



**Far North
District Council**



Te Kaunihera o Te Hiku o te Ika

AGENDA

Motutangi Drainage Area Committee Meeting

Wednesday, 13 March 2024

Time: 3.00pm

Location: Boardroom - Te Ahu

**Cnr State Highway 1 and Mathews
Avenue**

Kaitia

Membership:

Chairperson Jeremy White - Chairperson

Member Darren Axe

Member Paul Harvey

Far North District Council
Motutangi 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 3.00pm

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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: A4611215

Author: Ellie Greenwood, Democracy Advisor

Authoriser: Casey Gannon, Manager - 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 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 Motutangi Drainage Area Committee Minutes - A4172708 [↓](#) 

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 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.

Motutangi Drainage Area Committee Meeting Minutes - **Unconfirmed**

17 April 2023

**MINUTES OF FAR NORTH DISTRICT COUNCIL
MOTUTANGI 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 3:02 PM**

PRESENT: Member Paul Harvey, Chairperson Jeremy White, Member Darren Axe
IN ATTENDANCE: Blair King (CEO), Andy Finch (District Engineer), Fiona King (Kaitaia, Waiharara/Kaikino Drainage Area Committee Chairperson)
STAFF PRESENT: Zakeeda Khan (Chief Corporate Financial Planner), Marlema Baker (Democracy Advisor)

1 KARAKIA TIMATANGA / OPENING PRAYER

Chair Jeremy White commenced the meeting.

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

None for this meeting

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 A4153637, pages 6 - 7 refers

RESOLUTION 2023/1

Moved: Chairperson Jeremy White

Seconded: Member Paul Harvey

That the Motutangi Drainage Area Committee confirm that the minutes of the meeting of the Motutangi Drainage Area Committee held 8 August 2022 are a true and correct record with the following amendments;

That:

- that Item 5.2 bullet point 1 was not completed therefore 2 x 12 foot gates and 4 x 3 metre strainers plus a 400ml culvert pipe (5 metres long) are to be installed by the Fenwick Contractors and that District Engineer Andy Finch oversee the process as directed by the CE.
- the Motutangi Drainage Committee members receive a copy of the financial reports requested at the last meeting (August 2022).
- the Motutangi Drainage Committee members receive a copy of the updated Drainage Financial Reports when they are complete.
- an action sheet update report be included in future Drainage Committee agendas.
- ex-committee member Bede Shereen's reason for resignation be recorded in the minutes which is that he was receiving abuse from the community due to lack of action

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from the Council.	CARRIED
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5 REPORTS

5.1 MOTUTANGI DRAINAGE AREA 2022/2023 PROGRAMME

Agenda item 5.1 document number A4158027, pages 10 - 18 refers

MOTION

Moved: Chairperson Jeremy White
 Seconded: Member Darren Axe

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

Meeting adjourned 3:14 pm – 3:19 pm

AMENDMENT

Moved: Chairperson Jeremy White
 Seconded: Member Darren Axe

That the Motutangi Drainage Area Committee recommend that the Te Hiku Community Board;

- a) approve the reviewed Motutangi Drainage Area 2023/2024 work programme.
- b) amend the 2022/2023 budget \$50,000 for machine cleaning from the Motutangi Drainage Area reserve fund.
- c) request the proposed rate change for \$68,864 including drone hireage and machine cleaning, and dedicated staff member be reported back to the Drainage Committees.

CARRIED

The amendment became the substantive motion.

RESOLUTION 2023/2

Moved: Chairperson Jeremy White
 Seconded: Member Darren Axe

That the Motutangi Drainage Area Committee recommend that the Te Hiku Community Board;

- a) approve the reviewed Motutangi Drainage Area 2023/2024 work programme.
- b) amend the 2022/2023 budget \$50,000 for machine cleaning from the Motutangi Drainage Area reserve fund.
- c) request the proposed rate change for \$68,864 including drone hireage and machine cleaning, and dedicated staff member be reported back to the Drainage Committees.

CARRIED

5 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

6 TE KAPINGA HUI / MEETING CLOSE

The meeting closed at 3:35pm.

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

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Motutangi Drainage Area Committee Meeting Minutes - **Unconfirmed**

17 April 2023

CHAIRPERSON

5 NGĀ PŪRONGO / REPORTS

5.1 MOTUTANGI DRAINAGE AREA 2023/2024

File Number: A4611211

Author: Tanya Proctor, Head of Infrastructure Strategy

Authoriser: Guy Holroyd, Chief Executive Officer

TAKE PŪRONGO / PURPOSE OF THE REPORT

To update the Motutangi Drainage Area Committee since the previous meeting.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

The Motutangi Drainage Area has had drains machine cleared in accordance with Resolution 2023/2.

TŪTOHUNGA / RECOMMENDATION

That the Motutangi Drainage Area Committee receive the report Motutangi Drainage Area 2023/2024.

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.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

2.1 Works undertaken during 2023/2024

Spraying

The spray work in the Motutangi Drainage Area have not been completed to date. However, a local contractor having recently completed the Kaitaia Drainage Area works is available to quote and spray this scheme.

Machine Clearing

Machine clearing has been completed for the 2023/24 period.

Budgets

2023/2024 Budgets

The financial report referenced provided the following information.

2022/2023 Budgets						
Location	Reserves 2021/22 (Note 1)	Budget 2022/23	Total	Expenditure (Feb YTD)	Additional Expenditure Expected	Forecast Reserve Balance
Motutangi	\$148,665	\$68,864	\$217,529	\$46,932	\$9,033	\$161,564

2024/2027 Proposed Budget

From the above tables, it is apparent that the reserves balance within the Motutangi Drainage area remains high. It is recommended the reserve funds be utilised to remediate and bring the drains to good standard. Consideration should be given to reducing the rates for the 2024/25 rating year given the current reserves funds available. The reserves funds would be utilised in 2024/25 for the spray and drain clearing works.

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 MOTUTANGI DRAINAGE COMMITTEE OPEN RESOLUTIONS UPDATE MARCH 2024

File Number: A4603479

Author: Ellie Greenwood, Democracy Advisor

Authoriser: Casey Gannon, Manager - Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide Motutangi 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 Motutangi Drainage Committee receive the report March 2024 Open Resolution Report.

1) TĀHUHU KŌRERO / BACKGROUND

At the 17 April 2023 Motutangi 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 Motutangi 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 - A4603477 [↓](#) 

OPEN RESOLUTION REPORT		Printed: Monday, 4 March 2024 3:09:35 pm
Division:	Motutangi Drainage Area Committee	Date From: 17/04/2023
Committee:		Date To: 4/03/2024
Officer:		

Meeting	Title	Resolution	Notes
Motutangi Drainage Area Committee 17/04/2023	Motutangi Drainage Area 2022/2023 Programme	<p>RESOLUTION 2023/2</p> <p>That the Motutangi Drainage Area Committee recommend that the Te Hiku Community Board;</p> <p>a) approve the reviewed Motutangi Drainage Area 2023/2024 work programme.</p> <p>b) amend the 2022/2023 budget \$50,000 for machine cleaning from the Motutangi Drainage Area reserve fund.</p> <p>c) request the proposed rate change for \$68,864 including drone hireage and machine cleaning, and dedicated staff member be reported back to the Drainage Committees.</p> <p style="text-align: right;">CARRIED</p>	<p>26 Apr 2023 3:30pm This report has been escalated to the Te Hiku Community Board meeting on the 9 May 2023</p> <p>15 Aug 2023 2:55pm Parts a) b) and :c) 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 3:28pm RESOLUTION 2023/2 (Update at 17/8/2023), a) Noted, b) Complete, c) Noted - to be actioned when Drainage specialist appointed, , RESOLUTION 2023/1 Update at 17/8/2023), a) Complete – work organised through Drainage Board chair. , b) Noted, c) To be actioned through Finance- requested., d) Noted, e) Noted</p> <p>23 Aug 2023 3:38pm a) Noted, b) Complete, c) Noted- to be actioned when Drainage specialist appointed</p>

6 KARAKIA WHAKAMUTUNGA – CLOSING PRAYER

6 TE KAPINGA HUI / MEETING CLOSE