p>A draft report on Regional Economic Development Service Delivery models which recommended an interim and long term business models, funding and governance arrangements was approved by the CEs at their May 2019 meeting. The Mayoral Forum has requested further work be considered regarding their issues and sensitivities to be included in the report. A draft schedule of issues preventing progress has been drafted, and officers to investigate mitigating actions and treatments plans. The information will be included in the updated report for the next CE and Mayoral Forums.</p>

Projects	Lead Council	Status	Developments/Actions
2019 Election Campaign	NRC	In Progress	The Election Campaign will focus on two phases: Stand and vote. Each Council committing equally to the overall \$40K budget. Overall messaging and creative agreed at CE Forum. Copy and visuals are being worked on with contracted designer. Scripts are being finalised and production to start shortly. Local elections website is being updated. Marketing and communications schedule with dates and channels are being finalized.
Centres of Excellence	FNDC	In Progress	Each council has put forward their initial position regarding services that could be considered for a potential centre of excellence. Each council is now being asked to nominate one service that they could deliver as a centre of excellence. This will be discussed at the next CEs Forum in October 2019.

Corporate

Governance

Local Body Elections

Nominations opened on Friday 19 July 2019 and closed midday on Friday 16 August 2019. Three candidate sessions were held in the three wards in the week of 1 August. These sessions were hosted by the Council, the Northland Regional Council and Election Services Limited.

Key foci of the presentation were:

- Skills and capabilities of an elected member
- Role and responsibilities of the regional and district councils
- Key requirements of the Local Electoral Act for candidates
- Remuneration, time commitments and “after the elections” activities

Key dates to note:

- Delivery of voting documents to households commences on 20 September
- Close of voting is midday on Saturday 12 October
- Public Notice of results – Monday 21 October
- Members come into, or leave office – 22 October
- Powhiri and Inaugural Meeting of Council – 31 October
- Powhiri and Inaugural Meetings of Community Boards – week of the 4 November

Our website is regularly updated with relevant electoral information.

Once the induction and onboarding programme is finalised, all candidates will be advised of key dates to hold in their diaries should they be successfully elected.

Audit & Risk

Risk

The Audit, Risk, and Finance Committee received the Organisational Top 12 Risk's Dashboard at their July meeting. This was accompanied by a number of risk status progress reports for the Committee's information.

The next deep dive risk workshop has been confirmed for 22 August 2019 and will be covering risk number five on the Top 12 Risk Dashboard – on service delivery.

Audit

The Audit, Risk, and Finance Committee approved the development and implementation of an organisational compliance legislation framework, at their July meeting.

The audit and assurance specialist will commence this piece of work and once timelines are confirming for this development and implementation. These dates will be taken back to the Audit, Risk, and Finance Committee.

Information Services and Technology

Property File Digitisation Project

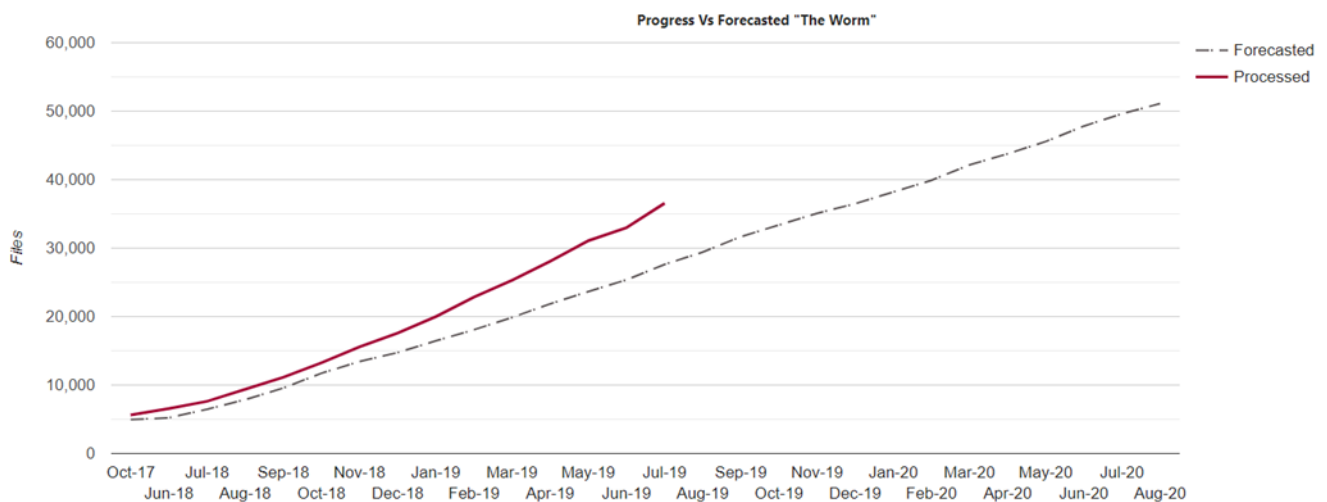
The project is now 71% complete and is progressing well. A total of 36,351 out of 51,104 property files have been scanned to date.

The original project completion date was August 2020. However, this has been revised based on current progress and is now forecast to be completed by April 2020, four months earlier than planned.

The property file request fee was implemented on 1 July 2019. There has been a drop in the number of requests since the June – July period.

Property File Requests:

- June – 744 requests
- July – 382 requests



Back-up Solution Project

The upgrade and replacement of Council's backup has been completed and final handover from Datacom completed during July. This project has delivered on a number of the benefits outlined within the business case.

These benefits are:

- Faster backup service processing – given the large amount of data created by various project – namely the Property File Digitisation project.
- Removal of Tape for the long-term backup retention – annual backups (up to 7 years).
- Deduplication of data so that more data can be stored with less resources – thus allowing longer term retention.
- Improved restoration and recovery for servers and individual data.
- Reduction of risk with newer and supportable infrastructure.

The new solution has led to Council backups being completed more quickly, whilst also allowing Council to maintain a strong recovery point for all the services and data held by Council.

Server and Network Project

Preparation for upcoming server and network renewal project has been undertaken with the first phase being to seek approval to undertake a public tender for the renewal of the existing production (Kaikohe) and disaster recovery (Kerikeri) infrastructure.

The existing infrastructure is approaching four years old and originally designed to support approximately 250 users, which is a significantly lower number than what is being supported today (approximately 400).

The project is expected to be completed by the end of 2019.

Office 365 Project - Planning

Work is continuing around the migration towards the Microsoft Office 365 platform. This includes several end-user application/service upgrades and changes that will be progressively rolled-out in the coming months.

We use an older version of the Office suite (2010) and the move to Office 365 will mean that Council is able to provide a more secure and feature rich toolset that will be used by all staff every day.

The platform will also provide additional options for collaborations with Northland Transport Alliance, Far North Waters, and other regional partners.

- Council officers will be starting a pilot programme in the coming weeks for staff to start working within the new platform. This process will aim to remove any significant issues with a wider Council roll-out programme.
-
- The Office 365 platform will eventually support Council's Exchange email services, replace the existing on-premise Skype for Business with Microsoft Teams, and allow for the TK2 intranet to be used in the cloud environment for collaboration across Council.
-
- The rollout programme will be known and confirmed in August with an expected rollout to be completed across Council before Christmas.

Shared Services

Staff have also been working to re-engage within the ICT Regional Programme. The aim will be to ensure a collaborative working relationship is developed and maintained across all the Northland Councils. Initial work has been done around the GIS environment and that of supporting the Northland Transport Alliance.

Future areas of collaboration have been identified and scoping will begin in the coming months.

- ICT Security Framework
- ICT Policy Framework
- Service Catalogue

Council officers from the four Councils have re-engaged and will present back to the CEO Forum in October with an overview strategy and options to consider.

Program Delivery and Business Intelligence

Business Intelligence

A programme structure is being wrapped around Business Intelligence which will encompass different pieces of work as well as a tranche involving overall programme planning and decision making. The programme will be governed by a programme board that will assist with change management, decision-making and project prioritisations. The first project to be implemented will develop the BI strategy, develop quality frameworks, establish processes and procedures for BI development, and rethink the technical aspects of the data warehouse and presentation layers.

Web 2.0

The web project is progressing with web-site design being the council brand. This project is on track with the milestone dates:

- All content reviewed and ready for migration – 30 August 2019
- Beta launch beta.fndc.govt.nz – 30 September 2019
- Go live date for new site – 28 October 2019.

Building Consents Process Renovation

The information delivered by BI reporting is now improving operational efficiency.

NTA

The NTA IT alliance initiative has been re-invigorated and a design for a shared Office 365 environment is under development.

Online Services Programme

The online services programme is progressing with developments in Stage 1 setting the programme up to make the first release to the production environment at the end of September.

The project has been divided into four stages that will be undertaken over the next twelve months as follows.

Stage 1 – Payments, Application for property files, Customer Registrations (to be completed in Stage 2), General Enquires and Contact Management

The core project team is working through the Stage 1a and 1b tasks:

Stage 2 – Animal Registrations, Permits and Licencing, Online Service Requests.

Stage 3 – City watch Mobile App, Smart Mobile App

Stage 4 – Application Lodgement, Pre - Application Lodgement, Mobile Inspections for other than building consents

LGOIMA Monthly Statistics

Data as of 31 July 2019

Latest statistics for official information requests processed by the organisation appear below.

Month	# Requests / Month	# Requests responded to \leq 20 days	# Requests responded to within permitted time extension	# Requests not responded to within time	Ombudsmen Investigations (if any)
Jan	13	13	0	0	0
Feb	26	23	1	2	0
Mar	11	11	0	0	0
Apr	16	16	1	1	0
May	17	17	0	0	1
Jun	22	22	1	0	0
Jul	28	15 (13 open)	0	0	0

Operational Financial Performance Operations

As at 31 July 2019

Whole of Council

Statement of Operational Financial Performance for the period ending 31 July 2019

	Year to date			Actuals YTD as a % of Total	Actuals YTD as a % of Annual	Full year		
	YTD Actual \$000's	YTD Budget \$000's	Variance \$000's			Total Annual Budget \$000's	Total Annual Forecast \$000's	Forecast Variance \$000's
Operations								
Operational income								
Rates - general (excl water supply rates)	7,294	7,294	(1)	8%	8%	87,530	87,530	0
Rates - penalties	(0)	0	(0)	0%	0%	2,073	2,073	0
Fees & charges (inc water supply rates)	1,530	1,420	110	7%	7%	21,839	21,839	0
Central govt subsidies - operational	582	9	573	6%	6%	9,591	9,591	0
Other income	153	56	97	7%	7%	2,349	2,349	0
Capital income								
Central govt subsidies - new works	24	0	24	1%	1%	2,803	2,632	(171)
Central govt subsidies - renewals	603	0	603	5%	5%	13,077	12,565	(512)
Other contributions	0	0	0	0%	0%	0	22	22
Development contributions	0	0	0	0%	0%	0	0	0
Total operating income	10,185	8,779	1,406			139,262	138,601	(661)
Operating Expenditure								
Payroll related costs	2,146	2,280	134	7%	7%	29,610	29,610	0
Other staffing related costs	129	111	(18)	6%	6%	2,167	2,167	0
General expenses	958	636	(321)	10%	10%	9,600	9,600	0
Rate remissions	1,332	1,306	(26)	60%	60%	2,208	2,208	0
Contractor & professional fees	2,399	1,771	(628)	5%	5%	44,652	44,321	330
Grants and donations	441	230	(211)	24%	24%	1,850	1,850	0
Allocations (direct and indirect)	1	0	(0)	-10774%	-10774%	(0)	(0)	0
Interest costs	109	188	79	5%	5%	2,253	2,253	0
Sub-total	7,514	6,522	(992)			92,340	92,010	330
Depreciation and other asset costs	2,789	3,013	224			36,153	36,153	0
Gain/Loss on Disposal	(55)	0	55			0	0	0
Total operating expenditure	10,248	9,535	(713)			128,494	128,163	330
Net operating surplus/(deficit)	(63)	(756)	693			10,768	10,437	(331)

Statement of Capital Financial Performance for the period ending 31 July 2019

	Year to date \$000's			Actuals as % of Total Budget	Actual as % of Annual Forecast	Full year \$000's		
	YTD Actual	YTD Total Budget	Variance			Total Annual Budget	Total Annual Forecast	Forecast Variance
Capital Works								
District Facilities	198	0	(198)	2%	1%	12,590	14,277	(1,688)
Stormwater	45	30	(15)	2%	3%	2,187	1,776	411
Solid Waste	7	2	(5)	1%	1%	641	583	59
Wastewater	2,101	873	(1,228)	19%	23%	11,053	9,272	1,781
Water Supply	568	0	(568)	14%	15%	4,133	3,748	385
	2,919	905	(2,014)	10%	10%	30,604	29,655	949
Roading & Footpaths	1,042	0	(1,042)	4%	4%	29,380	27,400	1,980
Other								
Environmental Management	3	0	(3)	0%	0%	2,382	2,093	289
Governance & Strategic Administration	82	86	5	1%	3%	7,616	2,623	4,993
Customer Services	14	31	17	1%	1%	2,056	1,760	296
Total Capital Works	4,059	1,022	(3,037)	6%	6%	72,038	63,531	8,507

Note: The carry forward figures are still being finalised and are not included in the Capital Works YTD total Budget column which

increases the variance shown.

Operations

Customer Service

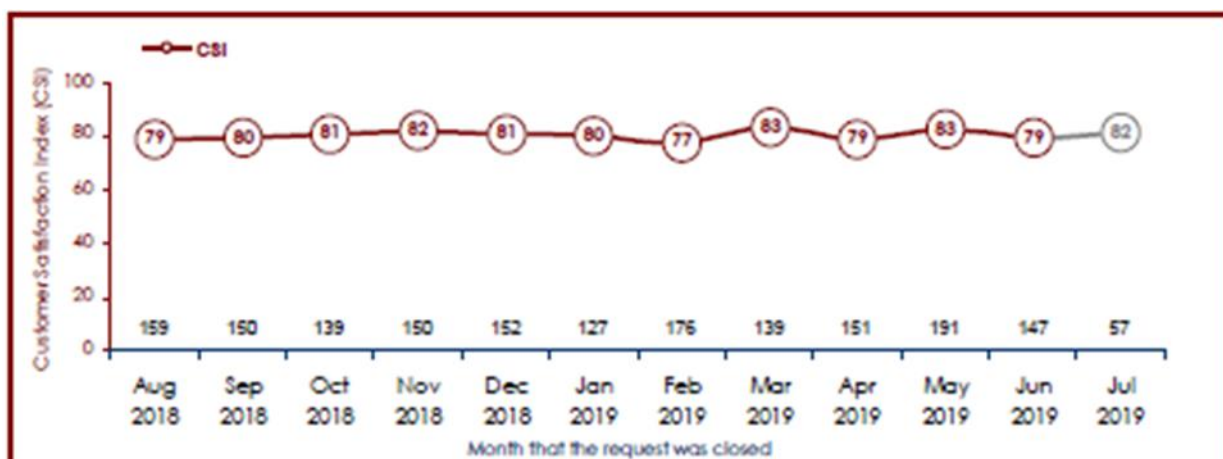
Customer Experience Programme

Closed RFS – Customer Satisfaction Index (CSI)

The scores provided below are for the four months ending 31 July 2019.

- Overall CSI for Requests for Service: 80.0
- Overall satisfaction making the request” 82.3
- CSI for requests made via the After Hours provider: 84
- CSI for library services: 93.1
- CSI for visits to i-SITEs and Service Centres: 99.0

Monthly CSI Trend for closed Requests for Service*:



Please note that due to the inherent delay of between 5 to 6 weeks in receiving feedback from customers, the most recent reporting month should be interpreted with caution. The CSI figure for July (82) below is based on 57 survey feedback inputs and will change as further survey feedback inputs are added.

The focus of the programme over the next few months will be:

- Continuing to broaden the application of the customer experience principles that have underpinned improvements made to-date across the council and its alliance partners.
- To review and improve our approach to managing escalations and complaints
- Continuing to embed the Date and Promise Culture throughout the organization.

Customer Service Statistics

The following statistics are for period 1 June – 31 July 2019:

Contact Centre / Service Centres

- 28.09% increase in the financial counter stats for service centres (4,436 up from 3,463)
- 7.65% decrease in calls to the Contact Centre (15,850 down from 17,163)
- 18.76% increase in property file requests (728 up from 613)
- 51.27% decrease in the number of Ask.Us emails (1,580 down from 3,243)
- 12.75% decrease in the number of Building Inspection bookings (985 down from 1,129)

i-SITEs

- 4% decrease in visitor numbers (26,003 down from 27,127)
- 37% decrease in retail revenue (\$8,973 down from \$14,279) due to limited retail offering at Bay of Islands i-SITE during this period (due to a rearrangement of floor space and product supply issues)

Libraries

- 3.09% decrease in total checkout numbers (66,866 down from 69,002)
- 49.83% increase in ebook and audiobook downloads (4,892 up from 3,265)

Regulatory Services

Environmental Services

1586 Requests for Service were received during June and July. This is more than double the number of requests from the previous period.

Animal Management

102 dogs were impounded across the District during the June-July period with four dogs being rehomed (excluding the dogs transferred to rescue groups).

22 Infringements were issued to dog owners during June and July.

Environmental Health and Monitoring Compliance

42 food business verifications were conducted during the month of June and July.

We are currently preparing for the Joint Accreditation Services - Australia New Zealand audit reassessment of the Quality Management System for environmental health during the month of August.

184 noise complaints were received during June and July. 158 (85%) were responded to on time. This is a 35% increase in the number of complaints received for the same period last year.

Building Compliance

176 RFSs were received by Compliance between June 1st and July 31st 2019.
As a result of these investigations:

- 30 Notices to Fix were issued for breaches of the Building Act.
- 5 Infringements were Issued

Swimming Pools

74 swimming pool inspections were carried out during June and July. More than half (54%) were non-compliant. New initiatives have been implemented to ensure that our customers understand the requirements of the Act.

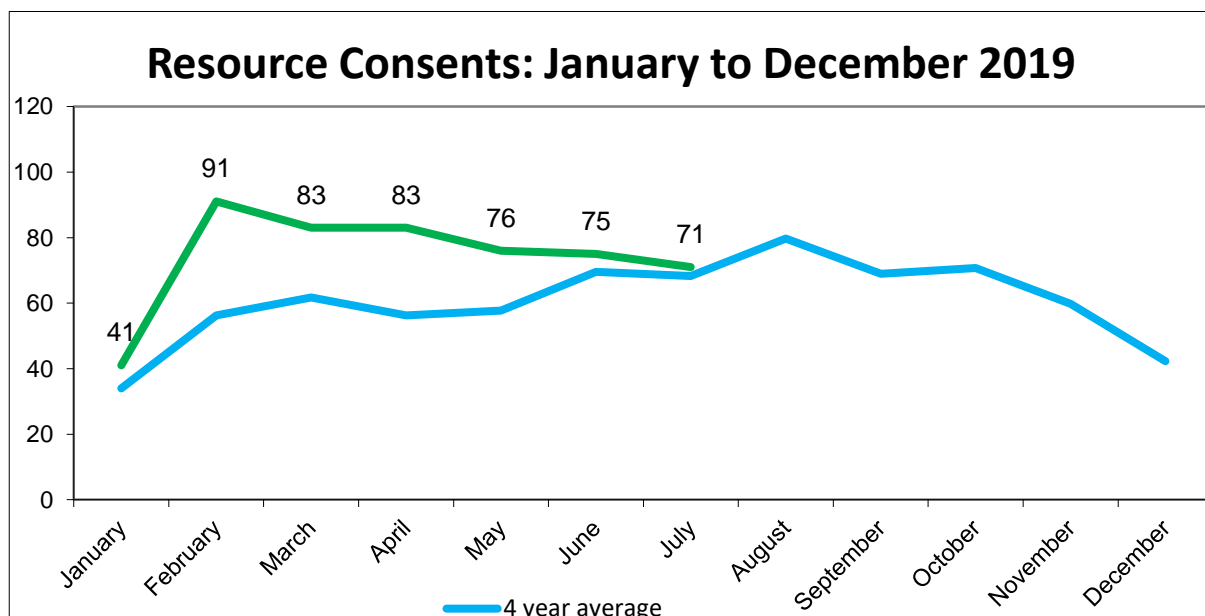
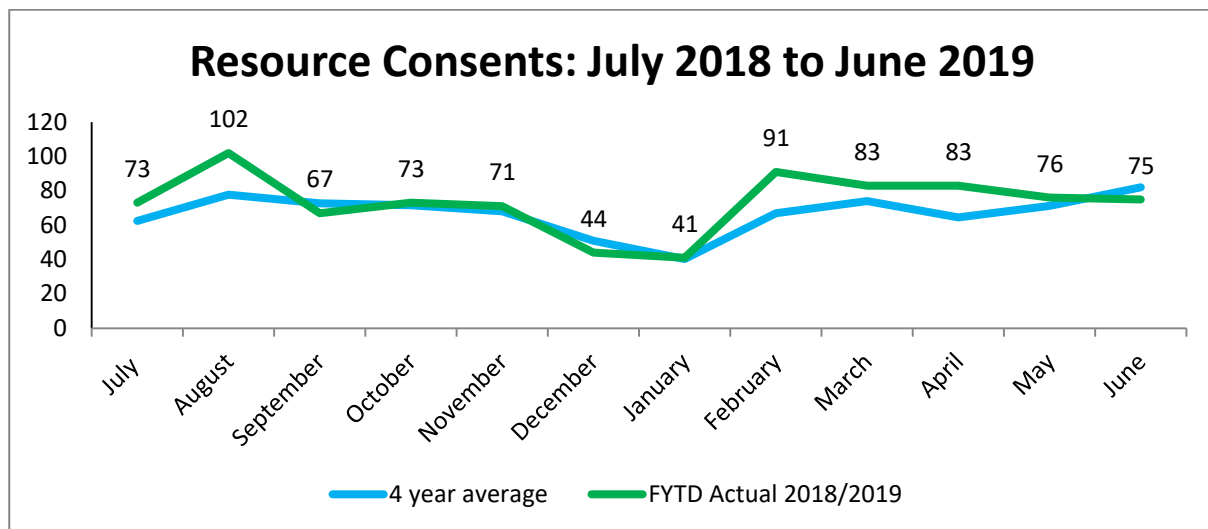
Resource Consents Management

Overview

During the last financial year 1455 applications were received for resource consents, earthworks permits and certificates issued under the Local Government Act and Resource Management Act; 60% (879) of these were resource consent applications.

There were 146 resource consent applications received during the months of June and July.

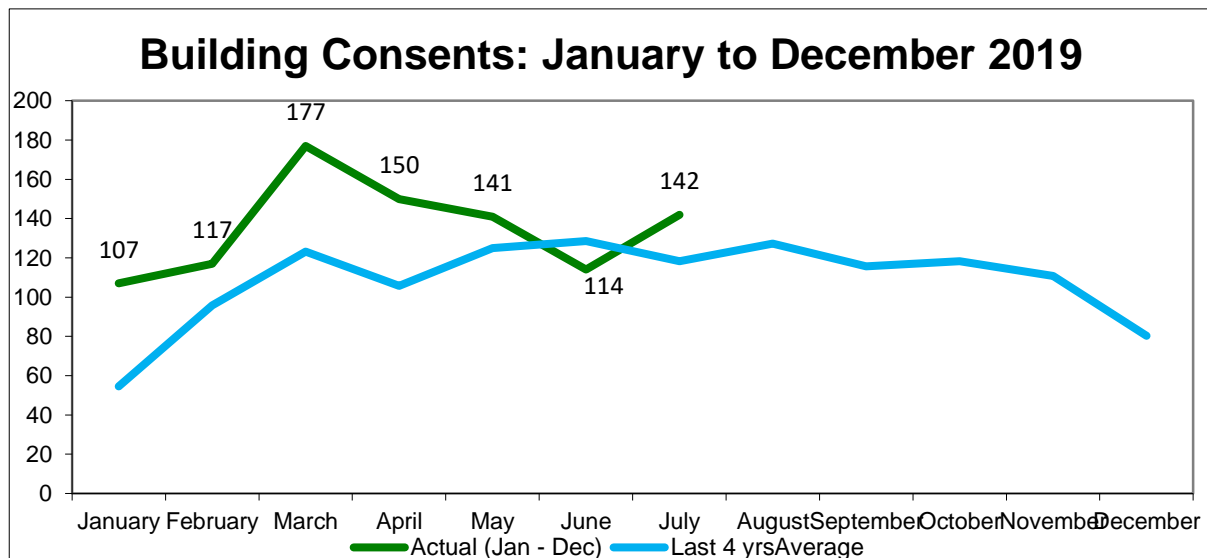
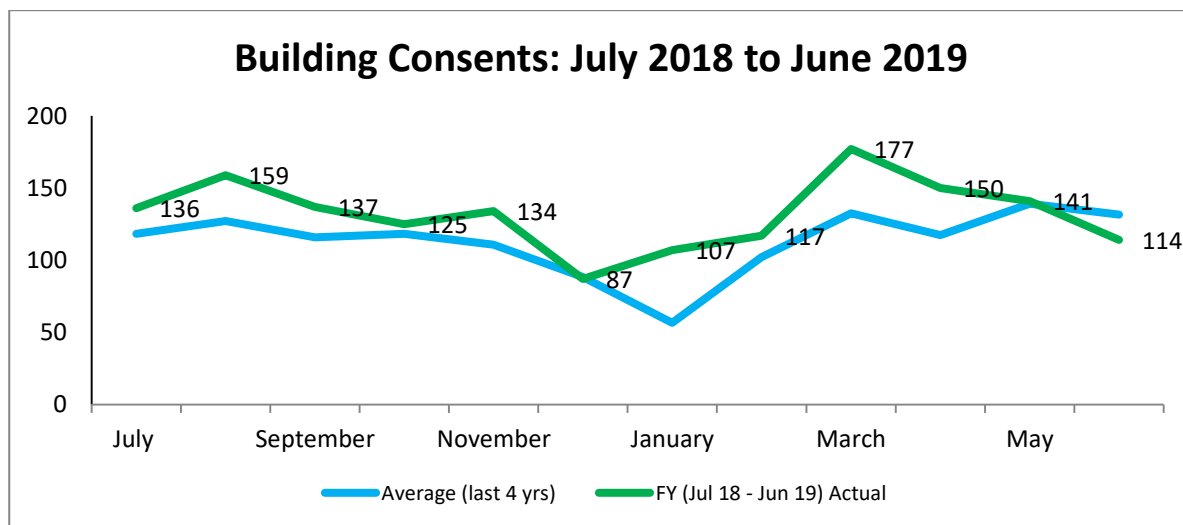
The challenges faced by the Resource Consent Team continue to be met through the use of Consultant Planners.



Building Consents Management

- During July 2019 a total of 142 building consents were received (20% above the four-year average).
- The BCA issued 150 building consents during the same period.
- 82% of building consents were issued within the legislative time frame of 20 working days

Kerikeri Retirement Village, Kawakawa Hundertwasser community building, commercial shops/offices corner Kerikeri road and Hobson Ave, Paihia wharf are examples of some of the large commercial buildings under construction in the Far North. The Kerikeri airport has been opened to the public. The BCA is currently reliant on contractors to satisfy its capacity to meet inspection and statutory time frames while we prepare for the IANZ audit.

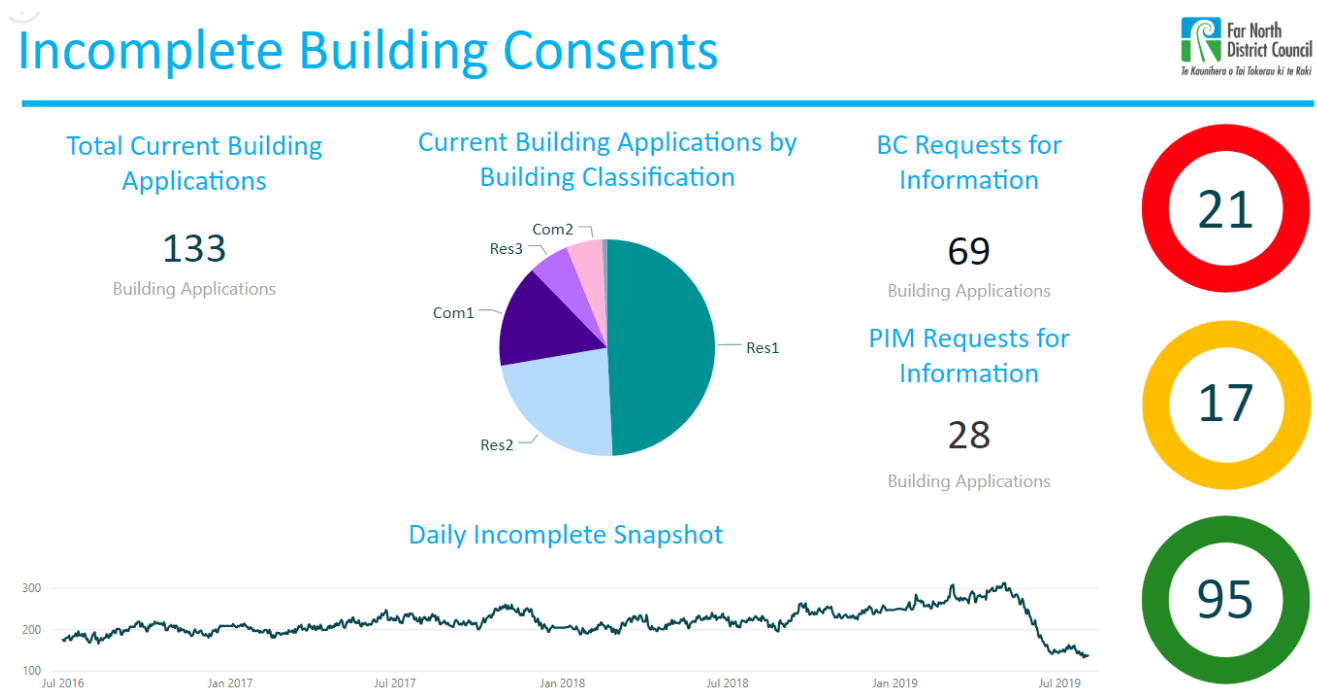


Building Accreditation Update

Monthly reporting is being provided to IANZ and the Ministry of Business, Innovation and Employment (MBIE). A consolidated work schedule has been expanded to incorporate a total of 106 items that address the requirements stated in the Regulations and provides a basis for monitoring progress towards compliance with the regulations and fulfilling IANZ audit requirements. The focus of the preparation for the IANZ audit is on:

- Providing assurance to IANZ and MBIE that our project management has the required rigour through improved tracking of each issue that has been included in the Work Schedule;
- Appropriate allocation of tasks and follow-up on completion of those tasks in accordance with the Building Accreditation Regulations;
- Facilitation of the BCA team's awareness of the Accreditation Regulations; and
- Working closely with an external building consultant (Council's interim Quality Manager) to provide independent audits of all work completed against the Work Schedule.

51% of the Post IANZ Work Schedule has been completed, 47% of the Schedule is in progress to be completed by 16 August 2019 and only 2% of items are pending.



The above dash board shows the current state of all uncompleted building consents on hand. The overall number of building consents on hand at any one stage has reduced, which is reflective in the overall compliance rate to date.

Infrastructure and Asset Management

Requests for service statistics

• Asset Group	• June	• YTD
• Roothing	• 273	• 3371
• 3Waters	• 294	• 4000
• District Facilities	• 441	• 4274

Road Safety

Far North REAP have commenced work with Oturu school in relation to bus safety for school children. A speed trailer placed around some of the 'hot spot' bus stops for a week at a time. A drone will be deployed to film above bus stops to identify some of the issues when the trailer is not in use. The children will utilise this data as part of their curriculum work.

Speed

There is a large government focus on speed. All roads have had the 'safe and appropriate speed' assessed and a 'shortlist' of the top 10% of corridors has been produced. These will be taken forward via extensive local consultation and engagement.

Minor Lighting Improvements

The Lighting Maintenance and Renewal Contract has been extended for one year.

LED retrofit and Streetlight Infill Improvement works - Design work for approximately 7kms of road has been completed. Planning of procurement for construction works for the 2019/20 financial year is underway in conjunction with the NTA.

LED and Streetlight Infill Improvement works – A second package of design work consisting of approximately 13km commenced in late May and due for completion end of August 2019.

Hokianga Ferry (Kohu Ra Tuarua)

The current contract has been extended to 31 January 2020. This is for a seven month period that allows the Council to undertake a procurement process for a new supplier.

The procurement is in progress, with the draft tender documentation and contract being finalised. A first draft of the Ferry operations plan has been prepared and is planned to be released mid-August.

Road Seal Extensions

In June Council approved:

- Unbudgeted operational expenditure to undertake basic repairs to Te Raupo Road to bring it up to a trafficable condition.
- Increase to the unsubsidised road sealing budget from \$1 million to \$3 million for the 2019/2020 financial year.

Footpaths

- Renewals and maintenance work in Paihia and Haruru is complete.
- Renewals and maintenance work was prioritised and programmed to meet the budget available and work has now commenced in Kerikeri, Kaikohe, Kaitaia, Kaeo and Opononi – scheduled to complete by end of June.
- Work in Kohukohu commenced in June.
- Construction of Community Boards agreed 2018/19 New Footpaths Programme commenced in April 2019 and the footpaths will be completed by 28 June 2019.

District facilities

Parks and Reserves

2018/19 TIF Responsible Camping programme completed and the final report forwarded to MBIE. From the fund, we have purchased a number of seasonal toilets and the most successful part of the year was the creation and development of the Karikari Peninsula Kaitiaki Rangers Programme.

2019/20 TIF Responsible Camping Initiative application has been submitted to MBIE. We have requested funding to the value of \$288,500 which covers the costs to extend the Kaitiaki Rangers programme across other parts of the District, undertake a camping facilities GAP analysis and OPEX costs associated with the 2018/19 seasonal toilets located at Rawhiti.

Mulching has been carried out to a number of Pohutukawa trees located along Opito Bay and Long Beach, Russell. This also involved the removal of trip hazards due to exposed roots from the same trees.

Large scale noxious weed removal carried out on the Skudders Beach recreational reserve, Kerikeri.

Planting programmes underway over the last month include:

- 2800 native trees planted by various volunteer groups on Council land around Kerikeri and Russell as supported by the Matariki Tu Rakau initiative
- Riverview School planted approx. 50 native trees along the walkway to Charlie's Rock, Kerikeri in an effort to restore habitat along the Council walkway.

A very large dead and dangerous Eucalyptus tree was removed from the Kerikeri Heritage Bypass as it was encroaching over the public walkway.

Cemeteries

Three new burial berms installed at the Totara North Cemetery.

An area of unmaintained reserve is being cleared to make way for an extension to the Kaeo cemetery.

Public Toilets

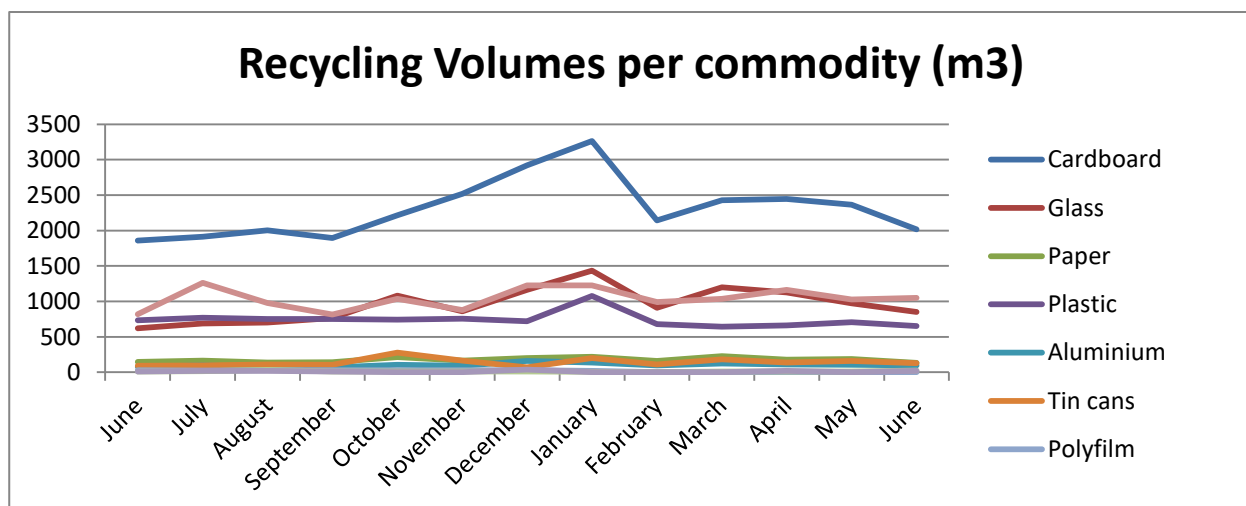
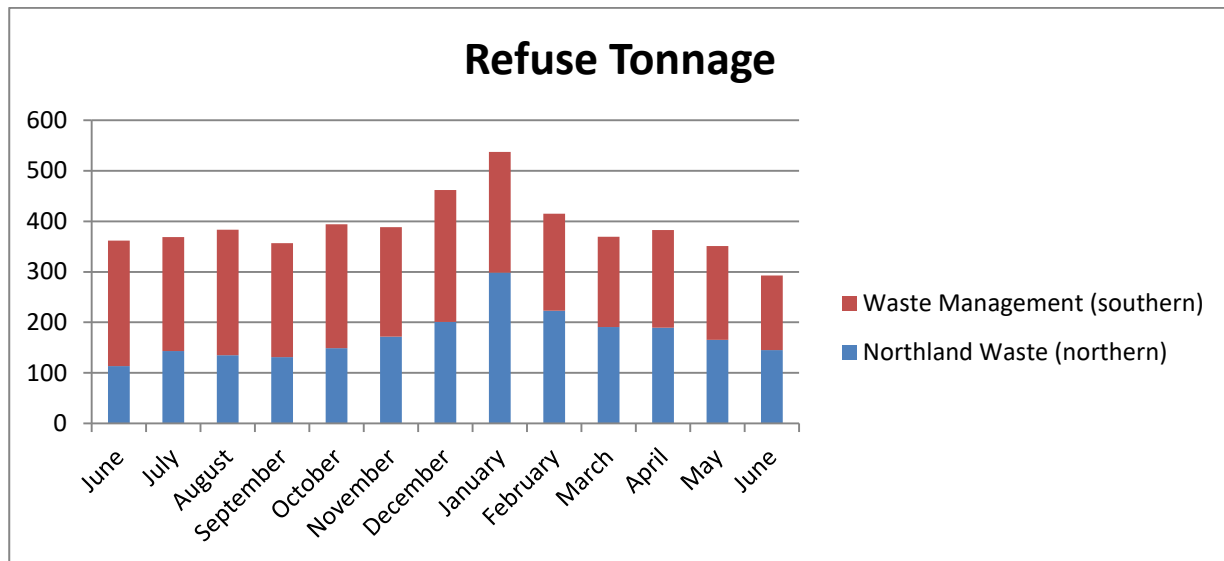
Issues with the Waipapa public toilet has resulted it in being disconnected from the current arrangements with RCG (Mitre 10 facility Body Corporate) and BSL engaged to monitor and empty from the holding tank as needed. It has since been established there was a water leak adjacent to the toilet side of the system. There will be monitoring over the next few months to ensure no further unnecessary infiltrations are detected before we reconnect.

Plans are being put in place to paint new murals on the Omapere and Opononi public toilets by local artist Beverly Cox and the local school. The date for this is yet to be confirmed.

Due to the effect of condensation, work carried out by RSL to conceal graffiti on the interior of the Kaeo public toilets leading to paint to run over a mural painted by local artist Angela Norman. Angela has been contacted and plans are in place to have touch ups carried out to the mural when the weather permits.

Solid Waste

Solid waste stats for June:



Civil Defence Emergency Management

National

New Zealand Fly In Teams (2017 Ministerial Review) – Because of feedback received and implementation work to refine the purpose of these teams, the capability envisaged as ‘fly-in teams –’ will now be known as “New Zealand Emergency Management Assistance Team” or “EMAT”. The name change supports the team’s engagement model based on rapidly deploying capable emergency management professionals to support and assist Controllers and Incident Management Teams.

The MetService is enhancing the way it communicates public alerts for severe weather to better draw attention to extreme events. A new level of warning reserved for the most extreme weather events will now include new colours and graphics to mapping that will more clearly signify the type of alert in place. The use of colour-coded warnings linked to impacts is recommended by the World Meteorological Organisation.

The Government has announced the 2019 Budget has included \$3 million of funding for the establishment of a National Emergency Management Agency and \$1.5 million to improve the resilience of New Zealand’s national emergency capabilities.

Regional

The Service Level Agreements for the delivery of Civil Defence Services between the Northland CDEM Group Office and the three district councils are approaching their annual review period. Updated work plans and budgets have been included in the review and agreed for 2019/20

The Youth in Emergency Services (YES) program has been undertaken this year in the Whangarei District and completed with a multi-agency exercise for the 2019 year. The program is coordinated by the Northland CDEM Team and run collaboratively with the emergency services. The purpose of this program is to strengthen young people’s connection to their communities in northland, build their skills and confidence and encourages them to join the emergency services within in their communities as volunteers.





Participants and emergency services staff - YES Multi- Agency Exercise 25 May 2019.

Local


An evacuation plan has been completed for the Kaitaia Community in conjunction with major works being carried out by the Northland Regional Council on the Awanui River. The plan has been prepared as guide to coordinate response activities and assist to manage any impact of flood on the community.

A field trip and exercise has been undertaken at Kaitaia with representatives from Police, Fire Emergency New Zealand, Northland CDEM Group, Northland Regional Council, Far North District Council, District Health Board, and Department of Conservation. The purpose was to familiarise local and regional responders with the flood risk to Kaitaia and provide clarity on legislative roles and responsibilities should the evacuation plan need to be activated.

	
<ul style="list-style-type: none"> Fig 1 - Joe Camuso - Rivers and Natural Hazards Manager explaining the scope of works undertaken at Bells Hill to stakeholders 	<ul style="list-style-type: none"> Fig 2 – Works carried out at Bells Hill to mitigate flooding risk

INFRASTRUCTURE PLANNING

The following provides an overview of the current priorities on the Infrastructure Planning Team's work programme. This includes planning projects, collaboration and engagement activities and key consent applications and renewals.

Activity	Asset Group	Status					Expected Completion	Comment	
		Concept	Plan	Delivery	Handover				
Strategies / Plans / Policies									
District Transport Strategy								FY19/20	Preparation of an Integrated Transport Strategy is underway to determine the high level district-wide transport problems and objectives. This is being undertaken in conjunction with work on the very high level District Strategy called Far North 2100 and with the District Plan Review process. Current focus is on preparation for Workshops at the end of July. An Integrated Transport Plan will follow to develop a prioritised implementation programme. Traffic Counting is complete and Modelling has commenced for Kerikeri. Other townships and larger scale modelling is being considered.
Rawene WWTP Optioneering								On-going	Staff are working with engineering consultants and Rawene locals to identify options for discharging wastewater to land. This is an on-going project.
Water Demand Management Plans								TBA	Water Demand Management Plans (WDMP) aim to identify ways a particular scheme can manage demand to limit the need to invest in increased capacity. Parked until BRANZ household water use data is available.
Backflow Prevention Policy								FY19/20	New Zealand Drinking Water Standards require evidence that risk of network contamination in our water supplies is being managed. Options for controlling risks in the network are being considered through the development of a Backflow Prevention Policy. A draft policy is on track to be complete by the end of July.
Water and Wastewater Connections Policy								FY19/20	A policy or internal guideline for water and wastewater connections will increase transparency and support consistent decision making when considering requests to connect to the water and wastewater networks around the district.
Sludge Strategy								FY19/20	Removal and disposal (use) of wastewater sludge is a growing problem in New Zealand. Staff are further analysing options for a productive end use for sludge in the District. Contract documents for dredging and dewatering equipment are nearing completion.
Kaitaia Water Strategy									Staff presented a decision report to Council on June 13. Council has provided direction and a project manager will be assigned to progress the multiple streams of this significant project.

- Paihia Water Strategy

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- Funded through the Tourism Infrastructure Fund (TIF), consultants are assisting in defining the weaknesses in the Paihia Water Supply and preparing a business case if change in necessary. Stage one of this project has been received.











• Activity



• Comment

• Collaboration and Engagement

• FN2100	<ul style="list-style-type: none"> • Staff are on the Core Team providing development support to the high level District Strategy called Far North 2100 (FN2100) This strategy will focus on all problems in the Far North District and determine a desired future direction against which all infrastructure investment will be tested. Establishment of an Iwi Partnership is requiring increased focus. Whilst this might introduce slight delays to delivery but will be essential to the success of this project and the Transport Strategy
• District Plan	<ul style="list-style-type: none"> • Asset Management and Infrastructure Planning staff are involved in supporting the District Plan team to enable growth in appropriate areas to maximise infrastructure affordability. Staff from the District Plan team, IAMs and Far North Waters came together in June to discuss how we can enable development with the least amount of investment in new infrastructure. This was a high level exercise with a 50 year view and was about trying to identify ways to make infrastructure more affordable.
• Tai Tokerau Councils Climate Change Adaptation Group	<ul style="list-style-type: none"> • The purpose of the Climate Change Working Group is to develop a regional collaborative approach to climate change adaptation planning for local government in Northland. This will include a draft climate change strategy for Northland and associated work programme that identifies and addresses priority issues at both a regional and district level. The group meets quarterly and reports to the CEO forum. The next meeting is in August and will be hosted by FNDC in Kaikohe Chambers.
• Twin Coast Discovery Route	<ul style="list-style-type: none"> • Collaborating with NZTA on the development of 7 Business Cases to support the development of the Twin Coast Discovery Route. The scope is significantly larger than just State Highways and includes local road byways, township improvements and associated infrastructure upgrades. We have committed to \$18k funding of the Wayfinding Business Case project and expect to be notified of our expected contributions to the other Business Case projects next month
• Liaison Groups	<ul style="list-style-type: none"> • Engagement with established Community Liaison Groups (CLG) is required by a number of our Infrastructure Consents. In the month of June staff engaged with Ahipara CLG about land disposal options for the WWTP and the Opononi CLG about consenting for the water and wastewater activities. The Awanui River ILG (Iwi Liaison Group) was established with first meeting scheduled for July.

Activity	Asset Group	Concept	Status				Handover	Completion / Consent Expiry	Comment	
			Making the Application	Managing the Application						
Consent Applications/Authorisations										
Taipa WWTP Renewal		 	 	 	 			Jun 2019	The hearing for the Taipa WWTP consent took place over three days in the week of 24 June. The commissioners reserved their decision.	
Kohukohu WWTP Renewal		 	 	 	 			Oct 2019	We are expecting a request for further information from NRC in July.	
Opononi / Omapere WWTP Renewal		 	 	 	 			Oct 2019	Application for a renewal of the WWTP discharge into the Hokianga Harbour has been made. A study of the harbour is being undertaken by Met Ocean. The study will define how the Opononi, Rawene, Kohukohu and Kaikohe WWTP discharges behave in the Harbour.	
Opononi / Omapere New Source		 	 	 	 			Aug 2019	An application has been made to NRC for a groundwater take to supplement the Opononi WWTP.	
Puketotara surface water take (source for Kerikeri WTP)		 	 	 				Aug 2019	Staff are working alongside external experts to renew resource consents for the Puketotara surface water take. An increase in allocation is being assessed in order to increase resilience of the Kerikeri Water Supply.	
Russell groundwater take		 	 	 				Aug 2019	Staff are working alongside external experts to renew the resource consent associated with the groundwater take at Russell. The new consent will seek to supply water to public toilets in Russell.	
Northern Dog Pound Application		 	 	 	 	 		Apr 2019	Consent issued.	
Southern Dog Pound Application		 	 	 				Sept 2019	Work suspended on project during June.	
Kerikeri Sports Complex Wastewater Renewal		 						Nov 2019	Staff are assessing options to ensure that the treatment system becomes and remains compliant. Best practice is this that this happens before a renewal application is made.	
Rawene Mangrove Walkway		 	 	 	 			Jun 2019	Staff quickly responded to a request from the community to renew a consent for a Council asset which was previously issues to the community. The application was submitted to NRC at the end of June and has been accepted.	

• Ahipara Seawalls and Erosion Protection Renewal	•		•	•	•	•	•	•	•	•	Aug 2019	• Staff are working alongside external experts to renew resource consents for three seawalls. The seawalls protect roading and district facilities assets.
• Motutangi Drainage District Concession application	•		•	•	•	•	•	•	•	•	TBA	• Draft decision and conditions of concession received from the Department of Conservation (DOC). Stormwater operations staff consulting with DOC on conditions.
• Maromaku Tennis Court Refurbishment	•		•	•	•	•	•	•	•	•	May 2019	• Consent issued.
Status												
• Activity	• Asset Group	• Concept	• Making the Application	• Managing the Application	• Handover	• Completion / Consent Expiry	• Comment					
• Consent Applications/Authorisations (cont.)												
• Waitangi - Tourism Infrastructure Fund (TIF) Public Toilets	•		•	•	•	•	•	•	•	•	Oct 2019	• Preliminary planning assessment completed. Preparation and lodgement of land use consent is subject to confirmation of the toilet location by project manager. An archaeological assessment is required and underway.
• Haruru Falls - Tourism Infrastructure Fund (TIF) Public Toilets	•		•	•	•	•	•	•	•	•	Aug 2019	• Toilet location confirmed. No land use consent required. An archaeological assessment is required and underway.
• Opononi - Tourism Infrastructure Fund (TIF) Public Toilets	•		•	•	•	•	•	•	•	•	Aug 2019	• Toilet location confirmed. Requirement for land use consent to be confirmed.
• Mitimiti - Tourism Infrastructure Fund (TIF) Public Toilets	•		•	•	•	•	•	•	•	•	Aug 2019	• Site plan and design drawings prepared. Land use consent is required and underway.
• Te Haumi Underpass and Footbridge Renewal	•		•	•	•	•	•	•	•	•	Dec 2019	• Consent expires 29 February 2020.
• Awanui River Stormwater Outlet Structure Renewal	•		•	•	•	•	•	•	•	•	Dec 2019	• Consent expires 31 May 2020.
• Kaeo Public Toilets water supply	•		•	•	•	•	•	•	•	•	Dec 2019	• District Facilities staff have indicated that a new water source for the Kaeo Public toilets may be

										necessary.	
• Kawakawa WTP water take and backwash discharge	•		•	•	•	•	•	•	•	• Aug 2019	• Draft conditions received. Land over which back wash is discharged has changed ownership and written approval from new owners required by NRC.
• Broadwood Road Realignment	•		•	•	•	•	•	•	•	• TBC	• Regional consent required for the works. Suspended due to redesign.
•											•

13 INFORMATION REPORTS

13.1 ELECTED MEMBER REPORT - ROAD CONTROLLING AUTHORITIES FORUM 2 AUGUST 2019

File Number: A2609439

Author: Kim Hammond, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader Governance Support

PURPOSE OF THE REPORT

An Elected Member's attendance at a conference, course, seminar or training event is subject to the provision of the Elected Members Allowances and Reimbursement Policy. This policy requires the Elected Member to provide a report to Council after attending an event in order to provide transparency to the public that ratepayer funds are being used effectively.

EXECUTIVE SUMMARY

- Councillor Ann Court and Collin (Toss) Kitchen attended a meeting of the Road Controlling Authorities Forum held in Wellington on 2 August 2019 as part of our function as a Road Controlling Authority.

RECOMMENDATION

That Council note the report entitled "Elected Member Report - Road Controlling Authorities Forum dated 10 August 2019"

1) BACKGROUND

The Elected Members Allowances and Reimbursement Policy sets out the provisions which apply to an Elected Member's attendance at a conference, course, seminar or training event.

The policy provides that each Elected Member may attend on conference or professional development event per representative body to which they are elected or appointed per annum.

The conference, course, seminar or training event must contribute to the Councillor's ability to carry out Council business and be approved by His Worship the Mayor and Chief Executive Officer, or the Council, depending on the request.

Following attendance a report must be written by the Elected Member to the next meeting of Council.

2) DISCUSSION AND OPTIONS

The Elected Members report attached report discusses information from the Forum.

Reason for the recommendation

To provide information to the Council on the consequential travel expenses, feedback on what elected members have learned and the value to the organisation from attendance at the conference that is the subject of this report. The aim is to provide transparency and confidence to the public that ratepayer funds are being used effectively.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications or budgetary provision required as a result of this report.

Some costs are still yet to be invoiced but the total cost to ratepayers is approximately \$2,400.

ATTACHMENTS

1. **Councillor Court and Kitchen Report - Road Controlling Authorities Forum 10 August 2019 - A2609354** [!\[\]\(86b7331e04fe40a56bcff2e9c065738b_img.jpg\)](#) 

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	This is an information only report.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	The recommendation is consistent with the Elected Members Allowances and Reimbursement Policy.
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 is an information only report.
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.	This is an information only report.
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 (for example, youth, the aged and those with disabilities).	This is an information only report.
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 provisions.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

MEETING: COUNCIL – August 2019
Name of item: REPORT TO COUNCIL –ROAD CONTROLLING
AUTHORITIES FORUM
Author: Councillors Ann Court and Colin (Toss) Kitchen
Date of report: 10 August 2019
Document number:

Purpose

The Road Controlling Authorities Forum (RCA) is held three times a year in Wellington. It provides a knowledge community for all owners of road assets within New Zealand to support the development of nationally consistent best practice, standards and guidelines for road investment and management through research, education and the exchange of information for the benefit of all road owners and road users.

The theme for this month's forum was: Climate Change and Resilience

Keynote Speaker: Hon Julie Anne Genter

- Over the previous 30 years carbon emissions are up 82% whilst transport emissions have doubled. We need to put people ahead of cars and carparks.
- Government is working on how we manage climate change and managed retreat with associated costs but is all confidential at the moment.
- RCA's need to prioritize on road safety, walking and cycling within your existing road reserves where possible (noting that not all towns are the same). Think lane separation and reducing road widths to accommodate modal choice.
- Alternative modes offer associated health benefits. Target your business cases for multi modal solutions.
- We need to change our evaluation model so we address long term sustainable investment decisions not short term fixes.
- Current discount rate of 8% leads to short term solutions rising to the top of the benefit/cost detailed business case approach. This will need to change to enable sustainable, long term solutions to lead change.

Central Government are consulting on 'The Climate Change Response (Zero Carbon) Bill' The purpose of the Bill is to establish a framework which new Zealand can use to develop clear, stable climate change policies in accord with the Paris Agreement. The Bill would set greenhouse gas reduction targets into law and require that future governments continue these efforts. Local and Central Government organisations are now required to turn their minds to what this all means for them. Planning and the protection of existing roading infrastructure is key to this.

Industry perspectives on the impacts of climate change**Nick Leggett: CEO Road Transport Forum**

- 93,000km of road in New Zealand. 4,000km of rail. There can be no suggestion that investing in rail will result in any substantial decrease in road freight movements.
- Forum senses that Government rhetoric has put the trucking industry on the defensive. Local roads underpin the local economy. Road funding needs to ensure that we continue to maintain a safe, reliable and efficient network.
- Trucks contribute to, pay for and justify higher levels of service on the network. Heavy freight contributes \$2b in RUC.
- Removing trucks will result in a lower LOS and public perception that if we remove trucks from the network they will have wide wonderful roads to enjoy is not the truth.
- Trucks are what are driving a significant number of roading improvements and are responsible for many of the significantly improved roading corridors.
- LGNZ unfairly gets the blame for deteriorating infrastructure when weather, climate and funding are challenging.
- 70% of emissions come from the heavy transport industry. Noxious emissions from trucks have been slashed by 90% in the previous 20 years,
- We are supportive of congestion charging as long as it is fair to all users.
- Wellington has the only fully electric double decker buses in the world!
- We need more diversity in the workplace. Woman make better truck drivers as they are more careful and are safer drivers. 😊

Tom Simonson: LGNZ

- Research by Jack Hodder QC 'Opinion on Climate Change': Doing nothing requires a surprising level of bravery (read foolhardiness)
- Common Law requires LG to plan for meeting existing and future needs accordingly you must have particular regard to the maintenance and enhancement of the quality of the environment and to the effects of climate change.
- Sea level rise has been measured since 1901. In this time the sea has risen 19cm with most of that occurring in the most recent period.
- Tasman Sea warming is 3X the rate of the rest of the world.
- Impact is not just coastal. Think water tables and ponding. Think about impacts on groundwater, where are your at risk playgrounds, are your cemeteries safe what about your landfills? Where is your fibre?
- LGNZ modelled the network - Over 1200km of network is at risk from a .5m sea level rise.
- Prioritise critical roads and determine options to address alternatives.
- LGNZ will be releasing guidance notes next week we need:
 - National Conversation
 - National Climate Change Adaption Fund
 - LG Risk Agency
 - National Master Plan
- We put all of this to the Government. Response from the Minister is that this is all in too hard basket! Disappointing response from the Ministers!

Tony McHarg: CEO AIG New Zealand

Tony spoke about the insurance industry as well as advances in car technology and the move towards automation and the roadblocks to autonomy including security challenges.

- AIG has lost money in New Zealand on 5 of the last 10 years. 82% of our losses are attributable to climate change. We will be factoring in that risk.
- Risk modelling is underway to assess and price the risk.
- Litigation and legal costs to address climate change are significant – we need to understand our obligations
- There is some difficulty in determining clear accountability and legal cases to date have not seen significant settlements – may change as risk and accountability is better understood.
- We are currently at the peak of vehicle ownership
- Lots of new and emerging technologies
- Flexible working hours and locations and shared services such as ride share
- Driverless vehicles don't require car parks
- As control is moved away from drivers so is the liability –some will transfer to LG.
- In a fully automated transport system our network will look completely different.

A recent survey identified

- Adults identified cost, security and the enjoyment of driving amongst the most significant factors that would delay or prevent the wide availability of driverless cars.
- All nations surveyed expressed concerns about hackers taking control of autonomous vehicles and privacy of personal data.
- Considerations for infrastructure include:
 - Reductions in cars and heavy vehicles using our roads.
 - Impact of flexible working on road usage
 - Land used for parking can be reallocated
 - Road construction companies may bear some liability for crashes

Bryn Gandy: Deputy CE Ministry of Transport

Bryn's presentation was focussed on addressing climate change via the GPS

- Transport is 20% of GHG emissions.
- New Zealand has the 4th highest per capita transport emissions in the OECD
- 67% attributable to light vehicles.
 - We have a lot of them
 - Fuel efficiency is the worst in the OECD
 - The age of our fleet is challenging
- We are aiming to reduce CO₂ emissions from 180g CO₂/KM to 105g CO₂/Km by 2025

- The Clean Car Standard will:
 - Impact will be fuel savings of around \$3.4B
 - Average lifetime fuel savings per vehicle \$6800
 - CO₂ reduced by around 5.1m tonnes
 - B/C Ratio of 3:11
- GPS 2021 will provide for supporting low emission transport modes
 - Resilience and security will be carried through
 - Expansion of public charging infrastructure
 - Second hand leasing schemes
 - \$4B for Public transport and rapid transit and rail over three years
 - \$390m for walking and cycling
 - We will need to see appropriate risk management procedures to ensure resilience of the land transport network so we are working on a new RSS Framework for the transport sector (resilience/security/safety)
- Thinking about:
 - Mobility as a service E-Bikes, E-Scooters, Ride-Hailing and Bike Sharing
 - Green freight, green fuels, hydrogen, bio-fuels and electrification
- GLPS 2021 will be released for public engagement in December
- Our aim is to publish by 1 July 2020, 1 year before it comes into effect to give you time to adapt.

Stuart Wood: Programme Lead Resilience – NZTA

- No stand-alone climate change programme however we must recognize the government's direction.
- NZTA Resilience Position Statement
 - Increasingly frequent and severe unplanned disruptions
 - Reduce impacts through collaborations, increasing understanding and targeting hazard risk
 - Using developed capability and capacity to manage and respond to small to major events.
- We are exploring improvements to our decision making framework for wider hazard response.
- Funding bucket remains the same so we will be looking to invest on solutions that address multiple criteria such as resilience and safety that incorporate multi modal transport outcomes
- Interventions to address a wider range of improved transport options
- Increasing demands and complexity on the system components
- More potential disruption – changing hazard profiles and more uncertainty
- Potential for LG and RCA's to be sued for LOS breach if we don't tackle communities failure to function (Jim Harland)
- Challenge for planners is the pace of change is accelerating – this will allow rural towns to bloom!
- It is very hard for communities to accept change away from what they always known
- The challenges for each community are not the same – solutions will be bespoke
- There will be funding challenges as there is finite capacity to increase rates

- All people will not be equal in regard to climate change investment signals
- The future might be more mobile
- Enabling mode shift may need some innovative thinking and a new funding approach not yet embedded into the NLTP
- All decisions for funding will be based on risk profiling and allocation of available resources
- Need to move away from reactive works and shift toward a whole of life proactive response.

Case Study: responding to Climate Change Challenges on Dunedin's Transport Network

- More frequent weather events have resulted in \$23.5m flood recovery spend in last five years
- Rising sea levels is now BAU
- 82km of coast roads and 2680 homes at risk
 - South Dunedin at risk with no readily identifiable solutions
 - 61km of road
 - 120km of footpath
 - 1.5km of walkways
 - 65km to storm-water network
 - 77km of wastewater network
 - 103km of water supply network
 - At risk over 10,000 residents
 - Just under \$4,500m of property and infrastructure

Next Forum:

8 November 2019: Decision Making, Priority Setting and Funding of Transport

All presentations are available to view on the RCA website: <http://rcaforum.org.nz/>

14 PUBLIC EXCLUDED**RESOLUTION TO EXCLUDE THE PUBLIC****RECOMMENDATION**

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
{ TC "5.1 Confirmation of Previous Minutes - Public Excluded" \2 } 14.1 - Confirmation of Previous Minutes - Public Excluded	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
{ TC "5.2 Ground Lease Horeke Playcentre" \2 } 14.2 - Ground Lease Horeke Playcentre	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
{ TC "5.3 Letter of Assurance to Provincial Growth Fund" \2 } 14.3 - Letter of Assurance to Provincial Growth Fund	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities s7(2)(i) - the withholding of the information is necessary to enable Council to carry on,	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

	without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	
{ TC "5.4 Kaero Wastewater Scheme Telemetry System Upgrade" \2 } 14.4 - Kaero Wastewater Scheme Telemetry System Upgrade	<p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
{ TC "5.5 Approval of Three Additional Building Consultants to BCA Supplier Panel" \2 } 14.5 - Approval of Three Additional Building Consultants to BCA Supplier Panel	<p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p>	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
{ TC "5.6 Priority Seal Extension Programme 2019-2020" \2 } 14.6 - Priority Seal Extension Programme 2019-2020	<p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
{ TC "5.7 Chief Executive Performance Agreement 2019/20" \2 } 14.7 - Chief Executive Performance Agreement 2019/20	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

15 MEETING CLOSE