



**Far North
District Council**



Te Kaunihera o Tai Tokerau ki te Raki

AGENDA

Waiharara and Kaikino Drainage Area Committee Meeting

Monday, 16 August 2021

Time: 1:00 pm

Location: Te Ahu

Cnr Matthews Ave and South Road

Kaitaia

Membership:

Chairperson Fiona King - Chairperson

Member Fred Petricevich

Member Joe Milich

Member Dean Radojkovich

Member Aaron Bainbridge

Member Adrienne Bartlett

Member Darren Axe

Far North District Council
Waiharara and Kaikino Drainage Area Committee Meeting
will be held in the Te Ahu, Cnr Matthews Ave and South Road, Kaitaia
on:
Monday 16 August 2021 at 1:00 pm

Te Paeroa Mahi / Order of Business

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1 KARAKIA TIMATANGA – OPENING PRAYER**2 NGA WHAKAPĀHA ME NGĀ PĀNGA MEMA / 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 Democracy 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 SPEAKERS

4 CONFIRMATION OF PREVIOUS MINUTES

4.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A3325156

Author: Kim Hammond, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

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

TŪTOHUNGA / RECOMMENDATION

That the Waiharara and Kaikino Drainage Area Committee confirm the minutes of the meeting of the Waiharara and Kaikino Drainage Area Committee held 03 November 2021 are a true and correct record.

1) TĀHUHU KŌRERO / BACKGROUND

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

2) MATAPAKI ME NGĀ KŌWHIRINGA / 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.

Take Tūtohunga / 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) PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ĀPITIHINGA / ATTACHMENTS

1. **2020-11-03 Waiharara and Kaikino Drainage Area Committee Unconfirmed Minutes - A2996950** [↓](#) 

Hōtaka Take Ōkawa / 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.

| He Take Ōkawa / Compliance Requirement | Aromatawai Kaimahi / 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. | The Waiharara and Kaikino Drainage Area is of local relevance and a member of the Te Hiku Community Board sits on the committee to be able to provide the views of the Community Board to the Committee. |
| 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. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi. | There are no implications on 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 the 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
WAIHARARA AND KAIKINO DRAINAGE AREA COMMITTEE MEETING
HELD AT THE CONFERENCE ROOM - TE AHU, CNR STATE HIGHWAY 1 AND MATHEWS
AVENUE, KAITAIA
ON TUESDAY, 3 NOVEMBER 2020 AT 1.00 PM**

PRESENT: Chairperson Fiona King, Member Fred Petricevich, Member Joe Milich, Member Aaron Bainbridge,

1 APOLOGIES AND DECLARATIONS OF INTEREST

Nil

2 SPEAKERS

Nil

3 MATTERS ARISING FROM PREVIOUS MINUTES

RESOLUTION 2020/1

Moved: Chairperson Fiona King

Seconded: Member Fred Petricevich

That the Waiharara and Kaikino Drainage Area Committee:

- a) request staff to follow up on the access to the drain and removal of object blocking the drain on Honeytree Farm.
- b) request that the drains that do not have sufficient fencing be reported back at the next Waiharara and Kaikino Drainage Committee.
- c) request that staff update landowners of the bylaw and the room needed on each side of the drain.

CARRIED

4 REPORTS

4.1 WAIHARARA AND KAIKINO DRAINAGE AREAS 2019/2020 EXPENDITURE

Agenda item 4.1 document number A2945623, pages 6 - 10 refers

RESOLUTION 2020/2

Moved: Chairperson Fiona King

Seconded: Member Fred Petricevich

That the Waiharara and Kaikino Drainage Area Committee recommends Te Hiku Community Board note the following financial summary for the past financial year 2019/2020:

| Waiharara | Budget |
|--|---------------|
| 2018-19 Residual funds (reserve funds available) | \$19,906 |
| 2019 Opening Balance (rated income) | \$9,997 |

| | |
|--|-----------------|
| 2019-20 Expenditure | \$7,953 |
| 2019-20 Closing Reserve Balance | \$21,950 |
| Kaikino | Budget |
| 2018-19 Residual funds (reserve funds available) | \$8,136 |
| 2019 Opening Balance (rated income) | \$9,000 |
| 2019-20 Expenditure | \$4,263 |
| 2019-20 Closing Reserve Balance | \$12,873 |
| | CARRIED |

4.2 WAIHARARA AND KAIKINO DRAINAGE AREAS 2020/2021 PROGRAMME

Agenda item 4.2 document number A2945628, pages 11 - 16 refers

RESOLUTION 2020/3

Moved: Member Fred Petricevich
 Seconded: Member Aaron Bainbridge

That the Waiharara and Kaikino Drainage Area Committee

- a) **recommend Te Hiku Community Board approve the Waiharara and Kaikino Drainage Area 2020/21 work programme.**
- b) **request staff contact the land owners of Honeytree Farms to let the know that contractors will be coming through to spray the Okohine drain.**

CARRIED

4.3 WAIHARARA AND KAIKINO DRAINAGE AREAS 2021/2022 PROGRAMME

Agenda item 4.3 document number A2945638, pages 17 - 21 refers

RESOLUTION 2020/4

Moved: Chairperson Fiona King
 Seconded: Member Aaron Bainbridge

That the Waiharara and Kaikino Drainage Area Committee recommend the “Waiharara and Kaikino Drainage Areas 21/22 Programme” information report be referred to Te Hiku Community Board.

CARRIED

5 MEETING CLOSE

The meeting closed at 2.16 pm.

The minutes of this meeting will confirmed at the Waiharara and Kaikino Drainage Area Committee Meeting held on Monday 16 August 2021.

.....
CHAIRPERSON

5 REPORTS

5.1 WAIHARARA AND KAIKINO DRAINAGE AREAS 2020/2021 EXPENDITURE

File Number: A3296237

Author: Troy Smith, Assistant Engineer

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

TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide the Waiharara and Kaikino Drainage Area Committee with expenditure details and the closing balance for the 2020/21 financial year.

EXECUTIVE SUMMARY

Over the 2020/21 financial year, the Far North District Council completed a selection of drainage area works. The work which included spraying of the drains, came to a total expense of \$6,119 for Waiharara and a total expense of \$4,263 for Kaikino.

TŪTOHUNGA / RECOMMENDATION

That the Waiharara and Kaikino Drainage Areas Committee recommends Te Hiku Community Board note the following financial summary for the past financial year 2020/2021:

| | |
|--|---------------|
| Waiharara | Budget |
| 2019-20 Residual funds (reserve funds available) | \$21,950 |
| 2020 Opening Balance (rated income) | \$9,000 |
| 2020-21 Expenditure | \$6,119 |
| 2020-21 Closing Reserve Balance | \$24,831 |
| Kaikino | Budget |
| 2019-20 Residual funds (reserve funds available) | \$12,873 |
| 2020 Opening Balance (rated income) | \$8,003 |
| 2020-21 Expenditure | \$4,263 |
| 2020-21 Closing Reserve Balance | \$16,614 |

1) TĀHUHU KŌRERO / BACKGROUND

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

Prior to the formal establishment of the individual drainage area committees, there were meetings of the Northern Advisory Drainage Committee.

The works programme for the 2020/21 financial year was discussed at the previous Waiharara and Kaikino Drainage Areas Committee Meeting on 3 November 2020. In consultation with the spraying contractors, members of the public and Committee members, the list of required works had been compiled.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Across both the Waiharara and Kaikino Areas, there are several points which had work completed. This section further explains the work completed, and any remaining work that has been transferred into the current financial years programme.

2.1 Work programme summary 2020/21

The past work programme from Financial Year 2020/21 is included below. This has been divided into completed and remaining work. There is also a column showing the amount budgeted through previous meetings.

| Waiharara | Budgeted | Expended |
|---|-----------------|-----------------|
| Completed Work: | | |
| Spraying of drains during early Summer | \$4,851 | \$4,576 |
| Additional spray of the Okohine Stream late Autumn | | \$1,543 |
| Total | \$4,851 | \$6,119 |
| Remaining Work & Allowances: | | |
| Status report on the drains (Complete, yet to be invoiced) | \$100 | |
| Machine cleaning allowance (Okohine Stream complete, yet to be invoiced) | \$4,000 | \$9,880 |
| Contingency allowance (Supplement stream cleaning) | \$2,000 | |
| 20% share of a drone for drain surveillance (Deferred for review 2021/22) | \$664 | |
| Total | \$6,764 | \$9,880 |
| | | |
| Kaikino | Budgeted | Expended |
| Completed Work: | | |
| Spraying of drains during early Summer | \$4,043 | \$4,263 |
| Total | \$4,043 | \$4,263 |
| Remaining Work & Allowances: | | |
| Status report on the drains (Complete, yet to be invoiced) | \$100 | |
| Complete new crossings along Milich's and Gumdigger's to provide a direct access track to the Kaikino Drain (Deferred to 2021/22) | \$2,000 | |
| Form the initial entranceway to the lower Hobson Drain access track (Deferred to 2021/22) | \$4,000 | |
| 20% share of a drone for drain surveillance (Deferred for review 2021/22) | \$664 | |
| Machine cleaning allowance (Kaikino and Hobson Drain, in planning for 2021/22) | \$2,000 | |
| General contingency | \$562 | |
| Total | \$9,326 | |

2.2 Current projects within the work programme

The Kaikino Drain access track and Hobson Drain access track projects from the 2020/21 work programme were deferred to the 2021/22 work programme due to a shortage in resources.

2.3 General maintenance within work programme

Spraying

Spraying of the Waiharara Area was completed in December 2020, at a cost of \$4,576. There was a second spray of the Okohine Stream required which was completed in May 2021, at a cost of \$1,543. Overall, the spraying budget was overspent due to a greater length of the Okohine Stream requiring maintenance, compared to what was initially budgeted.

Spraying of the Kaikino Area was completed in December 2020. The total cost for the Kaikino Area's spraying was \$4,263. This is slightly over what was budgeted, as the lower Hobson Drain was sprayed instead, where it was initially planned for machine cleaning.

Below is the programme confirming the drains that were sprayed, the distance sprayed, and the amount expended.

| Waiharara Area | Total | Spray | Cost |
|--|----------------|-----------------|-------------------|
| Okohine Stream (Including extra 500m spraying of the outlet) | 5,110 m | 5,610 m | \$3,085.50 |
| Okohine Stream (2 nd spray in May 2021) | | 3,085 m | \$1,542.50 |
| Bilich Branch | 1,800 m | 1,800 m | \$990.00 |
| Cox Branch | 860 m | 860 m | \$473.00 |
| Tunnel Traverse | 50 m | 50 m | \$27.50 |
| Totals | 7,820 m | 11,405 m | \$6,118.50 |

| Kaikino Area | Total | Spray | Cost |
|--------------------------|----------------|----------------|-------------------|
| Kaikino Drain | 4,100 m | 4,100 m | \$2,255.00 |
| Hobson Drain + Extension | 3,650 m | 3,650 m | \$2,007.50 |
| Totals | 7,750 m | 7,750 m | \$4,262.50 |

Machine cleaning

In the Waiharara Drainage Area there has been 1 drain that required cleaning:

- **Okohine Stream** – Approximately 2,500m of cleaning required along the drain, at an expected cost of \$9,880. This was completed in June 2021, but the invoice has been received in July 2021 and is likely to be paid in the 2021/22 year.

There was no machine cleaning undertaken for the Kaikino Drainage Area this year.

Accessibility issues & maintenance

For the year, there were no significant access issues that were worked on.

A letter concerning the state of drain access and inefficiency of spraying this year has been received from Fenwick Contracting. This is attached for the Committee's consideration.

2.4 Drainage Area Requests for Service (RFS) summary

Since the most recent meeting in November, there has been 1 new Request for Service received regarding the Waiharara and Kaikino Drainage Areas.

- RFS 4057388 – 226 Kaimaumau Road, Waiharara – Concerns with neighbour having blocked an open drain, preventing discharge into a connecting drain of the Okohine Stream. Logged on the 28th of April 2021.

Take Tūtohunga / Reason for the recommendation

To ensure that the Waiharara and Kaikino Drainage Areas Committee are notified of the expenditure and closing balance for the year.

3) PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

| Waiharara | Budget |
|--|-----------------|
| 2019-20 Residual funds (reserve funds available) | \$21,950 |
| 2020 Opening Balance (rated income) | \$9,000 |
| 2020-21 Expenditure | \$6,119 |
| 2020-21 Closing Reserve Balance | \$24,831 |
| | |
| Kaikino | Budget |
| 2019-20 Residual funds (reserve funds available) | \$12,873 |
| 2020 Opening Balance (rated income) | \$8,003 |
| 2020-21 Expenditure | \$4,263 |
| 2020-21 Closing Reserve Balance | \$16,614 |

ĀPITIHINGA / AATTACHMENTS

1. **2021-02-08 - Attachment 1 - Fenwick Contracting Letter - List of concerns with drainage areas - A3309381**  

Hōtaka Take Ōkawa / 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.

| He Take Ōkawa / Compliance Requirement | Aromatawai Kaimahi / 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 |

FENWICK CONTRACTING LTD

2291 Farnorth Rd

R,D,4

Kaitaia

0484

Phone: 094068831

E Mail: randlfenwick@slingshot.co.nz

Troy Smith FNDC.

This year the Drains have been a challenge we have encountered many problems firstly the amount of Avocado Farms these are problematic because we will arrive at the property sign in start to spray and the wind may pick up slightly and we have to leave only to go back at a later date this is costing our company in time fuel and milage.

Secondly running tracks are not that good in some places we spend ages just going in and out of paddocks as the paddock fences go right to the drain again time wasted driving Drive 100 metres to spray 20 metres.

Thirdly arriving at a property and cannot find the owner so cannot go on to the property without permission.

Access to some of the drains are in terrible condition mainly crossings.

Pukepoto Outfall has had culverts removed by the farmer this means we have to back track several times.

Oinu Access is poor and trees along the drain means having to pull hose in and out of the trees.

These are a few of the things the boys have mentioned.

We have approximately 11 drains to do this should take a week weather permitting.

Thanks

lynn

5.2 WAIHARARA AND KAIKINO DRAINAGE AREAS 2021/2022 PROGRAMME

File Number: A3296261

Author: Troy Smith, Assistant Engineer

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

TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide the Waiharara and Kaikino Drainage Areas Committee with an outline of the proposed works and costs for the 2021/22 financial year.

EXECUTIVE SUMMARY

- Over the 2021/22 financial year, the Far North District Council wishes to complete a selection of drainage area works.
- The work includes spraying, cleaning and access maintenance of the drains.
- It is recommended a budget of \$21,095 is allocated to cover the required and potential work for Waiharara, and a budget of \$21,894 for Kaikino.

TŪTOHUNGA / RECOMMENDATION

That the Waiharara and Kaikino Drainage Areas Committee recommends Te Hiku Community Board approve the Waiharara and Kaikino Drainage Area 2021/2022 work programme.

1) TĀHUHU KŌRERO / BACKGROUND

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

Prior to the formal establishment of the individual drainage area committees, there were meetings of the Northern Advisory Drainage Committee.

The proposed works programme for the 2021/2022 financial year has been estimated from previous costs.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Across both the Waiharara and Kaikino Areas, there are several points which require work. The items detailed in the below proposed 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 this meeting provides an opportunity to adjust the work programme.

Note that both Waiharara and Kaikino Areas have a high expenditure proposed. The budget for Waiharara includes receipt of a late invoice for machine cleaning, whereas the budget for Kaikino includes a large amount of deferred minor projects / cleaning. It's intended that the Committee thoroughly reviews and is comfortable with the budgets before their recommendation.

2.1 Proposed work programme summary

Work is to be completed before 30 June 2022, with the spraying programme to start during late 2021:

Waiharara

| | |
|---|---------|
| Spraying of the Waiharara drains (breakdown in section 2.3) | \$4,301 |
| Additional spraying of the Waiharara drains (autumn) | \$2,150 |
| Status report on the drains | \$100 |

| | |
|---|-----------------|
| Cleaning of the Okohine Stream (Completed in 2020/21, invoice to be received) | \$9,880 |
| 20% share of a drone for drain surveillance | \$664 |
| Machine cleaning contingency | \$3,000 |
| General contingency | \$1,000 |
| Total | \$21,095 |

Kaikino

| | |
|---|-----------------|
| Spraying of the Kaikino drains (breakdown in section 2.3) | \$4,043 |
| Additional spraying of the Kaikino drains (autumn) | \$2,021 |
| Status report on the drains | \$100 |
| Cleaning of the lower Hobson Drain | \$5,850 |
| Complete new crossings along Milich's and Gumdigger's to provide a direct access track to the Kaikino Drain | \$2,000 |
| Form the initial entranceway to the lower Hobson Drain access track | \$4,216 |
| 20% share of a drone for drain surveillance | \$664 |
| Machine cleaning contingency | \$2,000 |
| General contingency | \$1,000 |
| Total | \$21,894 |

2.2 Proposed projects within the work programme

Kaikino Drain access track

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

The work is expected to be approximately \$2,000.

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

Hobson Drain (downstream of Paparore Road) access track

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

As before, to start the new access track, there is approximately 1 new access culvert required to reach the drain bank and then another crossing along the track.

Once the initial entranceway is installed, further work will be investigated to ensure we can restore full access to the lower section and are able to maintain it. Due to budget constraints, this may not be practical for the 2022/23 work programme, however will be considered in future.

A budget of \$4,216 is proposed in the work programme for installation of the entranceway.

2.3 General maintenance within the work programme

Spraying

Spraying of the Waiharara and Kaikino Areas is to be completed during late spring / early summer 2021. To ensure the weed growth in the drains is maintained sufficiently, a budget item for additional spraying during autumn has been included. The amount allowed is enough to spray half of the drains a 2nd time.

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 consists of 15 kilometres of drain spraying and has been separated out into the two areas and individual drains as follows:

| Waiharara Area | Total | Spray | Cost |
|-----------------------|----------------|----------------|-------------------|
| Okohine Stream | 5,110 m | 5,110 m | \$2,810.50 |
| Bilich Branch | 1,800 m | 1,800 m | \$990.00 |
| Cox Branch | 860 m | 860 m | \$473.00 |
| Tunnel Traverse | 50 m | 50 m | \$27.50 |
| Totals | 7,820 m | 7,820 m | \$4,301.00 |

| Kaikino Area | Total | Spray | Cost |
|--|----------------|----------------|-------------------|
| Kaikino Drain | 4,100 m | 4,100 m | \$2,255.00 |
| Hobson Drain + Extension (Less 400m to be cleaned) | 3,650 m | 3,250 m | \$1,787.50 |
| Totals | 7,750 m | 7,350 m | \$4,042.50 |

Machine cleaning

Over the 2020/21 year, the Waiharara and Kaikino Areas were investigated in conjunction with the spraying contractor, to identify the location of any significant siltation and / or vegetation mats which will require removal. Below is a review of what's been completed recently, and what's identified for the 2021/22 year.

Waiharara Drainage Area:

- **Okohine Stream** – Completed approximately 2,500m of cleaning in 2020/21. Expecting an invoice of \$9,880 to be received this year.

Kaikino Drainage Area:

- **Lower Hobson Drain** – Approximately 400m of cleaning is required. An estimate for the cleaning has been received at \$5,850. This has been combined with the access works to reduce transport costs.
- **Kaikino Drain** – The spraying contractor identified the drain as being full of weeds and in poor condition. Another issue is slightly downstream of the Heath Road bridge, there are a number of large trees fallen over the Kaikino Drain. There are also some small trees growing from the drain banks. Although not part of the programme at this stage, these should be discussed for removal or follow up with the private owners.

The Waiharara and Kaikino Drainage Areas also have a machine cleaning contingency allocated, \$3,000 and \$2,000 respectively.

Accessibility issues & maintenance

The state of access can have negative / positive impacts on the efficiency and operations of the drainage area.

Once formed, the 2 new access tracks formed along the Kaikino drain and lower Hobson drain may need yearly mulching to keep the track in good condition. Although not included in the 2021/22 budget, this may be suitable for the future.

In the Waiharara Drainage Area, the spraying contractor raised 1 concern:

- **Okohine Stream** – Access on Bainbridge's through to Honey Tree Farm's was blocked by crops. This is to be followed up by Council staff and ensure they complete the required work.

In the Kaikino Drainage Area, the spraying contractor raised 1 concern:

- **Hobson Extension Drain** – Access along the drain is not clear, long grass along the edge of the drain. Access listed as poor condition.

In addition to maintenance of the new tracks, the spraying contractor has been requested to identify the location of any of the following issues which are covered by the Far North District Council Land Drainage Bylaw 2009 (Rev 2019):

- 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 Drainage 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 the above issues. Another notice to remind property owners of their obligations is overdue.

2.4 Drainage area survey

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 surveyed and is available online.

The other Drainage Areas, Waiharara, Kaitaia and Motutangi, are yet to be physically surveyed. However, please note that there are representative drain lines mapped and available online.

2.5 Drainage Area Requests for Service (RFS) summary

Since the end of June 2021, there have been no new Requests for Service received regarding the Waiharara, or Kaikino Drainage Areas.

2.6 Drainage area management plans

Each of the Land Drainage Areas require a management plan to support their function as an activity under the existing Northland Regional Council (NRC), Regional Soil & Water Plan 2016, as well as the proposed NRC Regional Plan 2021.

The 4 Drainage Areas each have a draft management plan in place, which was most recently formally discussed as an agenda item in March and May 2017. Recent conversations with the Committees indicate that this is an ongoing priority, and further review of the draft plans is required.

The draft management plans will undergo an internal assessment by FNDC to ensure it is aligned with other relevant legislation.

2.7 Assurance of programme delivery & engagement

Following the Te Hiku Community Board meeting on 6 July 2021, where members of the community attended to express their frustration of the lack of engagement by the council in terms of the drainage areas, Far North District Council management and Far North Waters have considered a number of options to ensure that the approved work programme is completed each year as practicable. With this in mind, additional support and direction will be provided particularly with respect to the scoping and the assurance / supervision wrapped around the completion of works within the programme.

Also included in the expression, were the concerns of irregularity regarding the Drainage Area Committee meetings of recent times. To confirm, FNDC, including Far North Waters, have an ongoing commitment to coordinate and support the biannual (March / September) committee meetings. This has not changed and is intended to provide the committee's visibility / engagement with the work programme and management of the Drainage Areas.

Take Tūtohunga / Reason for the recommendation

To confirm the expected works and their associated costs. With the work programme to be completed by 30 June 2022.

3) PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

A summary of the expected 2021/22 financial year is as follows:

| | |
|--|-----------------|
| Waiharara | Budget |
| 2020-21 Residual funds (reserve funds available) | \$24,831 |
| 2021 Opening Balance (rated income) | \$8,000 |
| 2021-22 Proposed Expenditure | \$21,095 |
| 2021-22 Closing Reserve Balance | \$11,736 |
| | |
| Kaikino | Budget |
| 2020-21 Residual funds (reserve funds available) | \$16,614 |
| 2021 Opening Balance (rated income) | \$8,000 |
| 2021-22 Proposed Expenditure | \$21,894 |
| 2021-22 Closing Reserve Balance | \$2,720 |

Please note the reserve balance for the Kaikino Drainage Area is low with the proposed work programme.

ĀPITI HANGA / ATTACHMENTS

Nil

Hōtaka Take Ōkawa / 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.

| He Take Ōkawa / Compliance Requirement | Aromatawai Kaimahi / 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. |

5.3 WAIHARARA AND KAIKINO DRAINAGE AREAS 2022/2023 PROGRAMME

File Number: A3296266

Author: Troy Smith, Assistant Engineer

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

TAKE PŪRONGO / PURPOSE OF THE REPORT

To advise and seek feedback from the Waiharara and Kaikino Drainage Areas Committee on the proposed works and costs for the 2022/23 financial year.

EXECUTIVE SUMMARY

- Over the 2022/23 financial year, the Far North District Council wishes to complete a selection of drainage area works.
- The work includes spraying, cleaning and access maintenance of the drains. Currently there is a proposed budget of \$10,551 to cover the required and potential work for Waiharara and a budget of \$8,384 for Kaikino.
- The forward works programme and associated budget is up for discussion.

TŪTOHUNGA / RECOMMENDATION

That the Waiharara and Kaikino Drainage Areas Committee recommends the “Waiharara and Kaikino Drainage Areas 22/23 Programme” be referred to Te Hiku Community Board as an information report.

1) TĀHUHU KŌRERO / BACKGROUND

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

Prior to the formal establishment of the individual drainage area committees, there were meetings of the Northern Advisory Drainage Committee.

The forward works programme for the 2022/23 financial year has been estimated from previous costs.

The list of required works is based on the assumption that the work programme for 2021/22 is completed as planned.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Across both the Waiharara and Kaikino Areas, there are several areas 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 this meeting provides an opportunity to adjust the work programme.

Further review of the proposed programme must be done during the following Drainage Area Committee Meeting to be held in March 2022 and over the next financial year.

2.1 Proposed work programme summary

Work is to be completed before 30 June 2023, with the spraying programme to start during late 2022:

Waiharara

| | |
|---|---------|
| Spraying of the Waiharara drains (breakdown in section 2.3) | \$4,301 |
| Additional spraying of the Waiharara drains (autumn) | \$2,150 |
| Status report on the drains | \$100 |

| | |
|------------------------------|-----------------|
| Machine cleaning contingency | \$3,000 |
| General contingency | \$1,000 |
| Total | \$10,551 |

Kaikino

| | |
|---|----------------|
| Spraying of the Kaikino drains (breakdown in section 2.3) | \$4,263 |
| Additional spraying of the Kaikino drains (autumn) | \$2,021 |
| Status report on the drains | \$100 |
| General contingency | \$2,000 |
| Total | \$8,384 |

2.2 Proposed projects within the work programme

Hobson Drain (downstream of Paparore Road) access track

Once the initial entranceway is installed in the 2021/22 work programme, further work will be investigated to ensure we can restore full access to the lower section and are able to maintain it. Due to budget constraints, this may not be practical for the 2022/23 work programme however, will be considered in future.

2.3 General maintenance within the work programme

Spraying

Spraying of the Waiharara and Kaikino Areas is to be completed during late spring / early summer 2022. To ensure the weed growth in the drains is maintained sufficiently, a budget item for additional spraying during autumn has been included. The amount allowed is enough to spray half of the drains a 2nd time.

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 consists of 15 kilometres of drain spraying and has been separated out into the two areas and individual drains as follows:

| Waiharara Area | Total | Spray | Cost |
|--------------------------|----------------|----------------|-------------------|
| Okohine Stream | 5,110 m | 5,110 m | \$2,810.50 |
| Bilich Branch | 1,800 m | 1,800 m | \$990.00 |
| Cox Branch | 860 m | 860 m | \$473.00 |
| Tunnel Traverse | 50 m | 50 m | \$27.50 |
| Totals | 7,820 m | 7,820 m | \$4,301.00 |
| Kaikino Area | Total | Spray | Cost |
| Kaikino Drain | 4,100 m | 4,100 m | \$2,255.00 |
| Hobson Drain + Extension | 3,650 m | 3,650 m | \$2,007.50 |

| | | | |
|---------------|----------------|----------------|-------------------|
| Totals | 7,750 m | 7,750 m | \$4,262.50 |
|---------------|----------------|----------------|-------------------|

Machine cleaning

Over the 2021/22 year, the Waiharara and Kaikino Areas shall be investigated in conjunction with the spraying contractor to identify the location of any significant siltation and / or vegetation mats which will require removal. There is no cleaning scheduled at this stage.

The Waiharara Drainage Area has a machine cleaning contingency of \$3,000 allocated. The Kaikino Drainage Area does not have a machine cleaning contingency allocated due to budget constraints however, does have a \$2,000 general contingency should it be required.

Accessibility issues & maintenance

Once formed, the 2 new access tracks formed along the Kaikino drain and lower Hobson drain may need yearly mulching to keep the track in good condition. Although not included in the 2022/23 budget, this may be suitable for the future.

In addition to maintenance of the new tracks, the spraying contractor has been requested to identify the location of any of the following issues which are covered by the Far North District Council Land Drainage Bylaw 2009 (Rev 2019):

- 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 Drainage 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. Another notice to remind property owners of their obligations is overdue.

Take Tūtohunga / Reason for the recommendation

To discuss the proposed works and their associated costs, with the work programme to be completed by 30 June 2023.

3) PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

A summary of the expected 2022/23 financial year is as follows:

| Waiharara | Budget |
|--|----------------|
| 2021-22 Residual funds (reserve funds available) | \$11,736 |
| 2022 Opening Balance (rated income) | \$8,000 |
| 2022-23 Proposed Expenditure | \$10,551 |
| 2022-23 Closing Reserve Balance | \$9,185 |
| Kaikino | Budget |
| 2021-22 Residual funds (reserve funds available) | \$2,720 |

| | |
|--|----------------|
| 2022 Opening Balance (rated income) | \$8,000 |
| 2022-23 Proposed Expenditure | \$8,384 |
| 2022-23 Closing Reserve Balance | \$2,336 |

Please note the reserve balance for the Kaikino Drainage Area is low with the proposed rated income and work programme.

ĀPITI HANGA / ATTACHMENTS

Nil

Hōtaka Take Ōkawa / 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.

| He Take Ōkawa / Compliance Requirement | Aromatawai Kaimahi / 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 |

6 KARAKIA WHAKAMUTUNGA – CLOSING PRAYER

7 TE KAPINGA HUI / MEETING CLOSE