



**Far North  
District Council**



**Te Kaunihera o Tai Tokerau ki te Raki**

# **AGENDA**

## **Kaitaia Drainage Area Committee Meeting**

**Monday, 21 March 2022**

**Time: 10:00 am**

**Location: Conference Room - Te Ahu  
Cnr State Highway 1 and Mathews  
Avenue  
Kaitaia**

**Membership:**

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



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**Far North District Council**  
**Kaitaia Drainage Area Committee Meeting**  
**will be held in the Conference Room - Te Ahu, Cnr State Highway 1 and**  
**Mathews Avenue, Kaitaia on:**  
**Monday 21 March 2022 at 10:00 am**

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**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 NGA KAIKORERO / SPEAKERS**

## 4 CONFIRMATION OF PREVIOUS MINUTES

### 4.1 CONFIRMATION OF PREVIOUS MINUTES

**File Number:** A3605206

**Author:** Marlema Baker, Democracy Advisor

**Authoriser:** Aisha Huriwai, Team Leader Democracy Services

#### TAKE PŪRONGO / 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.

#### TŪTOHUNGA / RECOMMENDATION

**That the Kaitaia Drainage Area Committee confirms that the minutes of the meeting of the Kaitaia Drainage Area Committee held 16 August 2021 are a true and correct record.**

#### 1) TĀHUHU KŌRERO / 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) 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. 2021-08-16 KDAC Minutes - A3335903 [↓](#) 

**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.

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	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 Kaitaia 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  
KAITAIA DRAINAGE AREA COMMITTEE MEETING  
HELD AT THE TE AHU, CNR MATTHEWS AVE AND SOUTH ROAD, KAITAIA  
ON MONDAY, 16 AUGUST 2021 AT 10:00 AM**

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

**STAFF PRESENT:** Glenn Rainham, Troy Smith, Richard Jenkins (Ventia), Kim Hammond, Marlema Baker

**1 NGĀ WHAKAPĀHA ME NGĀ PĀNGA MEMA / APOLOGIES AND DECLARATIONS OF INTEREST**

Apologies from Member Greg Yuretich for lateness.

**2 SPEAKERS**

Dann Chapman spoke to the committee in regards to the removal of the culverts on the Pukepoto Outfall. One of the culverts removed was an internal culvert however the culvert removed on the West drain and needs a 1200 culvert put back in.

**3 CONFIRMATION OF PREVIOUS MINUTES**

**3.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 4.1 document number A3324941, pages 6 - 10 refers.

**MOTION**

Moved: Chairperson Fiona King

Seconded: Member Adele Gardner

That the Kaitaia Drainage Area Committee

- a) confirms that the minutes of the meeting of the Kaitaia Drainage Area Committee held 03 November 2020 are a true and correct record.

CARRIED

**MOTION**

Moved: Member Greg Yuretich

Seconded: Member Mike Masters

- b) request that an update letter is sent out annually to those in the Kaitaia Drainage Area.

CARRIED

The amendments became the substantive motion.

**RESOLUTION 2021/1**

**That That the Kaitaia Drainage Area Committee**

- a) confirms that the minutes of the meeting of the Kaitaia Drainage Area Committee held 03 November 2020 are a true and correct record.
- b) request that an update letter is sent out annually to those in the Kaitaia Drainage Area.

CARRIED



**Notes:**

- Drains still need to be mapped and entered into GIS. Staff will provide the Kaitaia Drainage Area Committee with a timeline and progress this.
- Council has still not purchased a drone but are investigating this further.
- Committee would like to see an updated map of the Kaitaia Area Drainage drains and when the drains then enter into the urban catchment area e.g Matthews Ave, Kaitaia.

**4 REPORTS****4.1 KAITAIA DRAINAGE AREA 2020/2021 EXPENDITURE**

Agenda item 5.1 document number A3296031, pages 11 - 17 refers.

**RESOLUTION 2021/2**

Moved: Chairperson Fiona King

Seconded: Member Greg Yuretich

**That the Kaitaia Drainage Area Committee recommends Te Hiku Community Board note the following financial summary for the past financial year 2020/2021:**

<b>Kaitaia</b>	<b>Budget</b>
<b>2019-20 Residual funds (reserve funds available)</b>	<b>\$46,646</b>
<b>2020 Opening Balance (rated income)</b>	<b>\$70,036</b>
<b>2020-21 Expenditure</b>	<b>\$55,556</b>
<b>2020-21 Closing Reserve Balance</b>	<b>\$61,126</b>
	<b>CARRIED</b>

**4.2 KAITAIA DRAINAGE AREA 2021/2022 PROGRAMME**

Agenda item 5.2 document number A3296017, pages 18 - 25 refers.

**MOTION**

Moved: Chairperson Fiona King

Seconded: Member Greg Yuretich

That the Kaitaia Drainage Area Committee recommend Te Hiku Community Board:

- a) approve the Kaitaia Drainage Area 2021/22 work programme.

CARRIED

**MOTION**

Moved: Member Mike Masters

Seconded: Member Greg Yuretich

- b) request that W Masters E, Campbells and L Masters W drains be sprayed as part of the 2021/2022 work programme upon receiving permission from the land owner.

CARRIED

**MOTION**

Moved: Member Joe King

Seconded: Member Greg Yuretich

- c) request staff send a letter to Mr van Bysterbelt asking him to reinstate to the crossing/culverts that he removed on Wests Drain at his own costs.

CARRIED

#### **MOTION**

Moved: Chairperson Fiona King

Seconded: Member Adele Gardner

- d) request a workshop with the Kaitaia Drainage Area Committee in October/November to work on the draft management plan.

CARRIED

At 11:13 am, Member Adele Gardner left the meeting. At 11:15 am, Member Adele Gardner returned to the meeting.

The amendments become the substantive motion.

#### **RESOLUTION 2021/3**

**That the Kaitaia Drainage Area Committee recommend Te Hiku Community Board:**

- a) approve the Kaitaia Drainage Area 2021/22 work programme.
- b) request that W Masters E, Campbells and L Masters W drains be sprayed as part of the 2021/2022 work programme upon receiving permission from the land owner.
- c) request staff send a letter to Mr van Bysterbelt asking him to reinstate to the crossing/culverts that he removed on Wests Drain at his own costs.
- d) request a workshop with the Kaitaia Drainage Area Committee in October/November to work on the draft management plan.

CARRIED

### **4.3 KAITAIA DRAINAGE AREA 2022/2023 PROGRAMME**

Agenda item 5.3 document number A3296174, pages 26 - 31 refers.

#### **RESOLUTION 2021/4**

Moved: Chairperson Fiona King

Seconded: Member Mike Masters

**That the Kaitaia Drainage Area Committee**

- a) recommend the report "Kaitaia Drainage Area 22/23 Programme" be referred to Te Hiku Community Board for information.
- b) request that the general contingency budget for 2022/2023 be increased to \$5,000 and the spray contingency be increased to \$6,000.

CARRIED

### **5 TE KAPINGA HUI / MEETING CLOSE**

The meeting closed at 12.08 pm.

The minutes of this meeting will be confirmed at a later Kaitaia Drainage Area Committee meeting.

.....  
CHAIRPERSON

## 5 REPORTS

### 5.1 KAITAIA DRAINAGE AREA 2021/2022 PROGRAMME UPDATE

**File Number:** A3602076

**Author:** Troy Smith, Assistant Engineer

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

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

To notify the Kaitaia Drainage Area Committee of progress on all drainage aspects; planning, financing, and physical works, for the financial year ending the 30<sup>th</sup> of June 2022.

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- As the 2021/2022 summer has begun, several activities on the approved work programme have been completed or are in progress.
- The work programme includes spraying and cleaning of drains.
- There are significant budgetary changes required to meet projected costs. Deviations from the previously approved budget are highlighted in **red**.
- The work programme and associated budget is up for discussion, with the opportunity to make any late additions if required.

#### TŪTOHUNGA / RECOMMENDATION

**That the Kaitaia Drainage Area Committee:**

- a) Note and review the 2021/2022 work programme.**
- b) Recommend the reviewed 2021/2022 work programme to Te Hiku Community Board for approval.**

#### 1) TĀHUHU KŌRERO / BACKGROUND

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

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

The work programme for the 2021/2022 financial year was most recently approved on the 16th of August 2021 Committee meeting. Additionally, it was reviewed during an earlier Committee meeting on the 3rd of November 2020.

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

- Request that W Masters E, Campbells, and L Masters W drains be sprayed as part of the 2021/2022 work programme upon receiving permission from the landowner.
- Request staff send a letter to Mr van Bysterbelt asking him to reinstate to the crossing/culverts that he removed on Wests Drain at his own costs.
- Request a workshop with the Kaitaia Drainage Area Committee in October/November to work on the draft management plan. Area Committee in October/November to work on the draft management plan.

In the following Te Hiku Community Board meeting in August 2021, the Kaitaia Drainage Area 2021/2022 Programme was amended, including two items:

- General contingency budget for 2021/2022 be increased to \$5,000.
- Spray contingency be added and increased to \$6,000.

These items have since been included into the programme and financial totals updated.

## 2) MATAPAKI ME NGA KOWHIRINGA / DISCUSSION AND OPTIONS

Within the Kaitaia Area, there are several agreed points which require work. This section details the work currently programmed from August 2021 and what progress has been made.

There are significant budgetary changes required, which are described in section 2.1 and 2.2 of this report. These are associated with an increase in operational costs (Increased spraying rate etc.). It is intended that the 2021/2022 work programme is reviewed to include these changes.

### 2.1 Work programme summary

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

Kaitaia	Budgeted	Expended
<b>Completed Work:</b>		
<b>Total</b>	<b>\$0</b>	<b>\$0</b>
<b>Remaining Work &amp; Allowances:</b>	<b>Budgeted</b>	<b>Revised</b>
Status report on the drains (In progress)	\$700	\$777
Spraying of the Kaitaia drains (In progress)	\$57,969	\$80,108
Cleaning of the Church Gulley Drain	\$8,000	\$8,880
<b>Total (planned work)</b>	<b>\$66,669</b>	<b>\$89,765</b>
Spraying contingency	\$6,000	\$6,000
Machine Cleaning contingency	\$10,000	\$10,000
20% share of a drone for drain surveillance (To be removed)	\$664	\$0
Contingency allowance	\$5,000	\$5,000
<b>Total (contingencies)</b>	<b>\$21,664</b>	<b>\$21,000</b>

### 2.2 General maintenance within work programme

#### Spraying

Spraying of the Kaitaia drains is being completed during December 2021 to February 2022. At the time of writing, the majority of the drains had been sprayed. There is also the recent addition of a \$6,000 spraying contingency, to allow for spraying of 'On Request' drains.

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

#### Spraying cost analysis

In the past, a historic rate of 55c per metre was maintained for the cost of drain spraying within the area. Over the past year, operational expenses have risen abruptly. In order to continue a successful partnership with our chosen spraying contractor, Fenwick Contracting, an assessment of the previously agreed rate and immediate remediation was required.

The average rate for spraying has been assessed, and in negotiation with Fenwick Contracting, a new rate limited to 65c per metre has been agreed upon. Although this is a considerable increase from the historic rate, it was not sustainable nor fair to continue with the historic rate for 2021/2022.

This, along with other increases in operational costs, has impacted the work programme with an approximate increase of 29% expected on the programmed spraying costs.

With additional drains being sprayed so far, and further programmed, it is projected that the final cost for spraying will be approximately \$80,108. Should the full programme be completed, part of the reserve fund will be required to supplement the rated income and meet the costs (Further defined in section 3.1).

**Action** – Request that the Committee approve the projected cost for spraying of \$80,108 to allow for the significant increase in operational costs and additional drains to be sprayed.

### Spray programme

The spray programme consists of 111 kilometres of drain spraying and has been separated out into compartments and individual drains. This has been adjusted for the increased operational costs, also to include any changes (highlighted in Red) from the approved programme in August 2021.

Spray programme follows:

<b>Waipapakauri Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Waipapakauri Outfall (Both sides of drain sprayed)	4,800 m	9,000 m	\$6,493.50
Paparore Bank Drain	4,000 m	4,000 m	\$2,886.00
Waipapakauri Bank	1,710 m	1,710 m	\$1,233.77
Thodes	684 m	684 m	\$493.51
Brattons Drain (On request)	282 m	0 m	\$0.00
Evans Drain (On request)	443 m	0 m	\$0.00
Yates (On request)	945 m	0 m	\$0.00
Wests	820 m	820 m	\$591.63
Sandhills (Remainder is Urban)	7,502 m	6,456 m	\$4,658.00
Birds Boundary	1,521 m	1,521 m	\$1,097.40
Abbots (On request)	422 m	422 m	\$304.47
Government drain	3,012 m	3,012 m	\$2,173.16
Waimanoni - Walkers	4,221 m	4,221 m	\$3,045.45
Spains Drain (On request)	1,580 m	0 m	\$0.00
Spains Road Drain (Remainder is Urban)	2,170 m	1,580 m	\$1,139.97
<b>Totals</b>	<b>34,112 m</b>	<b>33,426 m</b>	<b>\$24,116.86</b>

<b>Lower Awanui Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Prices Bank (Unahi)	2,615 m	2,615 m	\$1,886.72
McMillans - Tupes	6,840 m	6,840 m	\$4,935.06
Factory Bend - Michies	6,035 m	6,035 m	\$4,354.25
Flemings (On request)	764 m	0 m	\$0.00
Gills	1,489 m	2,008 m	\$1,448.77
Kumi Road	1,006 m	1,000 m	\$721.50
H Subritzky's	1,127 m	1,127 m	\$813.13
Awanui (Remainder is Urban)	2,313 m	940 m	\$678.21
Sankeys No. 1 (On request)	201 m	201 m	\$145.02
Sankeys No. 2 (On request)	362 m	0 m	\$0.00
<b>Totals</b>	<b>22,752 m</b>	<b>20,766 m</b>	<b>\$14,982.67</b>

<b>Puckeys Outfall Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Puckeys Outfall	484 m	484 m	\$349.21
J Subritzky's Drain (On request)	402 m	0 m	\$0.00

Foleys	450 m	450 m	\$324.68
Lisle	1,710 m	1,710 m	\$1,233.77
Wireless	1,800 m	1,800 m	\$1,298.70
Bells Road	2,012 m	2,012 m	\$1,451.66
<b>Totals</b>	<b>6,858 m</b>	<b>6,456 m</b>	<b>\$4,658.00</b>

<b>Pukepoto Outfall Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Pukepoto Outfall	5,828 m	5,600 m	\$4,040.40
Brass (On request)	1,388 m	0 m	\$0.00
W Masters C	1,207 m	1,207 m	\$870.85
W Masters E (Requested 2021/2022)	1,300 m	1,300 m	\$937.95
Campbells (Requested 2021/2022)	684 m	684 m	\$493.50
L Masters W (Requested 2021/2022)	1,064 m	1,064 m	\$767.68
L Masters C	1,400 m	1,400 m	\$1,010.10
School	1,509 m	1,509 m	\$1,088.74
Reynolds (West Bank)	2,213 m	2,213 m	\$1,596.68
Maori	2,012 m	2,012 m	\$1,451.66
Pukepoto Creek	805 m	805 m	\$580.81
Houstons (West Bank)	2,213 m	2,213 m	\$1,596.68
Parkers	602 m	602 m	\$434.34
Reid's West	2,615 m	2,615 m	\$1,886.72
<b>Totals</b>	<b>24,840 m</b>	<b>23,031 m</b>	<b>\$16,616.87</b>

<b>Whangatane Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Texifros	785 m	785 m	\$566.38
Maimaru	1,127 m	1,127 m	\$813.13
Oinu Stream	1,650 m	1,650 m	\$1,190.48
Pairatahi Bank	2,716 m	2,716 m	\$1,959.59
Johnsons (On request)	150 m	0 m	\$0.00
Kareponia (On request)	402 m	0 m	\$0.00
Birds (On request)	504 m	504 m	\$363.64
<b>Totals</b>	<b>7,334 m</b>	<b>6,782 m</b>	<b>\$4,893.22</b>

<b>Kaitaia Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Lewis Junction - Boundary	443 m	443 m	\$319.62
Lewis Junction - Road	322 m	322 m	\$232.32
Church Gully (Remainder to be cleaned)	2,865 m	500 m	\$360.75
Mathews Outfall (Remainder is Urban)	4,425 m	3,425 m	\$2,471.14
Wilds (On request)	503 m	503 m	\$362.91
Hanlons	322 m	322 m	\$232.32
<b>Totals</b>	<b>8,880 m</b>	<b>5,515 m</b>	<b>\$3,979.07</b>

<b>Tangonge Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Reid's East	3,017 m	3,017 m	\$2,176.77
Hoddles	1,667 m	1,667 m	\$1,202.74
Millers	2,615 m	2,615 m	\$1,886.72
McKenzie's	634 m	634 m	\$457.43
Sharps	402 m	402 m	\$290.04
Lewis & Crown Land	1,851 m	1,851 m	\$1,335.50

<b>Totals</b>	<b>10,186 m</b>	<b>10,186 m</b>	<b>\$7,349.20</b>
<b>Wairoa Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Bergan's	1,005 m	1,005 m	\$725.11
Wairoa Stream	3,058 m	3,058 m	\$2,206.35
Blairs	805 m	805 m	\$580.81
<b>Totals</b>	<b>4,868 m</b>	<b>4,868 m</b>	<b>\$3,512.26</b>

### Machine cleaning

Over the 2021/2022 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 2021 Drain Status Report, a number of drains were selected for cleaning in the most recent Committee meeting in August 2021.

The drains selected for cleaning are listed below:

- Oinu Stream – Bank erosion, slips and trees blocking the drain (No fencing). Action from last meeting: Requires an inspection with staff and Committee chair, Fiona King.
- Church Gulley Drain – Bank slumping and significant weed growth (No fencing).
- Reid's East Drain – Raised by Committee member, Mike Masters, request for a staff inspection and potential cleaning.
- H Subritzky Drain – Raised by RFS (Request for Service), request for staff inspection and potential cleaning.

An allowance of \$8,880 for the Church Gulley Drain has been programmed should the private fencing be complete. There is also the machine cleaning contingency of \$10,000 allocated, should there be any unexpected cleaning (potentially including Oinu and / or Reid's East) required.

### Accessibility issues & maintenance

Due to the amount of issues identified in the 2020 and 2021 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, including additional items from the most recent report.

- **Spains Drain** – Leylandii trees planted along one side, blocking contractor access to the drain. **Action from last meeting:** Has been cleaned privately.
- **Pukepoto Outfall** – Drain crossing to be reinstated for access on Dave van Bysterbelt's property. **Action from last meeting:** FNDC to send a letter to Mr van Bysterbelt with instruction to reinstate the crossing/culverts that he removed. Note land is cared for under Lake Tangonge Ahu Whenua Trust, not Mr van Bysterbelt.
- **McMillans to Tupes Drain** – Fencing across the track on Shalders Farm. Note requesting the stop bank along the drain to be made driveable as it would save a lot of time. **Action from last meeting:** FNDC to discuss stop bank maintenance with NRC.
- **Factory Bend** – Michies – Fencing without gates near the drain causing time delays.
- **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:** FNDC to discuss stop bank maintenance with NRC.
- **Waipapakauri Bank Drain** – No gates near the drain causing lengthy delays. **Action from last meeting:** FNDC to discuss stop bank maintenance with NRC.
- **Birds Boundary Drain** – Permanent electric wires put in front of the gateways, needs to be gated. **Action from last meeting:** Committee member, Joe King, to follow up and investigate.

- **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:** Committee member, Joe King, to follow up and investigate. Along the Gray's property.
- **Oinu Stream** – Very few gates between farms, causing a lot of back tracking through the farm, driving from Quarry Road to Godinovich(?) Road. **Action from last meeting:** Requires an inspection with staff and Committee chair, Fiona King.
- **H Subritzky's** – Techno fencing across some gates and tracks is causing lengthy delays. Have been advised through RFS that a nearby landowner does not allow spray contractors to access the downstream end. **Action from last meeting:** Committee chair, Fiona King, to follow up and investigate.
- **Houstons Drain** – Middle portion of the drain is inaccessible. **Action from last meeting:** Committee member, Mike Masters, to follow up and investigate.

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

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 to be sent prior to the end of June, in-line with a request by the Committee to make the notice an annual piece of correspondence.

## 2.4 Kaitaia Drainage Area management plan

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 four 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.

A workshop of the draft management plan for the Drainage Committee has been requested and was planned, however due to a number of reasons, this was delayed and is now proposed for Monday the 4<sup>th</sup> of April, 10 am, in Kaitaia, should circumstances allow.

**Action** – Request that the Committee approve the new management plan workshop date, on the 4<sup>th</sup> of April 2022 at 10 am.

## 2.5 Drainage area mapping

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

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

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



Council had previously discussed and accounted for the Drainage Areas to collectively purchase a drone for surveying the drains. This resulted in a \$664 share, roughly equal to 20% of the estimated costs, being included in the budget. At the Committee meeting in August 2021, this was discussed for review, but commented that Council will bear the costs as it would be a useful asset for the district. The \$664 share has then been proposed for removal from the 2021/2022 work programme.

**Action** – Request that the Committee approve the removal of the 20% drone share, \$664, from the work programme, with Council to bear the costs of purchase.

## 2.6 Drainage Area Requests for Service (RFS) Summary

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

**23 State Highway 1, Awanui - RFS 4081324, 4087372 & 4088219** – This is a request for the cleaning of the H Subritzky Drain downstream of where it crosses State Highway 10. Currently awaiting assessment by FNW. Received requests in October, November, and December 2021.

### Take Tūtohunga / Reason for the recommendation

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

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

A summary of the expected 2021/2022 financial year is as follows:

### Kaitaia

2021 Opening balance (2020/2021 Reserve balance)	\$61,126
2021/2022 Rated income	\$76,256
2021/2022 Proposed expenditure ( <i>Breakdown in section 3.1</i> )	\$89,765
<b>2022 Closing balance</b>	<b>\$47,616 (-1 from rounding)</b>

**Note** - The rated income for 2021/2022 has been raised slightly from the approved amount (\$70,000) in November 2020. This was caused by the initial proposed expenditure (\$76,256) being matched as the expected rated income by mistake, which was then approved within the Long-Term Plan 2021/2031. Changes to the report format have been made to prevent this from reoccurring.

### 3.1 Budgetary breakdown

In order to improve the management of the targeted land drainage area rates, the reserve balance and rated income components have been separated to clearly identify the proposed expenditure associated with each component.

This uses the 'planned work' total from the work programme as the proposed expenditure, with any use of the contingencies to be sourced from the reserve fund should it be required. This is planned to decrease the annual growth of the reserve fund, which was predominantly caused by the budgeted expenditure of contingency funds that did not end up being required.

The separated components are as follows:

#### Rated income component

### Kaitaia

2021/2022 Rated income	\$76,256
------------------------	----------

2021/2022 Proposed expenditure (Funded from rates)	\$76,256
<b>2022 Closing rated balance</b>	<b>\$0</b>

**Reserve component****Kaitaia**

2021 Opening balance (2020/2021 Reserve balance)	\$61,126
2021/2022 Proposed expenditure (Funded from reserve)	\$13,509
<b>2022 Closing reserve balance</b>	<b>\$47,616 (-1 from rounding)</b>

**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.

<b>Compliance requirement</b>	<b>Staff assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	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 Kaitaia Drainage Area Committee to 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 and Te Rarawa Iwi are to be included in the development of the management plan for the district's drainage areas.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences.	The purpose of the Committee is to liaise with persons likely to be affected.
State the financial implications and where budgetary provisions have been made to support this decision.	Financial implications are to be considered by the committee and budgetary provision is made.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

## 5.2 KAITAIA DRAINAGE AREA 2022/2023 PROGRAMME

**File Number:** A3602078

**Author:** Troy Smith, Assistant Engineer

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

### TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide the Kaitaia Drainage Area Committee with an outline of the proposed works and costs for the 2022/2023 financial year.

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Over the 2022/2023 financial year, the Far North District Council wishes to complete a selection of drainage area works.
- The work includes spraying and cleaning of the Kaitaia drains. Currently there is a proposed budget of \$75,955 for planned work, with an additional \$26,222 of contingency for unplanned work if required.
- The work programme and associated budget is up for discussion.

### TŪTOHUNGA / RECOMMENDATION

**That the Kaitaia Drainage Area Committee:**

- a) recommend Te Hiku Community Board approve the reviewed Kaitaia Drainage Area 2022/2023 work programme.**
- b) recommend a reserve balance of '\$xx,xxx' be held for unplanned works should it be required, and that this be referred to Te Hiku Community Board for approval.**

### 1) TĀHUHU KŌRERO / 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 committee was to be applied.

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

The proposed work programme for the 2022/2023 financial year has been estimated from previous costs and quotes where possible.

The list of required work is based on the assumption that the work programme for 2021/2022 is completed as planned.

### 2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Within the Kaitaia Area, there are several items that require work. The items detailed in the below work programme has 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 this meeting provides an opportunity to adjust the work programme.

The programme will be available for further review / adjustment at the next Committee meeting in August 2022, however the overall budget will be set by that time.

#### 2.1 Proposed work programme summary

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

**Kaitaia**

Spraying of the Kaitaia drains (breakdown in section 2.2)	\$75,178
Status report on the drains	\$777
<b>Total (planned work)</b>	<b>\$75,955</b>
Spraying contingency	\$8,222
Machine cleaning contingency	\$13,000
General contingency	\$5,000
<b>Total (contingencies)</b>	<b>\$26,222</b>

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

Spraying of the Kaitaia Area is to be completed during late spring / early summer 2022/2023. If additional spraying is required, this will be funded from the spraying contingency of \$8,222. The spraying contingency is calculated from the total of 'spray on request' drains.

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

The spray programme consists of 104 kilometres of drain spraying and 11 kilometres of 'On request' drains. This has been adjusted for the increased operational costs that were discussed in the 2021/2022 programme report. This has been separated out into compartments and individual drains.

Spray programme follows:

<b>Waipapakauri Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Waipapakauri Outfall	4,800 m	4,800 m	\$3,463.20
Paparore Bank Drain	4,000 m	4,000 m	\$2,886.00
Waipapakauri Bank	1,710 m	1,710 m	\$1,233.77
Thodes	684 m	684 m	\$493.51
Brattons Drain (On request)	282 m	0 m	\$0.00
Evans Drain (On request)	443 m	0 m	\$0.00
Yates (On request)	945 m	0 m	\$0.00
Westes	820 m	820 m	\$591.63
Sandhills (Remainder is Urban)	7,502 m	6,456 m	\$4,658.00
Birds Boundary	1,521 m	1,521 m	\$1,097.40
Abbots (On request)	422 m	0 m	\$0.00
Government drain	3,012 m	3,012 m	\$2,173.16
Waimanoni - Walkers	4,221 m	4,221 m	\$3,045.45
Spains Drain (On request)	1,580 m	0 m	\$0.00
Spains Road Drain (Remainder is Urban)	2,170 m	1,580 m	\$1,139.97
<b>Totals</b>	<b>34,112 m</b>	<b>28,804 m</b>	<b>\$20,782.09</b>

<b>Lower Awanui Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Prices Bank (Unahi)	2,615 m	2,615 m	\$1,886.72
McMillans - Tupes	6,840 m	6,840 m	\$4,935.06
Factory Bend - Michies	6,035 m	6,035 m	\$4,354.25
Flemings (On request)	764 m	0 m	\$0.00
Gills	1,489 m	1,489 m	\$1,074.31
Kumi Road	1,006 m	1,006 m	\$725.83
H Subritzky's	1,127 m	1,127 m	\$813.13
Awanui (Remainder is Urban)	2,313 m	940 m	\$678.21
Sankeys No. 1 (On request)	201 m	0 m	\$0.00
Sankeys No. 2 (On request)	362 m	0 m	\$0.00
<b>Totals</b>	<b>22,752 m</b>	<b>20,051 m</b>	<b>\$14,467.52</b>

  

<b>Puckeys Outfall Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Puckeys Outfall	484 m	484 m	\$349.21
J Subritzky's Drain (On request)	402 m	0 m	\$0.00
Foleys	450 m	450 m	\$324.68
Lisle	1,710 m	1,710 m	\$1,233.77
Wireless	1,800 m	1,800 m	\$1,298.70
Bells Road	2,012 m	2,012 m	\$1,451.66
<b>Totals</b>	<b>6,858 m</b>	<b>6,456 m</b>	<b>\$4,658.00</b>

  

<b>Pukepoto Outfall Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Pukepoto Outfall	5,828 m	5,600 m	\$4,040.40
Brass (On request)	1,388 m	0 m	\$0.00
W Masters C	1,207 m	1,207 m	\$870.85
W Masters E (On request)	1,300 m	0 m	\$0.00
Campbells (On request)	684 m	0 m	\$0.00
L Masters W (On request)	1,064 m	0 m	\$0.00
L Masters C	1,400 m	1,400 m	\$1,010.10
School	1,509 m	1,509 m	\$1,088.74
Reynolds (West Bank)	2,213 m	2,213 m	\$1,596.68
Maori	2,012 m	2,012 m	\$1,451.66
Pukepoto Creek	805 m	805 m	\$580.81
Houstons (West Bank)	2,213 m	2,213 m	\$1,596.68
Parkers	602 m	602 m	\$434.34
Reid's West	2,615 m	2,615 m	\$1,886.72
<b>Totals</b>	<b>24,840 m</b>	<b>20,176 m</b>	<b>\$14,556.98</b>

<b>Whangatane Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Texifros	785 m	785 m	\$566.38
Maimaru	1,127 m	1,127 m	\$813.13
Oinu Stream	1,650 m	1,650 m	\$1,190.48
Pairatahi Bank	2,716 m	2,716 m	\$1,959.59
Johnsons (On request)	150 m	0 m	\$0.00
Kareponia (On request)	402 m	0 m	\$0.00
Birds (On request)	504 m	0 m	\$0.00
<b>Totals</b>	<b>7,334 m</b>	<b>6,278 m</b>	<b>\$4,529.58</b>

  

<b>Kaitaia Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Lewis Junction - Boundary	443 m	443 m	\$319.62
Lewis Junction - Road	322 m	322 m	\$232.32
Church Gully	2,865 m	2,865 m	\$2,067.10
Mathews Outfall (Remainder is Urban)	4,425 m	3,425 m	\$2,471.14
Wilds (On request)	503 m	0 m	\$0.00
Hanlons	322 m	322 m	\$232.32
<b>Totals</b>	<b>8,880 m</b>	<b>7,377 m</b>	<b>\$5,322.51</b>

  

<b>Tangonge Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Reid's East	3,017 m	3,017 m	\$2,176.77
Hoddles	1,667 m	1,667 m	\$1,202.74
Millers	2,615 m	2,615 m	\$1,886.72
McKenzie's	634 m	634 m	\$457.43
Sharps	402 m	402 m	\$290.04
Lewis & Crown Land	1,851 m	1,851 m	\$1,335.50
<b>Totals</b>	<b>10,186 m</b>	<b>10,186 m</b>	<b>\$7,349.20</b>

  

<b>Wairoa Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Bergan's	1,005 m	1,005 m	\$725.11
Wairoa Stream	3,058 m	3,058 m	\$2,206.35
Blairs	805 m	805 m	\$580.81
<b>Totals</b>	<b>4,868 m</b>	<b>4,868 m</b>	<b>\$3,512.26</b>

### Machine cleaning

Over the 2021/2022 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.

The machine cleaning contingency of \$13,000 is currently allocated for 2022/2023. It's recommended that a cleaning programme for the year is decided upon in the August 2022 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 (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. If this is the case, damaged drains will not be cleaned until the property owner installs a fence / prevents stock access.
- 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.

### Take Tūtohunga / Reason for the recommendation

To discuss the expected 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 2022/2023 financial year is as follows:

#### Kaitaia

2022 Opening balance (2021/2022 Reserve balance)	\$47,616
2022/2023 Proposed rated income	\$70,000
2022/2023 Proposed expenditure ( <i>Breakdown in section 3.1</i> )	\$75,955
<b>2023 Closing balance</b>	<b>\$41,661</b>

#### 3.1 Proposed budgetary breakdown

In order to improve the management of the targeted land drainage area rates, the reserve balance and rated income components have been separated to clearly identify the proposed expenditure associated with each component.

This uses the 'planned work' total from the work programme as the proposed expenditure, with any use of the contingencies to be sourced from the reserve fund should it be required. This is planned to decrease the annual growth of the reserve fund, which was predominantly caused by the budgeted expenditure of contingency funds that did not end up being required.

The separated components are as follows:

#### Rated income component

#### Kaitaia

2022/2023 Proposed rated income	\$70,000
2022/2023 Proposed expenditure (Funded from rates)	\$70,000
<b>2023 Closing rated balance</b>	<b>\$0</b>



**Reserve component****Kaitaia**

2022 Opening balance (2021/2022 Reserve balance)	\$47,616
2022/2023 Proposed expenditure (Funded from reserve)	\$5,955
<b>2023 Closing reserve balance</b>	<b>\$41,661</b>

**3.2 Reserve balance**

Throughout recent years, the closing balance (reserve balance) at the end of each year has been consistently increasing. To ensure the rated income is utilised most appropriately, an ideal reserve balance should be agreed upon by the Committee. It is then proposed that a portion of the reserve balance is purposefully expended each year through the work programme (supplementing the rated income) until this ideal reserve is met. The ideal reserve will then be maintained each year unless the Committee agrees otherwise.

As there is a proposed total contingency of \$26,222 for 2022/2023 (with similar amounts to be expected in future years), it is suggested that the desired reserve balance is no less than that amount.

**Action** – Request that the Committee set an ideal reserve balance to be held by Council for unplanned works should it be required.

**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.

<b>He Take Ōkawa / Compliance requirement</b>	<b>Aromatawai Kaimahi / Staff assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	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 Te Hiku Community Board to approve a recommendation from the Kaitaia Drainage Area 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.	Ngai Takoto and Te Rarawa Iwi are to be included in the development of the management plan for the district's drainage areas.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences.	The purpose of the Committee is to liaise with persons likely to be affected.
State the financial implications and where budgetary provisions have been made to support this decision.	Financial implications are to be considered by the committee and budgetary provision is made.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

### 5.3 KAITAIA DRAINAGE AREA 2023/2024 PROGRAMME

**File Number:** A3602081

**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 2023/2024 financial year.

#### EXECUTIVE SUMMARY

- Over the 2023/2024 financial year, the Far North District Council wishes to complete a selection of drainage area works.
- The work includes spraying and cleaning of the Kaitaia drains. Currently there is a proposed budget of \$75,955 for planned work, with an additional \$26,222 of contingency for unplanned work if required.
- The work programme and associated budget is up for discussion.

#### TŪTOHUNGA / RECOMMENDATION

**That the Kaitaia Drainage Area Committee recommend the report “Kaitaia Drainage Area 2023/2024 Programme” be referred to 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 committee 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 2023/2024 financial year has been estimated from previous costs.

The list of required works is based on the assumption that the work programme for 2022/2023 is completed as planned.

#### 2) MATAPAKI ME NGĀ KŌWHIRINGA / 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 this 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 August 2022 and over the next financial year. This is due to the estimated nature of the work programme.

##### 2.1 Proposed work programme summary

Work is to be completed before 30 June 2023, with the spraying programme to start during late 2024:

##### Kaitaia

Spraying of the Kaitaia drains (breakdown in section 2.2)	\$75,178
Status report on the drains	\$777
<b>Total (planned work)</b>	<b>\$75,955</b>
Spraying contingency	\$8,222

Machine cleaning contingency	\$13,000
General contingency	\$5,000
<b>Total (contingencies)</b>	<b>\$26,222</b>

## 2.2 General maintenance within the work programme

### Spraying

Spraying of the Kaitaia Area is to be completed during late spring / early summer 2023/2024. If additional spraying is required, this will be funded from the spraying contingency of \$8,222. The spraying contingency is calculated from the total of 'spray on request' drains.

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

The spray programme consists of 104 kilometres of drain spraying and 11 kilometres of 'On request' drains. This has been adjusted for the increased operational costs that were discussed in the 2021/2022 programme report. The spray programme has been separated out into compartments and individual drains.

Spray programme follows:

<b>Waipapakauri Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Waipapakauri Outfall	4,800 m	4,800 m	\$3,463.20
Paparore Bank Drain	4,000 m	4,000 m	\$2,886.00
Waipapakauri Bank	1,710 m	1,710 m	\$1,233.77
Thodes	684 m	684 m	\$493.51
Brattons Drain (On request)	282 m	0 m	\$0.00
Evans Drain (On request)	443 m	0 m	\$0.00
Yates (On request)	945 m	0 m	\$0.00
Wests	820 m	820 m	\$591.63
Sandhills (Remainder is Urban)	7,502 m	6,456 m	\$4,658.00
Birds Boundary	1,521 m	1,521 m	\$1,097.40
Abbots (On request)	422 m	0 m	\$0.00
Government drain	3,012 m	3,012 m	\$2,173.16
Waimanoni - Walkers	4,221 m	4,221 m	\$3,045.45
Spains Drain (On request)	1,580 m	0 m	\$0.00
Spains Road Drain (Remainder is Urban)	2,170 m	1,580 m	\$1,139.97
<b>Totals</b>	<b>34,112 m</b>	<b>28,804 m</b>	<b>\$20,782.09</b>

  

<b>Lower Awanui Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Prices Bank (Unahi)	2,615 m	2,615 m	\$1,886.72
McMillans - Tupes	6,840 m	6,840 m	\$4,935.06
Factory Bend - Michies	6,035 m	6,035 m	\$4,354.25
Flemings (On request)	764 m	0 m	\$0.00
Gills	2,008 m	1,489 m	\$1,074.31

Kumi Road	1,006 m	1,006 m	\$725.83
H Subritzky	1,127 m	1,127 m	\$813.13
Awanui (Remainder is Urban)	2,313 m	940 m	\$678.21
Sankeys No. 1 (On request)	201 m	0 m	\$0.00
Sankeys No. 2 (On request)	362 m	0 m	\$0.00
<b>Totals</b>	<b>22,752 m</b>	<b>20,051 m</b>	<b>\$14,467.52</b>

<b>Puckeys Outfall Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Puckeys Outfall	484 m	484 m	\$349.21
J Subritzky Drain (On request)	402 m	0 m	\$0.00
Foleys	450 m	450 m	\$324.68
Lisle	1,710 m	1,710 m	\$1,233.77
Wireless	1,800 m	1,800 m	\$1,298.70
Bells Road	2,012 m	2,012 m	\$1,451.66
<b>Totals</b>	<b>6,858 m</b>	<b>6,456 m</b>	<b>\$4,658.00</b>

<b>Pukepoto Outfall Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Pukepoto Outfall	5,828 m	5,600 m	\$4,040.40
Brass (On request)	1,388 m	0 m	\$0.00
W Masters C	1,207 m	1,207 m	\$870.85
W Masters E (On request)	1,300 m	0 m	\$0.00
Campbells (On request)	684 m	0 m	\$0.00
L Masters W (On request)	1,064 m	0 m	\$0.00
L Masters C	1,400 m	1,400 m	\$1,010.10
School	1,509 m	1,509 m	\$1,088.74
Reynolds (West Bank)	2,213 m	2,213 m	\$1,596.68
Maori	2,012 m	2,012 m	\$1,451.66
Pukepoto Creek	805 m	805 m	\$580.81
Houstons (West Bank)	2,213 m	2,213 m	\$1,596.68
Parkers	602 m	602 m	\$434.34
Reid's West	2,615 m	2,615 m	\$1,886.72
<b>Totals</b>	<b>24,840 m</b>	<b>20,176 m</b>	<b>\$14,556.98</b>

<b>Whangatane Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Texifros	785 m	785 m	\$566.38
Maimaru	1,127 m	1,127 m	\$813.13
Oinu Stream	1,650 m	1,650 m	\$1,190.48
Pairatahi Bank	2,716 m	2,716 m	\$1,959.59
Johnsons (On request)	150 m	0 m	\$0.00

Kareponia (On request)	402 m	0 m	\$0.00
Birds (On request)	504 m	0 m	\$0.00
<b>Totals</b>	<b>7,334 m</b>	<b>6,278 m</b>	<b>\$4,529.58</b>

<b>Kaitaia Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Lewis Junction - Boundary	443 m	443 m	\$319.62
Lewis Junction - Road	322 m	322 m	\$232.32
Church Gully	2,865 m	2,865 m	\$2,067.10
Mathews Outfall (Remainder is Urban)	4,425 m	3,425 m	\$2,471.14
Wilds (On request)	503 m	0 m	\$0.00
Hanlons	322 m	322 m	\$232.32
<b>Totals</b>	<b>8,880 m</b>	<b>7,377 m</b>	<b>\$5,322.51</b>

<b>Tangonge Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Reid's East	3,017 m	3,017 m	\$2,176.77
Hoddles	1,667 m	1,667 m	\$1,202.74
Millers	2,615 m	2,615 m	\$1,886.72
McKenzie's	634 m	634 m	\$457.43
Sharps	402 m	402 m	\$290.04
Lewis & Crown Land	1,851 m	1,851 m	\$1,335.50
<b>Totals</b>	<b>10,186 m</b>	<b>10,186 m</b>	<b>\$7,349.20</b>

<b>Wairoa Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Bergan's	1,005 m	1,005 m	\$725.11
Wairoa Stream	3,058 m	3,058 m	\$2,206.35
Blairs	805 m	805 m	\$580.81
<b>Totals</b>	<b>4,868 m</b>	<b>4,868 m</b>	<b>\$3,512.26</b>

### Machine cleaning

Over the 2022/2023 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.

The machine cleaning contingency of \$13,000 is currently allocated for 2023/2024. It's recommended that a cleaning programme for the year is decided upon in the August 2023 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 (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. If this is the case, damaged drains will not be cleaned until the property owner installs a fence / prevents stock access.
- 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.

An annual notice will be issued to all property owners reminding them of the requirements that they must comply with the Drainage Bylaw and in particular the above issues.

### Reason for the recommendation

To discuss the expected works and their associated costs. With the work programme to be completed by 30 June 2024.

### 3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

A summary of the expected 2023/2024 financial year is as follows:

<b>Kaitaia</b>	<b>Budget</b>
2023 Opening balance (2022/2023 Reserve balance)	\$41,661
2023/2024 Proposed rated income	\$70,000
2023/2024 Proposed expenditure ( <i>Breakdown in section 3.1</i> )	\$75,955
<b>2024 Closing balance</b>	<b>\$35,706</b>

#### 3.1 Proposed budgetary breakdown

In order to improve the management of the targeted land drainage area rates, the reserve balance and rated income components have been separated to clearly identify the proposed expenditure associated with each component.

This uses the 'planned work' total from the work programme as the proposed expenditure, with any use of the contingencies to be sourced from the reserve fund should it be required. This is planned to decrease the annual growth of the reserve fund, which was predominantly caused by the budgeted expenditure of contingency funds that did not end up being required.

The separated components are as follows:

#### Rated income component

<b>Kaitaia</b>	
2023/2024 Proposed rated income	\$70,000
2023/2024 Proposed expenditure (Funded from rates)	\$70,000
<b>2024 Closing rated balance</b>	<b>\$0</b>

#### Reserve component

<b>Kaitaia</b>	
2023 Opening balance (2022/2023 Reserve balance)	\$41,661
2023/2024 Proposed expenditure (Funded from reserve)	\$5,955

**2024 Closing reserve balance**

**\$35,706**

**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.

<b>He Take Ōkawa / Compliance requirement</b>	<b>Aromatawai Kaimahi / Staff assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	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 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 and Te Rarawa Iwi are to be included in the development of the management plan for the district's drainage areas.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences.	The purpose of the Committee is to liaise with persons likely to be affected.
State the financial implications and where budgetary provisions have been made to support this decision.	Financial implications are to be considered by the committee and budgetary provision is made.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

**6 KARAKIA WHAKAMUTUNGA – CLOSING PRAYER**

**7 TE KAPINGA HUI / MEETING CLOSE**