



**Far North
District Council**



Te Kaunihera o Te Hiku o te Ika

AGENDA

Kaitaia Drainage Area Committee Meeting

Wednesday, 13 March 2024

Time: 10:00am

Location: Boardroom - Te Ahu

**Cnr State Highway 1 and Mathews
Avenue**

Kaitaia

Membership:

Chairperson Fiona King - Chairperson

Member Adele Gardner

Member Jim Bennett

Member Mike Masters

Member Greg Yuretich

Member Joe King

Member Dennis Chapman

Member Bill Subritzky

Far North District Council
Kaitaia Drainage Area Committee Meeting
will be held in the Boardroom - Te Ahu, Cnr State Highway 1 and Mathews
Avenue, Kaitaia on:
Wednesday 13 March 2024 at 10:00am

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 Manager - Democracy Services (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 TE WHAKAAETANGA O NGĀ MENETI O MUA / CONFIRMATION OF PREVIOUS MINUTES

4.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A4603341

Author: Ellie Greenwood, Democracy Advisor

Authoriser: Casey Gannon, Manager - 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 17 April 2023 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. 2023-04-17 Kaitaia Drainage Area Committee Minutes - A4172704 [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	This report complies with the Local Government Act 2002 Schedule 7 Section 28.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	The Kaitaia Drainage Area is of local relevance and a member of the Te Hiku Community Board sits on the committee to be able to provide the views of the Community Board to the Committee.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	There are no implications on Māori in confirming minutes from a previous meeting. Any implications on Māori arising from matters included in meeting minutes should be considered as part of the relevant report.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	This report is asking for the minutes to be confirmed as true and correct record, any interests that affect other people should be considered as part of the individual reports.
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications or the need for budgetary provision arising from this report.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

**MINUTES OF FAR NORTH DISTRICT COUNCIL
KAITAIA DRAINAGE AREA COMMITTEE MEETING
HELD AT THE CONFERENCE ROOM - TE AHU, CNR STATE HIGHWAY 1 AND MATHEWS
AVENUE, KAITAIA
ON MONDAY, 17 APRIL 2023 AT 10:00 AM**

PRESENT: Chairperson Fiona King, Member Adele Gardner, Member Greg Yuretich, Member Joe King, Cr Bill Subritzky

IN ATTENDANCE: Blair King (CEO), Andy Finch (District Engineer) Cr Felicity Foy

STAFF PRESENT: Zakeeda Khan (Senior Corporate Financial Planner), Marlema Baker (Democracy Advisor).

1 KARAKIA TIMATANGA / OPENING PRAYER

Chairperson Fiona King declared the meeting open.
Member Darren Axe indicated he will be leaving the meeting at 11am.

2 NGĀ WHAKAPĀHA ME NGĀ PĀNGA MEMA / APOLOGIES AND DECLARATIONS OF INTEREST

Apologies were received from Member Mike Masters.
Chair Fiona King adjourned the meeting at 10:03 am and reconvened at 10:04am.

3 NGĀ KAIKŌRERO / SPEAKERS

None for this meeting.

4 CONFIRMATION OF PREVIOUS MINUTES

4.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 4.1 document number A4138500, pages 6 - 8 refers

RESOLUTION 2023/1

Moved: Member Greg Yuretich
Seconded: Chairperson Fiona King

That the Kaitaia Drainage Area Committee confirms that the minutes of the meeting of the Kaitaia Drainage Area Committee held 8 August 2022 are a true and correct record with the following amendments:

That;

- a copy of the email sent to David Van Bysterveldt (29th of March 2022), be provided to the Kaitaia Drainage Committee.
- no work has been completed on the Oinu Stream.
- the Kaitaia Drainage Committee members receive a copy of the financial reports requested at the last meeting (August 2022).
- the Kaitaia Drainage Committee members receive a copy of the updated Drainage Financial Reports when they are complete.
- an action sheet update report be included in all future Drainage Committee agendas.
- the Land Drainage Act 1908 be referenced in all Drainage Committee Compliance

Schedules.**CARRIED***Notes:*

- *attach email from Beverly Mitchell dated Monday, April 17, 2023 8:11:05 AM.*
- *Joe/Fiona King to send photos to CE regarding drainage.*
- *Staff to find out if there are specific RFS codes for Drainage*
- *GIS specialists are working on updating the Drainage Maps. Andy Finch will provide an update once this is done. (Refer to recording re CE's comments).*
- *Chair King will supply a copy of the notes from the Land Drainage Area Management and Operational Plan meeting in April 2022 to Andy Finch and the CE to follow-up.*

*Meeting adjourned 10:36am and resumed at 11:30 am
Member Darren Axe left the meeting 11:20 am*

5 REPORTS**5.1 KAITAIA DRAINAGE AREA 2022/2023 PROGRAMME**

Agenda item 5.1 document number A4157942, pages 11 - 20 refers

MOTION

Moved: Chairperson Fiona King
Seconded: Member Greg Yuretich

That the Kaitaia Drainage Area Committee recommend Te Hiku Community Board approve the reviewed Kaitaia Drainage Area 2023/2024 work programme.

AMENDMENT

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 2023/2024 work programme.
- b) approve the proposed 2023/24 Spraying Programme.
- c) request the proposed rate change for \$133k, including drone hireage and machine cleaning, be reported back to the Drainage Committees
- d) and submit to Council a request for Public Good component in the rates to be reviewed for the Long Term Plan.

CARRIED

The amendment became the substantive motion.

RESOLUTION 2023/2

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 2023/2024 work programme.
- b) approve the proposed 2023/24 Spraying Programme.
- c) request the proposed rate change for \$133k, including drone hireage and machine cleaning, be reported back to the Drainage Committees

<p>d) and submit to Council a request for a Public Good component in the rates to be reviewed for the Long-Term Plan.</p>	<p>CARRIED</p>
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5 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

6 TE KAPINGA HUI / MEETING CLOSE

The meeting closed at 12:17 am.

The minutes of this meeting were confirmed at the Kaitaia Drainage Area Committee Meeting held on 4 September 2023.

.....
CHAIRPERSON

5 NGĀ PŪRONGO / REPORTS

5.1 KAITAIA DRAINAGE AREA PROGRAMME 2024-2027

File Number: A4611103

Author: Tanya Proctor, Head of Infrastructure Strategy

Authoriser: Guy Holroyd, Chief Executive Officer

TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide the Kaitaia Drainage Area Committee with a programme of works for financial years 2024-2027.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Kaitaia Land Drainage area has recently been sprayed.
- The Te Hiku Ward Drainage District Control Spraying tender is currently advertised with a closing date of 11th March 2024.
- Council intends to set a programme of works for the next three years to mitigate historical delays with the annual spraying programme.
- The tender award of this work will inform budgets for FY24-27.

TŪTOHUNGA / RECOMMENDATION

That the Kaitaia Drainage Area Committee receive the report Kaitaia Drainage Area Programme 2024-2027.

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.

The Kaitaia Drainage Area Committee was re-established at the 14 March 2023 meeting of Te Hiku Community Board as part of Council's formal process and procedures.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

The delivery of the 2022/2023 work programme was not carried out in accordance with the resolution of the 14 March 2023.

Drain Spraying

The drain lengths to be sprayed have not changed from the 2022/2023 financial years so the spray programme is unchanged including the "On Request" drains.

Spraying of the Kaitaia Drainage Area has since been completed.

Budgets

2023/2024 Budgets						
Location	Reserves 2022/23	Budget 2023/24	Total Budget	Actual YTD Feb 2024	Additional Expenditure Expected	Funds Available
Kaitaia	\$29,715	\$133,205	\$162,920	\$967	\$98,087	\$63,865

PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION**Rate Implications**

Rating implications will be consulted on at the earliest opportunity. Expressions of interest close on Monday 11th March, one working day prior to the agenda deadline and were therefore unable to be included in this report. If possible, budgets based on indicative tender prices received will be tabled at the meeting.

ĀPITIHINGA / ATTACHMENTS

Nil

5.2 KAITAIA DRAINAGE COMMITTEE OPEN RESOLUTIONS UPDATE MARCH 2024**File Number: A4603405****Author: Ellie Greenwood, Democracy Advisor****Authoriser: Casey Gannon, Manager - Democracy Services****TAKE PŪRONGO / PURPOSE OF THE REPORT**

To provide Kaitaia Drainage Committee with an overview of outstanding Committee decisions from 17 April 2023.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Open resolutions are a mechanism to communicate progress against decisions/resolutions.
- Open resolutions are also in place for all formal elected member meetings.

TŪTOHUNGA / RECOMMENDATION

That Kaitaia Drainage Committee receive the report March 2024 Open Resolution Report.

1) TĀHUHU KŌRERO / BACKGROUND

At the 17 April 2023 Kaitaia Drainage Committee Meeting the Committee requested an action sheet update report be included in all future Drainage Committee Meetings. Any resolution or decision from a meeting is compiled on an open resolution status report, to capture actions triggered by Kaitaia Drainage Committee decisions. Staff provide updates on progress against tasks that are not yet completed.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The outstanding tasks are often multi-facet projects that take longer to fully complete. Where a decision differs to the recommendation of staff there may be unintended consequences or challenges that take longer for staff to work through.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION.

To provide Kaitaia Drainage Committee with an overview of outstanding decisions from 17 April 2023.

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

There are no financial implications or need for budgetary provision in receiving this report.

ĀPITIHINGA / ATTACHMENTS

1. **Open Resolution Report - A4603390**  

OPEN RESOLUTION REPORT		Printed: Monday, 4 March 2024 2:46:04 pm
Division:	Kaitaia Drainage Area Committee	Date From: 1/01/2021
Committee:		Date To: 4/03/2024
Officer:		

Meeting	Title	Resolution	Notes
Kaitaia Drainage Area Committee 17/04/2023	Kaitaia Drainage Area 2022/2023 Programme	<p>RESOLUTION 2023/2</p> <p>That the Kaitaia Drainage Area Committee</p> <p>a) recommend Te Hiku Community Board approve the reviewed Kaitaia Drainage Area 2023/2024 work programme.</p> <p>b) approve the proposed 2023/24 Spraying Programme.</p> <p>c) request the proposed rate change for \$133k, including drone hireage and machine cleaning, be reported back to the Drainage Committees</p> <p>d) and submit to Council a request for a Public Good component in the rates to be reviewed for the Long-Term Plan.</p> <p style="text-align: right;">CARRIED</p>	<p>26 Apr 2023 3:39pm This report has been escalated to the Te Hiku Community Board meeting on the 9 May 2023.</p> <p>15 Aug 2023 2:38pm Parts a) b) c) and d) of this resolution were tabled as part of the Te Hiku Community Board minutes which were presented to Council at the meeting held 1 June 2023.</p> <p>18 Aug 2023 12:19pm RESOLUTION 2023/1 Update as at 17 August 2023; a) Complete, b) no work has been completed on the Oinu Stream. (no update at this time), c) Complete, d) To be actioned through Finance-requested. , e) Noted, f) Noted, , RESOLUTION 2023/2 Update as at 17 August 2023; a) Complete, b) no work has been completed on the Oinu Stream. (no update at this time), c)Complete, d) To be actioned through Finance-requested. , e) Noted, f) Noted</p> <p>23 Aug 2023 3:37pm a) Noted, b) Noted, c) To be actioned when Drainage Specialist appointed, d) Noted- finance to action</p>

6 KARAKIA WHAKAMUTUNGA – CLOSING PRAYER

6 TE KAPINGA HUI / MEETING CLOSE