



**Far North  
District Council**



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

# **AGENDA**

## **Kaitaia Drainage Area Committee Meeting**

**Monday, 8 August 2022**

**Time: 10:00 am**

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

**Membership:**

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



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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 8 August 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 NGĀ 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 NGĀ KAIKŌRERO / SPEAKERS**

## 4 CONFIRMATION OF PREVIOUS MINUTES

### 4.1 CONFIRMATION OF PREVIOUS MINUTES

**File Number:** A3803948

**Author:** Rhonda-May Whiu, 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 21 March 2022 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. 2022-03-21 Kaitaia Drainage Area Committee Minutes - A3640076 [↓](#) 

**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.

Kaitaia Drainage Area Committee Meeting Minutes

21 March 2022

**MINUTES OF FAR NORTH DISTRICT COUNCIL  
KAITAIA DRAINAGE AREA COMMITTEE MEETING  
HELD VIRTUALLY VIA TEAMS ON MONDAY, 21 MARCH 2022 AT 10:06 AM**

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

**STAFF PRESENT:** Troy Smith, Rhonda-May Whiu, Aisha Huriwai, Marlema Baker, Casey Gannon, Glenn Rainham, Richard Jenkins (Far North Waters).

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

**APOLOGY**

**RESOLUTION 2022/1**

Moved: Member Adele Gardner  
Seconded: Member Mike Masters

**That the apology received from Members Greg Yuretich and Jim Bennett be accepted and leave of absence granted.**

**CARRIED**

Note:

Mr Dennis Chapman attended the last meeting where it was agreed that he would become a Kaitaia Committee member due to one of the former members leaving.

**2 CONFIRMATION OF PREVIOUS MINUTES**

**2.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 4.1 document number A3605206, pages 6 - 10 refers.

**RESOLUTION 2022/2**

Moved: Member Mike Masters  
Seconded: Member Adele Gardner

**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 with the following corrections/amendments.**

**CARRIED**

Matters arising:

- Note that Mr Dennis Chapman's attendance.
- That a **Matters Arising** section be included in all future Drainage Committee minutes.
- That a letter was to be sent to Mr Vanderbelt to have a culvert reinstated. (Glenn/Troy to action this week).
- Page 9 bullet point 1 – drains still need to be mapped and entered into GIS. Troy confirms that a timeframe for GIS work hasn't been identified. (Work in progress)
- Page 9 bullet point 3 – correction: Matthews Ave to Matthews drain
- Workshop on the draft Management plan has not eventuated and will need to be 2-3 hours long. (4 April confirmed)

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Kaitaia Drainage Area Committee Meeting Minutes

21 March 2022

- Item 4.2 and 4.3 in the minutes dated 3/11/2020 matters arising – Chair requests a map and a further report showing the boundaries of the areas that are rated. (by/before the next meeting).

### 3 REPORTS

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

Agenda item 5.1 document number A3602076, pages 11 - 19 refers.

##### RESOLUTION 2022/3

Moved: Chairperson Fiona King

Seconded: Member Mike Masters

**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.**

**CARRIED**

##### Notes:

- Page 15 Machine Cleaning - H.Subritzky Drain RFS - staff inspection and spray not completed.
- Far North Waters will go out with landowners and Member Joe King to look at and determine, what will need to be done for Oinu Stream and Church Gully drain.

#### 3.2 KAITAIA DRAINAGE AREA 2022/2023 PROGRAMME

Agenda item 5.2 document number A3602078, pages 20 - 26 refers.

##### MOTION

Moved: Chairperson Fiona King

Seconded: Member Adele Gardner

**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 \$26,222 be held for unplanned works should it be required, and that this be referred to Te Hiku Community Board for approval.**

##### AMENDMENT

Moved: Chairperson Fiona King

Seconded: Member Mike Masters

- c) That the actual figures be provided at the next drainage committee meeting.**

**CARRIED**

The amendment became the substantive motion.

##### RESOLUTION 2022/4

Moved: Chairperson Fiona King

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Kaitaia Drainage Area Committee Meeting Minutes

21 March 2022

Seconded: Member Adele Gardner

**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 **\$26,222** be held for unplanned works should it be required, and that this be referred to Te Hiku Community Board for approval.
- c) That the actual figures be provided at the next drainage committee meeting.

**CARRIED****3.3 KAITAIA DRAINAGE AREA 2023/2024 PROGRAMME**

Agenda item 5.3 document number A3602081, pages 27 - 33 refers.

**RESOLUTION 2022/5**

Moved: Chairperson Fiona King

Seconded: Member Adele Gardner

**That the Kaitaia Drainage Area Committee recommend the report “Kaitaia Drainage Area 2023/2024 Programme” be referred to Te Hiku Community Board for information.****CARRIED****4 TE KAPINGA HUI / MEETING CLOSE**

The meeting closed at 11:56 am.

The minutes of this meeting were confirmed at the Kaitaia Drainage Area Committee Meeting held on 8 August 2022.

.....  
**CHAIRPERSON**

## 5 REPORTS

### 5.1 KAITAIA DRAINAGE AREA 2021-2022 PROGRAMME - RPJ1 REPORT AMENDMENTS

**File Number:** A3814654

**Author:** James Ross, 3 Waters 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 year has ended, the majority of points on the approved work programme have been completed.
- The work programme includes spraying and mechanical cleaning of drains.
- There were significant budgetary changes required to meet projected costs that have been discussed at prior committee meetings.

#### TŪTOHUNGA / RECOMMENDATION

**That the Kaitaia Drainage Area Committee:**

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

#### 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 at 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.

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.
  - Permission received from landowners, W Masters E and Campbell drains were sprayed.
  - L Masters W was not sprayed due to crops.
- 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.
  - To date the letter has not been sent, however, legal arrangements have been put in place, delegating the powers under the various by-laws to Far North Waters to administer. Conversations with Mr van Bysterbelt can now take place to resolve this issue.
- 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.

- Covid 19 restrictions delayed the draft Management Plan workshops.
- Summary of Management Plans workshops previously commenced by Troy Smith are not currently available at time of writing this report.

In the Te Hiku Community Board meeting on 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 were included into the programme and the financial totals updated.

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

Within the Kaitaia Area, there are several agreed points which require work. This section details the work currently completed from August 2021.

The significant budgetary changes required, 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 report is reviewed to include these changes.

Summary figures listed below are estimates of cost to date and are likely not to indicate the total costs for year 2021/22.

### 2.1 Work programme summary

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

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

### 2.2 General maintenance within work programme

#### Spraying

Spraying of the Kaitaia drains has been completed from December 2021 to April 2022. The majority of the planned drains had been sprayed. The previously approved \$57,969 for spraying has been utilised with actual cost being in excess of this figure. There is the recent addition of a \$6,000 spraying contingency, to allow for spraying of 'On Request' drains such as W Masters E, Campbells and L Masters W.

It remains that 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 several years, 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, whereby a revised rate of 72c per meter was submitted by Fenwick Contracting. Following discussions, a new rate limited to 65c per metre has been agreed upon. Although this is an increase from the historic rate, it was not sustainable nor equitable 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 the additional drains being sprayed, and final cost for spraying being above previously submitted amounts, part of the reserve fund was required to supplement the rated income and meet the costs (Further defined in section 3.1).

### Spray programme

The spray programme consists of 111 kilometres of drain spraying and has been separated out into compartments and individual drains.

Spray programme follows:

<b>Waipapakauri Compartment</b>	<b>Total</b>	<b>Spray</b>
Waipapakauri Outfall (Both sides of drain sprayed)	4,800 m	9,000 m
Paparore Bank Drain (not required till spring 2022)	4,000 m	0 m
Waipapakauri Bank	1,710 m	2,159 m
Thodes	684 m	684 m
Brattons Drain (On request)	282 m	0 m
Evans Drain (On request)	443 m	0 m
Yates (On request)	945 m	0 m
Wests	820 m	820 m
Sandhills (Remainder is Urban)	7,502 m	5,000 m
Birds Boundary	1,521 m	1,521 m
Abbots (On request) ( <b>very overgrown</b> )	422 m	422 m
Government drain	3,012 m	4,168 m
Waimanone – Walkers	4,221 m	3,701 m
Spains Drain (On request)	1,580 m	0 m
Spains Road	2,170 m	2,170 m
<b>Totals</b>	<b>34,112 m</b>	<b>30,465 m</b>

  

<b>Lower Awanui Compartment</b>	<b>Total</b>	<b>Spray</b>
Prices Bank (Unahi)	2,615 m	2,615 m
McMillans – Tupes	6,840 m	6,840 m
Factory Bend – Michies	6,035 m	6,035 m
Flemings (On request)	764 m	764 m

Gills	1,489 m	2,008 m
Kumi Road	1,006 m	1,000 m
H Subritzky's	1,127 m	1,127 m
Awanui	2,313 m	2,313 m
Sankeys No. 1 (On request) (badly overgrown)	201 m	201 m
Sankeys No. 2 (On request)	362 m	0 m
<b>Totals</b>	<b>22,752 m</b>	<b>22,903 m</b>

<b>Puckeys Outfall Compartment</b>	<b>Total</b>	<b>Spray</b>
Puckeys Outfall	484 m	484 m
J Subritzky's Drain (On request)	402 m	0 m
Foleys	450 m	450 m
Lisle	1,710 m	1,710 m
Wireless	1,800 m	1,800 m
Bells Road	2,012 m	2,012 m
<b>Totals</b>	<b>6,858 m</b>	<b>6,456 m</b>

<b>Pukepoto Outfall Compartment</b>	<b>Total</b>	<b>Spray</b>
Pukepoto Outfall	5,828 m	5,600 m
Brass (On request)	1,388 m	0 m
W Masters C	1,207 m	1,207 m
W Masters E (Requested 2021/2022)	1,300 m	1,207 m
Campbells (Requested 2021/2022)	684 m	684 m
L Masters W (Requested 2021/2022) <i>crops prevented spraying</i>	1,064 m	0 m
L Masters C	1,400 m	1,207 m
School	1,509 m	1,509 m
Reynolds (West Bank)	2,213 m	2,213 m
Maori	2,012 m	2,012 m
Pukepoto Creek	805 m	805 m
Houstons (West Bank)	2,213 m	2,213 m
Parkers (drain diversion/shortening not evident)	602 m	1813 m
Reids West	2,615 m	2,615 m
<b>Totals</b>	<b>24,840 m</b>	<b>23,085 m</b>

<b>Whangatane Compartment</b>	<b>Total</b>	<b>Spray</b>
Texifros	785 m	0 m
Maimaru	1,127 m	1,127 m
Oinu Stream	1,650 m	1,650 m
Pairatahi Bank	2,716 m	0 m

Johnsons (On request)	150 m	0 m
Kareponia (On request)	402 m	0 m
Birds (On request) required spraying	504 m	504 m
<b>Totals</b>	<b>7,334 m</b>	<b>4,066 m</b>

<b>Kaitaia Compartment</b>	<b>Total</b>	<b>Spray</b>
Lewis Junction - Boundary	443 m	443 m
Lewis Junction – Road	322 m	322 m
Church Gully (Remainder to be cleaned)	2,865 m	2,092 m
Mathews Outfall (Remainder is Urban)	4,425 m	4,425 m
Wilds (On request) required spraying	503 m	503 m
Hanlons	322 m	322 m
<b>Totals</b>	<b>8,880 m</b>	<b>8,107 m</b>

<b>Tangonge Compartment</b>	<b>Total</b>	<b>Spray</b>
Reids East	3,017 m	3,017 m
Hoddles	1,667 m	1,667 m
Millers	2,615 m	2,615 m
McKenzies	634 m	634 m
Sharps	402 m	0 m
Lewis & Crown Land	1,851 m	1,851 m
<b>Totals</b>	<b>10,186 m</b>	<b>9,784 m</b>

<b>Wairoa Compartment</b>	<b>Total</b>	<b>Spray</b>
Berghans	1,005 m	1,005 m
Wairoa Stream	3,058 m	3,058 m
Blairs	805 m	805 m
<b>Totals</b>	<b>4,868 m</b>	<b>4,868 m</b>

### Machine cleaning

Following receipt of the 2021 Drain Status Report from Fenwick Contracting, a number of drains were selected for cleaning.

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.
  - Inspection yet to be arranged and undertaken
- **Church Gulley Drain** – Bank slumping and significant weed growth (No fencing).
  - Machine cleaning undertaken, required work was significantly more than first envisaged due to overgrowth, access and material adjacent to the bank requiring excavation and levelling to provide safe access and operations of excavators.
    - Mechanical cleaning of drain has been completed.

- **Reids East Drain** – Raised by Committee member, Mike Masters, request for a staff inspection and potential cleaning.
  - Inspection yet to be arranged and undertaken
- **H Subritzky Drain** – Raised by RFS (Request for Service), request for staff inspection and potential cleaning.
  - Inspection yet to be arranged and undertaken, agreement to be reached with committee for any mechanical works to be carried out.

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 Reids East) required.

### Accessibility issues & maintenance

Following the issues identified in the 2020 and 2021 Drain Status Reports, progress on the unresolved items are set out below.

- **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.
  - No letter to date has been issued. By-law powers are now available to Far North Waters for action to be taken.
- **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.
  - FNDC to contact NRC to discuss
- **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.
  - Still to be addressed
- **Waipapakauri Bank Drain** – No gates near the drain causing lengthy delays. **Action from last meeting:** FNDC to discuss stop bank maintenance with NRC.
  - Still to be addressed
- **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 Subritzkys** – 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.

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

In preparation of sending this notice, a member of FNW has been authorised as an agent to act on behalf of the FNDC to issue notices and enforce breaches of FNDC bylaws.

## 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.

**Action** – New management plan workshop to be finalised and submitted for review. Any draft Management Plans from workshops were not available at time of writing.

## 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.

Access due to locked gates and contact details not readily available continues to be an issue.

### **Take Tūtohunga / Reason for the recommendation**

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

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

At the time of writing this report, the year-end financial numbers are not available.

A full summary will be provided at the next meeting.

### **ĀPITIHINGA / 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.  State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	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 (for example – youth, the aged and those with disabilities).	The purpose of the Committee is to liaise with persons likely to be affected.
State the financial implications and where budgetary provisions have been made to support this decision.	Financial implications are to be considered by the committee and budgetary provision is made.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.

## 5.2 KAITAIA DRAINAGE AREA 2022/2023 PROGRAMME

**File Number:** A3814591

**Author:** James Ross, 3 Waters 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 \$33,922 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 that the Te Hiku Community Board approve the reviewed Kaitaia Drainage Area 2022/2023 work programme.**

### 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.

### 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.

#### 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
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Status report on the drains	\$777
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<b>Total (planned work)</b>	<b>\$75,955</b>
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Spraying contingency	\$8,222
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Machine cleaning contingency	\$13,000
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Increase Cost of Spraying Material, Equipment and Labour contingency (7c per meter @110km)	\$7,700
General contingency	\$5,000
<b>Total (contingencies)</b>	<b>\$33,922</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.

A further contingency of \$7,700 is recommended due to the uncertainty the economic climate may have on material and labour cost, this is based on current reported CPI and inflation forecasts being at 9-11%

Spray programme follows:

<b>Waipapakauri Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Waipapakauri Outfall (access will need to be improved to allow spraying from both sides)	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	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

The machine cleaning contingency of \$13,000 is 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**

At the time of writing this report, the year-end financial results for 2021/2022 were not available. Thus the Opening Reserves balance is not available either.

A full summary of the expected 2022/2023 financial year will be provided to the next committee meeting.

At this next meeting, the Committee will also be able to consider the ideal reserves balance to target for year-end.

#### **ĀPITIHINGA / 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
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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.	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 (for example – youth, the aged and those with disabilities).	The purpose of the Committee is to liaise with persons likely to be affected.
State the financial implications and where budgetary provisions have been made to support this decision.	Financial implications are to be considered by the committee and budgetary provision is made.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.

**6 KARAKIA WHAKAMUTUNGA – CLOSING PRAYER**

**7 TE KAPINGA HUI / MEETING CLOSE**