



**Far North  
District Council**



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

# **AGENDA**

## **Motutangi Drainage Area Committee Meeting**

**Monday, 21 March 2022**

**Time: 3:00 pm**

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

**Membership:**

Member Jeremy White - Chairperson

Member Paul Harvey

Member Bede Shereen

Member Darren Axe



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**Far North District Council**  
**Motutangi 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 3:00 pm**

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**Te Paeroa Mahi / Order of Business**

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<b>2</b>	<b>Nga Whakapāha Me Ngā Pānga Mema / Apologies and Declarations of Interest.....</b>	<b>5</b>
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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:** A3605240

**Author:** Marlema Baker, Democracy Advisor

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

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

The minutes of the previous Motutangi 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 Motutangi Drainage Area Committee confirm that the minutes of the meeting of the Motutangi 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 MDAC Minutes - A3335922 [↓](#) 

**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 Motutangi 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  
MOTUTANGI DRAINAGE AREA COMMITTEE MEETING  
HELD AT THE TE AHU, CNR MATTHEWS AVE AND SOUTH ROAD, KAITAIA  
ON MONDAY, 16 AUGUST 2021 AT 3:19 PM**

**PRESENT:** Chairperson Jeremy White, Member Darren Axe

**STAFF PRESENT:** Km Hammond, Marlema Baker, Troy Smith, Glenn Rainham, Richard Jenkins

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

**APOLOGY**

**RESOLUTION 2021/1**

Moved: Member Darren Axe

Seconded: Chairperson Jeremy White

**That the apology received from Member Paul Harvey be accepted and leave of absence granted.**

**CARRIED**

**2 SPEAKERS**

Croydon Thompson spoke to the Committee in regards to:

- page 6 of the agenda and the resolution stating November 2021 instead of 2020, if this was incorrect then what else was incorrect in the agenda.
- that Ngati Kuri and Ngatakiko have not been consulted with in regards to Items in the agenda as stated in the compliance schedule.
- requested staff visit his property to view the drains an work completed on his property and which has led the drains colapsing from the top, drain is clogging due to oxygen weed.
- Notified the Committee that if any data was needed, then staff are allowed to contact him for that data.

Morgan Harvey spoke to the Committee in reards to new orchaid that is on the old blue chip property and is now seinding more water down the drain, comes down the culvert and hits a t-intersection – needs some rocks to slow it down. Need to get staff out to look at this – has an RFS been raised. Silt is also washing down the drain. Troy will investogate this when he mets with Croydon and can look at this drain at the same time or individually. Northland Regional Council has also looked at this and the silt issue – the silt needs to be slowed up the drain from the orchards.

**3 CONFIRMATION OF PREVIOUS MINUTES**

**3.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 4.1 document number A3325323, pages 6 - 9 refers.

**RESOLUTION 2021/2**

Moved: Member Darren Axe

Seconded: Chairperson Jeremy White

**That the Motutangi Drainage Area Committee confirm that the minutes of the meeting of the Motutangi Drainage Area Committee held 03 November 2020 are a true and correct record.**

**CARRIED**

## **5 REPORTS**

### **5.1 MOTUTANGI DRAINAGE AREA 2020/2021 EXPENDITURE**

Agenda item 5.1 document number A3296281, pages 10 - 15 refers.

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

Moved: Chairperson Jeremy White

Seconded: Member Darren Axe

**That Motutangi Drainage Area Committee recommends Te Hiku Community Board note the following financial summary for the past financial year 2020/21:**

<b>Motutangi</b>	<b>Budget</b>
<b>2019-20 Residual funds (reserve funds available)</b>	<b>\$71,595</b>
<b>2020 Opening Balance (rated income)</b>	<b>\$41,520</b>
<b>2020-21 Expenditure to date</b>	<b>\$21,030</b>
<b>2020-21 Closing Reserve Balance</b>	<b>\$92,085</b>

**CARRIED**

### **5.2 MOTUTANGI DRAINAGE AREA 2021/2022 PROGRAMME**

Agenda item 5.2 document number A3296284, pages 16 - 21 refers.

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

Moved: Chairperson Jeremy White

Seconded: Member Darren Axe

**That the Motutangi Drainage Area Committee recommends Te Hiku Community Board**

- a) approve the Motutangi Drainage Area 2021/22 work programme.**
- b) request a workshop with the Motutangi Drainage Area Committee in October/November to work on the draft management plan.**
- c) request that contractors spray takes place twice a year in late spring (September/October) and late autumn ( April/ very early May at the latest).**

**CARRIED**

### **5.3 MOTUTANGI DRAINAGE AREA 2022/2023 PROGRAMME**

Agenda item 5.3 document number A3296299, pages 22 - 26 refers.

#### **RESOLUTION 2021/5**

Moved: Chairperson Jeremy White

Seconded: Member Darren Axe

**That the Motutangi Drainage Area Committee recommend the “Motutangi Drainage Area 2022/23 Programme” report be referred to Te Hiku Community Board for information.**

**CARRIED**

**6 TE KAPINGA HUI / MEETING CLOSE**

The meeting closed at 5.09 pm.

The minutes of this meeting will be confirmed at a Motutangi Drainage Area Committee meeting held at a later date.

.....  
**CHAIRPERSON**

## 5 REPORTS

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

**File Number:** A3570492

**Author:** Troy Smith, Assistant Engineer

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

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

To notify the Motutangi 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 points 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 Motutangi Drainage Area Committee:**

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

#### 1) TĀHUHU KŌRERO / BACKGROUND

The Motutangi Drainage Area Committee was formally established on the 26<sup>th</sup> of 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 work programme for the 2021/2022 financial year was most recently approved on the 16<sup>th</sup> of August 2021 Committee meeting. Additionally, it was reviewed during an earlier Committee meeting on the 3<sup>rd</sup> of November 2020.

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

Within the Motutangi 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:

Motutangi	Budgeted	Expended
<b>Completed Work:</b>		
Machine cleaning of the Motutangi Stream (Completed in 2020/2021, invoice received 2021/2022)	\$13,140	\$23,933
Machine cleaning of the Selwyn Drain (Completed in 2020/2021, invoice received 2021/2022)	\$6,173	\$11,188
<b>Total</b>	<b>\$19,313</b>	<b>\$35,121</b>
<b>Remaining Work &amp; Allowances:</b>		
	<b>Budgeted</b>	<b>Revised</b>
Spraying of the Motutangi drains (late spring) (breakdown in section 2.3)	\$10,208	\$13,391
Additional spraying of the Motutangi drains (autumn)	\$5,104	\$6,696
Status report on the drains (In progress)	\$300	\$333
Machine cleaning of the Motutangi Stream in autumn	\$14,000	\$20,000
Install a gate and strainers for the new Harvey/Bryan boundary culvert on the Beazley Drain	\$3,000	\$3,330
Install a culvert, access track, gate, and strainers within Bede's property on the Selwyn Drain	\$4,000	\$4,440
Cut to Lands' End Drain Track widening	\$4,000	\$4,440
Northland Regional Council fee	\$500	\$500
Department of Conservation Concession Agreement Fee (one off fee)	\$1,540	\$1,540
<b>Total (planned work)</b>	<b>\$42,652</b>	<b>\$54,670</b>
Machine Cleaning contingency	\$6,000	\$15,000
20% share of a drone for drain surveillance (To be removed)	\$664	\$0
Access track maintenance contingency	\$2,000	\$2,000
General contingency	\$3,000	\$3,000
<b>Total (contingencies)</b>	<b>\$11,664</b>	<b>\$20,000</b>

## 2.2 Projects within work programme

### Beazley Drain access at the Harvey / Bryan boundary

To install a gateway at the recently installed culvert to complete the access point. This will enable better access to the Beazley Drain for maintenance. An allowance of \$3,330 has been programmed for this work.

### Selwyn Drain access on the Bede property

To install a culvert and gateway along the property fence line. This will enable better access to the Selwyn Drain for maintenance. An allowance of \$4,440 has been programmed for this work.

**Action from last meeting:** A guest speaker, Croydon Thompson, showed concern with the price rises between the current and previous work programmes for these projects. The Committee confirmed that the rising price for materials, with the suggestion that work should be undertaken as soon as possible, preferably before the spraying season, to reduce any further increases.

### **Cut to Lands' End Drain access widening**

The spraying contractor identified the need for access track widening along the 'Cut to Lands' End' drain. There is minimal room for the spraying truck to drive through and at points can get quite dangerous. An allowance of \$4,440 has been programmed for the access track widening, however it will need more appropriately identified and priced before completion. This is to be completed early in the season before spraying is to begin.

### **Main Outfall Drain bank erosion**

Guest speaker, Morgan Harvey, raised concerns with growing bank erosion at multiple points along the Main Outfall Drain. The initial observation from the Committee, is that the volume of water discharged at the erosion points has significantly increased with recent land developments.

**Action from last meeting:** Far North Waters to investigate potential causes and conduct a site inspection as soon as possible to identify potential remedies. Site visit planned for Thursday the 24<sup>th</sup> of February.

## **2.3 General maintenance within work programme**

### **Spraying**

Spraying of the Motutangi Area begun in November 2021, however, has suffered extensive delays due to the unfortunate bush fires, and otherwise constant, unfavourable weather conditions since December 2021. The remaining sections to be sprayed will be completed once conditions settled. No expenses received at the time of writing.

If invasive 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 independently assessed by the Far North Waters Alliance, 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, have impacted the work programme with an approximate increase of 29% expected on the programmed spraying costs.

It is projected that the final cost for spraying will be approximately \$13,391.04 for Motutangi. 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 \$13,391.04 for Motutangi, to allow for the significant increase in operational costs.

### **Spray programme**

The spray programme consists of 19 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>Motutangi Area</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Motutangi Stream	2,600 m	2,600 m	\$1,875.90
Main Outfall Drain	1,150 m	1,150 m	\$829.73
Bryan Drain	2,900 m	2,900 m	\$2,092.35
Beazley Drain	2,050 m	2,050 m	\$1,479.08
Aspin Drain	2,250 m	2,250 m	\$1,623.38
Cut to Lands' End Drain	1,700 m	1,700 m	\$1,226.55
Selwyn Drain	2,950 m	2,950 m	\$2,128.43
Seymour Drain	750 m	750 m	\$541.13
Bacicas Drain	2,050 m	2,050 m	\$1,479.08
Subritzky Drain	160 m	160 m	\$115.44
<b>Totals</b>	<b>18,560 m</b>	<b>18,560 m</b>	<b>\$13,391.04</b>

### Machine cleaning

The Motutangi Drainage Area has had 2 drains that required cleaning:

- **Motutangi Stream** – Spot cleaning of weeds in June 2021. This came to a cost of \$23,933, however the invoice was received in July 2021 and has been allowed for in this year's budget.
- **Selwyn Drain** – Weed cleaning in June 2021. This came to a cost of \$11,188 and was also received in July 2021, so has been allowed for in this year's budget.
- **Motutangi Stream** – Spot cleaning of weeds with a long reach digger in autumn 2022. This is likely to be from the scientific reserve and downstream towards the outlet as required. This should remain relatively clear until next autumn 2023. This is the same method used over the last year and appeared to be effective, it will however be affected by the late spraying to be completed in February 2022. An allowance of \$20,000 has been allocated for this work.

Any additional cleaning required is likely to be completed with a smaller digger. The total length that requires cleaning, or the need entirely, will vary depending on the weather conditions and growth. An allowance of \$15,000 has been allocated should this be needed.

**Action from last meeting:** The Committee has emphasised that machine cleaning once a year (as proposed) is suitable, however the drains in the area must be sprayed on time, around late spring, in order to retain the drain condition. There were also concerns with the quality of cleaning this season, as a number of bank slumps have appeared as a result.

### Accessibility issues & maintenance

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

Due to the amount of issues identified in the 2020 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 last status report.

- **Aspin Drain** – Crops planted directly alongside the drain in some points, could not complete spraying. **Action from last meeting:** FNDC to cover this type of issue in the annual letter requested.
- **Subritzky's Drain** – Access track completely covered in weeds, undriveable in some spots. **Action from last meeting:** FNDC to assess whether light spot spraying of the access track is suitable for maintenance.

- **Cut to Lands' End Drain** – Vegetation on drain banks blocking some spray access. Access on the south side of Paul Harvey's is blocked by trees / scrub. **Action from last meeting:** FNDC to assess whether light spot spraying of the access track is suitable for maintenance.
- **Beasley Drain** – Wind break trees planted alongside the drain, time consuming spraying through the Mapua Orchard. **Action from last meeting:** FNDC to cover this type of issue in the annual letter requested.

A contingency of \$2,000 has been allowed should this be required.

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.

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

A notice was sent in 2017 to all property owners reminding them of the requirements that they must comply with the Drainage Bylaw and in particular the above issues. 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 Motutangi Drainage Area management plan / DOC concession agreement**

After an initial response from DoC on the 19<sup>th</sup> of December 2018 along with their further revised concession agreement; there has been little communication between Council and DoC. Council are attempting to follow up with DoC to find out if there are any updates or if further information is required. No further updates as yet.

Once the concession management plan is approved by the members, Council and DoC, the next step is to have the complete document reviewed by the Northland Regional Council. This is required under section 27.3 Rules for Drainage and River Control Activities - Discretionary Activities, of the Regional Water and Soil Plan for Northland.

An allowance of \$1,540 and \$500 for the DoC and NRC fees has been included in the programme for this year.

#### **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 have been no RFSs received regarding the Motutangi Drainage Area.

### Take Tūtohunga / Reason for the recommendation

To ensure that the Motutangi 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:

<b>Motutangi</b>	
2021 Opening balance (2020/2021 Reserve balance)	\$92,085
2021/2022 Rated income	\$77,612
2021/2022 Proposed expenditure ( <i>Breakdown in section 3.1</i> )	\$89,791
<b>2022 Closing balance</b>	<b>\$79,907</b>

**Note** - The rated income for Motutangi 2021/2022 had been raised significantly from the approved amount (\$34,000) in November 2020. This was caused by the initial proposed expenditure (\$77,612 for Motutangi) 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

<b>Motutangi</b>	
2021/2022 Rated income	\$77,612
2021/2022 Proposed expenditure (Funded from rates)	\$77,612
<b>2022 Closing rated balance</b>	<b>\$0</b>

**Reserve component****Motutangi**

2021 Opening balance (2020/2021 Reserve balance) \$92,085

2021/2022 Proposed expenditure (Funded from reserve) \$12,179

**2022 Closing reserve balance**

**\$79,907 (+1 from  
rounding)**

**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 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 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 MOTUTANGI DRAINAGE AREA 2022/2023 PROGRAMME

**File Number:** A3570496

**Author:** Troy Smith, Assistant Engineer

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

### TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide the Motutangi 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 Areas drains. Currently there is a proposed budget of \$40,420 for Motutangi for planned work, with an additional \$17,000 of contingency for unplanned work if required.
- The work programme and associated budget is up for discussion.

### TŪTOHUNGA / RECOMMENDATION

**That the Motutangi Drainage Area Committee:**

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

### 1) TĀHUHU KŌRERO / BACKGROUND

The Motutangi 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 2022/2023 financial year has been estimated from previous costs.

The list of required works is based on the assumption that the work programme for 2021/2022 is completed as planned. It may also be due to change in line with any additional work agreed upon in the DoC Concession Agreement.

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

Within the Motutangi 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 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.

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

**Motutangi**

Spraying of the Motutangi drains (spring) (breakdown in section 2.3)	\$13,391
Additional spraying of the Motutangi drains (autumn)	\$6,696
Status report on the drains	\$333
Machine cleaning of the Motutangi Stream (autumn)	\$20,000
<b>Total (planned work)</b>	<b>\$40,420</b>
Machine cleaning contingency	\$12,000
Access track maintenance contingency	\$2,000
General contingency	\$3,000
<b>Total (contingencies)</b>	<b>\$17,000</b>

**2.2 Proposed projects within the work programme****Deferred projects****Motutangi stream stockpile relocation**

The Motutangi Stream stockpile relocation area has to be positioned in accordance with the Department of Conservation (DoC) Concession Agreement conditions. Additionally, any dumpsites would be identified by DoC before work commences.

As discussed in the 2021/2022 report, a review of the agreement by DoC is underway, however there is no defined timeframe for completion. With that in mind, it would be worthwhile deferring this project again to a later work programme.

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

Spraying of the Motutangi Area 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 2<sup>nd</sup> time.

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 19 kilometres of drain spraying and has been separated out into the two areas and individual drains. The programme has been adjusted for the increased operational costs that were discussed in the 2021/2022 programme report.

Spray programme follows:

<b>Motutangi Area</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Motutangi Stream	2,600 m	2,600 m	\$1,875.90
Main Outfall Drain	1,150 m	1,150 m	\$829.73
Bryan Drain	2,900 m	2,900 m	\$2,092.35
Beazley Drain	2,050 m	2,050 m	\$1,479.08

Aspin Drain	2,250 m	2,250 m	\$1,623.38
Cut to Lands' End Drain	1,700 m	1,700 m	\$1,226.55
Selwyn Drain	2,950 m	2,950 m	\$2,128.43
Seymour Drain	750 m	750 m	\$541.13
Bacicas Drain	2,050 m	2,050 m	\$1,479.08
Subritzky Drain	160 m	160 m	\$115.44
<b>Totals</b>	<b>18,560 m</b>	<b>18,560 m</b>	<b>\$13,391.04</b>

### Machine cleaning

Over the 2021/2022 year, the Motutangi Area shall be investigated in conjunction with the spraying contractor to identify the location of any significant siltation and / or vegetation mats which may require mechanical removal. Other than cleaning a section of the Motutangi stream, there is no further cleaning scheduled. Below is a review of what's been undertaken in the past.

- Motutangi Stream - Spot cleaning of weeds with a long reach digger in autumn 2023. This is likely to be from the scientific reserve and downstream towards the outlet as required. This should remain relatively clear until next autumn 2024. This is the same method used over the last year and appeared to be effective, it does however rely on the spraying being completed in time, over October / November 2022. An allowance of \$20,000 has been allocated for this work.

Any additional cleaning required is likely to be completed with a smaller digger. The total length that requires cleaning, or the need entirely, will vary depending on the weather conditions and growth. An allowance of \$12,000 has been allocated should this be needed.

A machine cleaning allowance of \$32,000 has been included in the 2022/2023 year.

### Accessibility issues & maintenance

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

It's believed access track maintenance may be required along several drains, particularly the Motutangi Stream. A contingency of \$2,000 has been allowed should this be required.

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):

- 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.
- Grazing stock, which is not excluded from the drainage channel, Clause 5.7.
- Damage caused to the drainage channel due to stock accessing the drainage channel for water, Clause 11.1.
- Obstructions to flow within the drainage channel due to excessive vegetation material.

Far North Water 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 under the Drainage Bylaw, and in particular the above issues.

**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 2022/2023 financial year is as follows:

**Motutangi**

2022 Opening balance (2021/2022 Reserve balance)	\$79,907
2022/2023 Proposed rated income	\$34,000
2022/2023 Proposed expenditure ( <i>Breakdown in section 3.1</i> )	\$40,420
<b>2023 Closing balance</b>	<b>\$73,487</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****Motutangi**

2022/2023 Proposed rated income	\$34,000
2022/2023 Proposed expenditure (Funded from rates)	\$34,000
<b>2023 Closing rated balance</b>	<b>\$0</b>

**Reserve component****Motutangi**

2022 Opening balance (2021/2022 Reserve balance)	\$79,907
2022/2023 Proposed expenditure (Funded from reserve)	\$6,420
<b>2023 Closing reserve balance</b>	<b>\$73,487</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 \$17,000 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. There is also the potential stop bank relocation project which carries a significant cost (\$45,000 - \$50,000), and a portion could be retained towards this project to ease a sudden rise in expenditure.

**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 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 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 MOTUTANGI DRAINAGE AREA 2023/2024 PROGRAMME

**File Number:** A3570498

**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 Motutangi Drainage Area Committee on the proposed works and costs for the 2023/2024 financial year.

#### WHAKARĀPOPOTO MATUA / 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 Areas drains. Currently there is a proposed budget of \$90,420 for Motutangi for planned work, with an additional \$17,000 of contingency for unplanned work if required.
- The work programme and associated budget is up for discussion.

#### TŪTOHUNGA / RECOMMENDATION

**That the Motutangi Drainage Area Committee recommend the “Motutangi Drainage Area 2023/2024 Programme” report be referred to Te Hiku Community Board for information.**

#### 1) TĀHUHU KŌRERO / BACKGROUND

The Motutangi 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 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. It is also due to change in line with any additional work agreed upon in the DoC Concession Agreement.

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

Within the Motutangi 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 proposed programme must be completed during the 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 proposed to be completed before 30 June 2024, with the spraying programme to start during late 2023:

**Motutangi**

Spraying of the Motutangi drains (spring) (breakdown in section 2.3)	\$13,391
Additional spraying of the Motutangi drains (autumn)	\$6,696
Status report on the drains	\$333
Machine cleaning of the Motutangi Stream (autumn)	\$20,000
The Motutangi Stream stockpile relocation programme	\$50,000
<b>Total (planned work)</b>	<b>\$90,420</b>
Machine cleaning contingency	\$12,000
Access track maintenance contingency	\$2,000
General contingency	\$3,000
<b>Total (contingencies)</b>	<b>\$17,000</b>

**2.2 Proposed projects within the work programme****Motutangi stream stockpile relocation**

The Motutangi Stream stockpile relocation area has to be positioned in accordance with the Department of Conservation (DoC) Concession Agreement conditions. These are planned to be finalised by the end of the 2022 or 2023 calendar year.

Additionally, any dumpsites would be identified by DoC before work commences.

There has been little feedback regarding progress on the agreement at this stage, of which this project may require deferral to a later work programme.

An allowance of \$50,000 has been allocated to this project, should the work proceed this year. This is an estimated figure and further consultation; scoping and pricing is required before it should be completed.

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

Spraying of the Motutangi Area is to be completed during late spring / early summer 2023. 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 2<sup>nd</sup> time.

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 19 kilometres of drain spraying and has been separated out into the two areas and individual drains. The programme has been adjusted for the increased operational costs that were discussed in the 2021/2022 programme report.

Spray programme follows:

<b>Motutangi Area</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Motutangi Stream	2,600 m	2,600 m	\$1,875.90
Main Outfall Drain	1,150 m	1,150 m	\$829.73

Bryan Drain	2,900 m	2,900 m	\$2,092.35
Beazley Drain	2,050 m	2,050 m	\$1,479.08
Aspin Drain	2,250 m	2,250 m	\$1,623.38
Cut to Lands' End Drain	1,700 m	1,700 m	\$1,226.55
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Seymour Drain	750 m	750 m	\$541.13
Bacicas Drain	2,050 m	2,050 m	\$1,479.08
Subritzky Drain	160 m	160 m	\$115.44
<b>Totals</b>	<b>18,560 m</b>	<b>18,560 m</b>	<b>\$13,391.04</b>

### Machine cleaning

Over the 2022/23 year, the Motutangi Area shall be investigated in conjunction with the spraying contractor to identify the location of any significant siltation and / or vegetation mats which may require mechanical removal. Other than cleaning a section of the Motutangi stream, there is no further cleaning scheduled. Below is a review of what's been undertaken in the past.

- Motutangi Stream - Spot cleaning of weeds with a long reach digger in autumn 2024. This is likely to be from the scientific reserve and downstream towards the outlet as required. This should remain relatively clear until next autumn 2025. This is the same method used over the last year and appeared to be effective, it does however rely on the spraying being completed in time, over October / November 2023. An allowance of \$20,000 has been allocated for this work.

Any additional cleaning required is likely to be completed with a smaller digger. The total length that requires cleaning, or the need entirely, will vary depending on the weather conditions and growth. An allowance of \$12,000 has been allocated should this be needed.

A machine cleaning allowance of \$32,000 has been included in the 2023/2024 year.

### Accessibility issues & maintenance

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

It's believed access track maintenance may be required along several drains, particularly the Motutangi Stream. A contingency of \$2,000 has been allowed should this be required.

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):

- 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.
- Grazing stock, which is not excluded from the drainage channel, Clause 5.7.
- Damage caused to the drainage channel due to stock accessing the drainage channel for water, Clause 11.1.
- Obstructions to flow within the drainage channel due to excessive vegetation material.

Far North Waters 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 under the Drainage Bylaw, and in particular the above issues.

**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 2024.

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

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

**Motutangi**

2023 Opening balance (2022/2023 Reserve balance)	\$73,487
2023/2024 Proposed rated income	\$40,000
2023/2024 Proposed expenditure ( <i>Breakdown in section 3.1</i> )	\$90,420
<b>2024 Closing balance</b>	<b>\$23,067</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****Motutangi**

2023/2024 Proposed rated income	\$40,000
2023/2024 Proposed expenditure (Funded from rates)	\$40,000
<b>2024 Closing rated balance</b>	<b>\$0</b>

**Reserve component****Motutangi**

2023 Opening balance (2022/2023 Reserve balance)	\$73,487
2023/2024 Proposed expenditure (Funded from reserve)	\$50,420
<b>2024 Closing reserve balance</b>	<b>\$23,067</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>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 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 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**