



**Far North
District Council**



AGENDA

Kaitaia Drainage Area Committee Meeting

Monday, 2 September 2019

Time: 10:00 am
Location: Kauri Room
Far North Reap
33 Puckey Ave
Kaitaia

Membership:

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

Far North District Council
Kaitaia Drainage Area Committee Meeting
will be held in the Kauri Room, Far North Reap, 33 Puckey Ave, Kaitaia
on:
Monday 2 September 2019 at 10:00 am

Order Of Business

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1 APOLOGIES AND DECLARATIONS OF INTEREST

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

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

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

2 SPEAKERS

There were no speakers scheduled at the time of the Agenda going to print.

3 CONFIRMATION OF PREVIOUS MINUTES

3.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A2623596

Author: Melissa Wood, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader Governance Support

PURPOSE OF THE REPORT

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

RECOMMENDATION

That the Kaitaia Drainage Area Committee confirms that the minutes of the meeting of the Kaitaia Drainage Area Committee held 18 March 2019 are a true and correct record.

1) BACKGROUND

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

2) DISCUSSION AND OPTIONS

The minutes of the meeting are attached.

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

Reason for the recommendation

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

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

1. Kaitaia Drainage Area Committee unconfirmed minutes 18 March 2019 - A2405722 [↓](#) 

Compliance schedule:

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

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

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

**MINUTES OF FAR NORTH DISTRICT COUNCIL
KAITAIA DRAINAGE AREA COMMITTEE MEETING
HELD AT THE BOARD ROOM, TE AHU, CNR STATE HIGHWAY 1 AND MATHEWS AVENUE,
KAITAIA
ON MONDAY, 18 MARCH 2019 AT 10.12 AM**

PRESENT: Chairperson Fiona King, Member Adele Gardner, Member Jim Bennett, Member Mike Masters, Member Greg Yuretich, Member Joe King

IN ATTENDANCE:

STAFF PRESENT: Stephen Little (Team Leader - 3 Waters), Steven Smith (Stormwater Engineer), Troy Smith (Assistant Engineer), Kim Hammond (Meetings Administrator)

1 APOLOGIES AND DECLARATIONS OF INTEREST

Nil

2 SPEAKERS

Nil

3 CONFIRMATION OF PREVIOUS MINUTES

3.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 3.1 document number A2384023, pages 6 - 7 refers

AMENDMENT

Moved: Member Mike Masters

Seconded: Member Greg Yuretich

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

RESOLUTION 2019/1

Moved: Member Mike Masters

Seconded: Member Greg Yuretich

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

- **Item 1 Apology - was moved by Member Adele Gardner (not Chairperson) and seconded by Chairperson Mike Masters (not Member)**
- **Item 4 Meeting Close – meeting closed at 12.17 pm (not 12.17 am)**

CARRIED

4 REPORTS

4.1 KAITAIA DRAINAGE AREA 18/19 PROGRAMME UPDATE

Agenda item 4.1 document number A2374235, pages 11 - 18 refers

RESOLUTION 2019/2

Moved: Chairperson Fiona King

Seconded: Cr Joe King

That the Kaitaia Drainage Area Committee:

- a) **note and review the 2018/19 work programme**
- b) **recommend the reviewed 2018/19 work programme to the Te Hiku Community Board for approval**
- c) **requests that the Far North District Council insures and maintains the drone that is to be purchased**
- d) **requests that required staff attend a drone training course at the cost of the Far North District Council**
- e) **requests that staff complete a work programme and drainage mapping be submitted at the March 2020 meeting for the use of the drone**
- f) **requests that staff check with the Northland Regional Council and investigate the use of other chemicals to problems weeds and report back at the September 2019 Kaitaia Drainage Committee**
- g) **requests that the actual legal length sprayed be added to the spraying table that is included in the Kaitaia Drainage Area Programme update report**

CARRIED

At 11:53 am, Member Greg Yuretich left the meeting.

4.2 KAITAIA DRAINAGE AREA 19/20 PROGRAMME

Agenda item 4.2 document number A2374682, pages 19 - 24 refers

AMENDMENT

Moved: Member Jim Bennett

Seconded: Chairperson Fiona King

That the Kaitaia Drainage Area Committee:

- a) **Recommend the reviewed 2019/20 work programme to the Te Hiku Community Board for approval.**
- b) **Requests that the contingency budget of \$3,000 be reinstated for problem weed spraying for the 19/20 Work Programme.**

RESOLUTION 2019/3

Moved: Chairperson Fiona King

Seconded: Cr Joe King

That the Kaitaia Drainage Area Committee:

- c) **Recommend the reviewed 2019/20 work programme to the Te Hiku Community Board for approval**
- d) **Requests that the contingency budget of \$3,000 be reinstated for problem weed**

spraying for the 19/20 Work Programme.

CARRIED

4.3 KAITAIA DRAINAGE AREA 20/21 PROGRAMME

Agenda item 4.3 document number A2374692, pages 25 - 30 refers

RESOLUTION 2019/4

Moved: Chairperson Fiona King

Seconded: Member Jim Bennett

That the Kaitaia Drainage Area Committee:

- a) **recommend the reviewed 2020/21 work programme to the Te Hiku Community Board for approval.**
- b) **That the contingency budget of \$3,000 be reinstated for problem weed spraying for the 20/21 Work Programme.**

CARRIED

5 MEETING CLOSE

The meeting closed at 12.23 pm.

The minutes of this meeting will be confirmed at the Kaitaia Drainage Area Committee meeting held on 2 September 2019.

.....
CHAIRPERSON

4 REPORTS

4.1 KAITAIA DRAINAGE AREA 18/19 EXPENDITURE

File Number: A2598578

Author: Troy Smith, Assistant Engineer

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

PURPOSE OF THE REPORT

To provide the Kaitaia Drainage Area Committee with expenditure details and the closing balance for the 2018/19 financial year.

EXECUTIVE SUMMARY

Over the 2018/19 financial year, the Far North District Council completed a selection of drainage area works. The work which included spraying, cleaning and status reporting of the drains, came to a total expense of \$63,504. This is under what was initially budgeted / approved in the previous committee meetings.

RECOMMENDATION

That the Kaitaia Drainage Area Committee recommends the Te Hiku Community Board note the following financial summary for the past financial year 2018/19:

Kaitaia	Budget
2017-18 Residual funds (reserve funds available)	\$41,676
2018 Opening Balance (rated income)	\$71,393
2018-19 Expenditure	\$63,504
Historic Correction (subtracted from expenditure)	\$250
2018-19 Closing Reserve Balance	\$49,815

1) BACKGROUND

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

In recent times, the Kaitaia Drainage Area Committee was formally re-established at the 22 February 2016 meeting of the Te Hiku Community Board as part of Council's formal process and procedures.

The works programme for the 2018/19 financial year was discussed at the previous Kaitaia Drainage Area Committee Meeting on 18 March 2019. Through various conversations and onsite meetings with the spraying contractors, members of the public and Committee members, the list of required works had been put together.

2) DISCUSSION AND OPTIONS

Across the Kaitaia Drainage Area, there are several points which had work completed. This section further explains the work completed, and any uncompleted work that has been transferred into the current financial years programme.

2.1 Work programme summary 18/19

The past work programme from Financial Year 2018/19 is included below. This has been divided into completed and uncompleted work. There is also a column showing the amount budgeted through previous meetings.

<u>Kaitaia</u>	<i>Budgeted</i>	<i>Expended</i>
<u>Completed Work:</u>		
<i>Spraying of the Kaitaia drains</i>	<i>\$53,531</i>	<i>\$54,743</i>
<i>Residual payment from Hoddles Drain cleaning</i>	<i>\$13,000</i>	<i>\$210</i>
<i>Cleaning of the Awanui Drain</i>	<i>\$13,000</i>	<i>\$4,048</i>
<i>Access Track Reinstatement for Church Gulley Drain</i>	<i>\$3,000</i>	<i>\$4,503</i>
<i>Total</i>	<i>\$69,531</i>	<i>\$63,504</i>
<u>Remaining Work & Allowances:</u>		
<i>Status report on the drains (Awaiting invoice)</i>	<i>\$1,200</i>	<i>\$1,200</i>
<i>Machine Cleaning Contingency</i>	<i>\$8,742</i>	
<i>20% share of a drone for drain surveillance (Approved in Sept Meeting)</i>	<i>\$664</i>	
<i>Total</i>	<i>\$10,606</i>	<i>\$1,200</i>

2.2 General maintenance within the work programme

Spraying

Spraying of the Kaitaia drains were completed during January and February 2019. The spraying expenditure for the year is \$54,743.

As part of the Kaitaia Drain Status Report 2019, the spraying contractor has identified several drains which require further spraying or machine cleaning. These drains are noted in the 19/20 Programme.

Machine cleaning

In the Kaitaia Drainage Area there has been a relatively small amount of machine cleaning. For the year, the following drain has been cleaned:

- Awanui Drain – Cleaning of the section on the Jurlina property which receives water from the state highway and neighbouring farms. This has gradually silted up over the last 15 years. Total cost: \$4,048

Accessibility issues & maintenance

For the year, there was one significant access issue which required work:

- Church Gulley Drain – Very wet, rough and overgrown track at some points, including the entranceway. Near the recycling centre it is also full of rubbish. The access was reinstated at a cost of \$4,503.

Reason for the recommendation

To ensure that the Kaitaia Drainage Area Committee are notified of the expenditure and closing balance for the year.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

Kaitaia	Budget
2017-18 Residual funds (reserve funds available)	\$41,676
2018 Opening Balance (rated income)	\$71,393
2018-19 Expenditure	\$63,504
Historic Correction	-\$250
2018-19 Closing Reserve Balance	\$49,815

ATTACHMENTS

Nil

Compliance schedule:

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

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

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	A low to medium significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Policy #4302 - Northland River Management Policy. Policy #2104-14 Procuring Goods and Services. Land Drainage Bylaw 2009 (Rev 2019).
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	This report seeks a recommendation from the Committee to the Te Hiku Community Board.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	Ngai Takoto Iwi is included in the development of the management plan for the districts drainage areas.

Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences.	The purpose of the Committee is to liaise with persons likely to be affected.
State the financial implications and where budgetary provisions have been made to support this decision.	Financial implications are to be considered by the committee and budgetary provision is made.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report

4.2 KAITAIA DRAINAGE AREA 19/20 PROGRAMME

File Number: A2598580

Author: Troy Smith, Assistant Engineer

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

PURPOSE OF THE REPORT

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

EXECUTIVE SUMMARY

Over the 2019/20 financial year, the Far North District Council wishes to complete a selection of drainage area works. The work includes spraying and cleaning of the drains. It is recommended a budget of \$71,395 is allocated to cover the required and potential work for Kaitaia.

RECOMMENDATION

That the Kaitaia Drainage Area Committee recommends the Te Hiku Community Board approve the Kaitaia Drainage Area 2019/20 work programme.

1) BACKGROUND

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

In recent times, the Kaitaia Drainage Area Committee was formally re-established at the 22 February 2016 meeting of the Te Hiku Community Board as part of Council's formal process and procedures.

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

2) DISCUSSION AND OPTIONS

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

2.1 Proposed work programme summary

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

Kaitaia

<i>Spraying of the Kaitaia drains (breakdown in section 2.2)</i>	\$53,531
<i>Status report on the drains</i>	\$1,200
<i>Machine cleaning contingency</i>	\$13,000
<i>20% share of a drone for drain surveillance (Approved in Sept Meeting)</i>	\$664
<i>General contingency</i>	\$3,000
<i>Total</i>	\$71,395

2.2 General maintenance within the work programme

Spraying

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

If invasive weed is an issue, the current spray will have little effect on it. For serious cases machine cleaning may be required otherwise a stronger spray with the approval below may be more practical:

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

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

Waipapakauri Compartment

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

Lower Awanui Compartment

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

Puckeys Outfall Compartment

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

Pukepoto Outfall Compartment

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

Whangatane Compartment

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

Kaitaia Compartment

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

Tangonge Compartment

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

Wairoa Compartment

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

Machine cleaning

Over the 2019/20 year, the Kaitaia Area shall be investigated in conjunction with the spraying contractor to identify the location of any significant siltation and / or vegetation mats which will require removal.

Due to the amount of issues identified in the 2019 Drain Status Report, it is recommended that the Committee discuss a potential 2019/20 cleaning programme. Below are the unresolved items from the previous meeting.

- **Spains Drain** – Thick mats of floating rush.
- **Church Gully Drain** – Very thick oxygen weed along the whole drain.
- **Houstons Drain** – The outlet of the drain is blocked with thick weed.
- **Reids East Drain** – Thick weed and silt.

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

Accessibility issues & maintenance

Due to the amount of issues identified in the 2019 Drain Status Report, it may be prudent for the Committee to discuss an action plan in order to resolve these. Below are the unresolved items from the previous meeting.

- **Spains Drain** – Leylandii trees planted along one side blocking digger farm access to the drain. **Action from last meeting:** Contact land owner for tree removal.

- **Pukietī Outfall** – Drain crossing to be reinstated for access, on Dave Van Bysterbelt's property. **Action from last meeting:** Mike Masters to continue discussions.
- **Birds Drain** – Row of trees along one side of the drain. **Action from last meeting:** Private drain, stop spraying.
- **Wireless Drain** – Very rough access track along farmland. **Action from last meeting:** Check the access.
- **Mcmillans to Tupes Drain** – Fencing across the track on Shalders Farm. **Action from last meeting:** Mike Masters to contact.
- **Factory Bend** – Michies – Fencing without gates near the drain causing time delays. **Action from last meeting:** Mike Masters to investigate.
- **Pairatahi Bank Drain** – Parts of the access track is overgrown, other side of the drain has no gates along the drain resulting in time delays. **Action from last meeting:** Mulching to be completed.
- **Maimaru Drain** – Parts of the access track was sprayed as it is overgrown. Middle of the drain was not sprayed as the property owner did not allow access. **Action from last meeting:** Mulching to be completed and land owner contacted.
- **Waimanone to Walkers Drain** – Overgrown access track through Brian Dean and Shalders properties. Could not access through Dean's property. **Action from last meeting:** Check with George / contact land owners.
- **Birds Boundary Drain** – Row of trees along one side of the drain. **Action from last meeting:** Check the tree location.
- **Yates Drain** – Fencing without gates and drains without culverts near the drain causing time delays. **Action from last meeting:** Contact the land owner.
- **West's Drain** – Access track on one side is too rough to drive, the other has no gates along the drain which causes time delays. **Action from last meeting:** Contact the land owner and check the access.

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

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

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

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

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

2.3 Drainage area mapping

Late 2017, Council began using GIS (Geographic Information System) or mapping tools to log the location of the Drainage Area Drains electronically. The aim of this project is to put together a relatively accurate database of the drain width, depth, grade and location. Once gathered, the information will be added as a new layer in the Far North District Council's online maps which are available to the public.

To date, the entire Kaikino Drainage Area has been mapped although it is not yet available online. The other Drainage Areas, Waiharara, Kaitaia and Motutangi, are yet to be mapped.

2.4 Drainage Area Requests for Service (RFS) Summary

In the last 6 months, there have been no new Request's for Service received regarding the Kaitaia Drainage Area.

Reason for the recommendation

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

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

Kaitaia	Budget
2018-19 Residual funds (reserve funds available)	\$49,815
2019 Opening Balance (rated income)	\$70,000
2019-20 Proposed Expenditure	\$71,395
2019-20 Closing Reserve Balance	\$48,420

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
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State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Policy #4302 - Northland River Management Policy. Policy #2104-14 Procuring Goods and Services. Land Drainage Bylaw 2009 (Rev 2019).
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	This report seeks a recommendation from the Committee to the Te Hiku Community Board.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	Ngai Takoto Iwi is included in the development of the management plan for the districts drainage areas.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences.	The purpose of the Committee is to liaise with persons likely to be affected.
State the financial implications and where budgetary provisions have been made to support this decision.	Financial implications are to be considered by the committee and budgetary provision is made.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.

4.3 KAITAIA DRAINAGE AREA 20/21 PROGRAMME

File Number: A2598582

Author: Troy Smith, Assistant Engineer

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

PURPOSE OF THE REPORT

To advise and seek feedback from the Kaitaia Drainage Area Committee on the proposed works and costs for the 2020/21 financial year.

EXECUTIVE SUMMARY

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

RECOMMENDATION

That the Kaitaia Drainage Area Committee recommend the report “Kaitaia Drainage Area 20/21 Programme” be referred to the Te Hiku Community Board for information.

1) BACKGROUND

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

In recent times, the Kaitaia Drainage Area Committee was formally re-established at the 22 February 2016 meeting of the Te Hiku Community Board as part of Council's formal process and procedures.

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

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

2) DISCUSSION AND OPTIONS

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

Further review of the programme must be done during the following Drainage Area Committee Meeting held in March 2020 and over the next financial year. This is due to the highly estimated nature of the work programme.

2.1 Proposed work programme summary

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

Kaitaia

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

2.2 General maintenance within the work programme**Spraying**

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

If invasive weed is an issue, the current spray will have little effect on it. For serious cases machine cleaning may be required otherwise a stronger spray with the approval below may be more practical:

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

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

Waipapakauri Compartment

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

Lower Awanui Compartment

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

Puckeys Outfall Compartment

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

Pukepoto Outfall Compartment

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

Whangatane Compartment

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

Kaitaia Compartment

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

Tangonge Compartment

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

Wairoa Compartment

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

Machine cleaning

Over the 2019/20 year, the Kaitaia Area shall be investigated in conjunction with the spraying contractor to identify the location of any significant siltation and / or vegetation mats which will require removal.

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

Accessibility issues & maintenance

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

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

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

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

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

Reason for the recommendation

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

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

Kaitaia	Budget
2019-20 Residual funds (reserve funds available)	\$48,420
2020 Opening Balance (rated income)	\$70,000
2020-21 Proposed Expenditure	\$70,731
2020-21 Closing Reserve Balance	\$47,689

ATTACHMENTS

Nil

Compliance schedule:

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

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

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	A low to medium significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Policy #4302 - Northland River Management Policy. Policy #2104-14 Procuring Goods and Services. Land Drainage Bylaw 2009 (Rev 2019).
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	This report seeks a recommendation from the Committee to the Te Hiku Community Board.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	Ngai Takoto Iwi is included in the development of the management plan for the districts drainage areas.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences.	The purpose of the Committee is to liaise with persons likely to be affected.
State the financial implications and where budgetary provisions have been made to support this decision.	Financial implications are to be considered by the committee and budgetary provision is made.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.

5 MEETING CLOSE