



**Far North  
District Council**



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

# **AGENDA**

## **Waiharara and Kaikino Drainage Area Committee Meeting**

**Tuesday, 3 November 2020**

**Time: 1.00 pm**

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

### **Membership:**

Chairperson Fiona King - Chairperson  
Member Fred Petricevich  
Member Joe Milich  
Member Dean Radojkovich  
Member Aaron Bainbridge  
Member Adreinne Bartlett  
Member Darren Axe – Te Hiku Community Board Representative



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**Far North District Council**  
**Waiharara and Kaikino Drainage Area Committee Meeting**  
**will be held in the Conference Room - Te Ahu, Cnr State Highway 1 and**  
**Mathews Avenue, Kaitaia on:**  
**Tuesday 3 November 2020 at 1.00 pm**

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**Order Of Business**

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**1 KARAKIA TIMATANGA – OPENING PRAYER****2 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 SPEAKERS**

## 4 REPORTS

### 4.1 WAIHARARA AND KAIKINO DRAINAGE AREAS 2019/2020 EXPENDITURE

**File Number:** A2945623

**Author:** Troy Smith, Assistant Engineer

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

#### PURPOSE OF THE REPORT

To provide the Waiharara and Kaikino Drainage Area Committee with expenditure details and the closing balance for the 2019/20 financial year.

#### EXECUTIVE SUMMARY

Over the 2019/20 financial year, the Far North District Council completed a selection of drainage area works. The work which included spraying, cleaning and access improvements for the drains, came to a total expense of \$7,953 for Waiharara and a total expense of \$4,263 for Kaikino. This is under what was initially budgeted / approved in the previous committee meetings.

#### RECOMMENDATION

**That the Waiharara and Kaikino Drainage Area Committee recommends Te Hiku Community Board note the following financial summary for the past financial year 2019/2020:**

<b>Waiharara</b>	<b>Budget</b>
2018-19 Residual funds (reserve funds available)	\$19,906
2019 Opening Balance (rated income)	\$9,997
2019-20 Expenditure	\$7,953
<b>2019-20 Closing Reserve Balance</b>	<b>\$21,950</b>
 <b>Kaikino</b>	 <b>Budget</b>
2018-19 Residual funds (reserve funds available)	\$8,136
2019 Opening Balance (rated income)	\$9,000
2019-20 Expenditure	\$4,263
<b>2019-20 Closing Reserve Balance</b>	<b>\$12,873</b>

#### 1) BACKGROUND

The Waiharara and Kaikino Drainage Areas Committees were 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 works programme for the 2019/20 financial year was discussed at the previous Waiharara and Kaikino Drainage Areas Committee Meeting on 2 September 2019. Through various conversations and onsite meetings with the spraying contractors, members of the public and Committee members, the list of required works had been put together.

## 2) DISCUSSION AND OPTIONS

Across both the Waiharara and Kaikino Areas, there are several points which had work completed. This section further explains the work completed, and any uncompleted work that has been transferred into the current financial years programme.

### 2.1 Work programme summary 19/20

The past work programme from Financial Year 2019/20 is included below. This has been divided into completed and uncompleted work. There is also a column showing the amount budgeted through previous meetings.

The uncompleted works were delayed for a variety of reasons, most commonly budgetary concerns.

<b><u>Waiharara</u></b>	<b><i>Budgeted</i></b>	<b><i>Expended</i></b>
<b><u>Completed Work:</u></b>		
<b><i>Additional spraying in autumn 2019</i></b>	<b><i>\$0</i></b>	<b><i>\$2,873</i></b>
<b><i>Spraying of drains during drains during early summer</i></b>	<b><i>\$4,410</i></b>	<b><i>\$4,241</i></b>
<b><i>Late payment of Bilich Branch machine cleaning in autumn 2019</i></b>	<b><i>\$0</i></b>	<b><i>\$840</i></b>
<b><i>Total</i></b>	<b><i>\$4,410</i></b>	<b><i>\$7,953</i></b>
<b><u>Remaining Work &amp; Allowances:</u></b>		
<b><i>20% share of a drone for drain surveillance (Approved in Sept Meeting)</i></b>	<b><i>\$664</i></b>	
<b><i>Machine cleaning contingency</i></b>	<b><i>\$5,000</i></b>	
<b><i>Contingency allowance</i></b>	<b><i>\$2,000</i></b>	
<b><i>Total</i></b>	<b><i>\$7,664</i></b>	
 <b><u>Kaikino</u></b>	 <b><i>Budgeted</i></b>	 <b><i>Expended</i></b>
<b><u>Completed Work:</u></b>		
<b><i>Spraying of drains during late Spring / early Summer</i></b>	<b><i>\$3,825</i></b>	<b><i>\$4,263</i></b>
<b><i>Total</i></b>	<b><i>\$3,825</i></b>	<b><i>\$4,263</i></b>
<b><u>Remaining Work &amp; Allowances:</u></b>		
<b><i>Complete new crossings along Milich's and Gumdigger's to provide a direct access track to the Kaikino Drain (Deferred)</i></b>	<b><i>\$2,000</i></b>	
<b><i>Form an access track and install ~3 crossings to provide access to the downstream section of the Hobson Drain (Deferred)</i></b>	<b><i>\$2,000</i></b>	
<b><i>Removal of the Alligator weed from the Hobson Drain may be required if weed growth proves detrimental (Deferred)</i></b>	<b><i>\$1,500</i></b>	

<b>20% share of a drone for drain surveillance (Approved in Sept Meeting)</b>	<b>\$664</b>
<b>Machine cleaning contingency</b>	<b>\$2,000</b>
<b>Contingency allowance</b>	<b>\$562</b>
<b>Total</b>	<b>\$8,726</b>

## 2.2 Current projects within the work programme

The Kaikino Drain access track and Hobson Drain access track projects from the 2019/20 work programme were deferred to the 2020/21 work programme due to budgetary concerns.

## 2.3 General maintenance within work programme

### Spraying

Spraying of the Waiharara Area was completed in January 2020, at a cost of \$4,241. There was also an invoice received in July 2019, for a 2<sup>nd</sup> spray of the area if required during autumn 2019. This additional spray came to a total of \$2,873.

Spraying of the Kaikino Area was completed in January 2020. The total cost for the Kaikino spraying was \$4,263. This is slightly over what was budgeted as the metre rate has gone up from 50c to 55c per metre. Note the increase also affected the Waiharara total, however was not enough to go over budget.

### Machine cleaning

In the Waiharara Drainage Area there has been a relatively small amount of machine cleaning. For the year, the following drain has been cleaned:

- Bilich Branch – Cleaning as required along the drain for \$840. This was completed in autumn 2019, but the invoice was received and paid late June 2019.

There was no machine cleaning completed for the Kaikino Drainage Area this year.

### Accessibility issues & maintenance

There was no additional access maintenance completed for the Waiharara and Kaikino Drainage Areas this year.

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

For the 2019-20 year, there has been one Request for Service received regarding the Kaikino Drainage Area, and none regarding the Waiharara Drainage Area.

- RFS 3963360 – 530 Paparore Road, Waipapakauri – Query on the Land Drainage Bylaw revision in 2019 and the letter received – Completed Feb 2020

### Reason for the recommendation

To ensure that the Waiharara and Kaikino Drainage Areas Committee are notified of the expenditure and closing balance for the year.

## 3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

A summary of the past 2019/20 financial year is as follows:

<b>Waiharara</b>	<b>Budget</b>
2018-19 Residual funds (reserve funds available)	\$19,906



2019 Opening Balance (rated income)	\$9,997
2019-20 Expenditure	\$7,953
<b>2019-20 Closing Reserve Balance</b>	<b>\$21,950</b>

**Kaikino****Budget**

2018-19 Residual funds (reserve funds available)	\$8,136
2019 Opening Balance (rated income)	\$9,000
2019-20 Expenditure	\$4,263
<b>2019-20 Closing Reserve Balance</b>	<b>\$12,873</b>

**ATTACHMENTS****Nil**

**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.

Compliance requirement	Staff assessment
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 districts 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 reviewed this report

## 4.2 WAIHARARA AND KAIKINO DRAINAGE AREAS 2020/2021 PROGRAMME

**File Number:** A2945628

**Author:** Troy Smith, Assistant Engineer

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

### PURPOSE OF THE REPORT

To provide the Waiharara and Kaikino Drainage Areas Committee with an outline of the proposed works and costs for the 2020/21 financial year.

### EXECUTIVE SUMMARY

Over the 2020/21 financial year, the Far North District Council wishes to complete a selection of drainage area works. The work includes spraying, cleaning and access maintenance of the drains. It is recommended a budget of \$11,615 is allocated to cover the required and potential work for Waiharara and a budget of \$13,807 for Kaikino.

### RECOMMENDATION

**That the Waiharara and Kaikino Drainage Area Committee recommend Te Hiku Community Board approve the Waiharara and Kaikino Drainage Area 2020/21 work programme.**

### 1) BACKGROUND

The Waiharara and Kaikino Drainage Areas 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 2020/21 financial year has been estimated from previous costs.

The list of required works is based on the assumption that the work programme for 2019/20 is completed as planned.

### 2) DISCUSSION AND OPTIONS

Across both the Waiharara and Kaikino Areas, there are several areas which require work. The items detailed in the below proposed 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 today's meeting provides an opportunity to adjust the work programme.

The Waiharara Drainage Area programme is similar to the 2019/20 programme, but the Kaikino budget and proposed work programme has a number of changes from the 2019/20 programme and requires the Committee's attention.

#### 2.1 Proposed work programme summary

Work is to be completed before 30 June 2021, with the spraying programme to start during late 2020:

#### Waiharara

<b><i>Spraying of drains during late Spring / early Summer (Additional spray of the outlet below the bridge)</i></b>	<b><i>\$4,851</i></b>
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<b><i>Status report on the drains</i></b>	<b><i>\$100</i></b>
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<b><i>20% share of a drone for drain surveillance (Approved in Sept Meeting)</i></b>	<b><i>\$664</i></b>
<b><i>Machine cleaning allowance</i></b>	<b><i>\$4,000</i></b>
<b><i>Contingency allowance</i></b>	<b><i>\$2,000</i></b>
<b><i>Total</i></b>	<b><i>\$11,615</i></b>

**Kaikino**

<b><i>Spraying of drains during late Spring / early Summer</i></b>	<b><i>\$4,043</i></b>
<b><i>Status report on the drains</i></b>	<b><i>\$100</i></b>
<b><i>Complete new crossings along Milich's and Gumdigger's to provide a direct access track to the Kaikino Drain</i></b>	<b><i>\$2,000</i></b>
<b><i>Form the initial entranceway to the lower Hobson Drain access track</i></b>	<b><i>\$4,000</i></b>
<b><i>20% share of a drone for drain surveillance (Approved in Sept Meeting)</i></b>	<b><i>\$664</i></b>
<b><i>Machine cleaning allowance (Hobson Drain)</i></b>	<b><i>\$2,000</i></b>
<b><i>Contingency allowance</i></b>	<b><i>\$1,000</i></b>
<b><i>Total</i></b>	<b><i>\$13,807</i></b>

**2.2 Proposed projects within the work programme****Kaikino Drain access track**

Continuing from the installation of 7 new crossings along the Milich's and Gumdigger's properties in the 2018/19 work programme; some finishing touches are required.

We're currently awaiting a quote for the work required which is expected to be approximately \$2,000. After completion, the new track will offer much needed access for the spraying contractors, cutting down the time taken for spraying.

**Hobson Drain (downstream of Paparore Road) access track**

In 2016 and 2017 there were plans of installing a new access track along the Hobson Drain, downstream of Paparore Road. In 2018/19 some of the required culverts were purchased but due to unexpected costs elsewhere, the installation was put on hold.

As before, to start the new access track, there is approximately 1 new access culvert required to reach the drain bank and then another crossing along the track.

Once the initial entranceway is installed, further work will be investigated to ensure we can restore full access to the lower section and are able to maintain it. This has been proposed in the 2021/22 work programme.

A budget of \$4,000 is proposed in the work programme for purchase of supplies and installation of the entranceway.

## 2.3 General maintenance within the work programme

### Spraying

Spraying of the Waiharara and Kaikino Areas is to be completed during late spring / early summer 2020. Any additional spraying will be included as a contingency.

If invasive weed is an issue, the current spray will have little effect on it. For serious cases machine cleaning may be required otherwise a stronger spray with the approval below may be more practical:

An EPA "Permission for Use of Substances" & Northland Regional Council consent is required specific to the areas to be sprayed, for the correct type of spray. The spray used has to be applied with considerable forethought as it can affect crop growth, for some distance downstream.

The spray programme has been separated out into the two areas and individual drains. Spray programme follows:

<b>Waiharara Area</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Okohine Stream	5,110 m	5,110 m	\$2,810.50
Okohine Stream Outlet (2 <sup>nd</sup> spray)	1,000 m	1,000 m	\$550.00
Bilich Branch	1,800 m	1,800 m	\$990.00
Cox Branch	860 m	860 m	\$473.00
Tunnel Traverse	50 m	50 m	\$27.50
<b>Totals</b>	<b>8,820 m</b>	<b>8,820 m</b>	<b>\$4,851.00</b>

  

<b>Kaikino Area</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Kaikino Drain	4,100 m	4,100 m	\$2,255.00
Hobson Drain + Extension (Less 400m to be cleaned)	3,650 m	3,250 m	\$1,787.50
<b>Totals</b>	<b>7,750 m</b>	<b>7,350 m</b>	<b>\$4,042.50</b>

### Machine cleaning

Over the 2019/20 year, the Waiharara and Kaikino Areas were investigated in conjunction with the spraying contractor, to identify the location of any significant siltation and / or vegetation mats which will require removal. The inspections from last year's spray were positive and indicate there isn't a need for cleaning. Below is a review of what's been completed recently.

The Waiharara Drainage Area will now be 4 years since the last major clean, as the area was last cleaned in 16/17. A large allowance of \$4,000 has been included in order to cover this cleaning if it's required.

In the Kaikino Drainage Area, the downstream section of the Hobson Drain is scheduled for cleaning. A quote for the cleaning has been received at \$5,850, however the full extent of the cleaning will not be able to be completed with the access work currently proposed for this year's work programme. As such, an allowance of \$2,000 has been included which will be available to clean the accessible portion of the lower Hobson Drain. The remainder will be included for next year's work programme.

### Accessibility issues & maintenance

Once formed, the 2 new access tracks formed along the Kaikino drain and lower Hobson drain will need yearly mulching in order to keep the track in good condition. This has been estimated to cost \$1,000.

In the Waiharara Drainage Area, the spraying contractor raised one concern:

- Okohine Stream – Along the Honey Tree Farm's property, the access track is full of gorse and requires spraying or removal. This is to be followed up by Council staff and ensure they complete the required work.

In addition to maintenance of the new tracks, 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.

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 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 the above issues. Another notice to remind property owners of their obligations is planned for summer 2020.

## **2.4 Waiharara and Kaikino Drainage Area management plans**

There have been some minor changes made to the Management Plans in line with what was agreed upon in March 2017. The Management Plans were then approved by the Te Hiku Community Board in May 2017.

The next step is to have the approved Management Plans reviewed by the Northland Regional Council. This is required under section 27.2 Rules for Drainage and River Control Activities - Controlled Activities, of the Regional Water and Soil Plan for Northland.

## **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 still to be mapped.

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

Since the end of June 2020, there have been no new Requests for Service received regarding the Kaikino Drainage Area or the Waiharara Drainage Area.

## **Reason for the recommendation**

To confirm the expected works and their associated costs. With the work programme to be completed by 30 June 2021.

## **3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION**

A summary of the expected 2020/21 financial year is as follows:

### **Waiharara**

### **Budget**

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2019-20 Residual funds (reserve funds available)	\$21,950
2020 Opening Balance (rated income)	\$9,000
2020-21 Proposed Expenditure	\$11,615
<b>2020-21 Closing Reserve Balance</b>	<b>\$19,335</b>

<b>Kaikino</b>	<b>Budget</b>
2019-20 Residual funds (reserve funds available)	\$12,873
2020 Opening Balance (rated income)	\$8,000
2020-21 Proposed Expenditure	\$13,807
<b>2020-21 Closing Reserve Balance</b>	<b>\$7,066</b>

**ATTACHMENTS****Nil**

**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.

Compliance requirement	Staff assessment
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 districts 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 reviewed this report.



### 4.3 WAIHARARA AND KAIKINO DRAINAGE AREAS 2021/2022 PROGRAMME

**File Number:** A2945638

**Author:** Troy Smith, Assistant Engineer

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

#### PURPOSE OF THE REPORT

To advise and seek feedback from the Waiharara and Kaikino Drainage Areas Committee on the proposed works and costs for the 2021/22 financial year.

#### EXECUTIVE SUMMARY

Over the 2021/22 financial year, the Far North District Council wishes to complete a selection of drainage area works. The work includes spraying, cleaning and access maintenance of the drains. Currently there is a proposed budget of \$10,951 to cover the required and potential work for Waiharara and a budget of \$13,103 for Kaikino. The work programme and associated budget is up for discussion.

#### RECOMMENDATION

**That the Waiharara and Kaikino Drainage Area Committee recommend the “Waiharara and Kaikino Drainage Areas 21/22 Programme” information report be referred to Te Hiku Community Board.**

#### 1) BACKGROUND

The Waiharara and Kaikino Drainage Areas 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 works programme for the 2021/22 financial year has been estimated from previous costs.

The list of required works is based on the assumption that the work programme for 2020/21 is completed as planned.

#### 2) DISCUSSION AND OPTIONS

Across both the Waiharara and Kaikino Areas, there are several areas which require work. This section details the work currently programmed and it is intended that Committee review the 2021/22 work programme and adjust based on more recent information.

Further review of the programme must be done during the following Drainage Area Committee Meeting held in March 2021 and over the next financial year. This is due to the highly estimated nature of the work programme.

##### 2.1 Proposed work programme summary

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

##### Waiharara

<b><i>Spraying of drains during late Spring / early Summer (Additional spray of the outlet below the bridge)</i></b>	<b><i>\$4,851</i></b>
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<b><i>Status report on the drains</i></b>	<b><i>\$100</i></b>
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<b><i>Machine cleaning allowance</i></b>	<b><i>\$4,000</i></b>
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<b>Contingency allowance</b>	<b>\$2,000</b>
<b>Total</b>	<b>\$10,951</b>

**Kaikino**

<b>Spraying of drains during late Spring / early Summer</b>	<b>\$4,153</b>
<b>Status report on the drains</b>	<b>\$100</b>
<b>Complete downstream Hobson Drain access track</b>	<b>\$3,000</b>
<b>Access track maintenance</b>	<b>\$1,000</b>
<b>Machine cleaning allowance (Hobson Drain)</b>	<b>\$3,850</b>
<b>Contingency allowance</b>	<b>\$1,000</b>
<b>Total</b>	<b>\$13,103</b>

**2.2 Proposed projects within the work programme****Hobson Drain (downstream of Paparore Road) access track**

Following completion of the 2020/21 work programme and part of the access track for the Hobson Drain, an additional item will be required to complete the remaining access track formation.

It's estimated that a further \$3,000 will be required to complete installation of a two more culverts and track formation at the lowest end of the Hobson Drain. Once this is complete, full access to the drain for maintenance will be restored.

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

Spraying of the Waiharara and Kaikino Areas is to be completed during late spring / early summer 2021. Any additional spraying will be included as a contingency.

If invasive weed is an issue, the current spray will have little effect on it. For serious cases machine cleaning may be required otherwise a stronger spray with the approval below may be more practical:

An EPA "Permission for Use of Substances" & Northland Regional Council consent is required specific to the areas to be sprayed, for the correct type of spray. The spray used has to be applied with considerable forethought as it can affect crop growth, for some distance downstream.

The spray programme has been separated out into the two areas and individual drains. Spray programme follows:

<b>Waiharara Area</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Okohine Stream	5,110 m	5,110 m	\$2,810.50
Okohine Stream Outlet (2 <sup>nd</sup> spray)	1,000 m	1,000 m	\$550.00
Bilich Branch	1,800 m	1,800 m	\$990.00
Cox Branch	860 m	860 m	\$473.00
Tunnel Traverse	50 m	50 m	\$27.50
<b>Totals</b>	<b>8,820 m</b>	<b>8,820 m</b>	<b>\$4,851.00</b>

<b>Kaikino Area</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Kaikino Drain	4,100 m	4,100 m	\$2,255.00
Hobson Drain + Extension (Less 200m to be cleaned)	3,650 m	3,450 m	\$1,897.50
<b>Totals</b>	<b>7,750 m</b>	<b>7,750 m</b>	<b>\$4,152.50</b>

### Machine cleaning

Over the 2020/21 year, the Waiharara and Kaikino Areas shall be investigated in conjunction with the spraying contractor to identify the location of any significant siltation and / or vegetation mats which will require removal. There is no planned cleaning scheduled, below is a review of what's been completed recently.

The Waiharara Drainage Area will now be 5 years since the last major clean, as the area was last cleaned in 16/17. A large allowance of \$4,000 has been included in order to cover cleaning, if it is required as estimated. This is slightly lower than what was previously approved as the drains are still in good condition.

The Kaikino Drainage Area has the remaining portion of the lower Hobson Drain programmed for cleaning. Outside of this, the area has had little cleaning completed over the last 6 years. A budget of \$3,850 has been included which will clean the remainder of the lower Hobson Drain, given the proposed work for 20/21 is completed. This figure is estimated from the received cleaning quote for \$5,850, of which \$2,000 is included in the 20/21 work programme.

### Accessibility issues & maintenance

2 new access tracks to be formed along the Kaikino drain and lower Hobson drain will need yearly mulching in order to keep the track in good condition. This has been estimated to cost \$1,000.

In addition to maintenance of the new tracks, 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.

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 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 planned for summer 2020.

### Reason for the recommendation

To discuss the expected works and their associated costs. With the work programme to be completed by 30 June 2022.

### 3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

A summary of the expected 2021/22 financial year is as follows:

<b>Waiharara</b>	<b>Budget</b>
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2020-21 Residual funds (reserve funds available)	\$19,335
2021 Opening Balance (rated income)	\$8,000
2021-22 Proposed Expenditure	\$10,951
<b>2021-22 Closing Reserve Balance</b>	<b>\$16,384</b>
<b>Kaikino</b>	<b>Budget</b>
2020-21 Residual funds (reserve funds available)	\$7,066
2021 Opening Balance (rated income)	\$8,000
2021-22 Proposed Expenditure	\$13,103
<b>2021-22 Closing Reserve Balance</b>	<b>\$1,964</b>

Please note the reserve balance for the Kaikino Drainage Area is low with the proposed rated income and work programme.

#### **ATTACHMENTS**

**Nil**

**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.

Compliance requirement	Staff assessment
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 districts 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 reviewed this report

**5 KARAKIA WHAKAMUTUNGA – CLOSING PRAYER**

**6 MEETING CLOSE**