

I hereby give notice of the following Ordinary meeting:

Meeting:	Kaipara District Council
Date	Monday 13 February 2017
Time	10.00am
Venue	Conference Room, Northern Wairoa War Memorial Hall (Dargaville Town Hall), Hokianga Road, Dargaville

Open Agenda

Membership

Chair: Mayor Greg Gent

Members: Councillor Peter Wethey (Deputy Mayor)
Councillor Anna Curnow
Councillor Victoria Del la Varis-Woodcock
Councillor Julie Geange
Councillor Libby Jones
Councillor Karen Joyce-Paki
Councillor Jonathan Larsen
Councillor Andrew Wade

Seán Mahoney
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- These reports supplied under separate cover and will be available on the Council website.

**Ordinary Meeting of Kaipara District Council, Monday 13 February 2017 in
Dargaville**

1 Opening

1.1 Karakia

1.2 Present

1.3 Apologies

1.4 Confirmation of Agenda

The Committee to confirm the Agenda.

1.5 Conflict of Interest Declaration

Elected Members are reminded of the need to be vigilant to stand aside from decision-making when a conflict arises between their role as Mayor and Councillors and any private or other external interest they might have. It is also considered best practice for those members to the Executive Team attending the meeting to also signal any conflicts that they may have with an item before Council.

2 Deputations and presentations

Kaipara Grey Power

3 Confirmation of Minutes

3.1 Council Minutes 13 December 2016

Democratic Services Manager 1601.21

Recommended

That the unconfirmed Minutes of the meeting of Kaipara District Council held 13 December 2016, be confirmed as a true and correct record.

Meeting:	Kaipara District Council
Date:	Tuesday 13 December 2016
Time:	The meeting commenced at 10.00am The meeting concluded at 2.31pm
Venue:	Conference Room, Northern Wairoa War Memorial Hall (Dargaville Town Hall), Hokianga Road, Dargaville
Status:	Unconfirmed

Minutes

Membership

Chair: Mayor Greg Gent

Members: Councillor Peter Wethey (Deputy Mayor)
Councillor Anna Curnow
Councillor Victoria Del la Varis-Woodcock
Councillor Julie Geange
Councillor Libby Jones
Councillor Karen Joyce-Paki
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**Minutes of the Ordinary Meeting of Kaipara District Council,
Tuesday 13 December 2016 in Dargaville**

1 Opening
1.1 Karakia

Councillor Jones opened the meeting with a Karakia.

1.2 Present

Mayor Greg Gent, Councillors Peter Wethey (Deputy Mayor), Anna Curnow, Victoria Del la Varis-Woodcock, Julie Geange, Libby Jones, Karen Joyce-Paki, Jonathan Larsen, Andrew Wade.

In Attendance

Name	Designation	Item(s)
Graham Sibery	Chief Executive	All
Barry Harris	Crown Observer	All
Glennis Christie	General Manager Finance	All
Curt Martin	General Manager Infrastructure	All
Venessa Anich	General Manager Community	All
Fran Mikulicic	General Manager Planning and Regulatory	All
Duncan McAulay	General Manager Strategy and Performance	All
Peter Marshall	General Manager Corporate Services	All
Sue Hodge	Parks and Community Manager	All
Annie van der Plas	Community Planner	All
Rick Groufsky	Financial Services Manager	4
Natalie Robinson	Policy Analyst	5
John Burt	Property and Commercial Advisor	6.2
Ruth Hamon	Human Resource Manager	6.6
Peter Litchfield	Health and Safety Consultant	6.6
Sarah Ho	NZ Transport Agency	All
Sean Mahoney	Democratic Services Manager	All
Christine Johnson	Governance Support	All (Minute taker)
Lisa Hong	Administration Assistant	All

Absences

Nil.

Apologies

Nil.

1.3 Confirmation of Agenda

Council confirmed the Agenda. Council agreed to consider item 5.1 before items 4.1 and 4.2.

1.4 Conflict of Interest Declaration

Councillor Larsen noted a change to the Interest Register on 25 November 2016 as a submitter on Plan Change 4.

Mayor Gent noted that he will no longer be the Chair of FMG at the end of the month.

Councillors Curnow and Jones noted an Interest on Item 5.4 "Council Appointments to the Kaipara Community Health Trust".

2 Deputations and presentations

Mr Chris Sellars spoke in the public forum.

3 Confirmation of Minutes

3.1 Council Minutes 09 November 2016

Democratic Services Manager 1601.21

Moved Geange/Del la Varis-Woodcock

That the unconfirmed Minutes of the Kaipara District Council meeting held 09 November 2016, be confirmed as a true and correct record.

Carried

4 Performance Reporting

4.1 Chief Executive's Report October 2016

Chief Executive: 2002.02.17/October

A copy of the Chief Executive's Report for October 2016 was circulated.

Moved Geange/Wethey

That Kaipara District Council receives the Chief Executive's Report for October 2016.

Carried

4.2 Forecast one 2016/2017

Financial Services Manager 2303.23

Moved Gent/Curnow

That Kaipara District Council:

- 1 *Receives the Financial Services Manager's report 'Forecast One: 2016/2017' dated 24 November 2016; and*
- 2 *Believes it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with the provisions of s79 of the Act determines that it does not require further information prior to making a decision on this matter; and*
- 3 *Approves the forecast as set out in the forecast sections in the above-mentioned report and its attachments, and determines that no further action is required at this point in time; and*
- 4 *Notes that the revised forecast shows key movements in planned operational expenditure are largely offset by revenues for the activities undertaken, with the increased deficit of \$1.4 million resulting from capital expenditure carried forward and funded from the original sources in the prior year budget; and*
- 5 *Approves the revised capital expenditure schedules listed in Attachment 4 of the above-mentioned report; and*
- 6 *Notes that forecast debt is currently projected in the order \$64.7 million which is in line with 30 June 2017 Annual Plan; and*
- 7 *Notes that a second forecast is planned for the second half of the financial year.*

Carried

The meeting adjourned at 11.46am

The meeting recommenced at 11.50am

5 Operational

5.1 Jessie Trust Limited, Mangawhai Development Agreement

General Manager Infrastructure/General Manager Community 2304.13 & 3837/RM60235

Moved Geange/Wethey

That Kaipara District Council:

- 1 *Receives the General Manager Infrastructure's and General Manager Community's report 'Jessie Trust Limited, Mangawhai: Development Agreement' dated 05 December 2016; and*

- 2 *Believes it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with the provision of s79 of the Act determines that it does not require further information prior to making a decision on this matter; and*
- 3 *Resolves to enter into a Development Agreement with The Jessie Trust Limited for the provision, supply or exchange of infrastructure, land or money to provide network infrastructure, community infrastructure and reserves related to its proposed Moir Point Development in Estuary Drive, Mangawhai as proposed in Attachment 1 of the above-mentioned report, and subject to the amendments annexed as Attachment 2 of the above-mentioned report; and*
- 4 *Delegates authority to the Chief Executive to finalise Council's amendments to the proposed Development Agreement and to execute the Development Agreement on Council's behalf.*

Carried

5.2 Kaiwaka Township Improvement Plan

Parks and Community Manager 2108.09

Moved Gent/Curnow

That Kaipara District Council:

- 1 *Receives the Parks and Community Manager's report 'Kaiwaka Township Improvement Plan' dated 29 November 2016; and*
- 2 *Believes it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with the provision of s79 of the Act determines that it does not require further information prior to making a decision on this matter; and*
- 3 *Receives the Kaiwaka Township Improvement Plan and in supporting the Plan notes that no additional financial commitments are given.*

Carried

The meeting adjourned at 12.17pm

The meeting recommenced at 12.50pm

5.3 Community Planning Programme Round Two

Parks and Community Manager 2108.09

Moved Larsen/Joyce-Paki

That Kaipara District Council:

- 1 *Receives the Parks and Community Manager's report 'Community Planning Programme Round Two' dated 25 November 2016; and*
- 2 *Believes it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with the provision of s79 of the Act determines that it does not require further information prior to making a decision on this matter; and*
- 3 *Endorses and supports Round Two of Council's Community Planning Programme.*

Carried

5.4 Council appointments to the Kaipara Community Health Trust

Democratic Services Manager 2105.45

Moved Jones/Gent

That Kaipara District Council:

- 1 *Receives the Democratic Services Manager's report 'Council Appointments to the Kaipara Community Health Trust' dated 28 November 2016; and*
- 2 *Believes it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with the provision of s79 of the Act determines that it does not require further information prior to making a decision on this matter; and*
- 3 *Re-appoints Councillor Anna Curnow to the Kaipara District Health Trust as the Central Ward appointee with effect from 01 December 2016 for a period of three months whilst the position is advertised; and*
- 4 *Re-appoints Brenda Jackson to the Kaipara District Health Trust as the West Coast Ward appointee with effect from 01 December 2016 for a period of three months whilst the position is advertised.*

Reason for the resolution

Council to run an Expression of Interest process to allow for any other potential candidates to come forward.

Carried

6 Policy

6.1 Code of Conduct Elected Members

Democratic Services Manager 1203.01

Moved Curnow/Wade

That Kaipara District Council:

- 1 *Receives the Democratic Services Manager's report 'Code of Conduct Elected Members' dated 22 November 2016; and*
- 2 *Believes it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with the provision of s79 of the Act determines that it does not require further information prior to making a decision on this matter; and*
- 3 *Revokes the "Code of Conduct Commissioners 2013/2014" adopted on 29 April 2014; and*
- 4 *Adopts the Code of Conduct Elected Members 2016 as amended at the meeting.*

Carried

6.2 Mangawhai Water Treatment Plant upgrade – funding option

Property and Commercial Advisor 5105.08

Moved Wethey/Wade

That Kaipara District Council:

- 1 *Receives the Property and Commercial Advisors report 'Mangawhai Water Treatment Plant upgrade - funding option' dated 01 December 2016; and*
- 2 *Believes it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with the provision of s79 of the Act determines that it does not require further information prior to making a decision on this matter; and*
- 3 *Notes that the leaseholder of the property at 250 Molesworth Drive, Mangawhai has served notice on Council of his intention to freehold the land in accordance with the provisions of the Mangawhai Lands Empowering Act 1966 (sic); and*
- 4 *Notes that the net proceeds from the sale of any of the sections will be entered into the Mangawhai Endowment Lands Account (MELA) reserve in accordance with the provisions of the Mangawhai Empowerment Lands Act 1966 (sic); and*

- 5 *Notes that Council will leave all the proceeds from the sale in the MELA reserve account as outlined in Option A of the above-mentioned report.*

Carried

6.3 Mangawhai Wastewater Irrigation Scheme – Financial Delegation

General Manager Infrastructure 4505.0

Moved Curnow/Jones

That Kaipara District Council:

- 1 *Receives the General Manager Infrastructure’s report ‘Mangawhai Wastewater Irrigation Scheme – Financial Delegation’ dated 21 November 2016; and*
- 2 *Believes it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with the provision of s79 of the Act determines that it does not require further information prior to making a decision on this matter; and*
- 3 *Delegates authority to the Chief Executive and Mayor to commit Council to financial transactions (or projects consisting of multiple transactions) relating to capital expenditure for the extension of the Mangawhai wastewater irrigation scheme up to the Annual Plan budget of \$445,000 plus GST, subject to compliance with Council’s Procurement Policy and any other applicable policies or procedures.*

Carried

6.4 Kaipara District Easter Sunday Shop Trading Policy

General Manager Community 3215.0

Moved

That Kaipara District Council:

- 1 *Receives the General Manager Community’s report ‘Kaipara District Easter Sunday Shop Trading Policy’ dated 24 November 2016; and*
- 2 *Believes it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with the provision of s79 of the Act determines that it does not require further information prior to making a decision on this matter; and*

- 3 Approves the draft Statement of Proposal and draft Easter Sunday Shop Trading Policy to allow for a public consultation process to occur and a final policy be in place by 16 March 2017; and
- 4 Appoints Councillors Curnow, Geange and Joyce-Paki to hear the submissions.

Carried

6.5 Adoption of Policies: Constituent Engagement Policy and Gifts for Elected Members Policy

Democratic Services Manager 1201.03

Moved Curnow/Jones

That Kaipara District Council:

- 1 Receives the Democratic Services Manager's report 'Adoption of Policies: Constituent Engagement Policy and Gifts for Elected Members Policy' dated 05 December 2016; and
- 2 Believes it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with the provision of s79 of the Act determines that it does not require further information prior to making a decision on this matter; and
- 3 Adopts the Constituent Engagement Policy; and
- 4 Adopts the Gifts for Elected Members Policy.

Carried

6.6 Health and Safety system progress at Kaipara District Council

General Manager Corporate Services 2209.09

Moved Gent/Del la Varis-woodcock

That Kaipara District Council:

- 1 Receives the General Manager Corporate Services' report 'Health and Safety system progress at Kaipara District Council' dated 25 November 2016 and the information contained therein; and
- 2 Believes it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with the provision of s79 of the Act determines that it does not require further information prior to making a decision on this matter; and

- 3 *Notes the update on Health and Safety Performance and the work currently being conducted for compliance with the Health and Safety at Work Act 2015.*

Carried

7 General Business

7.1 Next Year

Mayor 1701.02

Closure

The meeting closed at 2.31pm

Confirmed:

Chair:

4 Performance Reporting

4.1 Chief Executive's Report November/December 2016

Chief Executive: 2002.02.17/November/December

A copy of the Chief Executive's Report for November/December 2016 is attached.

Recommended

That Kaipara District Council receives the Chief Executive's Report for November/December 2016.



Monday 13 February 2017

Chief Executive's Report

➤ **Part 1 : Activities Report**

(a) **CE Overview**

(b) **Summary of Activity**

(c) **Looking Forward**

➤ **Part 2 : Financial Reports for November
and December**



Kaipara te Oranganui

**KAIPARA
DISTRICT**

Two Oceans Two Harbours

Chief Executive's Report

For the months of December/November 2016

Part One

a) Chief Executive's Overview

b) Activities Report

c) Looking Forward

Part One:

a) Chief Executive Overview – December/November 2016

Council training and induction was a key activity with new elected members. Detailed sessions were conducted on Finances, Planning and Contracting.

The Mangawhai Town Plan panel held meetings and developed its understanding of infrastructure and planning issues for the town. Panel members took the opportunity to engage with the local community in an open day in December.

Water supply and fire risks were an area of emerging activity as rainfall levels were low from November onwards. The Waters team were successful in contracting and quickly implementing a drinking water supply treatment project in Mangawhai ahead of the busy holiday season.

Targeted grading of unsealed roads during the winter (with 40% of the network graded prior to summer) proved beneficial in terms of quality of the unsealed road network, although heavy logging traffic continues to punish individual routes including on the Pouto peninsula.

Procurement of infrastructure works for both roading and water ensured that the majority of capital works projects were tendered and awarded in time for the construction season.

Significant works were undertaken at Taharoa Domain in line with agreed plans for the campgrounds and reserve as both Taharoa Domain and Mangawhai reserves prepared for the busy holiday season. Similarly the Mangawhai wastewater plant, operated for Council by Trility, made preparations for the peak demands over the holiday season.

Historic legal matters led by the Crown Manager involved significant activity, including with Northland Regional Council, to develop submission material for Court proceedings and deadlines due in December.

The Mayor and elected members were involved in their first meetings with other Northland elected officials as part of the joint working of Councils on matters of common interest. These are a regular part of Council activity at all levels. One such item was to welcome the Hawaiki cable project and this, along with other broadband and wii-fi developments and investments are of great interest for the future growth and capability of the District.

b) Activities Report

1 Community Activities – November/December

Community Planning

Council's key Placemaking projects are Dargaville, Kaiwaka and Wood Street, Mangawhai Heads.

The Dargaville Placemaking Vision Guide – the major project being developed is the extension of the footpath from the wharf to the band rotunda. Draft concept plans have been developed. These will be finalised in January and an engineer's estimate provided to confirm what can be achieved within available budgets. A request for proposal (RFP) for the removal and replacement of the piles adjacent to the Dargaville Wharf to improve boat accessibility was sent to suitable qualified contractors.

A trial pedestrian zone for lower Hokianga Road was held in December. This saw the road closed to allow for pedestrian-only use of the street, along with seating, activities, street scape enhancements such as planting and information displayed explaining that this trial was an action in relation to community feedback. This day provided a range of feedback from the Dargaville community. Some were supportive of trialing innovative activities to enhance the township, while others were opposed in terms of the related implications on traffic flow and car parking. Inclement weather put a dampener on the event and the pedestrian zone area was compromised due to backlash from directly adjacent businesses. This trial effectively highlighted that this location is not an ideal space for a pedestrian only zone.

Submitters to the Dargaville Placemaking Vision Guide will now be notified that the concept of creating pedestrian zones has been trialed in Victoria Street and lower Hokianga Road. The findings are that there is not enough pedestrian movement generated to make either space look busy and attractive enough to warrant the loss of car parks and the compromise to traffic movements. However, one-off events with a core activity such as the market will work and the business community may look at facilitating this especially around the Christmas period.

The Kaiwaka Township Improvement Plan was completed and received by Council in December. This was further released publically and made available to view online with hard copies also available at the Kaiwaka Library. The completion and release of this plan was a milestone for all involved.

Actions from this plan continue to be progressed. Recent actions include a meeting with significant Kaiwaka property and business owners regarding their views on the Oneriri Road intersection investigation to ensure they are informed of the project. As well as this a landscape designer has been engaged to carry out some path and public space enhancements near the underpass and river.

Kaiwaka Can, on behalf of the Kaiwaka Community, has adjusted their stance in regards to the speed proposal by NZ Transport Agency to rationalise speed limits throughout the Kaiwaka Township to 60km. Kaiwaka Can is now supportive of this proposal on the basis that a number of key pedestrian connections are implemented before the change in the speed limit occurs. This aligns with Council's submission on the matter.

A report is being drafted for Council in early 2017 regarding the Wood Street redesign options and alignment with the larger Mangawhai Town Plan project.

Implementation of Community Action Plans

The 2017 Community Planning schedule was received at the December Council meeting with Council discussing the importance of communities needing their own separate engagement, as well as Council attending existing community events to engage. Information detailing the approach for each community will be circulated to Councillors for their input.

The Baylys Beach Society project is near completion with the new parking area tar sealed and providing an additional six well-used carparks.



Reserves and Open Spaces

Implementation of the bi-annual playground audit safety recommendations has continued and should be complete by mid-February

The last of the Northland District Health Board funded drinking water fountains was installed at Ruawai.

The Mangawhai Open Space report was presented to the Mangawhai Town Plan (MTP) Advisory Panel. This report seeks to review the open space opportunities in Mangawhai and how they can be improved or enhanced to respond to future population growth. As a result of feedback from the MTP advisory panel the planned Heads to Picnic Bay walkway project is deferred while the scope of the project is reviewed to ensure it is consistent with the final MTP recommendations.

At Mangawhai Community Park significant maintenance work was carried out on the shared car park near the MAZ area prior to Christmas. Feedback has been very positive and the work has increased the parking capacity of the area. The resource consents to relocate the Old Tara School, Old Library and Old Post Office have been granted and the buildings will be relocated late January/early February.

A survey to determine how many people were using the Activity Zone was carried out on 08 January. A total of 940 people and 250 vehicles were counted leaving the area. This survey will continue throughout January.

Alamar Crescent Traffic Study and Public Space Improvements. Prior to Christmas the hedge in front of 8, 10 and 12 Alamar Crescent was removed and this has improved visibility and increased parking. In consultation with the Boating Club and camp ground leasee some additional signs to direct people to the overflow boat parking area were installed. To meet the seasonal demand portaloos were installed near the boat ramp. Work still to be completed includes developing short paths and reviewing the track markers near the boat ramps which will improve pedestrian safety and guide walkers along the foreshore.

In late December tenders closed for the review of the walking and cycling strategy which is a joint project with the roading team. Six proposals were received from a range of firms. The tender will be awarded in January.

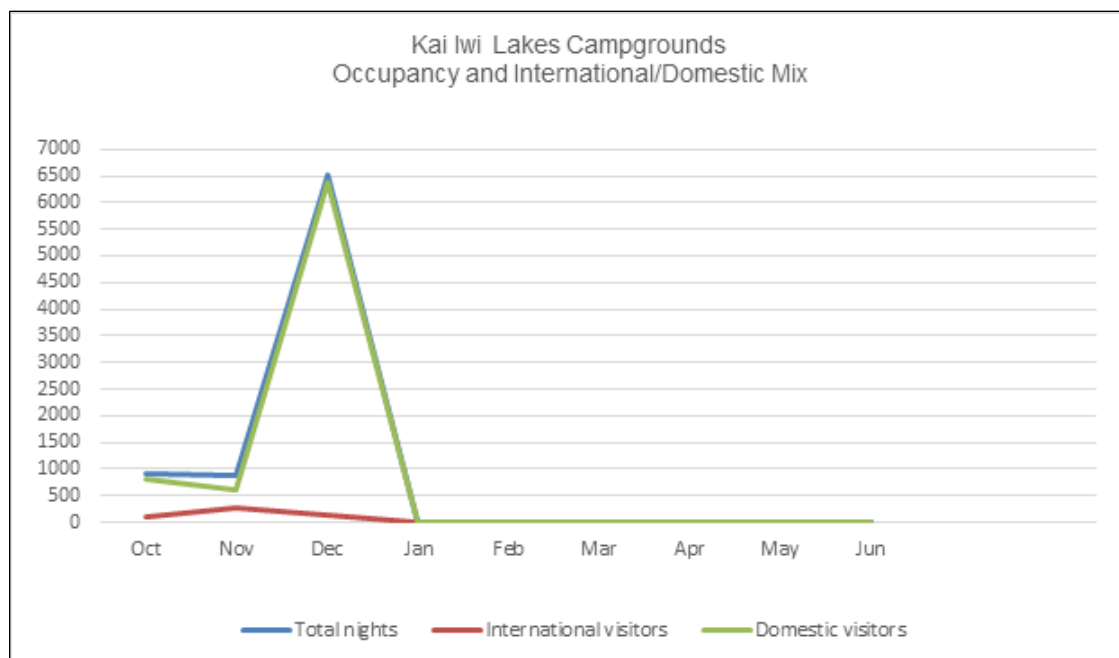
At Kai Iwi Lakes (Taharoa Domain) the walking/cycling track around Lake Taharoa was completed together with new track markers and information signs. New day visitor facilities, including picnic tables and a pontoon, were installed at Lake Waikare prior to Christmas. Bollards were installed to assist in the management of cars and to create safe play areas for families and small children. This year we are trialling custodian staff based at Lake Waikare now that the Ski Club are no longer in residence. Their role is to inform visitors about the environment and cultural values of the area as well as to educate people about expected behaviours. A report on the success of this will be completed at the end of January.

The Northland waka-ama regional championships were held at Lake Waikare in December. This was well attended and the event organisers would like to re-book for next year.



The Taharoa Domain brochure was updated with new photos that reflect the current emphasis on walking/cycling. The photograph on the left is the new cover photograph for the brochure.

With the fine weather the Kai Iwi Lakes campgrounds, Pine Beach and Promenade Point, have been busy throughout November and December. The new online booking system is working as expected and providing improved reporting.



Library

Programmes

We have 61 children registered in our summer reading programme [It's in the Bag](#). This programme encourages holiday reading in homes throughout the summer to keep up reading fitness.

Library Website

The library webpage was updated to include our holiday closing hours and promote our summer reading programme. The community libraries page has been upgraded to include photographs and a location map for each library.

Community Connections

We had a free draw for all customers to win a hamper of goodies we received with a magazine subscription. Trent Richards was the lucky winner.

We handed back to the Dargaville Anglican Church their 136 year old bible which they had donated to the Dargaville Free Library in 1925. We had stored the bible in our stack and when we evaluated the collection earlier in the year we recognised that we were not able to provide adequate storage for such a unique piece of history. Members of the church were delighted with the return and plan to restore and display the bible for the parish to enjoy.



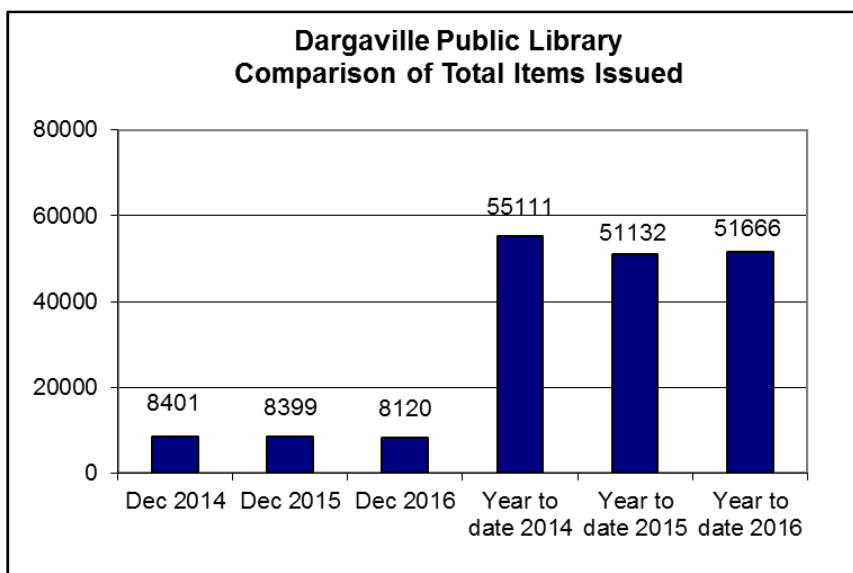
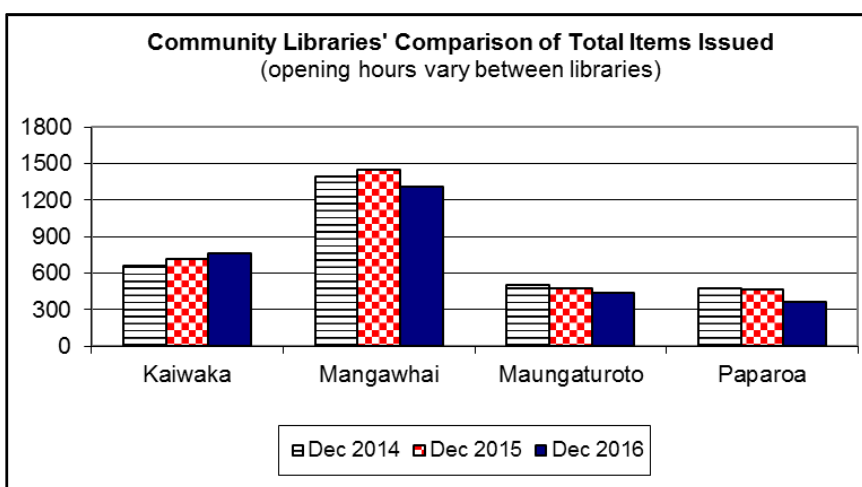
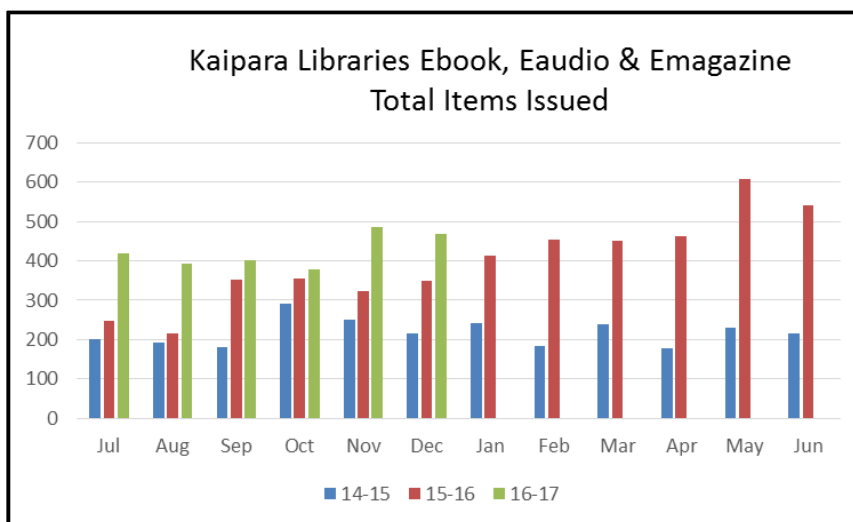
We held our first Storywalk® at the Dargaville Town Centre Pedestrian Zone Trial. The weather was not great but we did receive compliments about the concept. The Storywalk® made its second appearance at the Maori Wardens Sports day at the Dargaville High School on Saturday 17 December, again positive comments were shared with us. We will continue to look for opportunities to bring our stories to community events in the Kaipara.

Collection

Weeding is nearly complete in the junior fiction section and we continue to pull inactive items in non-fiction. This is keeping the collection fresh and making room for new items.

Statistics

- Wi-Fi sessions are continuing to increase compared to previous years.
- Dargaville public's issues are up on last year.
- Kaiwaka Library's December issues have increased over the last two years while the other community libraries showed slight decreases.
- Our E-lending statistics are for the entire district as we are unable to differentiate between libraries. These continue to show steady progress.



Community libraries

Investigations are complete regarding a Wi-Fi trial at Kaiwaka and Mangawhai libraries. Once set up these libraries will be able to share our digital services with their communities.

2 Road and footpaths

November and December Report

Achievements during the months

November has seen a shift in network focus with the completion of pre-reseal repairs (repairs to defects required prior to the re-sealing of the road) in the south and commencement of pre-reseal repairs in the north. As the weather continues to improve over the coming months the focus will remain on sealed pavement maintenance, pre-reseal repairs, and preliminary site works for the second half of the 2016/2017 heavy metal programme (unsealed network). Works over the coming months will include stabilised patches, carriageway dig outs, high shoulder removal and earthworks associated with the unsealed renewal programme.

Maintenance on the Baylys Beach entrance was undertaken prior to the busy holiday period.



Before and after grading the entry to Baylys Beach

Capital expenditure resumed during November with the approval of pre-programmed associated improvement works on Kirikopuni Valley Road. This will continue on into the coming months with similar works programmed for Avoca, Houto, Arcadia and Bull Roads. Fine weather in December meant great strides were made towards the completion of associated improvement works, with those programmed for Kirikopuni Valley Road being completed and Avoca Road well underway.



Sight improvement works – Kirikopuni Valley Road

A joint effort by the Council's roading team and Council's maintenance contractor (Broadspectrum) saw a substantial underslip on Glinks Road repaired in less than a week from when authorisation was given to commence the repair. This ensured two-way access to one of Kaipara's key holiday spots was kept open.



New gabion wall - Glinks Road underslip repair

Heavy logging activity and an increase in summer traffic movements caused rapid deterioration of Pouto Road in recent months. This spurred the undertaking of out of season spot metalling, and wet roll (i.e. the addition of water by tanker) grading for the four days prior to Christmas which resulted in the road condition being brought back in line with what would be considered a suitable level of service for the time of year.

Maintenance Contract (Broadspectrum)

Maintenance Contract Claim (2 months)

Associated Improvements	\$44,936
Traffic Services Renewals	\$33,788
Sealed Pavement Maintenance	\$452,145
Footpath Renewals (Unsubsidised)	\$33,352
Normal network maintenance	\$466,109
Total	\$1,030,330

Maintenance Work programme

Collaborative programming sessions are held between Council and Broadspectrum monthly to agree on programmed works to be undertaken.

The roads continue to be inspected by a combination of four routine maintenance patrols (two for sealed and two for unsealed), signage inspector, culvert inspector, and two maintenance supervisors to cover the network. All of these units are inspecting the network and have the capability to raise routine and non-routine dispatches when found.

A total of 807 individual works items were completed throughout the month of which 480 were routine find and fix issues, four callouts or rapid response jobs such as fallen trees or fences around slip sites, and 323 of which were programmed works.

Routine works completed

December has seen the dry weather continue, and grading and placement of maintenance metal has been concluded for the season, however select approved roads will be subject to wet roll grade treatments. The short trial of having an additional grading during peak winter months seems proved beneficial with a noticeable decrease in service requests regarding unsealed potholes.



Maintenance Item	November	December
Sealed potholes repaired	397	289
Unsealed potholes repaired	2,012	347
Unsealed grading	71km	5.9km (Pouto Road wet roll)
Water table cleaning/restored	9,185m	5,703m
Culvert ends cleared	31	11
Signs replaced/installed	24	20
Edge marker posts replaced/installed	168	296

Ordered works

After several high priority faults were identified on Pouto Road 5.9km of grading and spot metalling was undertaken supplemented by watering via water tankers (note: watering is an additional cost to Council).

All the unsealed network programmed heavy metal sites have been completed for 2016. The programme will be completed in 2017 when the dry season ends, and associated improvements for these sites are underway with sight improvements completed on Kirikopuni Valley Road and underway on Avoca Road.

Annual routine activity achievement

- Annual culvert inspections – 100% completed
- Annual painting of all rails – 50% completed
- Annual parapet painting of bridges – 50% completed
- Annual cleaning of all edge marker posts – 50% completed

Bridge assessments

Bridge strengthening options for the two Tangowahine Valley Road bridges are being investigated before final approval by Council.

Health and safety

Maintenance contract

Broadspectrum (Kaipara Branch) had no lost time injuries these two months and are now well underway to reaching four years with no injury lost time.

There were 14 site audits/inspections, 7 Job safety observations, and 5 traffic control audits carried out with 34 risks being identified and reported for the month. Two corrective actions were raised and completed. Audits were also carried out on subcontractors to Broadspectrum.

Capital works

Over the two active contracts nine traffic management plans, one environmental and six health and safety audits were carried out by Council's professional services contractor. No serious non-compliances were identified.

Progress on capital projects

Category	Project Name	Status NB: PCC = Practical completion	Physical Works % Complete	Physical Works Completion Due
Minor Improvements	794 Pouto Road Bridge replacement	Physical works will resume December 2016	20%	Dec 2016
	799 Parore - Waihue intersection, Wairere-Causer-Paparua, Station intersection	Starting Jan 2017		Mar 2017
	805 Murray Road corner improvements	Practical completion issued	100%	Complete
	807 Bridge guardrail / approaches improvements 2016/2017	Progressing	90%	December 2016
	812 Arapohue Road culvert replacement 16/17	Physical works starting in the new year	-	Feb 2017
	836 Arapohue slips	Tender document being prepared		April 2017
Seal Extensions	806 Black Swamp Road	Physical works starting in the new year	-	Mar 2017
Pavement Rehabilitation 2016/17	814 Dunn, Robertson, Whenuani Reserve, Whitcombe	Starting Jan 2017		Mar 2017
	815 Mangawhai and Tinopai Roads	Tender closed 14/12/16		Mar 2017
	816 Tangowahine Valley, Hoanga Road, Tangowahine Road slip	Progressing	65%	Dec 2016
	832 Waihue Road	Tender document being prepared		April 2017

Road accident report

Road fatalities in the Kaipara region (includes local roads and state highways) totalled 9 for the 2016 calendar year compared with a total of 2 fatalities for 2015.

Road safety promotion

- **Young Driver programme:** The funding agreement is complete and the health and safety plan has been received. The course planned for November was held in December. Further courses will be held in January, March and April 2017.
- **Volunteer Mentor Driving Programme:** The agreement is complete and the health and safety plan has been received. Three learners passed restricted licences bringing the total for the year to date to 13.
- **Drive Soba:** The funding agreement has been completed and the health and safety policy received. The next programme is due to commence in January 2017.
- **Licence Controller Qualification Volunteer training:** Eight volunteers from five Kaipara clubs with bar facilities were given the opportunity to attend LCQ training in April 2016. The clubs are asked to advise the hours worked by those funded to attend during the six months after the course. The clubs report the eight have given a total of 400 hours.
- **Restraints:** A planning meeting with ACC and Plunket will be held in early December to finalise the event at Field Days 2017. No funding agreement has yet been signed.
- **Kaipara Alcohol Accord:** The Christmas campaign has been completed.
- **Signs Project:** The regional signage has been reviewed and new signs should be in place before Christmas with sober driving, speed and restraints messages.
- **Health and Safety:** No health and safety incidents have been reported.

3 Wastewater and Water Supply (November and December)

Operations and maintenance

Broadspectrum (operations and maintenance contractor excluding the Mangawhai Wastewater Scheme) has progressed the programmed maintenance activities as agreed. Requests for Services were responded to and resolved within the required timelines.

Sampling of Council's potable water supplies was carried out in accordance with the drinking water standards for E-Coli (bacteria indicator) and Free Available Chlorine Equivalent (ensures minimum level of chlorine is available in the water supplies) with no anomalies recorded for the period.

While other wastewater testing parameters and discharge quantities were within consent levels, Kaiwaka and Te Kopuru continue to exceed some consent parameters. Both are under further investigation as agreed with the Northland Regional Council.

Six safety audits have been carried out with no major non-compliances identified.

Water Supplies

The ongoing dry weather is starting to put pressure on the Dargaville & Baylys Beach Water Supply, and the Maungaturoto Water Supply (particularly whilst the Fonterra plant is still in full production). The water supplies

will continue to be monitored and, if required, water restrictions will need to be imposed in accordance with Council's drought management plans (refer separate agenda item).

Progress on Capital projects

- Contract-828 – *Provision of Professional Services for Three Waters 2016/2017*. Tender documents for 3 physical works contracts (CON848, 849 & 850) were tendered in November with closing dates of mid-December. Evaluation of tenders are underway.
- Contract 827 – *Baylys Beach Watermain Pipe Renewal 2016/2017*. The renewal of 4.5km Baylys bulk watermain started in November and made 75% progress by the end of December.
- Contract 838 – *Ruawai Watermain Renewal 2016/2017*. The renewal of 110m of the Ruawai water supply main started in November and was completed in December.
- Contract 840 - *Mangawhai Water Treatment Plant Upgrade*. The new plant was commissioned successfully prior to Christmas and is now operational. The connectin of the the new plant to Council's SCADA system (automatic monitoring and remote access) is being finalised.
- Contracts 842 and 843 - *Installation of Backflow Preventers* – Broadspectrum will commence in January 2017.
- Contract 847 - *Mangawhai Wastewater Irrigation extension* - This project was out for tender in November and closed 22 December. Evaluation of the received proposal is underway.
- Projects on the horizon - Maungaturoto Oxidation Pond Desludging.

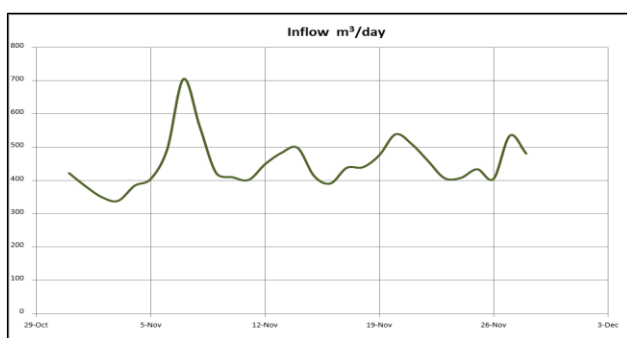
Mangawhai Community Wastewater Scheme

During the period, TRILITY Water (operations and maintenance contractor of the Mangawhai Wastewater Scheme) successfully operated the system complying with measures established under the contract. There were no occupational health and safety issues experienced or any environmental incidents.

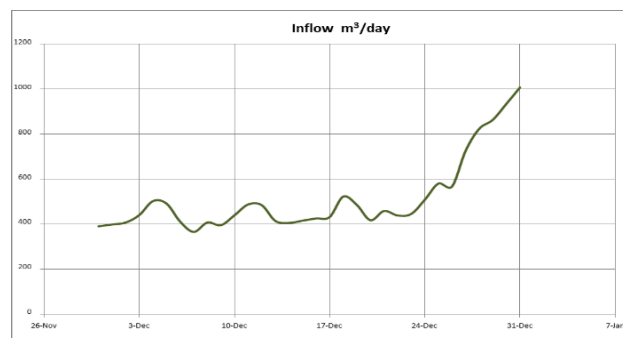
The wastewater treatment plant continued to performed well and treated effluent quality for the period met performance requirements as specified by the Northland Regional Council resource consents.

There were 17 grinder pump (domestic pumps) faults reported in the period. The larger communal pump stations continued to operate throughout the period with no major faults. All faults were responded to and rectified.

Wastewater inflows for November and December were 13,432m³ and 16,088m³ respectively which equates to average flows of 448m³/day and 519m³/day. Plant inflows peaked on New Year's Eve at 1,007m³ for the day.



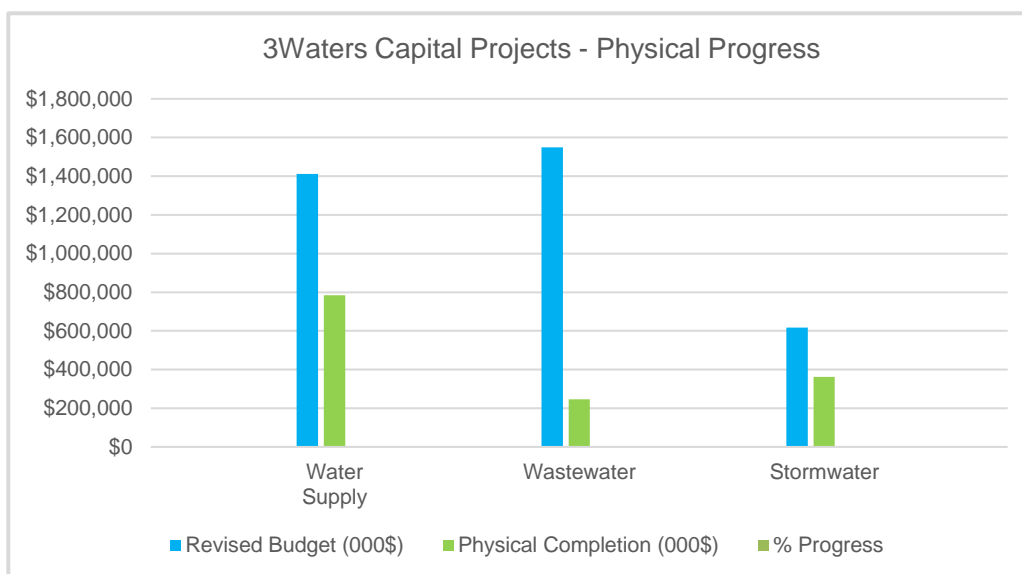
Plant Inflow - November



Plant Inflow - December

Summary of capital works progress

Table 1: Percentage Progress



Overall Physical Progress			
Activity	Revised Budget (\$000)	Physical Completion (\$000)	% Progress
Water Supply	1,411,500	785,040	56%
Wastewater	1,548,500	246,850	16%
Stormwater	617,500	362,000	59%
Overall 3 Waters	3,577,500	1,393,890	39%

Health and safety

No health and safety audit non-compliances or safety issues have been reported by the operations and maintenance contractor and Council staff for the month. Four near misses were recorded by the operations maintenance contractor for the month of November and December.

4 Land Drainage (November/December)

Raupo District

The first round of the district's drain spraying of internal drains was completed prior to Christmas with only the main canals still to be completed. Spraying of both G and K canals is presently underway. This year has been a difficult spray season for all drainage districts due to persistent strong winds most days and the risk of spray drift.

Machine cleaning of the lower section of K canal N°14 is due to start with the long-reach digger. Works are to begin below the State Highway 12 bridge near Tramline Road and end at floodgate N°66 in the Evans property.

Condition assessments have been completed with Opus on a further 20 salt water tidal floodgates in the Raupo district. This completes the floodgate inspections along the main river stopbank from Donovan's Bluff to the Awaroa Outlet at Simpson Road. Inspections also included seven of the larger floodgates on G canal, from the Awaroa Outlet to Sunrise Bridge (State Highway 12) and up to floodgate N°36.

Subject to weather, the proposed start date for the replacement of floodgate N°38 (Ruawai Boat Marina) by Barfoote Construction is 13 February 2017. Establishment will be followed by the construction of a bund in front of the existing floodgate. Once this is secure removal and replacement of the floodgate will begin. It is proposed works will be completed within a 14 day period. This is to be followed by the replacement of floodgate N°53, at Te Kowhai Floodgate Road during the next tidal window on 03 March 2017. Simillar methodology and time frames are expected here.

Kaihu Valley

Drain spraying is presently underway in the Kaihu Valley district.

Machine cleaning has been completed in a section of the diversion canal (400m) N°28 and the floodgate outlet in the Lupton property. Machine cleaning for access on the southern side is presently underway on the upper section of drain N°14 (Lyford/Goodwin/Trappit). This section of drain has previously been machine cleaned on the northern side, but this has become more difficult over the years with slips, springs and accumulated cleanings along the bank. Machine cleaning of the bottom section of the Babylon swamp is programmed prior to winter.

Aratapu Swamp

Machine cleaning has been completed (1,700m) in the upper section of black swamp, Oturei branch drain N°4. The lower sections are to be sprayed with minor machine cleaning to be done prior to winter if required.

Aratapu Village

Drain spraying is presently underway in the Aratapu Village. Machine cleaning of the road side drain in Bell Street has been completed.

Notorious

Drain spraying has been completed in drains N°s 1 and 2 Notorious East and West. Drains N°s 4 and 5 have not been sprayed due to landowners drawing water.

Arapohue N°1

Drain spraying has been completed in drains N°s 1, 2 and 3 in the Arapohue district.

Ourariki

Drain spraying is due to start on the Ourariki district on drains N°s 3, 4, 5, 6, 12 and 11. The Ourariki Creek N°s 1, 2 and 3 will be machined cleaned prior to winter.

Awakino Valley

Machine cleaning has been completed on the western side of the river from Awakino Road to the main power transmission lines in the Williamson property.

5 Regulatory (November/December Report)

November Report

During the month of November 2016, 35 resource consents were processed to a decision with 100% in accordance with the statutory timeframe of 20 days for non-notified consents. 42 consents in total were received. 58 consents are outstanding, of which several are on hold or awaiting notification.

The Regulatory Officer has issued 8 224 certificates for completed subdivisions, creating 11 lots, 5 in the Otamatea area and 6 in the Baylys Beach area.

The resource consent debt recovery project has reduced levels of debt from its inception 17 months ago. From an overdue amount of \$908,000 this has been reduced with \$179,000 remaining.

Building control

The total number of building consents received for November 2016 was 67. The combined value of these projects totals \$11,941,958. There were 33 new dwellings and relocates received in the month of November with a value of \$7,501,450 of which 23 applications were within Mangawhai at a value of \$5,952,950. There were five commercial consent applications to the value of \$191,000. Other consents that amounted to 29 to the value of \$4,249,508 were also received within this period.

Building consent targets were met for the month of November 2016. The average time to process building consents was 14.88 working days.

60 PIM applications were received with 70 processed for the month – with three being issued outside the statutory timeframe of 20 working days. The reason for this in all three cases is due to RM being under resourced with the PIM not being able to be completed due to the District Plan checks not completed.

During November there were 52 LIM applications received for building comments; 177 service requests responded to by the Building Consente Authority of which 32 were completed by the Territorial Authority. There were 480 building inspections undertaken.

The total number of code compliance certificates issued during November 2016 was 52 with an average of 0 working days per file. Code Compliance Certificate targets of 100% were met for the month of November.

Dog, stock, noise, parking, bylaws

The serial stock worrying/attacks have resulted in one dog being shot in action. The other dog/s remain elusive and trap-shy.

The transfer of data from Regthedog to Council's data base has successfully completed to enable the penalty charges to now be applied. This is scheduled for mid-December 2016.

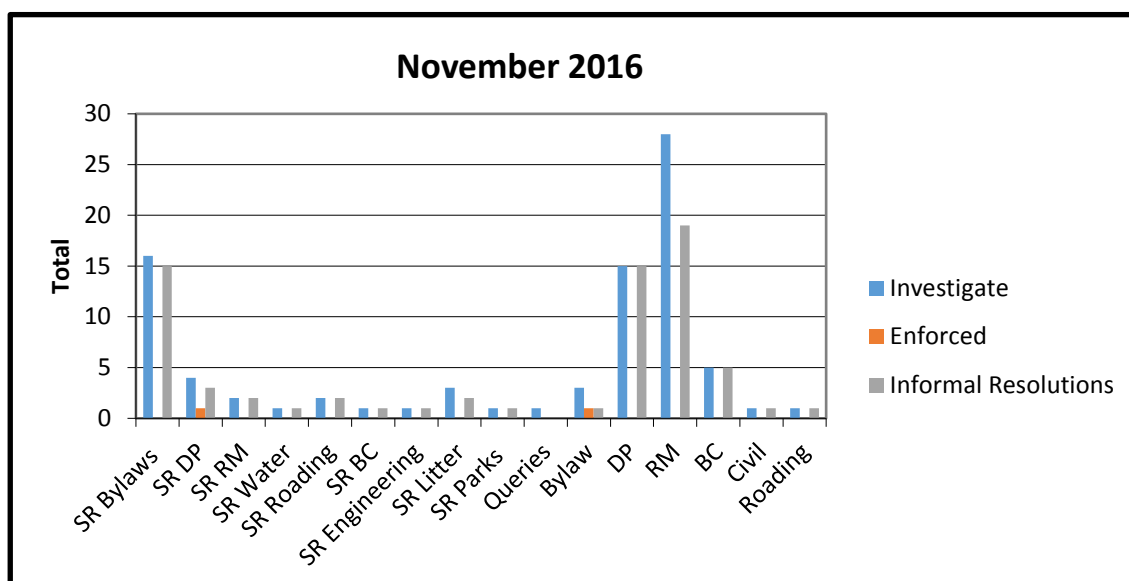
Health and alcohol

Kaipara has a total of 84 food operators currently signed up to food control plans (FCP's). A further three are expected to be signed up during December 2016. The Environmental Health Officer (EHO) has continued to assist the Monitoring Officer's response to nuisance complaints received during the month.

23 responses were made to general enquiries and service requests during November 2016 inclusive of water testing at The Hub and Mangawhai Park.

Alcohol applications are now routinely consistent after the backlog catch up during October and November 2016. There are currently 15 applications in progress, which include 11 awaiting determination by the District Licensing Committee at the hearing scheduled for 16 December 2016.

Monitoring and Compliance Activity



Enforcement

There were 85 investigations carried out in November 2016.

- 2 enforcement actions
- 83 actions Informally resolved.

Activity	Received	Enforcement	Informally Resolved
Bylaws	19	1	18
District Plan	19	1	18
Resource Management Act	30	0	30
Water	1	0	1
Roothing	3	0	3
Civil	1	0	1
Building Consents	6	0	6
Parks and Reserves	1	0	1
Litter	3	0	3
Engineering	1	0	1
Queries	1	0	1
Total	85	2	83

December Report

Resource Management

During the month of December 2016, 39 resource consents were processed to a decision with 100% in accordance with the statutory timeframe of 20 days for non-notified consents. 23 consents in total were received before the statutory closedown of 20 December. Fifty consents were outstanding, of which several are on hold or awaiting notification. Nineteen consents were received after the close down, and these will be entered on 11 January 2017.

The Regulatory Officer has issued four 224 certificates for completed subdivisions, creating 8 lots, 2 in the Otamatea area, 6 in the Mangawhai area.

The resource consent debt recovery project has significantly reduced levels of debt from its inception 18 months ago. From an overdue amount of \$908,000 back in May 2015, this has been reduced \$122,000 remaining.

Building control

The total number of building consents received for December 2016 was 35. The combined value of these projects totals \$6,434,552. There were 21 new dwellings and relocates received in the month of December with a value of \$6,042,590 of which 13 applications were within Mangawhai at a value of \$3,755,400. There was one commercial consent applications to the value of \$19,000. Other consents that amounted to 13 to the value of \$372,962 were also received within this period.

Building consent targets were met for the month of December 2016. The average time to process building consents was 13.69 working days.

41 PIM applications were received with 48 processed for the month – all being issued inside the statutory timeframe of 20 working days.

During December there were 36 LIM applications received for building comments; 109 service requests responded to by the Building Consent Authority of which 17 were completed by the Territorial Authority. There were 397 building inspections undertaken.

The total number of code compliance certificates issued during December 2016 was 51 with an average of 0 working days per file. Code Compliance Certificate targets of 100% were met for the month of December.

Dog, stock, noise, parking, bylaws

No further dogs have been caught with regard to the recent serial stock worrying/attacks. No recent stock worrying complaints have been received during December 2016.

The dog penalty charges were applied to any unregistered dogs on the NCS dog data base as at 20 December 2016.

Health and alcohol

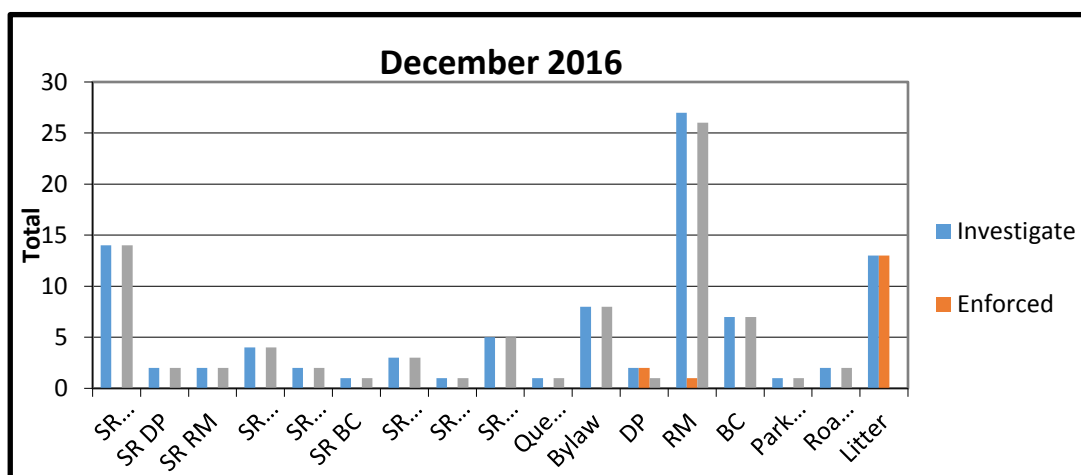
Kaipara has a total of 88 food operators currently signed up to food control plans (FCP's). A further two are expected to be signed up during January 2017. The Environmental Health Officer (EHO) has continued to assist the Monitoring Officer's response to nuisance complaints received during the month.

Ten responses were made to general enquiries and service requests during December 2016.

Alcohol applications remain routinely consistent after the backlog catch up during October and November 2016. There are currently 34 applications in progress, which include 14 awaiting determination by the District Licensing Committee at the hearing scheduled for 20 January 2017. 26 alcohol applications were determined by the District Licensing Committee during December 2016. The average number of working days for issued applications for December was 18.4 days.

A Controlled Purchase Operation (CPO) was conducted by the Ministry of Health and Police on Saturday 03 December 2016. There were 23 premises tested with four sales made where the premises sold or supplied alcohol to a minor.

Monitoring and compliance activity



Enforcement

There were 95 investigations carried out in December 2016.

- 16 enforcement actions
- 79 actions Informally resolved

Activity	Received	Enforcement	Informally Resolved
Bylaws	22		22
District Plan	4	2	2
Resource Management Act	29	1	28
Roading	4		4
Civil	3		3
Building Consents	8		8
Litter	14	13	1
Parks and Reserves	1		1
Queries	5		5
Litter	5		5
Total	95	16	79

6 Corporate Services

Human Resources

As at 31 December 2016 employment related data:

	Annual Plan Budget	Actual	Variance
Head Count	115	114	1
Full Time Equivalent	111.7	110.7	1
Employment Costs (YTD to December)	\$4.38m	\$4.39m	\$0.010m

The following appointments were made during December:

- Parks Officer
- Senior 4 Waters Engineer
- Graduate Planner – Resource Consents
- Technical Support Officer – Building (12 months fixed term cover for maternity leave)

The following resignations were effective during November and December:

- Technical Support Officer - Planning

Health and Safety

Whilst there were no accidents reported in Council activities during December, there were nine incidents and near misses reported by Council contractors.

Customer Services

Based on available data (e.g. 0800 telephone calls) and anecdotal evidence, Council’s frontline customer service team is experiencing significant growth in the volume of customer enquiry across all channels (counter enquiries, telephone calls, and emails). This is consistent with the increase in economic activity in the district.

As at 31 December 2016 year to date 0800 call data is:



Customer Enquiry data year to date:



Information services

There are a number of projects underway which are designed to enhance Council’s capability to conduct its core business. During December Council the first phase of new Planning and Financial Reporting software was successfully used to support the preparation of the draft Annual Plan numbers for the 2017/18 year. The IT Manager’s resignation was received effective January 2017.

Communications

During December a Communications Manager was appointed with effect from February 2017.

c) Looking Forward

1	Friday 17 February	Raupo Drainage Committee	Ruawai – 10.00am
2	Monday 20 February	Mangawhai Community Park	Mangawhai – 10.00am
3	Thursday 09 March	Audit, Risk and Finance	Mangawhai – 2.00pm
4	Tuesday 14 March	Council	Kaiwaka – 10.00am
5	Thursday 16 March	Harding Park/Pou Tu Te Rangi	Dargaville – 2.00pm
6	Tuesday 04 April	Council	Dargaville – 10.00am
7	Monday 08 May	Council	TBC – 10.00am
8	Tuesday 09 May	Mangawhai Community Park	Mangawhai – 10.00am
9	Thursday 11 May	Taharoa Domain Governance	Dargaville - 2.00pm
10	Friday 19 May	Raupo Drainage Committee	Ruawai – 10.00am

Chief Executive's Report

Part Two - Financial Reports

- ❖ 31 December 2016; and**
- ❖ 30 November 2016**

December 2016 Financial Report

This report covers:

- Whole of Council Overview;
- Statement of Operating and Capital Performance including commentary on Activities;
- Statement of Financial Position; and
- Cash Flow.

Whole of Council Overview

Key Indicators for year to date December are set out in the tables below (all in \$000's).

	Actual \$	Budget \$	Variance \$
Total Operating Revenue	22,474	20,821	1,653
Total Operating Costs (excl Depreciation)	<u>16,436</u>	<u>17,732</u>	<u>1,296</u>
Activity Operating Surplus / (Deficit) before Depreciation	<u>6,038</u>	<u>3,089</u>	<u>2,949</u>
Capital Revenues	2,973	2,748	225
Capital Expenditure	<u>5,143</u>	<u>5,430</u>	<u>287</u>
Subtotal Capital	<u>(2,170)</u>	<u>(2,682)</u>	<u>512</u>
Surplus / (Deficit) before Loan Payments and Depreciation	<u>3,868</u>	<u>407</u>	<u>3,461</u>

	June 2016 \$	December 2016 \$	June 2017 \$
Public Debt	64,961	54,200	64,748

- Attachments**
- 1 Statement of Operating and Capital Performances
 - 2 Statement of Financial Position
 - 3 Cash Flow

Statement of Operating and Capital Performance

Rates Revenue: The small favourable variance for rates in December and year to date relates mainly to water by meter billings which are above budget. In December rates including penalties totalling \$7,000 were remitted in accordance with Council policy e.g. uniform annual general charges (UAGC's) and uniform annual charges (UAC's) for contiguous properties.

Other Revenues: Regulatory income for December is on budget however continues above budget for the year to date. The short month due to Christmas has slowed activity however this is expected to be temporary. In December penalties on dog registrations of \$33,000 were applied. NZ Transport Agency (NZTA) operating subsidies are above budget for the year to date reflecting higher costs incurred from maintenance operations. Activity revenue within community activities is above budget due to camp fee receipts at Kai Iwi Lakes and reimbursement of costs from the Mangawhai Camp.

Operating Costs: Activity costs in December are below budget by \$235,000 mainly due to lower professional services and IT costs in district leadership. The higher costs in water supply and flood protection are offset by lower costs in the other activities.

The reclassification in October of professional charges relating to the treatment of costs from the Northland Transport Alliance (NTA) accounts for much of the lower than budget activity costs for the year to date December. Council costs were previously coded as external and have now been more correctly classified as internal. The offset is in internal recoveries which are above budget due to the new arrangements for NTA. An additional effect of the new arrangements is that there is a reclassification between solid waste and roading. The balance of year to date lower than budget costs relate to engineering and professional services.

Employee benefits are close to budget for the month and year to date.

Finance costs of \$1,553,000 are \$167,000 below budget reflecting the lower intra year loan balance.

Capital Revenue and Costs: Subsidies within roading are below budget for the month and year to date December.

Council capital expenditure of \$5.1 million is below budget by \$0.3 million for the year to date December. The spend to date is 28% of the year's forecast. The major expenditure over the coming months will be roading and other infrastructure and should see high levels achieved during the summer months to meet forecast.

Development and financial contributions receipts for the year to date were \$603,000 just above budget. The year to date budget for contributions is \$594,000. The actual receipts are made up of development contributions of \$237,000 (Mangawhai Community Wastewater Scheme \$184,000, roading \$48,000 and other schemes \$5,000) and financial contributions of \$366,000.

A second parcel of land was settled in December for \$327,000. This brings total land sales to \$451,000 against a full year budget of \$150,000.

Statement of Financial Position

Trade and other receivables have decreased as debtors continue to pay their accounts.

Trade and other payables have decreased with an accounting entry made to release the December month of the three month's rates billings charged in October.

Public Debt

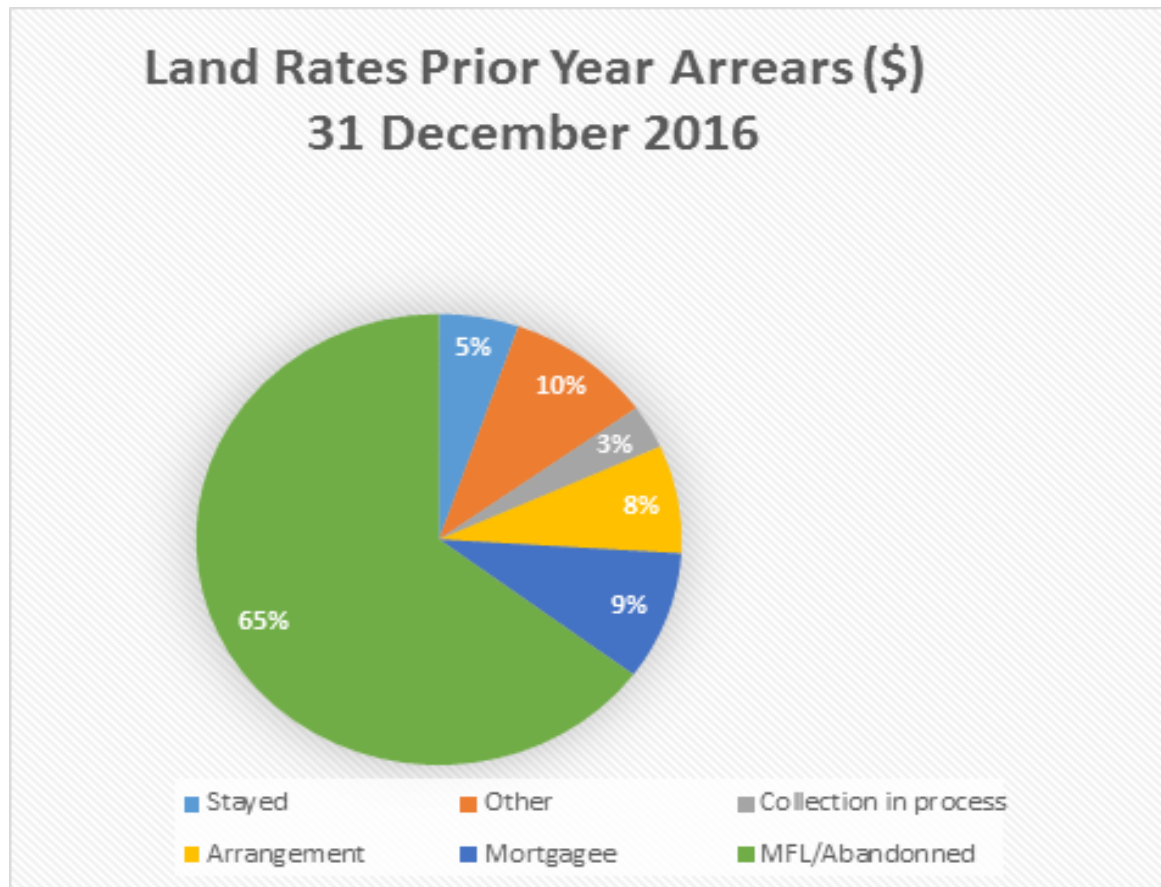
Public debt has been temporarily reduced to \$54.2 million with the use of the cash held at year end and surplus cash received for the year to date. As the year progresses requirements for committed capital expenditure will reverse this trend.

Commentary on Activities

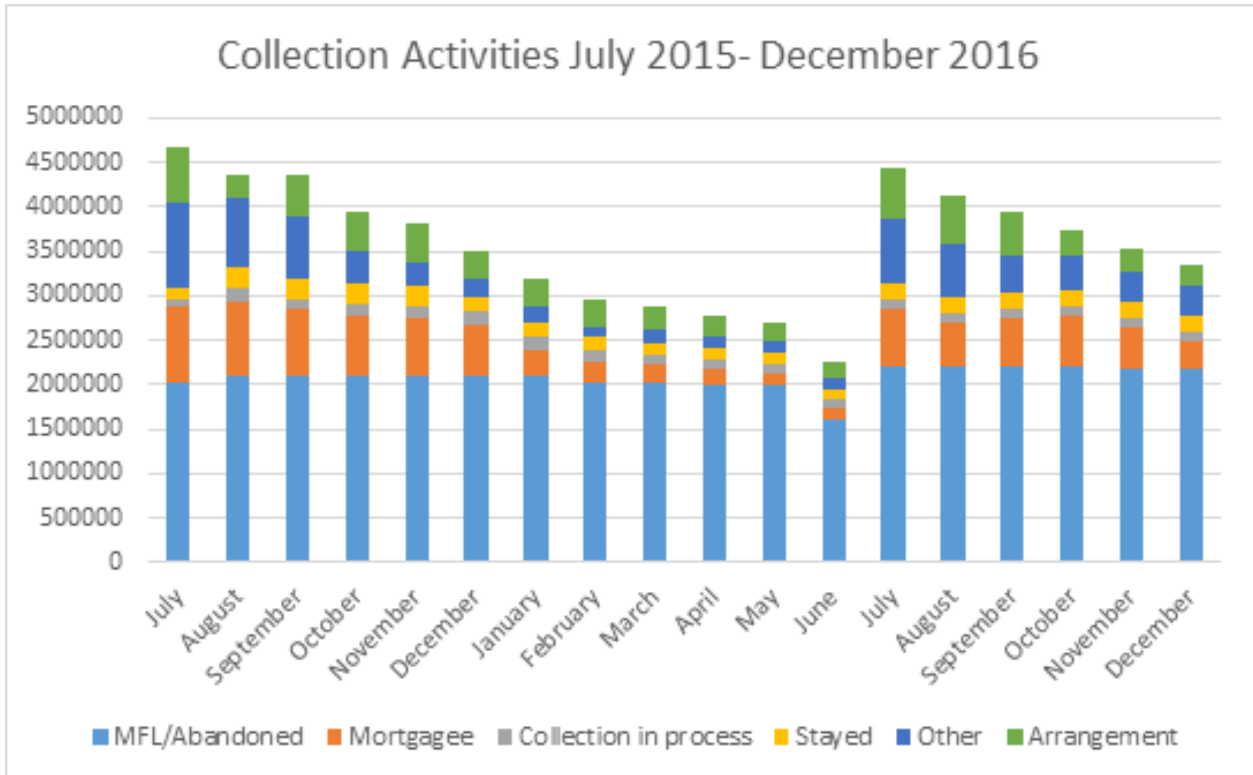
Commentaries are now included on the relevant statement of operating and capital performance included with this report.

Debtors

Land rates arrears (prior years) at 31 December 2016 are \$1.3 million excluding \$2.0 million arrears for Maori freehold and abandoned land. At 30 June the arrears were \$2.6 million. The status of collection activity is set out below.



The graph below represents land rates arrears collection activities, in July 2016, the 2015/2016 current arrears were restated as prior years arrears.



Other debtors' arrears (older than 30 days) comprising mainly regulatory debt, are \$0.5 million. The level of arrears remains at a similar level. Collection activities are ongoing.

For the period ended:	This Month				Year To Date				Whole Year Annual Plan	Whole Year
	Actual \$'000	Budget \$'000	Variance \$'000	%	Actual \$'000	Budget \$'000	Variance \$'000	%	Budget \$'000	Forecast One \$'000
31 December 2016										
Statement of Operating and Capital Performance										
Whole of Council										
Operating Revenues										
Rates	2,649	2,623	26	1.0%	16,020	15,729	291	1.8%	31,537	31,581
Rates (Penalties)	-7	62	-70	-111.6%	536	375	161	43.0%	750	750
Activity Revenue	482	351	131	37.5%	2,747	2,016	731	36.2%	4,043	4,895
Subsidies and Grants - Operational	383	348	35	10.0%	3,010	2,550	460	18.1%	5,302	4,442
Investments and Other Income	19	26	-7	-28.6%	161	151	10	6.8%	303	300
Total Operating Revenues	3,526	3,410	115	3.4%	22,474	20,821	1,653	7.9%	41,935	41,968
Operating Costs (excl. Depreciation)										
Activity Costs	1,461	1,695	235	13.8%	10,628	11,627	999	8.6%	22,986	22,147
Internal Charges	734	512	-222	-43.3%	4,404	3,072	-1,332	-43.3%	6,144	8,849
Internal Recoveries	-754	-512	242	-47.3%	-4,543	-3,072	-1,472	-47.9%	-6,144	-8,354
Employee Benefits	747	742	-5	-0.7%	4,394	4,385	-9	-0.2%	8,614	8,918
Finance costs	265	287	21	7.5%	1,553	1,720	167	9.7%	3,440	3,335
Total Operating Costs (excl. Depreciation)	2,452	2,724	272	10.0%	16,436	17,732	1,297	7.3%	35,040	34,894
Operating Surplus/(Deficit) (before Depreciation)	1,073	686	387	56.3%	6,039	3,089	2,950	95.5%	6,895	7,074
Capital Funding										
Subsidies and Grants - Capital	422	526	-104	-19.8%	1,919	2,153	-235	-10.9%	6,355	6,749
Contributions	83	99	-16	-16.0%	603	594	9	1.5%	1,190	1,237
Rates (Capital)	0	0	0	0.0%	0	0	0	0.0%	0	0
Loans Drawn/(Repaid)	2,400	3,500	-1,100	-31.4%	-10,761	-4,383	-6,378	145.5%	-213	-213
Sale of Assets	327	0	327	0.0%	451	0	451	0.0%	150	273
Total Capital Funding	3,232	4,125	-893	-21.6%	-7,788	-1,635	-6,153	376.3%	7,482	8,047
Total Capital Funding and Operating Surplus	4,305	4,811	-506	-10.5%	-1,750	1,454	-3,203	-220.4%	14,377	15,121
Capital Payments										
Capital Expenditure	981	1,227	246	20.1%	5,143	5,430	287	5.3%	15,863	18,055
Total Capital Payments	981	1,227	246	20.1%	5,143	5,430	287	5.3%	15,863	18,055
Surplus/(Deficit) (before Depreciation, Provisions and Operating Funds)	3,324	3,584	-260	-7%	-6,893	-3,976	-2,917	73%	-1,486	-2,934
Memo Accounts										
Depreciation	800	800	0	0.0%	4,800	4,800	0	0.0%	9,600	9,600
Provisions	32	0	-32	-48207.6%	32	0	-31	-7951.3%	90	60
Total Memo Accounts	832	800	32	4.0%	4,832	4,800	31	0.7%	9,689	9,659

Commentary

Whole of Council

Activity revenue for December is above budget due to higher Kai Iwi Camp revenues and reimbursement revenue from the Mangawhai Camp.

Activity costs for the month are \$235,000 below budget due to lower costs mainly in District Leadership.

Close to \$1.0 million has been spent on capital works in December and at \$5.1 million for the half year is just under 30% of the year's forecast.

For more detail please refer to main financial commentary.

For the period ended:	This Month				Year To Date				Whole Year Annual Plan	Whole Year	Commentary	
	Actual \$'000	Budget \$'000	Variance \$'000	%	Actual \$'000	Budget \$'000	Variance \$'000	%	Budget \$'000	Forecast One \$'000		
31 December 2016												
Statement of Operating and Capital Performance												
Community Activities												
Operating Revenues												
Rates	315	313	2	0.6%	1,888	1,876	12	0.6%	3,778	3,778	Community Activities Activity revenue is above budget for the month by \$101,000. This relates to Kai Iwi Camp fees \$39,000 above budget for December and reimbursement of costs from the Mangawhai Camp \$57,000. Part of Mangawhai Camp revenue is \$22,000 which is Council's share of revenues above the threshold of \$400,000. For the year to date December revenues are now \$141,000 above budget. Activity costs are on budget for December. Repairs and maintenance is above budget due to higher costs at Kai Iwi \$9,000, Taharoa Domain \$5,000 and Dargaville housing refurbishment \$12,000. These costs have been offset by lower costs elsewhere. For the year to date December costs are above budget by \$31,000. Higher repairs and maintenance costs at Mangawhai and Taharoa are only partially offset by lower professional services and contractors. Forecast one expects costs to be above budget by \$71,000 by year end, however the extra revenue from the Mangawhai Camp will offset most of the increase. Little in the way of capital works was undertaken in December with only \$23,000 spent. The year to date December spend now stands at \$723,000, which is 40% of the year's forecast. This is expected to catch up over the balance of the year.	
Rates (Penalties)	0	0	0	0.0%	0	0	0	0.0%	0	0		
Activity Revenue	181	80	101	126.9%	507	366	141	38.6%	753	804		
Subsidies and Grants - Operational	1	4	-3	-66.1%	37	25	12	48.2%	50	50		
Investments and Other Income	0	0	0	0.0%	0	0	0	0.0%	0	0		
Total Operating Revenues	497	396	100	25.3%	2,432	2,267	165	7.3%	4,581	4,632		
Operating Costs (excl. Depreciation)												
Activity Costs	216	215	-1	-0.3%	1,741	1,710	-31	-1.8%	3,184	3,255		
Internal Charges	63	63	0	-0.1%	377	378	0	0.1%	755	754		
Internal Recoveries	-25	-25	0	0.0%	-149	-149	0	0.0%	-299	-299		
Employee Benefits	58	49	-9	-17.6%	288	297	9	3.1%	589	601		
Finance costs	0	0	0	0.0%	0	0	0	0.0%	0	0		
Total Operating Costs (excl. Depreciation)	311	302	-9	-3.1%	2,258	2,236	-22	-1.0%	4,229	4,311		
Operating Surplus/(Deficit) (before Depreciation)	185	94	91	96.4%	174	31	143	465.2%	351	321		
Capital Funding												
Subsidies and Grants - Capital	0	0	0	0.0%	0	0	0	0.0%	0	0		
Contributions	59	42	17	40.9%	345	250	95	37.9%	500	496		
Rates (Capital)	0	0	0	0.0%	0	0	0	0.0%	0	0		
Loans Drawn/(Repaid)	0	0	0	0.0%	0	0	0	0.0%	6	6		
Sale of Assets	0	0	0	0.0%	0	0	0	0.0%	0	0		
Total Capital Funding	59	42	17	40.9%	345	250	95	37.9%	506	502		
Total Capital Funding and Operating Surplus	244	136	108	79.4%	519	281	238	84.7%	857	823		
Capital Payments												
Capital Expenditure	23	27	4	15.6%	723	503	-220	-43.7%	1,373	1,809		
Total Capital Payments	23	27	4	15.6%	723	503	-220	-43.7%	1,373	1,809		
Surplus/(Deficit) (before Depreciation, Provisions and Operating Funds)	221	109	112	103%	-205	-222	18	-8%	-516	-986		
Memo Accounts												
Depreciation	13	13	0	0.0%	77	77	0	0.0%	154	154		
Provisions	0	0	0	0.0%	0	0	0	0.0%	0	0		
Total Memo Accounts	13	13	0	0.0%	77	77	0	0.0%	154	154		

For the period ended:	This Month				Year To Date				Whole Year Annual Plan	Whole Year
	Actual \$'000	Budget \$'000	Variance \$'000 %		Actual \$'000	Budget \$'000	Variance \$'000 %		Budget \$'000	Forecast One \$'000
31 December 2016										
Statement of Operating and Capital Performance										
District Leadership										
Operating Revenues										
Rates	357	348	9	2.6%	2,147	2,087	59	2.8%	4,180	4,205
Rates (Penalties)	-8	62	-70	-112.8%	536	375	161	43.0%	750	750
Activity Revenue	17	13	4	28.1%	155	80	75	94.7%	159	194
Subsidies and Grants - Operational	0	0	0	0.0%	0	26	-26	-100.0%	26	0
Investments and Other Income	18	25	-7	-28.1%	157	149	8	5.3%	298	294
Total Operating Revenues	384	448	-65	-14.4%	2,994	2,717	277	10.2%	5,413	5,443
Operating Costs (excl. Depreciation)										
Activity Costs	255	446	191	42.8%	2,188	2,775	587	21.2%	5,456	5,446
Internal Charges	18	18	0	0.0%	110	110	0	0.0%	219	219
Internal Recoveries	-435	-435	0	0.0%	-2,610	-2,609	1	0.0%	-5,219	-5,220
Employee Benefits	399	416	17	4.0%	2,369	2,459	89	3.6%	4,740	4,782
Finance costs	265	287	21	7.5%	1,553	1,720	167	9.7%	3,440	3,335
Total Operating Costs (excl. Depreciation)	503	732	229	31.3%	3,610	4,454	844	19.0%	8,635	8,563
Operating Surplus/(Deficit) (before Depreciation)	-119	-283	164	-58.0%	-616	-1,737	1,121	-64.5%	-3,222	-3,120
Capital Funding										
Subsidies and Grants - Capital	0	0	0	0.0%	0	0	0	0.0%	0	0
Contributions	0	0	0	0.0%	0	0	0	0.0%	0	0
Rates (Capital)	0	0	0	0.0%	0	0	0	0.0%	0	0
Loans Drawn/(Repaid)	2,400	3,500	-1,100	-31.4%	-10,761	-4,383	-6,378	145.5%	587	587
Sale of Assets	327	0	327	0.0%	451	0	451	0.0%	150	273
Total Capital Funding	2,727	3,500	-773	-22.1%	-10,310	-4,383	-5,927	135.2%	737	860
Total Capital Funding and Operating Surplus	2,608	3,217	-608	-18.9%	-10,926	-6,120	-4,806	78.5%	-2,485	-2,260
Capital Payments										
Capital Expenditure	62	104	43	40.9%	301	551	250	45.4%	626	832
Total Capital Payments	62	104	43	40.9%	301	551	250	45.4%	626	832
Surplus/(Deficit) (before Depreciation, Provisions and Operating Funds)	2,546	3,112	-566	-18%	-11,227	-6,671	-4,556	68%	-3,111	-3,092
Memo Accounts										
Depreciation	30	30	0	0.0%	178	178	0	0.0%	357	357
Provisions	0	0	0	0.0%	0	0	0	0.0%	89	89
Total Memo Accounts	30	30	0	0.0%	178	178	0	0.0%	446	446

Commentary
<p>District Leadership</p> <p>Rates penalties are tracking above budget. There was \$8,000 of adjustments to penalties. At year end an adjustment is made for statute barred rates which will lower penalties closer to the budget value.</p> <p>Activity revenue year to date December includes payment of \$34,000 for the insurance claim relating to the burglary earlier in the year.</p> <p>Activity costs are below budget for December mainly due to lower management services costs \$85,000, IT costs \$34,000, phone charges \$16,000 and rates remissions \$14,000. For the year to date December costs remain below budget especially in professional services, IT costs and accounting services costs not yet incurred.</p> <p>Finance costs are below budget due to reduced intra year loan balances.</p> <p>The capital expenditure spend for December was \$62,000 all on IT related projects. For the year to date December 35% of the forecast spend has been incurred. Spending will be monitored over the coming months and reviewed with Forecast Two.</p>

For the period ended:	This Month				Year To Date				Whole Year Annual Plan	Whole Year	Commentary	
	Actual \$'000	Budget \$'000	Variance \$'000 %		Actual \$'000	Budget \$'000	Variance \$'000 %		Budget \$'000	Forecast One \$'000		
31 December 2016												
Statement of Operating and Capital Performance												
Emergency Management												
Operating Revenues												
Rates	15	15	0	0.0%	92	92	0	0.0%	188	183	Emergency Management Little activity in the month or year to date.	
Rates (Penalties)	0	0	0	0.0%	0	0	0	0.0%	0	0		
Activity Revenue	0	10	-10	-100.0%	3	59	-57	-95.7%	118	91		
Subsidies and Grants - Operational	0	0	0	0.0%	0	0	0	0.0%	0	0		
Investments and Other Income	0	0	0	0.0%	0	0	0	0.0%	0	0		
Total Operating Revenues	15	25	-10	-39.2%	94	151	-57	-37.6%	307	275		
Operating Costs (excl. Depreciation)												
Activity Costs	15	20	6	28.2%	56	136	80	58.8%	260	254		
Internal Charges	3	3	0	0.0%	21	21	0	0.0%	42	42		
Internal Recoveries	0	0	0	0.0%	0	0	0	0.0%	-1	-1		
Employee Benefits	0	0	0	0.0%	0	0	0	0.0%	0	0		
Finance costs	0	0	0	0.0%	0	0	0	0.0%	0	0		
Total Operating Costs (excl. Depreciation)	18	24	6	24.0%	77	156	80	51.0%	301	294		
Operating Surplus/(Deficit) <small>(before Depreciation)</small>	-3	1	-4	-296.9%	18	-5	23	-419.9%	6	-19		
Capital Funding												
Subsidies and Grants - Capital	0	10	-10	-100.0%	0	57	-57	-100.0%	115	0		
Contributions	0	0	0	0.0%	0	0	0	0.0%	0	0		
Rates (Capital)	0	0	0	0.0%	0	0	0	0.0%	0	0		
Loans Drawn/(Repaid)	0	0	0	0.0%	0	0	0	0.0%	0	0		
Sale of Assets	0	0	0	0.0%	0	0	0	0.0%	0	0		
Total Capital Funding	0	10	-10	-100.0%	0	57	-57	-100.0%	115	0		
Total Capital Funding and Operating Surplus	-3	11	-14	-125.1%	18	52	-34	-66.2%	121	-19		
Capital Payments												
Capital Expenditure	0	0	0	0.0%	0	0	0	0.0%	153	0		
Total Capital Payments	0	0	0	0.0%	0	0	0	0.0%	153	0		
Surplus/(Deficit) <small>(before Depreciation, Provisions and Operating Funds)</small>	-3	11	-14	-125%	18	52	-34	-66%	-32	-19		
Memo Accounts												
Depreciation	0	0	0	0.0%	0	0	0	0.0%	0	0		
Provisions	0	0	0	0.0%	0	0	0	0.0%	0	0		
Total Memo Accounts	0	0	0	0.0%	0	0	0	0.0%	0	0		

For the period ended:	This Month				Year To Date				Whole	Whole
	Actual	Budget	Variance		Actual	Budget	Variance		Year	Year
31 December 2016	\$'000	\$'000	\$'000	%	\$'000	\$'000	\$'000	%	Budget	Forecast
									\$'000	\$'000
Statement of Operating and Capital Performance										
Flood Protection and Control Works										
Operating Revenues										
Rates	53	53	0	0.6%	320	319	2	0.5%	643	639
Rates (Penalties)	0	0	0	0.0%	0	0	0	0.0%	0	0
Activity Revenue	1	0	1	0.0%	5	4	1	26.0%	8	8
Subsidies and Grants - Operational	0	0	0	0.0%	0	0	0	0.0%	0	0
Investments and Other Income	0	0	0	0.0%	0	0	0	0.0%	0	0
Total Operating Revenues	54	53	1	2.3%	325	323	3	0.8%	651	647
Operating Costs (excl. Depreciation)										
Activity Costs	51	24	-28	-117.1%	138	159	21	12.9%	339	371
Internal Charges	5	5	0	-0.3%	29	29	0	-0.3%	58	58
Internal Recoveries	0	0	0	-0.1%	-2	-2	0	-0.1%	-5	-5
Employee Benefits	0	0	0	0.0%	0	0	0	0.0%	0	0
Finance costs	0	0	0	0.0%	0	0	0	0.0%	0	0
Total Operating Costs (excl. Depreciation)	56	28	-28	-98.3%	166	186	20	11.0%	392	424
Operating Surplus/(Deficit) (before Depreciation)	-1	25	-26	-105.1%	160	137	23	16.8%	259	223
Capital Funding										
Subsidies and Grants - Capital	0	0	0	0.0%	0	0	0	0.0%	0	0
Contributions	0	0	0	0.0%	0	0	0	0.0%	0	0
Rates (Capital)	0	0	0	0.0%	0	0	0	0.0%	0	0
Loans Drawn/(Repaid)	0	0	0	0.0%	0	0	0	0.0%	0	0
Sale of Assets	0	0	0	0.0%	0	0	0	0.0%	0	0
Total Capital Funding	0	0	0	0.0%	0	0	0	0.0%	0	0
Total Capital Funding and Operating Surplus	-1	25	-26	-105.1%	160	137	23	16.8%	259	223
Capital Payments										
Capital Expenditure	0	85	85	100.0%	0	170	170	100.0%	604	674
Total Capital Payments	0	85	85	100.0%	0	170	170	100.0%	604	674
Surplus/(Deficit) (before Depreciation, Provisions and Operating Funds)	-1	-60	59	-98%	160	-33	193	-578%	-345	-451
Memo Accounts										
Depreciation	8	8	0	0.0%	51	51	0	0.0%	102	102
Provisions	0	0	0	0.0%	0	0	0	0.0%	0	0
Total Memo Accounts	8	8	0	0.0%	51	51	0	0.0%	102	102

Commentary

Flood Protection

Maintenance work in December was undertaken in the Raupo area with spraying and floodgate repairs. The extra costs in Hoanga and Awakino for urgent repairs earlier in the year are offset by lower costs in other areas.

Capital works are not expected to start until later in the year.

For the period ended:	This Month				Year To Date				Whole Year Annual Plan	Whole Year
	Actual \$'000	Budget \$'000	Variance \$'000	%	Actual \$'000	Budget \$'000	Variance \$'000	%	Budget \$'000	Forecast One \$'000
31 December 2016										
Statement of Operating and Capital Performance										
Regulatory Management										
Operating Revenues										
Rates	71	71	0	0.0%	428	428	0	0.0%	861	857
Rates (Penalties)	1	0	1	0.0%	0	0	0	0.0%	0	0
Activity Revenue	278	239	39	16.3%	1,992	1,448	544	37.6%	2,894	3,673
Subsidies and Grants - Operational	0	0	0	0.0%	0	0	0	0.0%	0	0
Investments and Other Income	1	1	0	-40.4%	4	2	2	116.5%	5	6
Total Operating Revenues	351	312	39	12.6%	2,426	1,878	547	29.1%	3,760	4,536
Operating Costs (excl. Depreciation)										
Activity Costs	84	107	23	21.8%	645	640	-5	-0.8%	1,272	1,682
Internal Charges	84	84	0	0.0%	503	503	0	0.0%	1,006	1,006
Internal Recoveries	-52	-52	0	0.0%	-312	-311	0	0.0%	-624	-624
Employee Benefits	185	179	-6	-3.3%	1,132	1,064	-68	-6.4%	2,096	2,335
Finance costs	0	0	0	0.0%	0	0	0	0.0%	0	0
Total Operating Costs (excl. Depreciation)	301	318	17	5.5%	1,969	1,896	-73	-3.8%	3,750	4,400
Operating Surplus/(Deficit) (before Depreciation)	51	-6	57	-938.5%	457	-18	474	-2699.7%	10	136
Capital Funding										
Subsidies and Grants - Capital	0	0	0	0.0%	0	0	0	0.0%	0	0
Contributions	0	0	0	0.0%	0	0	0	0.0%	0	0
Rates (Capital)	0	0	0	0.0%	0	0	0	0.0%	0	0
Loans Drawn/(Repaid)	0	0	0	0.0%	0	0	0	0.0%	0	0
Sale of Assets	0	0	0	0.0%	0	0	0	0.0%	0	0
Total Capital Funding	0	0	0	0.0%	0	0	0	0.0%	0	0
Total Capital Funding and Operating Surplus	51	-6	57	-938.5%	457	-18	474	-2699.7%	10	136
Capital Payments										
Capital Expenditure	0	0	0	0.0%	0	0	0	0.0%	0	0
Total Capital Payments	0	0	0	0.0%	0	0	0	0.0%	0	0
Surplus/(Deficit) (before Depreciation, Provisions and Operating Funds)	51	-6	57	-939%	457	-18	474	-2700%	10	136
Memo Accounts										
Depreciation	1	1	0	0.0%	7	7	0	0.0%	14	14
Provisions	0	0	0	0.0%	0	0	0	0.0%	0	0
Total Memo Accounts	1	1	0	0.0%	7	7	0	0.0%	14	14

Commentary

Regulatory

Activity revenue for December was only just above budget which is low compared to earlier months this year. This is more due to the short month as activity remains high. In December penalties on dog registrations of \$33,000 were applied. All areas remain above budget for the year to date December.

Activity costs are below budget for the month reflecting reduced requirements for external contractors. This more than offsets the \$32,000 of debtors write offs incurred in December.

Overall costs are close to budget for the year to date December. The higher costs for external contractors in resource consents and building control are almost offset by savings in animal management and regulatory administration. The increased costs are covered by consent income.

Employee costs continue above budget reflecting higher staff costs to ensure consents are within set timeframes. Again the costs are covered by increased revenues.

For the period ended:	This Month				Year To Date				Whole Year Annual Plan	Whole Year
	Actual \$'000	Budget \$'000	Variance \$'000 %		Actual \$'000	Budget \$'000	Variance \$'000 %		Budget \$'000	Forecast One \$'000
31 December 2016										
Statement of Operating and Capital Performance										
Sewerage and the Treatment and Disposal of Sewage										
Operating Revenues										
Rates	603	592	10	1.8%	3,589	3,536	53	1.5%	7,137	7,145
Rates (Penalties)	0	0	0	0.0%	0	0	0	0.0%	0	0
Activity Revenue	2	0	2	0.0%	31	9	21	227.5%	9	23
Subsidies and Grants - Operational	0	0	0	0.0%	0	0	0	0.0%	0	0
Investments and Other Income	0	0	0	0.0%	0	0	0	0.0%	0	0
Total Operating Revenues	604	592	12	2.0%	3,620	3,546	74	2.1%	7,147	7,168
Operating Costs (excl. Depreciation)										
Activity Costs	189	201	12	5.9%	1,059	1,228	169	13.8%	2,430	2,313
Internal Charges	74	74	0	0.0%	445	444	0	0.0%	889	889
Internal Recoveries	0	0	0	0.0%	0	0	0	0.0%	-1	-1
Employee Benefits	0	0	0	0.0%	0	0	0	0.0%	0	0
Finance costs	0	0	0	0.0%	0	0	0	0.0%	0	0
Total Operating Costs (excl. Depreciation)	263	275	12	4.3%	1,504	1,673	169	10.1%	3,318	3,201
Operating Surplus/(Deficit) (before Depreciation)	341	317	24	7.5%	2,116	1,873	243	13.0%	3,829	3,967
Capital Funding										
Subsidies and Grants - Capital	0	0	0	0.0%	0	0	0	0.0%	0	0
Contributions	21	29	-8	-27.1%	184	175	10	5.5%	349	404
Rates (Capital)	0	0	0	0.0%	0	0	0	0.0%	0	0
Loans Drawn/(Repaid)	0	0	0	0.0%	0	0	0	0.0%	-26	-26
Sale of Assets	0	0	0	0.0%	0	0	0	0.0%	0	0
Total Capital Funding	21	29	-8	-27.1%	184	175	10	5.5%	323	378
Total Capital Funding and Operating Surplus	362	346	16	4.6%	2,301	2,048	253	12.3%	4,152	4,345
Capital Payments										
Capital Expenditure	40	72	32	44.1%	130	371	241	65.0%	1,198	1,807
Total Capital Payments	40	72	32	44.1%	130	371	241	65.0%	1,198	1,807
Surplus/(Deficit) (before Depreciation, Provisions and Operating Funds)	322	274	48	17%	2,171	1,677	493	29%	2,954	2,538
Memo Accounts										
Depreciation	109	109	0	0.0%	651	651	0	0.0%	1,302	1,302
Provisions	0	-11	-11	100.0%	0	-65	-65	100.0%	-130	-127
Total Memo Accounts	109	98	11	11.1%	651	586	65	11.1%	1,172	1,175

Commentary
<p>Wastewater</p> <p>Activity costs overall are below budget by \$169,000 as few professional services costs have been incurred so far this year. However chemical desludge costs in Dargaville are above budget by \$31,000. The two year trial is about to finish and options will be considered within the budgetary constraints. Elsewhere lower repair and maintenance costs in Maungaturoto and Mangawhai offset the desludge costs.</p> <p>Capital works have commenced with work continuing on the Dargaville pump project. Development contributions of \$184,000 have been received for Mangawhai Community Wastewater Scheme in the first half of the year.</p>

For the period ended:	This Month				Year To Date				Whole Year Annual Plan	Whole Year
	Actual \$'000	Budget \$'000	Variance \$'000 %		Actual \$'000	Budget \$'000	Variance \$'000 %		Budget \$'000	Forecast One \$'000
31 December 2016										
Statement of Operating and Capital Performance										
Solid Waste										
Operating Revenues										
Rates	69	69	0	0.0%	414	414	0	0.0%	833	828
Rates (Penalties)	0	0	0	0.0%	0	0	0	0.0%	0	0
Activity Revenue	0	7	-6	-99.0%	21	39	-18	-45.6%	79	62
Subsidies and Grants - Operational	0	0	0	0.0%	0	0	0	0.0%	0	0
Investments and Other Income	0	0	0	0.0%	0	0	0	0.0%	0	0
Total Operating Revenues	69	76	-6	-8.6%	435	453	-18	-3.9%	911	889
Operating Costs (excl. Depreciation)										
Activity Costs	50	70	20	28.8%	336	555	219	39.4%	877	733
Internal Charges	24	9	-15	-168.5%	130	53	-77	-143.9%	106	225
Internal Recoveries	0	0	0	0.0%	0	0	0	0.0%	-1	-1
Employee Benefits	0	98	98	100.0%	13	565	552	97.7%	1,190	15
Finance costs	0	0	0	0.0%	0	0	0	0.0%	0	0
Total Operating Costs (excl. Depreciation)	74	178	104	58.4%	479	1,173	694	59.2%	2,172	972
Operating Surplus/(Deficit) (before Depreciation)	-5	-102	97	-95.2%	-43	-720	677	-94.0%	-1,261	-83
Capital Funding										
Subsidies and Grants - Capital	0	0	0	0.0%	0	0	0	0.0%	0	0
Contributions	0	0	0	0.0%	22	0	22	0.0%	0	1
Rates (Capital)	0	0	0	0.0%	0	0	0	0.0%	0	0
Loans Drawn/(Repaid)	0	0	0	0.0%	0	0	0	0.0%	-33	-33
Sale of Assets	0	0	0	0.0%	0	0	0	0.0%	0	0
Total Capital Funding	0	0	0	0.0%	22	0	22	0.0%	-33	-32
Total Capital Funding and Operating Surplus	-5	-102	97	-95.2%	-22	-720	698	-97.0%	-1,294	-116
Capital Payments										
Capital Expenditure	0	0	0	0.0%	0	0	0	0.0%	0	0
Total Capital Payments	0	0	0	0.0%	0	0	0	0.0%	0	0
Surplus/(Deficit) (before Depreciation, Provisions and Operating Funds)	-5	-102	97	-95%	-22	-720	698	-97%	-1,294	-116
Memo Accounts										
Depreciation	0	0	0	0.0%	0	0	0	0.0%	0	0
Provisions	0	11	11	100.0%	0	65	65	100.0%	131	98
Total Memo Accounts	0	11	-11	-100.0%	0	65	-65	-100.0%	131	98

Commentary
<p>Solid Waste</p> <p>Activity costs and employee costs are below budget as the new roading shared service is rolled out and costs have been reclassified. Most of the employee budget has been transferred to roading. Internal charges reflect the internal labour costs now being accounted for in a similar manner to roading.</p> <p>Costs for contractors directly associated with solid waste are tracking slightly below budget for the year to date.</p>

For the period ended:	This Month				Year To Date				Whole Year Annual Plan	Whole Year
	Actual \$'000	Budget \$'000	Variance \$'000 %		Actual \$'000	Budget \$'000	Variance \$'000 %		Budget \$'000	Forecast One \$'000
31 December 2016										
Statement of Operating and Capital Performance										
Stormwater Drainage										
Operating Revenues										
Rates	104	103	1	1.0%	623	624	0	-0.1%	1,246	1,238
Rates (Penalties)	0	0	0	0.0%	0	0	0	0.0%	0	0
Activity Revenue	0	0	0	0.0%	0	0	0	0.0%	0	0
Subsidies and Grants - Operational	0	0	0	0.0%	0	0	0	0.0%	0	0
Investments and Other Income	0	0	0	0.0%	0	0	0	0.0%	0	0
Total Operating Revenues	104	103	1	1.0%	623	624	0	-0.1%	1,246	1,238
Operating Costs (excl. Depreciation)										
Activity Costs	13	34	21	63.1%	113	235	122	51.9%	445	367
Internal Charges	15	15	0	0.0%	93	93	0	0.0%	186	186
Internal Recoveries	0	0	0	0.0%	0	0	0	0.0%	-1	-1
Employee Benefits	0	0	0	0.0%	0	0	0	0.0%	0	0
Finance costs	0	0	0	0.0%	0	0	0	0.0%	0	0
Total Operating Costs (excl. Depreciation)	28	49	21	43.3%	206	328	122	37.2%	630	552
Operating Surplus/(Deficit) (before Depreciation)	76	53	22	42.0%	417	296	122	41.2%	616	686
Capital Funding										
Subsidies and Grants - Capital	0	0	0	0.0%	0	0	0	0.0%	0	0
Contributions	0	1	-1	-63.8%	5	7	-3	-37.7%	16	12
Rates (Capital)	0	0	0	0.0%	0	0	0	0.0%	0	0
Loans Drawn/(Repaid)	0	0	0	0.0%	0	0	0	0.0%	-323	-323
Sale of Assets	0	0	0	0.0%	0	0	0	0.0%	0	0
Total Capital Funding	0	1	-1	-63.8%	5	7	-3	-37.7%	-307	-310
Total Capital Funding and Operating Surplus	76	54	22	40.2%	422	303	119	39.2%	309	376
Capital Payments										
Capital Expenditure	1	0	-1	0.0%	329	65	-264	-405.5%	320	568
Total Capital Payments	1	0	-1	0.0%	329	65	-264	-405.5%	320	568
Surplus/(Deficit) (before Depreciation, Provisions and Operating Funds)	75	54	21	38%	93	238	-145	-61%	-10	-192
Memo Accounts										
Depreciation	31	31	0	0.0%	185	185	0	0.0%	369	369
Provisions	0	0	0	0.0%	0	0	0	0.0%	0	0
Total Memo Accounts	31	31	0	0.0%	185	185	0	0.0%	369	369

Commentary

Stormwater

Activity costs are below budget overall. Costs are being minimised with the new contractor.

The major project carried forward from last year has now eventuated with the Pohutakawa Road flooding project land purchased. Work has also commenced on the Dargaville pipe renewals.

For the period ended:	This Month				Year To Date				Whole Year Annual Plan	Whole Year	Commentary
	Actual \$'000	Budget \$'000	Variance \$'000	%	Actual \$'000	Budget \$'000	Variance \$'000	%	Budget \$'000	Forecast One \$'000	
31 December 2016											
Statement of Operating and Capital Performance											
The Provision of Roads and Footpaths											
Operating Revenues											
Rates	820	820	0	0.0%	4,920	4,920	0	0.0%	9,845	9,840	Roading Operational subsidies are \$475,000 above budget reflecting higher maintenance costs for the year to date. Maintenance works have been higher for the year to date December. Around \$3.7 million, or 57% of the forecast \$6.5 million has now been spent. Overall the rate of maintenance work is expected to reduce over the summer months. Capital subsidies are just below budget as is the capital works costs for the year to date. Total spending is now \$3.2 million for the first half of the year. In December work was concentrated on sealed resurfacing \$56,000, sealing Tangawahine Valley Rd \$281,000 and Hoanga Rd \$160,000. While capital works spent to date are 29% of the year's forecast, the summer season and recently let contracts are expected to increase the value spent in the coming months. A total of \$48,000 of development contributions has been received. Internal Charges, Recoveries and Employee Benefits The Northland Transport Alliance (NTA) has changed the costing structure for roading. The NTA has brought in-house many of the costs previously incurred with professional engineers. The reclassification in October of professional charges relating to the treatment of costs from the Northland Transport Alliance (NTA) accounts for much of the lower than budget activity costs for the year to date December. Council costs were previously coded as external and now have been more correctly classified as internal. The offset is in internal recoveries which are above budget due to the new arrangements for the Northern Transport Alliance. An additional effect of the new arrangements is that there is a reclassification between solid waste and roading. The changes above will streamline both Roading and Solid Waste costs and require less interdepartmental charging.
Rates (Penalties)	0	0	0	0.0%	0	0	0	0.0%	0	0	
Activity Revenue	2	0	2	0.0%	28	0	28	0.0%	0	19	
Subsidies and Grants - Operational	382	344	38	11.0%	2,973	2,498	475	19.0%	5,226	4,392	
Investments and Other Income	0	0	0	0.0%	0	0	0	0.0%	0	0	
Total Operating Revenues	1,203	1,164	40	3.4%	7,921	7,418	503	6.8%	15,070	14,251	
Operating Costs (excl. Depreciation)											
Activity Costs	497	519	22	4.2%	3,817	3,772	-45	-1.2%	7,893	6,615	
Internal Charges	408	202	-207	-102.6%	2,464	1,209	-1,255	-103.8%	2,418	5,005	
Internal Recoveries	-242	0	242	0.0%	-1,470	0	1,470	0.0%	-1	-2,210	
Employee Benefits	106	0	-106	0.0%	592	0	-592	0.0%	0	1,183	
Finance costs	0	0	0	0.0%	0	0	0	0.0%	0	0	
Total Operating Costs (excl. Depreciation)	769	721	-48	-6.7%	5,403	4,981	-421	-8.5%	10,310	10,593	
Operating Surplus/(Deficit) (before Depreciation)	434	443	-9	-1.9%	2,518	2,437	81	3.3%	4,761	3,658	
Capital Funding											
Subsidies and Grants - Capital	422	517	-95	-18.4%	1,919	2,096	-177	-8.5%	6,241	6,749	
Contributions	3	27	-24	-90.0%	48	162	-114	-70.6%	324	324	
Rates (Capital)	0	0	0	0.0%	0	0	0	0.0%	0	0	
Loans Drawn/(Repaid)	0	0	0	0.0%	0	0	0	0.0%	-78	-78	
Sale of Assets	0	0	0	0.0%	0	0	0	0.0%	0	0	
Total Capital Funding	425	544	-119	-21.9%	1,967	2,258	-292	-12.9%	6,487	6,996	
Total Capital Funding and Operating Surplus	859	987	-128	-13.0%	4,485	4,695	-210	-4.5%	11,248	10,654	
Capital Payments											
Capital Expenditure	693	879	186	21.2%	3,183	3,567	385	10.8%	10,621	10,948	
Total Capital Payments	693	879	186	21.2%	3,183	3,567	385	10.8%	10,621	10,948	
Surplus/(Deficit) (before Depreciation, Provisions and Operating Funds)	166	107	58	54%	1,302	1,128	174	15%	627	-294	
Memo Accounts											
Depreciation	515	515	0	0.0%	3,088	3,088	0	0.0%	6,175	6,175	
Provisions	32	0	-32	0.0%	32	0	-32	0.0%	0	0	
Total Memo Accounts	546	515	32	6.2%	3,120	3,088	32	1.0%	6,175	6,175	

For the period ended:	This Month				Year To Date				Whole Year Annual Plan	Whole Year
	Actual \$'000	Budget \$'000	Variance \$'000 %		Actual \$'000	Budget \$'000	Variance \$'000 %		Budget \$'000	Forecast One \$'000
31 December 2016										
Statement of Operating and Capital Performance										
Water Supply										
Operating Revenues										
Rates	242	239	3	1.3%	1,598	1,433	165	11.5%	2,871	2,869
Rates (Penalties)	0	0	0	0.0%	0	0	0	0.0%	0	0
Activity Revenue	2	2	0	-17.4%	6	12	-6	-50.2%	23	20
Subsidies and Grants - Operational	0	0	0	0.0%	0	0	0	0.0%	0	0
Investments and Other Income	0	0	0	0.0%	0	0	0	0.0%	0	0
Total Operating Revenues	244	241	3	1.1%	1,604	1,445	159	11.0%	2,894	2,889
Operating Costs (excl. Depreciation)										
Activity Costs	91	59	-33	-55.6%	533	416	-117	-28.1%	830	1,110
Internal Charges	39	39	0	0.0%	232	232	0	0.0%	464	465
Internal Recoveries	0	0	0	0.0%	0	0	0	0.0%	-1	-1
Employee Benefits	0	0	0	0.0%	0	0	0	0.0%	0	0
Finance costs	0	0	0	0.0%	0	0	0	0.0%	0	0
Total Operating Costs (excl. Depreciation)	130	97	-33	-33.5%	766	648	-117	-18.1%	1,294	1,574
Operating Surplus/(Deficit) (before Depreciation)	114	144	-30	-20.8%	839	796	42	5.3%	1,600	1,315
Capital Funding										
Subsidies and Grants - Capital	0	0	0	0.0%	0	0	0	0.0%	0	0
Contributions	0	0	0	0.0%	0	0	0	0.0%	0	0
Rates (Capital)	0	0	0	0.0%	0	0	0	0.0%	0	0
Loans Drawn/(Repaid)	0	0	0	0.0%	0	0	0	0.0%	-347	-347
Sale of Assets	0	0	0	0.0%	0	0	0	0.0%	0	0
Total Capital Funding	0	0	0	0.0%	0	0	0	0.0%	-347	-347
Total Capital Funding and Operating Surplus	114	144	-30	-20.8%	839	796	42	5.3%	1,254	969
Capital Payments										
Capital Expenditure	162	60	-102	-170.5%	478	203	-275	-135.4%	984	1,418
Total Capital Payments	162	60	-102	-170.5%	478	203	-275	-135.4%	984	1,418
Surplus/(Deficit) (before Depreciation, Provisions and Operating Funds)	-49	84	-132	-158%	361	593	-233	-39%	270	-449
Memo Accounts										
Depreciation	94	94	0	0.0%	563	563	0	0.0%	1,126	1,126
Provisions	0	0	0	0.0%	0	0	0	0.0%	0	0
Total Memo Accounts	94	94	0	0.0%	563	563	0	0.0%	1,126	1,126

Commentary

Water Supply

Rates revenue for the year to date December is ahead of budget with water billings tracking higher than budget. This will be monitored, however after six months of billings this appears to be reversing the trend from last year.

Activity costs are higher due to the work required to locate and repair a leak in Maungaturoto earlier in the year and costs incurred in Dargaville and Ruawai as the new contract scope and rates are bedded in.

Capital expenditure costs in December include continuing work on the Mangawhai water compliance upgrade \$85,000 and the Bayllys Beach mains upgrade \$70,000. To date \$0.5 million has been spent which is approximately 1/3 of the year's plan.

As at	Last Month	This Month		2016-2017	2016-2017
31 December 2016	30/11/2016	31/12/2016	Movement	Annual Plan	Forecast One
	Actual	Actual	\$'000	\$'000	\$'000
	\$'000	\$'000			
Statement of Financial Position					
Whole of Council					
Equity					
Accumulated Funds	375,414	376,219	805	375,619	381,603
Restricted Reserves	5,673	5,673	0	5,692	5,692
Asset Revaluation Reserve	197,939	197,939	0	210,459	210,459
Council Created Reserves	-16,965	-16,965	0	-18,408	-18,408
Total Equity	562,061	562,866	805	573,362	579,346
represented by					
Current Assets					
Cash and Cash Equivalents	419	412	-7	682	4,909
Other Financial Assets	115	115	0	115	115
Trade and Other Receivables	4,285	3,706	-579	7,410	7,480
Accrued Revenue	1,951	1,676	-275	1,946	1,946
Non Current Assets Held for Sale	186	186	0	210	186
Total Current Assets	6,955	6,095	-861	10,363	14,636
<i>less</i>					
Current Liabilities					
Trade and Other Payables	9,888	5,983	-3,905	9,386	9,492
Provisions	139	139	0	188	139
Employee Entitlements	523	247	-275	413	441
Public Debt	8,800	11,200	2,400	1,064	21,748
Total Current Liabilities	19,350	17,570	-1,780	11,051	31,820
Working Capital / (Deficit)	-12,394	-11,475	919	-688	-17,184
<i>plus</i>					
Non Current Assets					
Property, Plant & Equipment	624,043	623,929	-114	643,649	632,458
LGFA Borrower notes	688	688	0	560	688
Biological Assets	3,466	3,466	0	2,786	3,555
Derivative Financial Assets	0	0	0	0	0
Other Financial Assets	276	276	0	273	276
Total Non Current Assets	628,474	628,359	-114	647,268	636,977
<i>less</i>					
Non Current Liabilities					
Public Debt	43,000	43,000	0	63,684	43,000
Provisions	4,570	4,570	0	4,291	4,570
Derivative Financial Liabilities	6,448	6,448	0	5,243	6,448
Total Non Current Liabilities	54,018	54,018	0	73,218	54,018
Net Assets	562,061	562,866	805	573,362	565,775
	0	0		0	13,571

For the year ended:	YTD Actual	Annual Plan
31 December 2016	2016-2017 \$'000	2016-2017 \$'000

Cash Flow Statement

Cash Flow from Operating Activities

Receipts:

Rates	17,812	32,288
Fees, charges and other	4,601	5,511
Grants and subsidies	4,929	11,657
Interest received	7	25
<i>sub total</i>	27,349	49,481

Payments:

Suppliers and employees	17,082	31,552
Taxes (including the net effect of GST)	-26	0
Interest expense	1,553	3,440
<i>sub total</i>	18,609	34,992

Net Cash Flow from/(to) Operating Activities	8,740	14,489
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Cash Flow from Investing Activities

Receipts:

Sale of Property, plant and equipment	451	150
<i>sub total</i>	451	150

Payments:

LGFA Borrower notes	128	0
Property, plant and equipment purchases	5,175	15,863
<i>sub total</i>	5,303	15,863

Net Cash Flow from/(to) Investing Activities	-4,852	-15,713
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Cash Flow from Financing Activities

Receipts:

Loans raised (Net)	0	0
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Payments:

Loans repayment (Net)	-10,761	-213
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Net Cash Flow from/(to) Financing Activities	-10,761	-213
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Net Increase/(Decrease) in cash and cash equivalents	-6,874	-1,437
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Cash and cash equivalents at beginning of period	7,285	2,119
Cash and cash equivalents at end of period	412	682

November 2016 Financial Report

This report covers:

- Whole of Council Overview,
- Statement of Operating and Capital Performance including commentary on Activities,
- Statement of Financial Position,
- Cash Flow

Whole of Council Overview

Key Indicators for year to date November are set out in the tables below (all in \$000's).

	Actual	Budget	Variance
Total Operating Revenue	18,949	17,411	1,538
Total Operating Costs (excl Depreciation)	<u>13,983</u>	<u>15,008</u>	<u>1,025</u>
Activity Operating Surplus / (Deficit) before Depreciation	<u>4,966</u>	<u>2,403</u>	<u>2,563</u>
Capital Revenues	2,141	2,123	18
Capital Expenditure	<u>4,162</u>	<u>4,202</u>	<u>40</u>
Subtotal Capital	<u>(2,021)</u>	<u>(2,079)</u>	<u>58</u>
Surplus / (Deficit) before Loan Payments and Depreciation	<u>2,945</u>	<u>324</u>	<u>2,621</u>

	June 2016	November 2016	June 2017
Public Debt	64,961	51,800	64,748

- Attachments**
- 1 Statement of Operating and Capital Performances
 - 2 Statement of Financial Position
 - 3 Cash Flow

Statement of Operating and Capital Performance

Rates revenue: The small favourable variance for rates in November and year to date relates mainly to water by meter billings which are above budget. In November penalties on late payment of the second instalment of \$103,000 were added. Also in November rates including penalties totalling \$4,000 were remitted in accordance with Council policy e.g. Uniform Annual General Charges (UAGC's) and Uniform Annual Charges (UAC's) for contiguous properties.

Other revenues: Regulatory income overall continues above budget for the month and year to date with the continued high levels of activity. However within regulatory the resource consent revenue for November has continued at lower levels. While consent numbers are holding steady less complex consents are being processed. N Z Transport Agency (NZTA) operating subsidies are above budget for the year to date reflecting higher costs incurred from maintenance operations.

Operating costs: Activity costs in November are above budget mainly due to payments of grants for the swimming pool \$202,000, the Mangawhai Harbour Restoration Society \$65,000 and the annual recycling grant \$42,000. All grants were included in the budget however timing is not always certain. Higher roading maintenance costs have also contributed. Lower professional services costs for the month has partially offset the higher grants and maintenance costs.

The reclassification in October of professional charges relating to the treatment of costs from the Northland Transportation Alliance (NTA) accounts for much of the lower than budget activity costs for the year to date November. Council costs were previously coded as external and now have been more correctly classified as internal. Other lower than budget costs include engineering and professional services.

Internal recoveries are above budget due to the new arrangements for NTA.

Employee benefits are close to budget for the month and year to date.

Finance costs of \$1,288,000 are \$145,000 below budget reflecting the lower loan balance.

Capital revenue and costs: Subsidies within roading are below budget for the month and year to date November.

Council capital expenditure of \$4.2 million is on budget. The purchase of the water ski club building, sealed roading works and bridge works within roading and water supply projects in Dargaville and Mangawhai are the major items of expenditure.

Development and financial contributions receipts for the year to date were \$520,000 just above budget. The year to date budget for contributions is \$496,000. The actual receipts are made up of development contributions of \$213,000 (Mangawhai wastewater \$152,000, roading \$45,000 and other schemes \$16,000) and financial contributions of \$308,000.

One land sale for \$123,000 has been settled so far this year against a full year budget of \$150,000.

Statement of Financial Position

Trade and Other Receivables have decreased as much of the second instalment of rates billed in October were paid in November.

Accrued revenue has increased with a higher claim to NZTA for the subsidy on work completed.

Trade and Other Payables have decreased with an accounting entry made to release one month of the three month's rates billings. This will reduce again in December.

Property plant and equipment has increased with the levels of capital work performed being much higher than the accounting depreciation charge.

Public debt

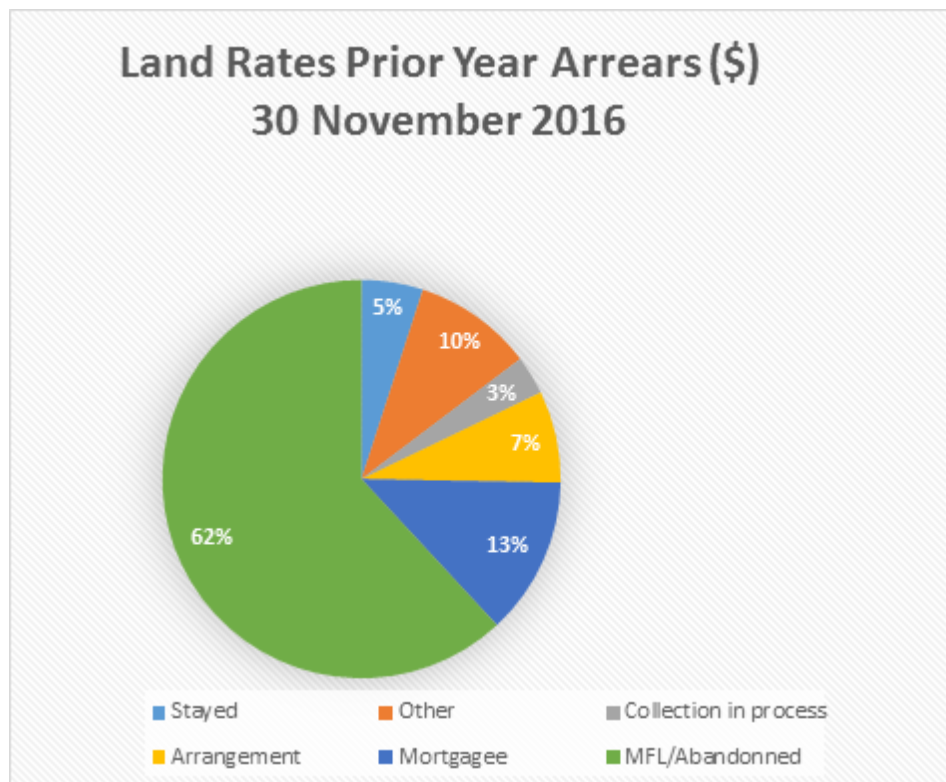
Public debt has been temporarily reduced to \$51.8 million with the use of the cash held at year end and surplus cash received for the year to date. As the year progresses requirements for committed capital expenditure will reverse this trend.

Commentary on Activities

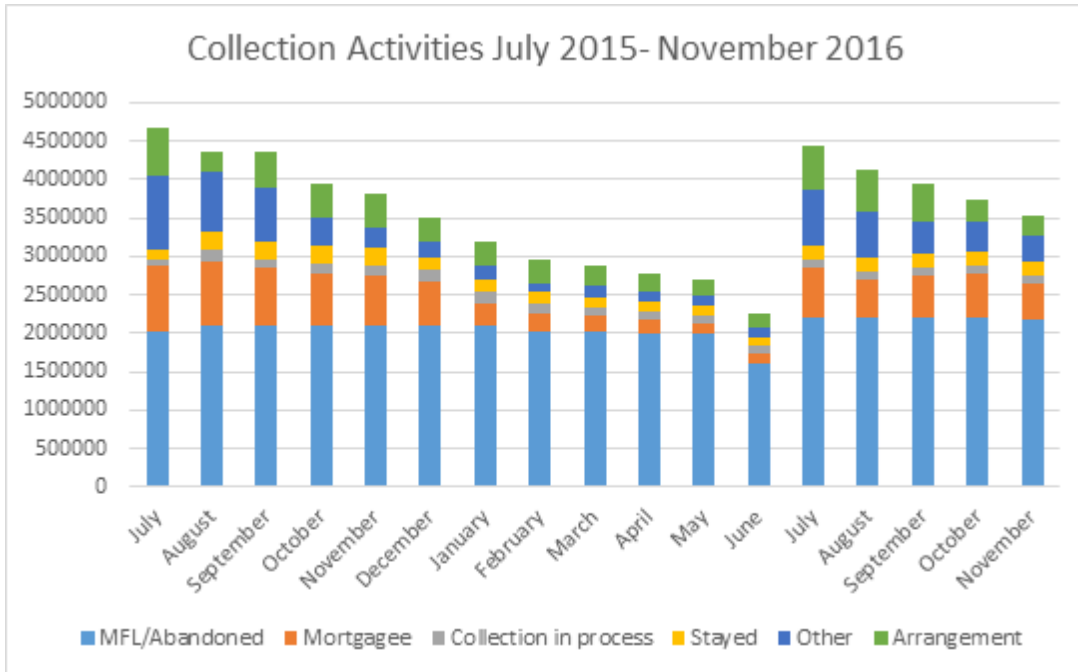
Commentaries are now included on the relevant Statement of Operating and Capital Performance included with this report.

Debtors

Land rates arrears (prior years) at 30 November 2016 are \$1.2 million excluding \$2.0 million arrears for Maori Freehold and Abandoned Land. At 30 June the arrears were \$2.6 million. The status of collection activity is set out below. "Other" includes those of low value or collection in the Courts is to be actioned.



The below graph represent land rates arrears collection activities, in July 2016, the 2015/2016 current arrears were restated as prior years arrears.



Other debtors' arrears (older than 30 days) comprising mainly regulatory debt, are \$0.7 million. The level of arrears remains at a similar level.

For the period ended:	This Month				Year To Date				Whole Year Annual Plan	Commentary	
	Actual \$'000	Budget \$'000	Variance \$'000	%	Actual \$'000	Budget \$'000	Variance \$'000	%	Budget \$'000		
30 November 2016											
Statement of Operating and Capital Performance											
Whole of Council											
Operating Revenues											
Rates	2,694	2,611	83	3.2%	13,371	13,106	265	2.0%	31,537	Whole of Council Narrative is the financial commentary.	
Rates (Penalties)	89	62	27	42.8%	543	312	231	73.9%	750		
Activity Revenue	424	348	76	21.7%	2,265	1,666	599	36.0%	4,043		
Subsidies and Grants - Operational	563	392	170	43.4%	2,627	2,202	425	19.3%	5,302		
Investments and Other Income	18	25	-7	-27.6%	143	125	18	14.2%	303		
Total Operating Revenues	3,787	3,438	349	10.1%	18,949	17,411	1,538	8.8%	41,935		
Operating Costs (excl. Depreciation)											
Activity Costs	1,934	1,793	-141	-7.9%	9,167	9,931	764	7.7%	22,986		
Internal Charges	933	512	-421	-82.2%	3,670	2,560	-1,110	-43.3%	6,144		
Internal Recoveries	-951	-512	439	-85.7%	-3,789	-2,560	1,229	-48.0%	-6,144		
Employee Benefits	725	696	-30	-4.2%	3,647	3,643	-4	-0.1%	8,614		
Finance costs	262	287	25	8.7%	1,288	1,433	145	10.1%	3,440		
Total Operating Costs (excl. Depreciation)	2,903	2,776	-128	-4.6%	13,983	15,008	1,025	6.8%	35,040		
Operating Surplus/(Deficit) (before Depreciation)	884	663	221	33.4%	4,966	2,402	2,563	106.7%	6,895		
Capital Funding											
Subsidies and Grants - Capital	567	662	-95	-14.3%	1,497	1,627	-130	-8.0%	6,355		
Contributions	76	99	-23	-23.0%	520	496	24	4.9%	1,190		
Rates (Capital)	0	0	0	0.0%	0	0	0	0.0%	0		
Loans Drawn/(Repaid)	-3,550	-1,600	-1,950	121.9%	-13,161	-7,883	-5,278	67.0%	-213		
Sale of Assets	0	0	0	0.0%	124	0	124	0.0%	150		
Total Capital Funding	-2,907	-839	-2,067	246.3%	-11,020	-5,760	-5,260	91.3%	7,482		
Total Capital Funding and Operating Surplus	-2,023	-177	-1,846	1045.6%	-6,055	-3,358	-2,697	80.3%	14,377		
Capital Payments											
Capital Expenditure	1,638	1,591	-47	-2.9%	4,162	4,202	40	1.0%	15,863		
Total Capital Payments	1,638	1,591	-47	-2.9%	4,162	4,202	40	1.0%	15,863		
Surplus/(Deficit) (before Depreciation, Provisions and Operating Funds)	-3,661	-1,768	-1,893	107%	-10,217	-7,560	-2,657	35%	-1,486		
Memo Accounts											
Depreciation	800	800	0	0.0%	4,000	4,000	0	0.0%	9,600		
Provisions	0	0	0	100.0%	0	0	0	100.0%	90		
Total Memo Accounts	800	800	0	0.0%	4,000	4,000	0	0.0%	9,689		

For the period ended:	This Month				Year To Date				Whole Year Annual Plan	Commentary	
	Actual \$'000	Budget \$'000	Variance \$'000	%	Actual \$'000	Budget \$'000	Variance \$'000	%	Budget \$'000		
30 November 2016											
Statement of Operating and Capital Performance											
Community Activities											
Operating Revenues											
Rates	315	313	2	0.6%	1,573	1,564	10	0.6%	3,778	<p>Community Activities</p> <p>Activity revenue is close to budget for the month and \$40,000 above budget for the year to date November. This is mainly due to reimbursement earlier in the year of the rates costs from the lessees at Mangawhai Camp and annual lease income for a camping ground.</p> <p>Activity costs are above budget for November due to a number of grants being paid in the month. The remainder of the swimming pool grant of \$202,000 and the second quarter payment to the Mangawhai Harbour Restoration Society of \$65,000 were both paid in the month. Both have been budgeted in the year. For the year to date November costs are above budget by \$31,000. Higher repairs and maintenance costs at Mangawhai and Taharoa are only partially offset by lower professional services. Both are expected to correct as the year continues.</p> <p>Capital works of \$318,000 have brought the total spent year to date November to \$701,000. The major items in November were purchase of the ski club building and continuing work at Taharoa Domain.</p>	
Rates (Penalties)	0	0	0	0.0%	0	0	0	0.0%	0		
Activity Revenue	67	72	-6	-7.8%	326	286	40	14.0%	753		
Subsidies and Grants - Operational	3	4	-1	-18.1%	36	21	15	71.1%	50		
Investments and Other Income	0	0	0	0.0%	0	0	0	0.0%	0		
Total Operating Revenues	385	389	-4	-1.1%	1,935	1,870	64	3.4%	4,581		
Operating Costs (excl. Depreciation)											
Activity Costs	469	213	-257	-120.5%	1,526	1,495	-31	-2.0%	3,184		
Internal Charges	63	63	0	-0.1%	315	315	0	0.1%	755		
Internal Recoveries	-25	-25	0	0.0%	-124	-124	0	0.0%	-299		
Employee Benefits	44	49	5	9.6%	230	248	18	7.2%	589		
Finance costs	0	0	0	0.0%	0	0	0	0.0%	0		
Total Operating Costs (excl. Depreciation)	552	300	-252	-84.1%	1,946	1,934	-12	-0.6%	4,229		
Operating Surplus/(Deficit) (before Depreciation)	-167	90	-256	-285.9%	-12	-64	52	-81.9%	351		
Capital Funding											
Subsidies and Grants - Capital	0	0	0	0.0%	0	0	0	0.0%	0		
Contributions	68	42	26	63.3%	286	208	78	37.3%	500		
Rates (Capital)	0	0	0	0.0%	0	0	0	0.0%	0		
Loans Drawn/(Repaid)	0	0	0	0.0%	0	0	0	0.0%	6		
Sale of Assets	0	0	0	0.0%	0	0	0	0.0%	0		
Total Capital Funding	68	42	26	63.3%	286	208	78	37.3%	506		
Total Capital Funding and Operating Surplus	-99	131	-230	-175.1%	275	145	130	89.8%	857		
Capital Payments											
Capital Expenditure	318	154	-164	-106.9%	701	476	-224	-47.1%	1,373		
Total Capital Payments	318	154	-164	-106.9%	701	476	-224	-47.1%	1,373		
Surplus/(Deficit) (before Depreciation, Provisions and Operating Funds)	-416	-22	-394	1769%	-426	-331	-94	28%	-516		
Memo Accounts											
Depreciation	13	13	0	0.0%	64	64	0	0.0%	154		
Provisions	0	0	0	0.0%	0	0	0	0.0%	0		
Total Memo Accounts	13	13	0	0.0%	64	64	0	0.0%	154		

For the period ended:	This Month				Year To Date				Whole Year Annual Plan	Commentary	
	Actual \$'000	Budget \$'000	Variance \$'000	%	Actual \$'000	Budget \$'000	Variance \$'000	%	Budget \$'000		
30 November 2016											
Statement of Operating and Capital Performance											
District Leadership											
Operating Revenues											
Rates	358	348	10	2.8%	1,790	1,740	50	2.9%	4,180	<p>District Leadership</p> <p>Rates penalties are tracking above budget. In November \$103,000 was charged for late payment of the second rates instalments. There were \$14,000 of other adjustments to penalties. There is a year end adjustment for statute barred rates which will lower penalties closer to the budget value.</p> <p>Activity revenue for November includes payment of \$34,000 for the insurance claim relating to the burglary earlier in the year.</p> <p>Activity costs are below budget for November mainly due to lower management services costs. For the year to date November costs remain below budget especially in professional services and computer costs not yet incurred.</p> <p>Finance costs are below budget due to reduced loan balances.</p> <p>Capital expenditure is below budget for the year to date with virtually no capex spent in November. The majority of the expenditure for the year to date relates to IT with costs incurred for the core financial system and new equipment along with one new vehicle replaced after an insurance claim.</p>	
Rates (Penalties)	89	62	27	42.8%	544	312	232	74.1%	750		
Activity Revenue	57	13	43	326.6%	138	66	72	108.0%	159		
Subsidies and Grants - Operational	0	0	0	0.0%	0	26	-26	-100.0%	26		
Investments and Other Income	17	25	-8	-31.3%	139	124	15	12.0%	298		
Total Operating Revenues	521	448	72	16.1%	2,610	2,269	342	15.1%	5,413		
Operating Costs (excl. Depreciation)											
Activity Costs	382	447	65	14.6%	1,933	2,329	396	17.0%	5,456		
Internal Charges	18	18	0	0.0%	91	91	0	0.0%	219		
Internal Recoveries	-435	-435	0	0.0%	-2,175	-2,174	1	0.0%	-5,219		
Employee Benefits	385	388	3	0.7%	1,970	2,043	73	3.6%	4,740		
Finance costs	262	287	25	8.7%	1,288	1,433	145	10.1%	3,440		
Total Operating Costs (excl. Depreciation)	612	704	93	13.2%	3,107	3,722	615	16.5%	8,635		
Operating Surplus/(Deficit) (before Depreciation)	-91	-256	165	-64.4%	-497	-1,454	957	-65.8%	-3,222		
Capital Funding											
Subsidies and Grants - Capital	0	0	0	0.0%	0	0	0	0.0%	0		
Contributions	0	0	0	0.0%	0	0	0	0.0%	0		
Rates (Capital)	0	0	0	0.0%	0	0	0	0.0%	0		
Loans Drawn/(Repaid)	-3,550	-1,600	-1,950	121.9%	-13,161	-7,883	-5,278	67.0%	587		
Sale of Assets	0	0	0	0.0%	124	0	124	0.0%	150		
Total Capital Funding	-3,550	-1,600	-1,950	121.9%	-13,038	-7,883	-5,155	65.4%	737		
Total Capital Funding and Operating Surplus	-3,641	-1,856	-1,785	96.2%	-13,534	-9,337	-4,198	45.0%	-2,485		
Capital Payments											
Capital Expenditure	2	50	49	96.4%	239	447	208	46.5%	626		
Total Capital Payments	2	50	49	96.4%	239	447	208	46.5%	626		
Surplus/(Deficit) (before Depreciation, Provisions and Operating Funds)	-3,643	-1,906	-1,737	91%	-13,773	-9,783	-3,990	41%	-3,111		
Memo Accounts											
Depreciation	30	30	0	0.0%	149	149	0	0.0%	357		
Provisions	0	0	0	0.0%	0	0	0	0.0%	89		
Total Memo Accounts	30	30	0	0.0%	149	149	0	0.0%	446		

For the period ended:	This Month				Year To Date				Whole Year Annual Plan	Commentary	
	Actual \$'000	Budget \$'000	Variance \$'000	%	Actual \$'000	Budget \$'000	Variance \$'000	%	Budget \$'000		
30 November 2016											
Statement of Operating and Capital Performance											
Emergency Management											
Operating Revenues											
Rates	15	15	0	0.0%	76	76	0	0.0%	188	Emergency Management Little activity in the month or year to date.	
Rates (Penalties)	0	0	0	0.0%	0	0	0	0.0%	0		
Activity Revenue	0	10	-10	-100.0%	3	49	-47	-94.9%	118		
Subsidies and Grants - Operational	0	0	0	0.0%	0	0	0	0.0%	0		
Investments and Other Income	0	0	0	0.0%	0	0	0	0.0%	0		
Total Operating Revenues	15	25	-10	-39.2%	79	126	-47	-37.2%	307		
Operating Costs (excl. Depreciation)											
Activity Costs	9	20	11	55.8%	41	115	74	64.2%	260		
Internal Charges	3	3	0	0.0%	17	17	0	0.0%	42		
Internal Recoveries	0	0	0	0.0%	0	0	0	0.0%	-1		
Employee Benefits	0	0	0	0.0%	0	0	0	0.0%	0		
Finance costs	0	0	0	0.0%	0	0	0	0.0%	0		
Total Operating Costs (excl. Depreciation)	12	24	11	47.7%	59	133	74	55.8%	301		
Operating Surplus/(Deficit) (before Depreciation)	3	1	1	103.7%	20	-7	27	-394.9%	6		
Capital Funding											
Subsidies and Grants - Capital	0	10	-10	-100.0%	0	48	-48	-100.0%	115		
Contributions	0	0	0	0.0%	0	0	0	0.0%	0		
Rates (Capital)	0	0	0	0.0%	0	0	0	0.0%	0		
Loans Drawn/(Repaid)	0	0	0	0.0%	0	0	0	0.0%	0		
Sale of Assets	0	0	0	0.0%	0	0	0	0.0%	0		
Total Capital Funding	0	10	-10	-100.0%	0	48	-48	-100.0%	115		
Total Capital Funding and Operating Surplus	3	11	-8	-74.0%	20	41	-21	-50.4%	121		
Capital Payments											
Capital Expenditure	0	0	0	0.0%	0	0	0	0.0%	153		
Total Capital Payments	0	0	0	0.0%	0	0	0	0.0%	153		
Surplus/(Deficit) (before Depreciation, Provisions and Operating Funds)	3	11	-8	-74%	20	41	-21	-50%	-32		
Memo Accounts											
Depreciation	0	0	0	0.0%	0	0	0	0.0%	0		
Provisions	0	0	0	0.0%	0	0	0	0.0%	0		
Total Memo Accounts	0	0	0	0.0%	0	0	0	0.0%	0		

For the period ended:	This Month				Year To Date				Whole Year Annual Plan	Commentary	
	Actual \$'000	Budget \$'000	Variance \$'000 %		Actual \$'000	Budget \$'000	Variance \$'000 %		Budget \$'000		
30 November 2016											
Statement of Operating and Capital Performance											
Flood Protection and Control Works											
Operating Revenues											
Rates	53	53	0	0.6%	267	266	1	0.5%	643	Flood Protection Maintenance works are low as expected before summer. The extra costs in Hoanga and Awakino for urgent repairs earlier in the year are offset by lower costs in other areas. As the weather improves the spraying and cleaning programme will commence. Capital works are not expected to start until later in the year.	
Rates (Penalties)	0	0	0	0.0%	0	0	0	0.0%	0		
Activity Revenue	1	1	0	2.4%	4	4	0	2.3%	8		
Subsidies and Grants - Operational	0	0	0	0.0%	0	0	0	0.0%	0		
Investments and Other Income	0	0	0	0.0%	0	0	0	0.0%	0		
Total Operating Revenues	54	54	0	0.6%	271	270	1	0.5%	651		
Operating Costs (excl. Depreciation)											
Activity Costs	6	24	18	75.4%	87	135	48	35.5%	339		
Internal Charges	5	5	0	-0.3%	24	24	0	-0.3%	58		
Internal Recoveries	0	0	0	-0.1%	-2	-2	0	-0.1%	-5		
Employee Benefits	0	0	0	0.0%	0	0	0	0.0%	0		
Finance costs	0	0	0	0.0%	0	0	0	0.0%	0		
Total Operating Costs (excl. Depreciation)	10	28	18	63.2%	110	158	48	30.4%	392		
Operating Surplus/(Deficit) (before Depreciation)	44	26	18	70.5%	161	112	49	44.2%	259		
Capital Funding											
Subsidies and Grants - Capital	0	0	0	0.0%	0	0	0	0.0%	0		
Contributions	0	0	0	0.0%	0	0	0	0.0%	0		
Rates (Capital)	0	0	0	0.0%	0	0	0	0.0%	0		
Loans Drawn/(Repaid)	0	0	0	0.0%	0	0	0	0.0%	0		
Sale of Assets	0	0	0	0.0%	0	0	0	0.0%	0		
Total Capital Funding	0	0	0	0.0%	0	0	0	0.0%	0		
Total Capital Funding and Operating Surplus	44	26	18	70.5%	161	112	49	44.2%	259		
Capital Payments											
Capital Expenditure	0	75	75	100.0%	0	85	85	100.0%	604		
Total Capital Payments	0	75	75	100.0%	0	85	85	100.0%	604		
Surplus/(Deficit) (before Depreciation, Provisions and Operating Funds)	44	-49	93	-189%	161	27	134	506%	-345		
Memo Accounts											
Depreciation	8	8	0	0.0%	42	42	0	0.0%	102		
Provisions	0	0	0	0.0%	0	0	0	0.0%	0		
Total Memo Accounts	8	8	0	0.0%	42	42	0	0.0%	102		

For the period ended:	This Month				Year To Date				Whole Year Annual Plan	Commentary	
	Actual \$'000	Budget \$'000	Variance \$'000 %		Actual \$'000	Budget \$'000	Variance \$'000 %		Budget \$'000		
30 November 2016											
Statement of Operating and Capital Performance											
Regulatory Management											
Operating Revenues											
Rates	71	71	0	0.0%	357	357	0	0.0%	861	<p>Regulatory</p> <p>Activity revenue for November continues above budget in building control but slightly below budget in resource consents. The number of consents processed seems to be holding however complexity is less leading to lower income.</p> <p>Building control with year to date consent revenue of \$878,000 is 56% above budget. This continues the trend for the year so far. Resource consent revenue remains above budget after lower income in October and November. The balance of Regulatory (dogs, health, other fees and income etc) has year to date revenue of \$326,000 and is 15% above budget.</p> <p>Activity costs are below budget for the month reflecting lower external inspection and monitoring costs in resource consents and following from the less complex consent applications.. It is also difficult to obtain the services of third party contractors for building control work.</p> <p>Overall costs are above budget for the year to date as the higher levels of activity continue. The increased costs are covered by consent income.</p> <p>Employee costs are slightly above budget reflecting higher staff costs to ensure consents are within set timeframes. Again the costs are covered by increased revenues.</p>	
Rates (Penalties)	0	0	0	0.0%	-1	0	-1	0.0%	0		
Activity Revenue	291	243	48	19.8%	1,714	1,209	505	41.8%	2,894		
Subsidies and Grants - Operational	0	0	0	0.0%	0	0	0	0.0%	0		
Investments and Other Income	1	0	1	0.0%	4	1	3	341.5%	5		
Total Operating Revenues	363	314	49	15.6%	2,074	1,566	508	32.4%	3,760		
Operating Costs (excl. Depreciation)											
Activity Costs	90	104	14	13.1%	561	533	-29	-5.4%	1,272		
Internal Charges	84	84	0	0.0%	419	419	0	0.0%	1,006		
Internal Recoveries	-52	-52	0	0.0%	-260	-260	0	0.0%	-624		
Employee Benefits	193	175	-19	-10.6%	947	885	-62	-7.0%	2,096		
Finance costs	0	0	0	0.0%	0	0	0	0.0%	0		
Total Operating Costs (excl. Depreciation)	316	311	-5	-1.6%	1,668	1,578	-90	-5.7%	3,750		
Operating Surplus/(Deficit) (before Depreciation)	48	4	44	1208.0%	406	-12	417	-3625.5%	10		
Capital Funding											
Subsidies and Grants - Capital	0	0	0	0.0%	0	0	0	0.0%	0		
Contributions	0	0	0	0.0%	0	0	0	0.0%	0		
Rates (Capital)	0	0	0	0.0%	0	0	0	0.0%	0		
Loans Drawn/(Repaid)	0	0	0	0.0%	0	0	0	0.0%	0		
Sale of Assets	0	0	0	0.0%	0	0	0	0.0%	0		
Total Capital Funding	0	0	0	0.0%	0	0	0	0.0%	0		
Total Capital Funding and Operating Surplus	48	4	44	1208.0%	406	-12	417	-3625.5%	10		
Capital Payments											
Capital Expenditure	0	0	0	0.0%	0	0	0	0.0%	0		
Total Capital Payments	0	0	0	0.0%	0	0	0	0.0%	0		
Surplus/(Deficit) (before Depreciation, Provisions and Operating Funds)	48	4	44	1208%	406	-12	417	-3625%	10		
Memo Accounts											
Depreciation	1	1	0	0.0%	6	6	0	0.0%	14		
Provisions	0	0	0	0.0%	0	0	0	0.0%	0		
Total Memo Accounts	1	1	0	0.0%	6	6	0	0.0%	14		

For the period ended:	This Month				Year To Date				Whole Year Annual Plan	Commentary	
	Actual \$'000	Budget \$'000	Variance \$'000	%	Actual \$'000	Budget \$'000	Variance \$'000	%	Budget \$'000		
30 November 2016											
Statement of Operating and Capital Performance											
Sewerage and the Treatment and Disposal of Sewage											
Operating Revenues											
Rates	601	580	21	3.6%	2,986	2,944	42	1.4%	7,137	<p>Wastewater</p> <p>Activity costs overall are below budget as few professional services costs have been incurred so far this year. However chemical desludge costs in Dargaville are above budget. The two year trial is about to finish and options will be considered within the budgetary constraints.</p> <p>Capital works have commenced with a start to the Dargaville pump project.</p> <p>Development contributions of \$163,000 include \$152,000 received for Mangawhai Community Wastewater Scheme in the first five months of the year.</p>	
Rates (Penalties)	0	0	0	0.0%	0	0	0	0.0%	0		
Activity Revenue	2	0	2	0.0%	29	9	20	211.5%	9		
Subsidies and Grants - Operational	0	0	0	0.0%	0	0	0	0.0%	0		
Investments and Other Income	0	0	0	0.0%	0	0	0	0.0%	0		
Total Operating Revenues	602	580	22	3.9%	3,015	2,953	62	2.1%	7,147		
Operating Costs (excl. Depreciation)											
Activity Costs	173	188	15	7.8%	870	1,027	157	15.3%	2,430		
Internal Charges	74	74	0	0.0%	371	370	0	0.0%	889		
Internal Recoveries	0	0	0	0.0%	0	0	0	0.0%	-1		
Employee Benefits	0	0	0	0.0%	0	0	0	0.0%	0		
Finance costs	0	0	0	0.0%	0	0	0	0.0%	0		
Total Operating Costs (excl. Depreciation)	247	262	15	5.6%	1,240	1,397	157	11.2%	3,318		
Operating Surplus/(Deficit) <small>(before Depreciation)</small>	355	318	37	11.6%	1,775	1,556	219	14.1%	3,829		
Capital Funding											
Subsidies and Grants - Capital	0	0	0	0.0%	0	0	0	0.0%	0		
Contributions	0	29	-29	-100.0%	163	146	18	12.0%	349		
Rates (Capital)	0	0	0	0.0%	0	0	0	0.0%	0		
Loans Drawn/(Repaid)	0	0	0	0.0%	0	0	0	0.0%	-26		
Sale of Assets	0	0	0	0.0%	0	0	0	0.0%	0		
Total Capital Funding	0	29	-29	-100.0%	163	146	18	12.0%	323		
Total Capital Funding and Operating Surplus	355	347	8	2.3%	1,938	1,701	237	13.9%	4,152		
Capital Payments											
Capital Expenditure	70	115	45	39.1%	90	299	209	70.0%	1,198		
Total Capital Payments	70	115	45	39.1%	90	299	209	70.0%	1,198		
Surplus/(Deficit) <small>(before Depreciation, Provisions and Operating Funds)</small>	285	232	53	23%	1,849	1,403	446	32%	2,954		
Memo Accounts											
Depreciation	109	109	0	0.0%	543	543	0	0.0%	1,302		
Provisions	0	-11	-11	100.0%	0	-54	-54	100.0%	-130		
Total Memo Accounts	109	98	11	11.1%	543	488	54	11.1%	1,172		

For the period ended:	This Month				Year To Date				Whole Year Annual Plan	Commentary	
	Actual \$'000	Budget \$'000	Variance \$'000	%	Actual \$'000	Budget \$'000	Variance \$'000	%	Budget \$'000		
30 November 2016											
Statement of Operating and Capital Performance											
Solid Waste											
Operating Revenues											
Rates	69	69	0	0.0%	345	345	0	0.0%	833	<p>Solid Waste</p> <p>Activity costs and employee costs are below budget as the new roading shared service is rolled out. Most of the employee budget has been transferred to roading.</p> <p>Internal charges reflect the internal labour costs now being accounted for in a similar manner to roading.</p> <p>Formerly solid waste was used as a clearing cost centre for roading admin. The forecast one process will clarify the unique solid waste values.</p> <p>Costs for contractors directly associated with solid waste are tracking slightly below budget for the year to date.</p>	
Rates (Penalties)	0	0	0	0.0%	0	0	0	0.0%	0		
Activity Revenue	0	7	-7	-100.0%	21	33	-11	-34.9%	79		
Subsidies and Grants - Operational	0	0	0	0.0%	0	0	0	0.0%	0		
Investments and Other Income	0	0	0	0.0%	0	0	0	0.0%	0		
Total Operating Revenues	69	76	-7	-8.6%	366	378	-11	-3.0%	911		
Operating Costs (excl. Depreciation)											
Activity Costs	87	115	29	24.9%	286	485	199	41.0%	877		
Internal Charges	38	9	-29	-330.1%	106	44	-62	-138.9%	106		
Internal Recoveries	0	0	0	0.0%	0	0	0	0.0%	-1		
Employee Benefits	-4	85	88	104.7%	13	466	454	97.3%	1,190		
Finance costs	0	0	0	0.0%	0	0	0	0.0%	0		
Total Operating Costs (excl. Depreciation)	121	209	88	42.1%	405	995	591	59.3%	2,172		
Operating Surplus/(Deficit) (before Depreciation)	-52	-133	81	-61.1%	-38	-618	579	-93.8%	-1,261		
Capital Funding											
Subsidies and Grants - Capital	0	0	0	0.0%	0	0	0	0.0%	0		
Contributions	0	0	0	0.0%	22	0	22	0.0%	0		
Rates (Capital)	0	0	0	0.0%	0	0	0	0.0%	0		
Loans Drawn/(Repaid)	0	0	0	0.0%	0	0	0	0.0%	-33		
Sale of Assets	0	0	0	0.0%	0	0	0	0.0%	0		
Total Capital Funding	0	0	0	0.0%	22	0	22	0.0%	-33		
Total Capital Funding and Operating Surplus	-52	-133	81	-61.1%	-17	-618	601	-97.3%	-1,294		
Capital Payments											
Capital Expenditure	0	0	0	0.0%	0	0	0	0.0%	0		
Total Capital Payments	0	0	0	0.0%	0	0	0	0.0%	0		
Surplus/(Deficit) (before Depreciation, Provisions and Operating Funds)	-52	-133	81	-61%	-17	-618	601	-97%	-1,294		
Memo Accounts											
Depreciation	0	0	0	0.0%	0	0	0	0.0%	0		
Provisions	0	11	11	100.0%	0	54	54	100.0%	131		
Total Memo Accounts	0	11	-11	-100.0%	0	54	-54	-100.0%	131		

For the period ended:	This Month				Year To Date				Whole Year Annual Plan	Commentary	
	Actual \$'000	Budget \$'000	Variance \$'000	%	Actual \$'000	Budget \$'000	Variance \$'000	%	Budget \$'000		
30 November 2016											
Statement of Operating and Capital Performance											
Stormwater Drainage											
Operating Revenues											
Rates	104	103	1	1.0%	520	521	-1	-0.3%	1,246	Stormwater Activity costs are below budget overall. A weather event on Mangawhai has increased their repairs and maintenance costs. Costs are being minimised with the new contractor. The major project carried forward from last year has now eventuated with the Pohutakawa Road flooding project land now purchased. Work has also commenced on the Dargaville pipe renewals.	
Rates (Penalties)	0	0	0	0.0%	0	0	0	0.0%	0		
Activity Revenue	0	0	0	0.0%	0	0	0	0.0%	0		
Subsidies and Grants - Operational	0	0	0	0.0%	0	0	0	0.0%	0		
Investments and Other Income	0	0	0	0.0%	0	0	0	0.0%	0		
Total Operating Revenues	104	103	1	1.0%	520	521	-1	-0.3%	1,246		
Operating Costs (excl. Depreciation)											
Activity Costs	15	33	18	54.8%	101	201	101	50.0%	445		
Internal Charges	15	15	0	0.0%	77	77	0	0.0%	186		
Internal Recoveries	0	0	0	0.0%	0	0	0	0.0%	-1		
Employee Benefits	0	0	0	0.0%	0	0	0	0.0%	0		
Finance costs	0	0	0	0.0%	0	0	0	0.0%	0		
Total Operating Costs (excl. Depreciation)	31	49	18	37.5%	178	279	101	36.1%	630		
Operating Surplus/(Deficit) (before Depreciation)	73	54	19	35.9%	341	242	99	41.0%	616		
Capital Funding											
Subsidies and Grants - Capital	0	0	0	0.0%	0	0	0	0.0%	0		
Contributions	2	1	1	70.4%	4	7	-2	-34.2%	16		
Rates (Capital)	0	0	0	0.0%	0	0	0	0.0%	0		
Loans Drawn/(Repaid)	0	0	0	0.0%	0	0	0	0.0%	-323		
Sale of Assets	0	0	0	0.0%	0	0	0	0.0%	0		
Total Capital Funding	2	1	1	70.4%	4	7	-2	-34.2%	-307		
Total Capital Funding and Operating Surplus	75	55	20	36.5%	346	249	97	39.0%	309		
Capital Payments											
Capital Expenditure	12	11	-1	-5.0%	328	65	-263	-403.9%	320		
Total Capital Payments	12	11	-1	-5.0%	328	65	-263	-403.9%	320		
Surplus/(Deficit) (before Depreciation, Provisions and Operating Funds)	63	44	19	44%	18	184	-165	-90%	-10		
Memo Accounts											
Depreciation	31	31	0	0.0%	154	154	0	0.0%	369		
Provisions	0	0	0	0.0%	0	0	0	0.0%	0		
Total Memo Accounts	31	31	0	0.0%	154	154	0	0.0%	369		

For the period ended:	This Month				Year To Date				Whole Year Annual Plan	Commentary	
	Actual \$'000	Budget \$'000	Variance \$'000	%	Actual \$'000	Budget \$'000	Variance \$'000	%	Budget \$'000		
30 November 2016											
Statement of Operating and Capital Performance											
The Provision of Roads and Footpaths											
Operating Revenues											
Rates	820	820	0	0.0%	4,100	4,100	0	0.0%	9,845	<p>Roading</p> <p>Operational subsidies are \$437,000 above budget reflecting higher maintenance costs for the year to date.</p> <p>Maintenance works have been higher for the year to date November. The wet weather has provided good conditions for unsealed road maintenance in the early part of the year and is now slowing. In November a start has been made on the sealed maintenance works as the dry summer weather commences. Overall maintenance work is expected to reduce over the summer months.</p> <p>Capital subsidies are just below budget as is the capital works costs for the year to date. In November work was concentrated on sealed resurfacing \$282,000, sealing Tangawahine Valley Rd \$204,000, the Tangawahine Valley Slump \$122,000 and bridge approaches and rails \$148,000.</p> <p>A total of \$45,000 of development contributions has been received.</p> <p>Internal Charges, Recoveries and Employee Benefits</p> <p>The Northland Transport Alliance (NTA) has changed the costing structure for roading. The NTA has brought in-house many of the costs previously incurred with professional engineers. After the initial few months, new accounts have been created to collect the internal labour costs and recoveries (labour and overheads). The recoveries are from New Zealand Transport Agency (NZTA) in place of outside consultants. In October the internal costs were reclassified from Activity Costs to Internal, better reflecting their status. This will now continue for the rest of the year.</p> <p>In addition there were a number of interdepartmental charges between Solid Waste, where the roading administration cost centre was housed, and Roothing. These have been eliminated with the new NTA regime.</p> <p>The final change has been to move the Roothing employee costs into the NTA cost centre and away from the old administration cost centre.</p> <p>The changes above will streamline both Roothing and Solid Waste costs and allow for less interdepartmental charging.</p>	
Rates (Penalties)	0	0	0	0.0%	0	0	0	0.0%	0		
Activity Revenue	5	0	5	0.0%	26	0	26	0.0%	0		
Subsidies and Grants - Operational	559	388	171	44.0%	2,591	2,154	437	20.3%	5,226		
Investments and Other Income	0	0	0	0.0%	0	0	0	0.0%	0		
Total Operating Revenues	1,384	1,208	176	14.6%	6,717	6,254	463	7.4%	15,070		
Operating Costs (excl. Depreciation)											
Activity Costs	614	586	-28	-4.8%	3,320	3,253	-67	-2.1%	7,893		
Internal Charges	593	202	-391	-194.2%	2,056	1,008	-1,048	-104.0%	2,418		
Internal Recoveries	-438	0	438	0.0%	-1,228	0	1,228	0.0%	-1		
Employee Benefits	107	0	-107	0.0%	487	0	-487	0.0%	0		
Finance costs	0	0	0	0.0%	0	0	0	0.0%	0		
Total Operating Costs (excl. Depreciation)	875	788	-88	-11.1%	4,634	4,261	-373	-8.8%	10,310		
Operating Surplus/(Deficit) (before Depreciation)	509	421	88	21.0%	2,084	1,994	90	4.5%	4,761		
Capital Funding											
Subsidies and Grants - Capital	567	652	-85	-13.0%	1,497	1,579	-82	-5.2%	6,241		
Contributions	6	27	-21	-76.2%	45	135	-90	-66.7%	324		
Rates (Capital)	0	0	0	0.0%	0	0	0	0.0%	0		
Loans Drawn/(Repaid)	0	0	0	0.0%	0	0	0	0.0%	-78		
Sale of Assets	0	0	0	0.0%	0	0	0	0.0%	0		
Total Capital Funding	574	679	-106	-15.6%	1,542	1,715	-172	-10.1%	6,487		
Total Capital Funding and Operating Surplus	1,083	1,100	-17	-1.6%	3,626	3,708	-82	-2.2%	11,248		
Capital Payments											
Capital Expenditure	940	1,110	170	15.3%	2,490	2,688	198	7.4%	10,621		
Total Capital Payments	940	1,110	170	15.3%	2,490	2,688	198	7.4%	10,621		
Surplus/(Deficit) (before Depreciation, Provisions and Operating Funds)	142	-10	153	-1513%	1,136	1,020	116	11%	627		
Memo Accounts											
Depreciation	515	515	0	0.0%	2,573	2,573	0	0.0%	6,175		
Provisions	0	0	0	0.0%	0	0	0	0.0%	0		
Total Memo Accounts	515	515	0	0.0%	2,573	2,573	0	0.0%	6,175		

For the period ended:	This Month				Year To Date				Whole Year Annual Plan	Commentary	
	Actual \$'000	Budget \$'000	Variance \$'000 %		Actual \$'000	Budget \$'000	Variance \$'000 %		Budget \$'000		
30 November 2016											
Statement of Operating and Capital Performance											
Water Supply											
Operating Revenues											
Rates	288	239	49	20.5%	1,356	1,194	162	13.6%	2,871	<p>Water Supply</p> <p>Rates revenue is ahead of budget with water billings tracking higher than budget. This will be monitored, however after five months of billings this appears to be reversing the trend from last year.</p> <p>Activity costs are higher due to the work required to locate and repair a leak in Maungaturoto earlier in the year and costs incurred in Dargaville and Ruawai as the new contract scope and rates are bedded in.</p> <p>Capital expenditure costs include continuing work on the Mangawhai water compliance upgrade, \$109,000 and the Baylys Beach mains upgrade \$204,000.</p>	
Rates (Penalties)	0	0	0	0.0%	0	0	0	0.0%	0		
Activity Revenue	2	2	0	-17.5%	4	10	-6	-56.7%	23		
Subsidies and Grants - Operational	0	0	0	0.0%	0	0	0	0.0%	0		
Investments and Other Income	0	0	0	0.0%	0	0	0	0.0%	0		
Total Operating Revenues	289	241	49	20.2%	1,361	1,204	157	13.0%	2,894		
Operating Costs (excl. Depreciation)											
Activity Costs	89	63	-26	-40.5%	442	358	-85	-23.7%	830		
Internal Charges	39	39	0	0.0%	194	194	0	0.0%	464		
Internal Recoveries	0	0	0	0.0%	0	0	0	0.0%	-1		
Employee Benefits	0	0	0	0.0%	0	0	0	0.0%	0		
Finance costs	0	0	0	0.0%	0	0	0	0.0%	0		
Total Operating Costs (excl. Depreciation)	128	102	-26	-25.2%	636	551	-85	-15.4%	1,294		
Operating Surplus/(Deficit) (before Depreciation)	161	139	23	16.5%	725	653	72	11.0%	1,600		
Capital Funding											
Subsidies and Grants - Capital	0	0	0	0.0%	0	0	0	0.0%	0		
Contributions	0	0	0	0.0%	0	0	0	0.0%	0		
Rates (Capital)	0	0	0	0.0%	0	0	0	0.0%	0		
Loans Drawn/(Repaid)	0	0	0	0.0%	0	0	0	0.0%	-347		
Sale of Assets	0	0	0	0.0%	0	0	0	0.0%	0		
Total Capital Funding	0	0	0	0.0%	0	0	0	0.0%	-347		
Total Capital Funding and Operating Surplus	161	139	23	16.5%	725	653	72	11.0%	1,254		
Capital Payments											
Capital Expenditure	296	76	-220	-290.0%	316	143	-173	-120.7%	984		
Total Capital Payments	296	76	-220	-290.0%	316	143	-173	-120.7%	984		
Surplus/(Deficit) (before Depreciation, Provisions and Operating Funds)	-135	63	-198	-315%	409	510	-100	-20%	270		
Memo Accounts											
Depreciation	94	94	0	0.0%	469	469	0	0.0%	1,126		
Provisions	0	0	0	0.0%	0	0	0	0.0%	0		
Total Memo Accounts	94	94	0	0.0%	469	469	0	0.0%	1,126		

As at	Last Month	This Month		2016-2017
30 November 2016	31/10/2016	30/11/2016	Movement	Annual Plan
	Actual	Actual	\$'000	\$'000
Statement of Financial Position				
Whole of Council				
Equity				
Accumulated Funds	374,695	375,414	719	375,619
Restricted Reserves	5,673	5,673	0	5,692
Asset Revaluation Reserve	197,939	197,939	0	210,459
Council Created Reserves	-16,965	-16,965	0	-18,408
Total Equity	561,342	562,061	719	573,362
<i>represented by</i>				
Current Assets				
Cash and Cash Equivalents	383	419	36	682
Other Financial Assets	115	115	0	115
Trade and Other Receivables	9,841	4,285	-5,556	7,410
Accrued Revenue	1,543	1,951	408	1,946
Non Current Assets Held for Sale	186	186	0	210
Total Current Assets	12,068	6,955	-5,113	10,363
<i>less</i>				
Current Liabilities				
Trade and Other Payables	11,414	9,888	-1,526	9,386
Provisions	139	139	0	188
Employee Entitlements	441	523	81	413
Public Debt	12,350	8,800	-3,550	1,064
Total Current Liabilities	24,344	19,350	-4,995	11,051
Working Capital / (Deficit)	-12,276	-12,394	-118	-688
<i>plus</i>				
Non Current Assets				
Property, Plant & Equipment	623,206	624,043	838	643,649
LGFA Borrower notes	688	688	0	560
Biological Assets	3,466	3,466	0	2,786
Derivative Financial Assets	0	0	0	0
Other Financial Assets	276	276	0	273
Total Non Current Assets	627,636	628,474	838	647,268
<i>less</i>				
Non Current Liabilities				
Public Debt	43,000	43,000	0	63,684
Provisions	4,570	4,570	0	4,291
Derivative Financial Liabilities	6,448	6,448	0	5,243
Total Non Current Liabilities	54,018	54,018	0	73,218
Net Assets	561,342	562,061	719	573,362
	0	0		0

For the year ended:	YTD Actual	Annual Plan
30 November 2016	2016-2017 \$'000	2016-2017 \$'000

Cash Flow Statement

Cash Flow from Operating Activities

Receipts:

Rates	14,459	32,288
Fees, charges and other	4,136	5,511
Grants and subsidies	4,124	11,657
Interest received	6	25
<i>sub total</i>	22,726	49,481

Payments:

Suppliers and employees	11,437	31,552
Taxes (including the net effect of GST)	-460	0
Interest expense	1,288	3,440
<i>sub total</i>	12,264	34,992

Net Cash Flow from/(to) Operating Activities	10,461	14,489
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Cash Flow from Investing Activities

Receipts:

Sale of Property, plant and equipment	124	150
<i>sub total</i>	124	150

Payments:

LGFA Borrower notes	128	0
Property, plant and equipment purchases	4,162	15,863
<i>sub total</i>	4,290	15,863

Net Cash Flow from/(to) Investing Activities	-4,166	-15,713
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Cash Flow from Financing Activities

Receipts:

Loans raised (Net)	0	0
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Payments:

Loans repayment (Net)	-13,161	-213
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Net Cash Flow from/(to) Financing Activities	-13,161	-213
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Net Increase/(Decrease) in cash and cash equivalents	-6,866	-1,437
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Cash and cash equivalents at beginning of period	7,285	2,119
Cash and cash equivalents at end of period	419	682

5 Annual Plan 2017/2018

6 Operational and Policy

File number: 4801.0
Report to: Council
Meeting date: 13 February 2017
Subject: Water Supplies – Water Restrictions
Date of report: 26 January 2017
From: Curt Martin, General Manager Infrastructure

Approved for Agenda

Report purpose **Decision** **Recommendation** **Information**
Assessment of significance **Significant** **Non-significant**

Summary

The current dry conditions in the district have prompted the urgent implementation of Water Restrictions in Dargaville and Baylys Beach.

Kaipara District Council (Council) operates five community water supply schemes for Dargaville & Baylys Beach, Glinks Gully, Ruawai, Maungaturoto, and Mangawhai.

The key focus of the Water Supply schemes is to protect public health by providing potable water to the communities with reliable service.

The **Dargaville** water supply (refer Appendix A – Figure 1) is at risk from a security of supply perspective during dry conditions. This eventuates where the volume of raw water available to supply the Dargaville Water Treatment Plant is at risk of not meeting the town's demand for treated water.

The raw water source is primarily from the Waiparataniwha water takes and is pumped to Dargaville via an approximately 25km long pipeline. The current persistent dry conditions have prompted Council to enforce Water Restrictions in accordance with clause 1609 of the Kaipara District Council's *General Bylaws 2008*. While the current water restrictions provide an immediate relief to the pressure on the water supply system, the community would benefit from a more permanent solution in light of the increasing frequency of the drought events. With the inclusion of 2017, three of the last four seasons have experienced dry periods in which water restrictions and/or conservation have been invoked.

A report was presented to Council in 2014 (see Appendix C Assessment of Options) outlining the options considered to manage this security of supply issue and provided a series of recommendations to be progressed. Two of the options: Option A, to construct a pipeline from the Waiatua Dam to the Rotu water take on the Kaihu River and Option G, to manage our existing water sources would have been attractive for adoption, as they are both practical and offer immediate remedy. If supplemented by the formalisation of the water take at Ahikiwi on the Kaihu River, these provide Council with a relatively cost-effective means to optimise the management of the existing water sources without incurring significant debt in a region with a reducing population base. However, only Option G was adopted and Option A deferred by Council due to financial limitations at the time.

For **Maungaturoto** (refer Appendix A – Figure 2), the primary raw water source is from the Brynderwyn Ranges catchment area, collected by three gravity intakes at Cattlemount and Boar Hill,

and a secondary intake located on the Piroa Stream. In 2010, the Baldrock Dam pump station was completed. This enables a further water source to be available to Council via a water use agreement with the private dam owner. This system has been running at maximum pumping capacity for the last two weeks. If dry conditions persist, restrictions may need to be implemented soon.

Ruawai's raw water is drawn from two bores of varying depths located beside the Wairoa River on Stopbank Road and Westlake Street. There are no water supply issues at the moment but there could be increased demand from water carters.

Glinks Gully gets raw water from three groundwater springs located inland from the community. Historically, Glinks Gully had a secondary water source from a stream adjacent to the Glinks Gully community however, this is no longer in use due to the potential contamination from an adjacent landfill. There are no water supply issues at the moment.

Mangawhai's water is drawn from a bore and pumped to two reservoirs. This scheme only supplies water to a small portion of the community (18 connections) and was installed initially to service the Mangawhai Heads campground (was owned and operated by Council at the time). There are no water supply issues at the moment but there could be increased demand from unauthorised tapping.

Recommended

That Kaipara District Council:

- 1 *Receives the General Manager Infrastructure's report 'Water Supplies – Water Restrictions' dated 26 January 2017; and*
- 2 *Believes it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with the provision of s79 of the Act determines that it does not require further information prior to making a decision on this matter; and*
- 3 *Ratifies the urgent implementation of Water Restrictions in accordance with Clauses 1609.1 and 1609.5 of Kaipara District Council's General Bylaws 2008; and*
- 4 *Delegates authority to the Chief Executive and the Mayor to impose further water restrictions, if required, as per the Drought Management Plans for Dargaville and Maungaturoto and in accordance with Clauses 1609.2 and 1609.5 of Kaipara District Council's General Bylaws 2008.*

Reason for the recommendation

To endorse the implementation of water restrictions to ensure the prudent management of Council's water supply schemes during dry conditions.

Reason for the Report

To request Kaipara District Council (Council) to ratify the urgent implementation of Water Restrictions in accordance with Clauses 1609.1 and 1609.5 of Kaipara District Council's *General Bylaws 2008*, and to delegate authority to the Chief Executive and the Mayor to impose further water restrictions, if required, as per the Dargaville and Maungaturoto Drought Management Plans, and in accordance with Kaipara District Council's *General Bylaws 2008*.

Background

Due to persistent dry conditions, water restrictions have been implemented under Clauses 1609.1 and 1609.5 of Kaipara District Council's *General Bylaws 2008* for anyone connected to the Dargaville/Baylys Beach water supply scheme to ensure compliance with Council's drought management plan and resource consents authorising the take of raw water to supply the scheme.

Section 1609 of Council's *General Bylaws 2008* states:

1609 Prohibition or Restriction of Supply

1609.1 The local authority may at any time, by resolution publicly notified, and until a further public notice of the rescission of such resolution has been given, restrict or prohibit the use of water for any one or more of the purposes covered in the definition of extraordinary supply, and thereupon it shall be an offence against this part of this bylaw for any person to use water in the manner so restricted or prohibited.

1609.2 If any time the local authority considers that because of drought or for any other reason the available water supply is not sufficient to allow the unrestricted consumption of water, and that extraordinary measures are necessary in order to conserve such available water supply, the local authority may by resolution publicly notified, and until public notice of the rescission of such resolution has been given, restrict or prohibit the use of water whether an ordinary or extraordinary supply for any specified purpose or for any specified period or may restrict the quantity which may be used. Any such restriction or prohibition may apply to the whole of the district or if the circumstances so require to a portion only of the district.

1609.3 No consumer shall in case of any such restriction or prohibition be entitled to any payment or compensation whatsoever.

1609.4 Any person offending against or failing to observe or comply with any of the provisions of any such resolution commits an offence against this part of this bylaw.

1609.5 In the case of urgency the Engineer or Authorised Officer may prohibit the use of water for any extraordinary purpose they deems necessary pending the next succeeding meeting of the local authority.

Should the dry conditions persist it is envisaged that further restrictions will be required to ensure the prudent management of Council's water supply schemes.

Dargaville (refer Appendix A – Figure 1)

The Dargaville water supply scheme sources its raw water from the Waiparataniwha Stream, a tributary of the Kaihu River, with an auxiliary source available at the Rotu take, a pump station on the Kaihu River. Council's Waitua Dam is only used as a supplement under drought conditions when the stream flows in the Kaihu River at the Rotu take are below the consented limit.

During drought conditions, the Waiparataniwha Stream's catchment receives minimal rainfall and water levels fall to very low levels, with insufficient water to supply and meet the demand for treated water from the Dargaville / Baylys Beach communities.

When such events occur, the auxiliary water source at the Rotu water take is brought online, however

the volume of water that can be taken is controlled via resource consent conditions and is unlikely to be of an adequate volume to meet normal demand without strict water restrictions being implemented.

Alternative water sources were investigated at a high level to establish if cost-effective alternative supplies were readily available to supplement the existing supplies (see Appendix C).

Maungaturoto (refer Appendix A – Figure 2)

The primary raw water source is sourced from the Brynderwyn Ranges catchment area, collected by three gravity intakes at Cattlemount and Boar Hill. A secondary intake is located on the Piroa Stream. In 2010, the Baldrock Dam pump station was completed. This enables a further water source to be available to Council via a water use agreement with the private dam owner.

There are a number of takes from the raw water line, the most significant of which supplies the Fonterra factory in Maungaturoto with an average take ranging from approximately 1,500-2,500m³/day depending on the time of the year. Council manages the water use of Fonterra through a 25 year contract term Water Supply Agreement, which expires in 2034. Under this agreement, Fonterra is classified as a bulk water consumer. The raw water from these connections is not potable and is unable to be used for domestic purposes without treatment. Fonterra manages its own onsite treatment to prepare the raw water for production purposes.

The Piroa Stream is more prone to drought conditions. Supplementary supply from the Baldrock Dam (privately owned) during drought conditions is possible. However, both the pumping station at Baldrock Dam and the pumping main have a maximum capacity of 60m³/hr which is not sufficient to deliver the combined demand of the community and Fonterra (at full production) during an extreme dry spell or drought. The system has been running at its maximum pumping capacity for the last two weeks. If dry conditions persist, restrictions may need to be implemented soon.

Ruawai

Raw water is drawn from two bores of varying depths located beside the Wairoa River on Stopbank Road and Westlake Street. There are no issues at the moment with this water supply however, there could be increased demand from water carters.

Historically the bores have been reliable in meeting the demand during drought conditions.

Glinks Gully

The Glinks Gully water supply system gets raw water from three groundwater springs located inland from the community and supplies treated water to approximately 85 connections. Historically, Glinks Gully had a secondary water source from a stream adjacent to the Glinks Gully community; however this is no longer in use due to potential contamination from an adjacent landfill.

There are no issues at the moment with this water supply. Historically the stream has been reliable in meeting demand during drought conditions. Council only supplements the supply via water tankers during the peak Christmas/New Year period.

Mangawhai

Mangawhai’s water is drawn from a bore and pumped to two reservoirs and recently a new package treatment plant has been constructed.

There are no issues at the moment with this water supply however, there could be increased demand from unauthorised tapping. Historically this bore has been reliable in supplying the consented take during drought conditions.

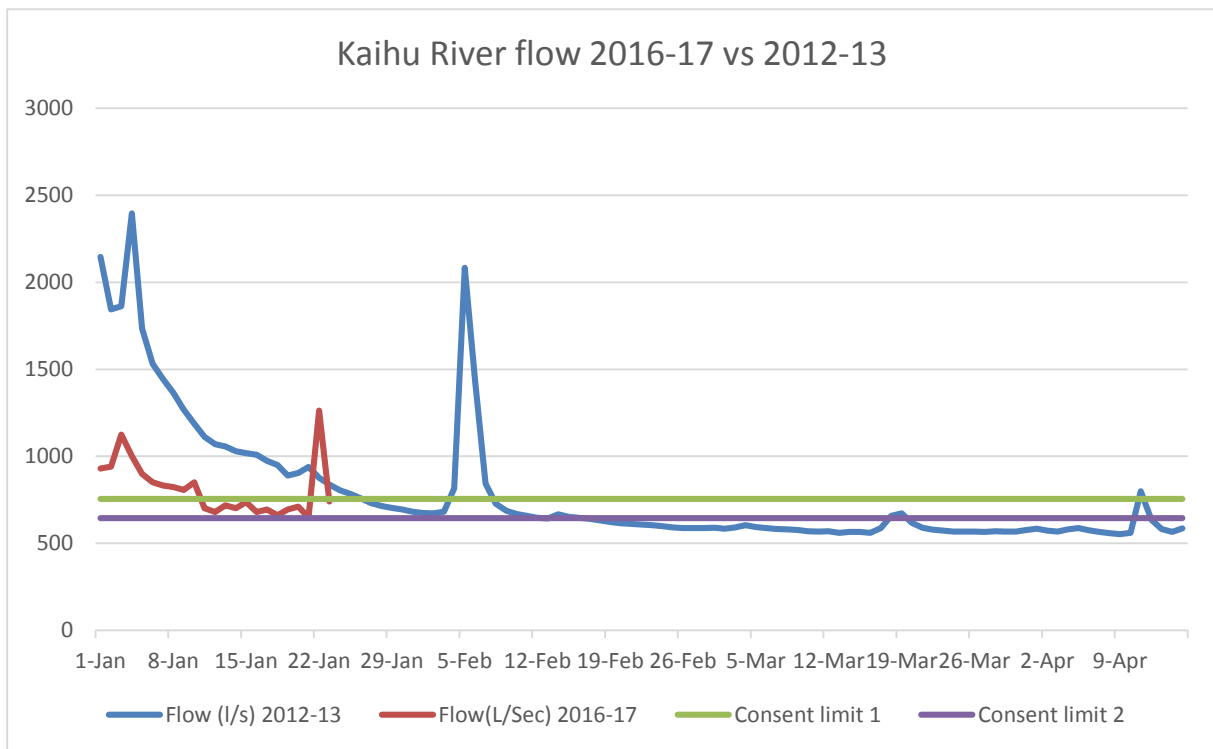
See Appendix B for the Water Situation summary of the Kaipara district.

Issues

Water restrictions

The implementation of water restrictions or conservation at Dargaville / Baylys Beach has been necessary during three of the last four consecutive summers (inclusive of the current), with specific targeting of large water users during the 2012/13 drought to reduce consumption. The current Kaihu River flows are generally lower than they were during the 2012/13 drought (see Fig. 1 below) at this time of the year.

Fig.1 Kaihu River Flows



From Figure 1, if the current dry conditions persist, the current dry conditions could be worse than 2012/13.

Kaipara District Council monitors the water takes and reservoir levels via the Northland Regional Council’s website, its Supervisory Control and Data Acquisition system, or manually (Waiparataniwha intake). The current water supply situation in the district is as shown in Appendix B.

Whilst the implementation of water restrictions will impact on the community, the general response received during the 2012/13 event was positive. The current water restrictions which include hose and sprinkler bans have been generally positively received. Council's Operations and Maintenance Contractor, Broadspectrum has also embarked on an exercise to investigate and repair any water leaks in the network.

Water shortage direction

On 12 January 2017 Kaipara District Council requested a Water Shortage Direction (under s329 of the Resource Management Act, regional councils can issue water shortage directions at any time there is a serious temporary shortage of water in its region or any part of its region) from the Northland Regional Council (NRC) which would, among others, permit the further extraction of water from the Rotu intake even when levels are below the consented levels but with the provision of supplementary feed from the Waiatua Dam.

The Water Shortage Direction also requested the use of the old Ahikiwi intake further up the Kaihu River to augment the raw water supply. While this Water Shortage Direction provides an immediate solution, this is not sustainable in the long term as the Waiatua Dam conveyance to Rotu is via an inefficient open stream. Losses through the stream, tapping by adjacent landowners, and the water quality deterioration as the water passes through farming environments are some of the factors that favour this conveyance to be piped. The Water Shortage Direction is likely to be formalised by the NRC if the water supply situation deteriorates.

Actions taken by Kaipara District Council

In addition to the request for a Water Shortage Direction, the following steps have been taken to ensure that residents conserve water:

- 20 December 2016 - Water status signage on route to Dargaville / Baylys Beach indicating "Conserve Water";
- 09 January - Notified Fire Service not to use reticulated water networks unless there is an emergency;
- 10 January 2017 - E-mail sent to our largest water consumer (about 30% of total Dargaville consumption), Silver Fern Farms to limit usage of potable water. Steps are already in place;
- 11 January 2017 - Water conservation article in The Northern Advocate;
- 17 January 2017 - Ongoing advertisements in local newspaper –The Lifestyler;
- 17 January - Water status signage to indicate "Restrictions";
- 17 January 2017 – Sprinkler and Hose - ban use;
- Daily monitoring and meetings;
- Immediate response to leaks.

Silver Fern Farms

After the community, Silver Fern Farms is Dargaville's single largest consumer of water consuming about one fourth of the town's demand. Currently, under the water restrictions implemented by Council, Silver Fern Farms has continued to use water conserving practices including:

- Team brief with entire team/s on critical situation;

- Departmental reviews and repairing of leaks;
- Ceased use of halving saw sparge except on large/long cattle (this sparge was running constantly);
- Cleaners have continued to reduce water (from 145 litres/carcass to 117 litres/carcass);
- Truck wash has been locked out;
- Tripe room chute has had the chute water that was flowing constantly (at force) changed to manual operation as and when required;
- Plant community garden is being planted this weekend however those involved will be supplied recycled water for this activity;
- Increased use of recycled water for bin washing (Rendering bin) and cattle washing prior to one final potable water wash prior to processing;
- This season has installed a sanitation system that is saving 30% of water than previous on the cleaning and sanitation process;
- This has reduced Silver Fern Farm's consumption by a reported 400 litres/carcass over the two week period under review.

Intermediate to Long Term Solutions

Water restrictions are short term tools to manage the demand side of the water supply system. More permanent solutions can be implemented on the supply side. A 2014 paper to Council provides various options for the expansion of the water supply for Dargaville and Bayllys Beach (see Appendix C).

The revised construction estimate of the Waiatua Dam to Rotu pipeline is \$2,750,000. It is brought to the attention of Council that the option to build a pipeline between the Waiatua Dam and Rotu to make the conveyance more efficient, to provide more effective management of the security of the water supply during drought conditions, and to preserve the water quality will be included in the development of the Long Term Plan 2018/28 (LTP) for further consideration by Council.

Factors to Consider

Community Views

The residents and ratepayers of Kaipara would expect Council to supply an affordable and cost-effective supply of treated water to meet their needs. From previous experience in a drought situation, the community has reacted favourably to the implementation of water restrictions. If a significant investment in a future water source was to be considered, community consultation would be essential to obtain their views on the financial implications and how this will affect them.

Policy implications

No policy implications are expected.

Financial Implications

None.

Legal/delegation implications

There are no legal implications.

Council approval is being requested to delegate authority to the Chief Executive and the Mayor to impose further water restrictions, if required, as per the Drought Management Plans for Dargaville and Maungaturoto, and in accordance with Clauses 1609.2 and 1609.5 of Kaipara District Council's General Bylaws 2008.

Options

Option A – Council ratifies the urgent implementation of water restrictions, and delegates authority to the Chief Executive and the Mayor to impose further water restrictions, if required.

Option B – Council does not ratify the urgent implementation of water restrictions, or the delegation of authority to the Chief Executive and the Mayor to impose further water restrictions, if required.

Assessment of options

Option A – Council ratification of the urgent implementation of water restrictions endorses their status and mitigates a challenge of their legality. Similarly, the delegation of authority to the Chief Executive and the Mayor to impose further water restrictions, if required, reinforces compliance with Council's *General Bylaws 2008*.

Option B – If Council elects not to ratify the urgent implementation of water restrictions, it would render the water restrictions unlawful. If Council elects not to delegate authority to the Chief Executive and the Mayor to impose further water restrictions, if required, this would likely delay the implementation of further water restrictions which would result in Council not complying with its resource consents and drought management plans.

Assessment of significance

Not significant in relation to Council's Significance and Engagement Policy as:

- it does involve more than \$3,000,000 or more budgeted expenditure;
- it does not involve \$300,000 or more unbudgeted expenditure;
- the decision will not impact by increasing individual rate levies by 10%;
- it does not involve a proposal or decision to transfer ownership or control of a strategic asset to or from the Council; and
- it does not involve a proposal or decision to alter significantly the intended level of service provision for any significant activity.

Recommended option

The recommended option is **Option A**.

Next steps

- Assess the drought situation and request the Water Shortage Direction from NRC if required.
- Implement water restrictions as and when required to ensure compliance with Council's drought management plans and resource consents.
- Prepare to bring online the Ahikiwi raw water intake to augment the water supply to the Dargaville & Baylys Beach water supply scheme.
- Update Council on the District Water Situation monthly until the dry period ends.

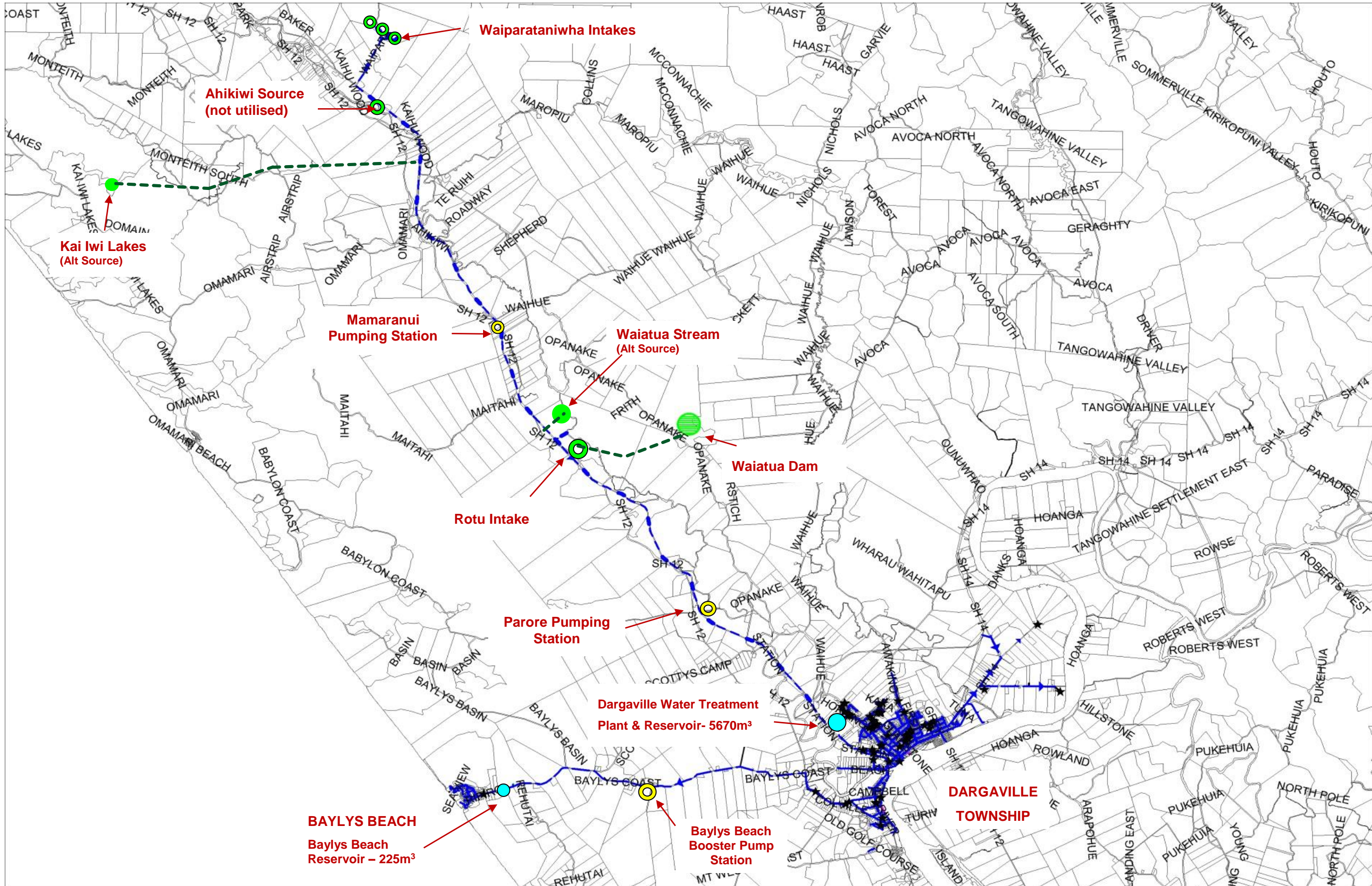
Attachments

Appendix A – Fig 1 & Fig 2: Dargaville & Maungaturoto Water Supply Schemes – Schematic

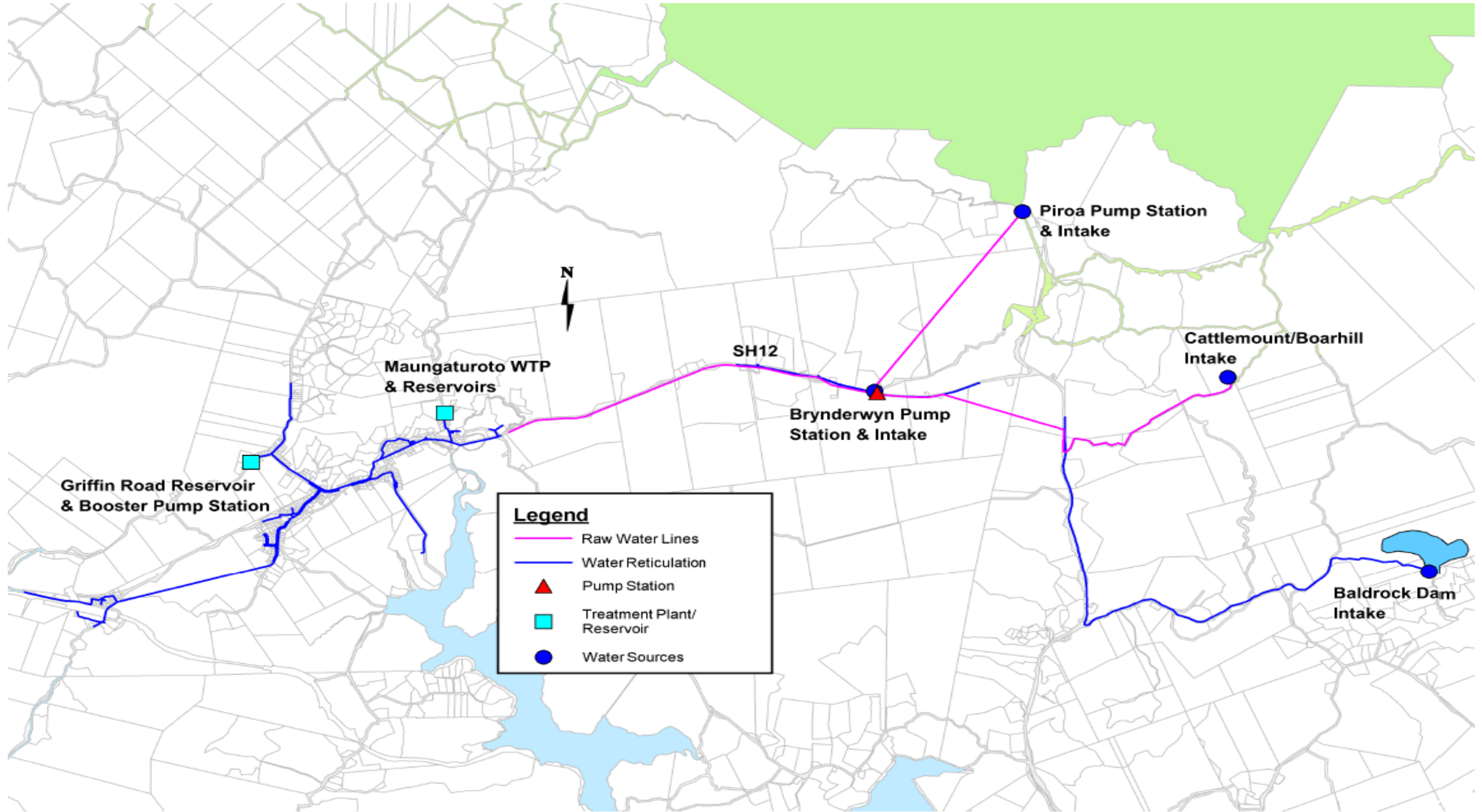
Appendix B – Kaipara Water Situation

Appendix C – Assessment of Options (summary table)

Appendix A: Fig 1: Dargaville Water Supply Scheme – Schematic



Appendix A: Fig 2: Maungaturoto Water Supply Scheme – Schematic



Appendix B – Kaipara Water Situation

System	Raw Water Source	Consent Limit	Current Status	Action
Dargaville and Baylys <ul style="list-style-type: none"> 2,782 Connections Average daily demand is 3,500 cubic metres per day (m³/day) 	(1) Waiparataniwha Three weir structures in the upper catchment. Preferred, lower risk source used most of the year.	<ul style="list-style-type: none"> Daily limit 4,465m³/day Need to maintain flow over weir structures when extracting water. Switch to Rotu (Kaihu River) if water is not flowing over weirs (usually occurs during the drier summer months). 	Weir overflows are inconsistent – we are still blending i.e. taking 65% from Rotu and 35% from Waiparataniwha.	Drought Management Plan in force: Water Alert Level 3 <ul style="list-style-type: none"> Water conservation notice, since 11 January 2017 Hose ban and sprinkler ban since 17 January 2017 If dry weather continues then we will ask for a Water Shortage Direction (emergency provision to allow Council to operate outside its consent conditions) from Northland Regional Council, possibly next week.
	(2) Rotu Intake Pumps water from the Kaihu River.	<ul style="list-style-type: none"> Can draw up to 7,200m³/day as long as the Kaihu River flow is above 755 litres per second (L/s). When the river flow is < 755L/s and > 645L/s then the consented rate of intake is limited to 42L/s (3,629 m³/day). When the river flow drops below 645L/s – Council is required to supplement the Rotu water take volume by releasing the same volume from its Waitua Dam. 	Current river flow is 650L/s. Since there is no pipeline from the Waitua Dam to the Rotu intake, a portion of the water released into the tributaries gets lost in conveyance.	
Maungaturoto <ul style="list-style-type: none"> 447 Connections Average daily demand: 2,850m³ = 750m³ (KDC) + 2,100m³ (Fonterra) 	(1) Cattlemount Stream Three weir structures in the catchment.	<ul style="list-style-type: none"> Daily limit is 2,650m³/day 	Available Water flow dropped to 38m ³ /hr. This stream is never dried out completely. If dry period persists, then the available water flow rate may drop down to 30m ³ /hr.	Drought Management Plan in force: Water Alert Level 2 <ul style="list-style-type: none"> Conserve water notice, since 11 January 2017 If dry condition persists, restrictions may be implemented soon i.e.: <ul style="list-style-type: none"> ➤ Sprinkler ban, ➤ Hose ban
	(2) Piroa Stream Pumps water from Piroa Stream near quarry.	<ul style="list-style-type: none"> Daily limit is 1,000m³/day Need to maintain a minimum stream flow of 11.6L/s when drawing water from this source, else required to cease taking water from this source (Note: cannot meet demand if not taking water from this source i.e. need to restrict supply to the community & Fonterra). 	Stream flow fluctuating between 11.4 and 13L/s for the last few days.	
	(3) Baldrock Dam Private Dam, KDC has a water take agreement with the dam owners. KDC uses a pumping station to take water from this dam.	<ul style="list-style-type: none"> Annual limit 270,000m³. 60m³/day is the maximum capacity of the pumping system 	Running at maximum pumping capacity (60m ³ /day) for the last two weeks	
Ruawai <ul style="list-style-type: none"> 255 Connections Average daily demand 141m³/day 	2 Bores	<ul style="list-style-type: none"> Daily limit is 450m³/day 	No issues at the moment but there could be increased demand from water carters. Historically the bores have been reliable in meeting the demand during drought conditions.	Conserve water notice since 11 January 2017
Mangawhai <ul style="list-style-type: none"> 17 Connections + Heads Holiday Park Average daily demand in January 95m³/day 	1 Bore	<ul style="list-style-type: none"> Daily limit is 110m³/day 	No issues at the moment but there could be increased demand from unauthorised tapping. Historically the bore has been reliable in supplying the consented take during drought conditions.	Conserve water notice since 11 January 2017
Glinks Gully <ul style="list-style-type: none"> 85 Connections Average daily demand 40m³/day 	Stream Take	<ul style="list-style-type: none"> Daily limit is 100m³/day 	No issues at the moment. It is a reliable source and we have never had any issues in the past. We only cart water during the peak Christmas /New Year period.	Conserve water notice since 11 January 2017

Appendix C: Assessment of Options from 2014

Option	Option Name	Risk	Capital Cost Estimate	Depreciation Estimate:	Positive Aspects	Negative Aspects
A	<i>Pipeline from Waiatua Dam to Rotu</i>	LOW	\$2,240,000 - \$2,550,000 Cost / Property = \$921 + ongoing operational costs	Scheme Life Expectancy = 60years Annual Depreciation = \$42,500 Annual Depreciation per property = \$16	<ul style="list-style-type: none"> Provides a better quality of raw water More efficient management of Waiatua Dam stored water Pump station operation only required when water required to be drawn from Waiatua 	<ul style="list-style-type: none"> Requires landowner consents Existing landowners along Waiatua stream whom draw water from stream will have a reduced quantity available Ongoing operational costs for pumping
B	<i>Kai Iwi Lakes</i>	LOW	\$4,670,000 - \$5,285,000 Cost / Property = \$1,910 + ongoing operational costs	Scheme Life Expectancy = 60years Annual Depreciation = \$88,100 Annual Depreciation per property = \$32	<ul style="list-style-type: none"> Possible additional local source of surface water 	<ul style="list-style-type: none"> Unknown quantity able to be extracted Unknown quality Difficult resource consenting process Requires landowner consents Ongoing operational costs for pumping
C	<i>Pipeline from Waiatua Dam to Rotu + Kai Iwi Lakes</i>	VERY LOW	\$6,910,000 - \$7,835,000 Cost / Property = \$2,832 + ongoing operational costs	Scheme Life Expectancy = 60years Annual Depreciation = \$131,000 Annual Depreciation per property = \$48	<ul style="list-style-type: none"> Potentially secure water supply during drought 	<ul style="list-style-type: none"> Unknown quantity able to be extracted Unknown quality Difficult resource consenting process Requires landowner consents Ongoing operational costs for pumping
D	<i>Waiatua Stream</i>	MODERATE	\$610,000 - \$830,000 Cost / Property = \$300 + ongoing operational costs	Scheme Life Expectancy = 60years Annual Depreciation = \$13,835 Annual Depreciation per property = \$5	<ul style="list-style-type: none"> More efficient management of Waiatua Dam stored water Existing landowners along Waiatua stream who draw water from stream will retain access 	<ul style="list-style-type: none"> Unknown quantity able to be extracted Difficult resource consenting process Requires landowner consents Ongoing operational costs for pumping Requires water take consent Requires Waiatua Dam and Rotu consents to be varied
E	<i>Ahikiwi</i>	MODERATE	\$185,000 - \$340,000 Cost / Property = \$123 + ongoing operational costs	Scheme Life Expectancy = 60years Annual Depreciation = \$5,670 Annual Depreciation per property = \$2	<ul style="list-style-type: none"> Infrastructure in place 	<ul style="list-style-type: none"> Requires water take consent Unknown quantity able to be extracted Subject to reduced flows in drought situation Ongoing operational costs for pumping Pump Capacity may need to be increased
F	<i>Manage Existing Water Sources</i>	MODERATE - HIGH	\$90,000 - \$150,000 Cost / Property = \$55 + ongoing operational costs	Scheme Life Expectancy = 60years Annual Depreciation = \$2,500 Annual Depreciation per property = \$1	<ul style="list-style-type: none"> More efficient management of Waiatua Dam stored water Existing landowners along Waiatua stream who draw water from stream will retain access 	<ul style="list-style-type: none"> Potential for more severe water shortages Potential for more severe water restrictions
G	<i>Manage Existing Water Sources + Waiatua Stream</i>	MODERATE – LOW	\$700,000 - \$980,000 Cost / Property = \$355 + ongoing operational costs	Scheme Life Expectancy = 60years Annual Depreciation = \$16,335 Annual Depreciation per property = \$6	<ul style="list-style-type: none"> More efficient management of Waiatua Dam stored water Existing landowners along Waiatua stream who draw water from stream will retain access 	<ul style="list-style-type: none"> Unknown quantity able to be extracted Subject to reduced flows in drought situation Difficult resource consenting process Requires landowner consents Ongoing operational costs for pumping Requires water take consent Requires Waiatua Dam and Rotu consents to be varied
H	<i>Manage Existing Water Sources + Ahikiwi</i>	MODERATE – LOW	\$275,000 - \$490,000 Cost / Property = \$177 + ongoing operational costs	Scheme Life Expectancy = 60years Annual Depreciation = \$8,170 Annual Depreciation per property = \$3	<ul style="list-style-type: none"> Minimal infrastructure investment 	<ul style="list-style-type: none"> Requires water take consent Unknown quantity able to be extracted Subject to reduced flows in drought situation Ongoing operational costs for pumping Pump capacity may need to be increased
I	<i>Manage Existing Water Sources + Waiatua Stream + Ahikiwi</i>	MODERATE – LOW	\$885,000 - \$1,320,000 Cost / Property = \$478 + ongoing operational costs	Scheme Life Expectancy = 60years Annual Depreciation = \$22,000 Annual Depreciation per property = \$8	<ul style="list-style-type: none"> More efficient management of Waiatua Dam stored water Existing landowners along Waiatua stream who draw water from stream will retain access 	<ul style="list-style-type: none"> Unknown quantity able to be extracted Subject to reduced flows in drought situation Difficult resource consenting process Requires landowner consents Pump capacity may need to be increased (Ahikiwi) Ongoing operational costs for pumping Requires water take consent Requires Waiatua Dam and Rotu consents to be varied

File number: 5105.15 **Approved for agenda**

Report to: Council

Meeting date: 13 February 2017

Subject: Reserve status land exchange - Mangawhai Golf Course driving range and Greenview Heights section

Date of report: 25 January 2017

From: John Burt, Property and Commercial Advisor

Report purpose **Decision** **Recommendation** **Information**

Assessment of significance **Significant** **Non-significant**

Summary

This report is to obtain Council's approval for a proposal to exchange the reserve status from a section in the Greenview Heights subdivision leased to Mangawhai Golf Club (the Club) for a portion of Mangawhai Community Park that is currently utilised for the golf course driving range and to consider an objection to the exchange that was received from a member of the public following notification.

In March 1998 the Department of Conservation (DOC) authorised the exchange of a small portion of the golf course reserve for a residential section adjoining the golf course land in the Greenview Heights subdivision. This section was subsequently leased to the Mangawhai Golf Club for a period of 25 years from 01 May 1998 and is subject to same reservation as the main golf course Reserve. At the time the intention was for the Club to utilise the Greenview Heights section as a residence for the course's Greenkeeper. This has not happened and the Club has advised they no longer have any plans to do so.

A 1.84ha portion of Mangawhai Community Park is utilised by the Club for its driving range under an existing Licence to Occupy arrangement. The Mangawhai Community Park Development Plan includes a provision for Council to arrange a boundary adjustment between the golf course and Mangawhai Community Park so that the land utilised by the Club for its driving range is transferred into the golf course reserve title.

Council Officers have been exploring with DOC the possibility of an exchange of the two parcels (Lot 33 and the 1.84ha used for the driving range). DOC has advised that they see no issues of concern in respect of the exchange proposal.

In late September 2016 Council publically notified its intention to exchange the two portions of land in accordance with the provisions contained within s15 of the Reserves Act 1977.

As a result of this notification Council has received one objection from a member of public to the proposed exchange. A copy of this objection is **Attachment 2** to this report.

Before Council can seek consent from the Minister it will need to pass a resolution to seek the Minister of Conservation's approval of the exchange and needs to consider the objection before doing so.

If Council decides there is no compelling reason why the Greenview Heights section should continue to be held as a reserve then it should proceed with the exchange the two parcels of land. Once

completed Council will continue to own and administer both parcels of land. Council will then be able to consider what to do with the Greenview Heights section in the longer term (e.g. to sell or retain) without the current reservation and any other restrictions.

Recommendation

That Kaipara District Council:

- 1 *Receives the Property and Commercial Advisor's report 'Reserve status land exchange - Mangawhai Golf Course driving range and Greenview Heights section' dated 25 January 2017; and*
- 2 *Believes it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with the provision of s79 of the Act determines that it does not require further information prior to making a decision on this matter; and*
- 3 *Notes that it has received one objection but determines that after consideration of the objection it wishes to proceed with the exchange as notified as it is appropriate that the Mangawhai Golf Club driving range, which is utilised for recreation purposes and forms part of the overall golf club facilities, has the status as a recreation reserve whereas it is not necessary that Greenview Heights section retain its recreation reserve status as it is not utilised for this purpose; and*
- 4 *Seeks the approval of the Minister of Conservation to the exchange the Greenview Heights section for a 1.84ha portion of Mangawhai Community Park; and*
- 5 *Delegates to the Chief Executive responsibility for seeking the consent of the Minister of Conservation to the exchange.*

Reason for the recommendation

To provide the Mangawhai Golf Club driving range with recreational reserve status and to remove this status from the Greenview Heights section.

Reason for the report

This report is to obtain Council's approval for a proposal to exchange the reserve status from a section in the Greenview Heights subdivision leased to Mangawhai Golf Club (the Club) for a portion of Mangawhai Community Park that is currently utilised for the golf course driving range and to consider an objection to the exchange that was received from a member of the public following notification.

Background

In 1987 the golf course land was swapped with Crown reserve land that Council now owns in Fagan Place in fee simple title. At that time the reserve status was transferred from the Fagan Place land onto the golf course reserve. The golf course land and the Mangawhai Community Park properties were both purchased by Council from the Cullen family in the mid-1980s.

In March 1998 the Department of Conservation (DOC) authorised the exchange of a small portion of the golf course land for a residential section adjoining the golf course land in the Greenview Heights subdivision. This section was subsequently leased to the Club for a period of 25 years from 01 May 1998 and is subject to same reservation as the main golf course Reserve (Lot 1 DP198306 BLK II). At

the time the intention was for the Club to utilise the Greenview Heights section as a residence for the course's Greenkeeper. This has not happened and the Club has advised they no longer have any plans to do so.

In 2014 Council adopted a Mangawhai Community Park Development Plan. The Mangawhai Community Park Development Plan includes a provision for Council to arrange a boundary adjustment between the golf course and Mangawhai Community Park so that the land utilised by the Club for its driving range is transferred onto the golf course reserves title.

Issues

Council administers a 55ha Crown-derived Reserve (Lot 1 DP190306 BLK II) in Mangawhai that is leased to the Mangawhai Golf Club.

It also owns the adjoining 36ha of land in freehold title and this property is now called Mangawhai Community Park. It is not subject to any reservation and is used for various purposes including community use.

A 1.84ha portion of Mangawhai Community Park is utilised by the Club for its driving range under an existing Licence to Occupy arrangement. The Mangawhai Community Park Development Plan includes a provision for Council to arrange a boundary adjustment between the golf course and Mangawhai Community Park so that the land utilised by the Club for its driving range is transferred into the golf course reserves title.

The Club also has the lease of a section in the Greenview Heights subdivision adjoining the golf course but does not utilise this land. They have advised Council they do not need the section any longer. This section is legally described as Lot 33 DP185449 and is subject to the same reservations as applied to the larger golf course reserve.

Council Officers have been exploring with DOC the possibility of an exchange of the two parcels (Lot 33 and the 1.84ha used for the driving range). DOC has advised that they see no issues of concern in respect of the exchange proposal.

The area of reserve to be exchanged (Lot 33 DP185449) was reserved by way of exchange – authorising Gazette 1998 p.1051 (**Attachment 1**).

We have been able to ascertain the former reserve land (in the First Schedule) that was used for the exchange was Crown-derived as it was originally part of the Mangawhai golf course.

As it was Crown-derived then Council will be able to proceed with the exchange under s15 of the Reserves Act, however the exchange will require the Minister of Conservation's consent. In late September 2016 Council publically notified its intention to exchange the two portions of land in accordance with the provisions contained within s15 of the Reserves Act 1977.

As a result of this notification Council has received one objection from a member of public to the proposed exchange. A copy of this objection is attached to this report (**Attachment 2**).

Before Council can seek consent from the Minister it will need to pass a resolution approving the exchange and needs to consider the objection before doing so.

Once completed Council will continue to own or administer both parcels of land. Council will then be able to consider what to do with the Greenview Heights section in the longer term (e.g. to sell or retain) without the current reservation and other Local Government Act 2002 (LGA) restrictions, such as endowments.

Objection to the proposal

The Objector has opposed the exchange and made a number of comments in support of the objection. Some of the comments relate to matters of the application of Council policy and management of reserves or parks so are not directly related to the exchange proposal. (Point 1, 2, 3)

The Objector initially comments that:

The description of the proposal is not that clear, but if I read it correctly the Council wants to remove the recreation reserve status of the land Lot 33 at Greenview Drive (and presumably sell it) and to lease a bit of land (Lot 2) already owned by the community (which should have reserve status) to the Golf Club for a driving range they already have.

This summary of the proposal summarises most of its key elements but does not recognise that the underlying ownership of the golf course and Greenview heights section currently rests with the Crown whereas ownership of Mangawhai Community Park rests with Council. At present the club has a shorter term licence to utilise a portion of land contained within Mangawhai Community Park for its driving range and has a long lease for the bulk of the land utilised for the golf course itself. The proposal to exchange land will enable an amendment to the lease to reflect the entire land actually utilised by the Club and to exclude the Greenview Heights section it does not currently or plan to utilise.

Factors to consider

Community views

As there was only one objection to the notification to this proposed exchange it would appear that there are no particularly strong views held by the community. The proposal was advertised in all editions of the Mangawhai Focus during October 2016.

Policy implications

There are no policy implications in respect of this report. In the Mangawhai area Council owns or administers a significant number of parks and/or reserves and this proposal will not change the area of parks and reserves currently owned or administered by Council. The Greenview Heights section is not currently utilised for recreation or any other purpose contained within the Reserve's Act 1977

Financial implications

There will be minor costs associated notification of the proposal and then seeking the Minister of Conservation's consent for the reserve exchange. These costs can be met from existing budgets.

Legal/delegation implications

Council would need to pass a resolution to seek the Minister's approval for the exchange as this power has not been delegated to the Chief Executive.

“Exchange of reserves for other land

- (1) *The Minister may, by notice in the Gazette, authorise the exchange of the land comprised in any reserve or any part or parts thereof for any other land to be held for the purposes of that reserve: provided that this power shall not be exercised with respect to any reserve vested in an administering body except pursuant to a resolution of that body requesting the exchange.*
- (2) *No such resolution shall be passed before the expiration of 1 month after notice of intention to pass the resolution and calling for objections thereto in writing has been published in 1 or more newspapers circulating in the district of the administering body or, as the case may be, in the district or locality the inhabitants of which benefit from or enjoy the reserve, and until the administering body has considered all such objections received within that period. A copy of the resolution shall be forwarded to the Commissioner for transmission to the Minister, and shall be accompanied by all objections received as aforesaid and the comments of the local authority thereon.”*

Options

There are two options available to Council.

Option A: Seek the approval of the Minister of Conservation to exchange the Greenview Heights section for a 1.84ha portion of Mangawhai Community Park.

Option B: Not seek the approval of the Minister of Conservation with the exchange the Greenview Heights section for a 1.84ha portion of Mangawhai Community Park

Assessment of options

If Council is of the view that there is no compelling reason why Lot 33 DP185449 should continue to be held as a reserve then Council should proceed with the exchange of the land. Only the Minister can authorise the exchange so any final decision on whether to proceed will be the Minister’s to make.

By deciding not to proceed with the exchange, Council will leave this option available for a future Council.

Assessment of significance

Staff are of the opinion that the content and recommendations in this report are consistent with the requirements of the Local Government Act 2002 and that the decision-making requirements have been met. In accordance with Council’s Significance and Engagement Policy (dated October 2014) the exchange has been assessed against the thresholds for significance. This assessment is shown in the table below:

Threshold	Significant
Budgeted expenditure of \$3,000,000 or more	No - nil expenditure
Unbudgeted expenditure of \$300,000 or more	No - as above
Increases individual rate levies by 10%	No effect on rates
Transfer ownership or control of a strategic asset to or from the Council	Not a strategic asset
It alters significantly the intended level of service provision for any significant activity	No - the level of service will remain the same
Overall assessment - Not significant	

This decision is not a significant one under Council's Significance and Engagement Policy therefore it is not necessary to consult with the community on this decision as:

- Council already has a sound understanding of the views and preferences of the persons likely to be affected by or interested in the matter (s82(4)(b) Local Government Act 2002).

Recommended option

The recommended option is **Option A**, Seek the approval of the Minister of Conservation to the exchange the Greenview Heights section for a 1.84ha portion of Mangawhai Community Park.

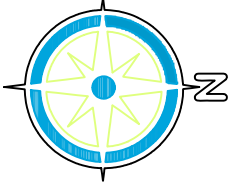
Next step

Seek the consent of the Minister of Conservation to the exchange.

Attachments

Attachment 1- Map of Mangawhai Golf Course, Greenview Heights section and Mangawhai Community Park.

Attachment 2 – Email objection to the exchange proposal received from Helen Curreen



NOTE:
 THE RESERVE STATUS OF LOT 33 DP 185449 IS TO BE REMOVED, AND THE RESERVE STATUS IS TO BE ADDED TO THE 1.8459 HECTARES TO BE ADDED TO THE GOLD CLUB.



PACIFIC COAST SURVEYS

0800 PACIFIC (0800 722 434)
 info@pacificcoastsurvey.com
 www.pacificcoastsurvey.com

OVERALL SITE PLAN

CLIENT
 KAIPARA DISTRICT COUNCIL
 FILE 1847
 DATE JUNE 2016
 SCALE 1 : 1500
 REVISION 1
 COUNCIL FILE

NOTES: 1 - Any queries should be directed to Pacific Coast Surveys Ltd.

SCHEME PLAN OF LOT 1-3 DP 190306 & DP 450057



PACIFIC COAST SURVEYS

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info@pacificcoastsurvey.com
www.pacificcoastsurvey.com

OVERALL SITE PLAN

CLIENT
KAIPARA DISTRICT COUNCIL

FILE 1847
DATE JUNE 2016
SCALE 1 : 1500
REVISION 1
A3

NOTES: 1 - Any queries should be directed to Pacific Coast Surveys Ltd.

SCHEME PLAN OF LOT 1-3 DP 190306 & DP 450057

From: Helen Curreen
Sent: Monday, 17 October 2016 8:39 p.m.
To: Council
Subject: FW: Objection to the exchange of land

Re Notification of intention to exchange a recreation reserve for other land at Mangawhai advertised by KDC in the Mangawhai Focus.

I oppose this proposed "exchange" and have some comments to make.

The description of the proposal is not that clear, but if I read it correctly the Council wants to remove the recreation reserve status of the land Lot 33 at Greenview Drive (and presumably sell it) and to lease a bit of land (Lot 2) already owned by the community (which should have reserve status) to the Golf Club for a driving range they already have. **Any connection between these two proposals seems quite bizarre.**

Firstly. The council has for many years refused land when subdivision happens and instead demanded cash. (Since spent on the Dargaville Swimming Pool)
This little reserve is one of the very few in the district. As subdivisions become fully built up and tree cover removed it becomes apparent that the intensity of development is resulting in poor environmental outcomes. Every piece of reserve should be retained. In fact it would be very timely for council to start retrieving land from recreational reserves and foreshore where poor council oversight has resulted in the informal (or indeed formal) privatisation of land. All new subdivisions should give up reserve land rather than money.

Secondly. The land the Golf Club uses is in the park. It is already owned by the community. The only problem has been the failure of council over many years to ensure that this land has recreation reserve status. This has enabled dubious building and " development" to occur despite several community feedback occasions when the community asked for the park to be kept as wilderness, albeit with weed control.

Thirdly. Parks and reserves owned by the community via the Kaipara District Council have suffered from years of neglect and there is mounting criticism in public forums about this continuing lack of management (or rather mismanagement) and the rampant weeds in several of them. The Mangawhai Park would be the key culprit for " infection" of surrounding land with Asparagus weed.

Fourthly. Taken to the extreme I guess we can expect the sale of the Heads recreation reserve to "exchange" for a lease to the MAZ zone.

Fifth. I support the lease to the Golf Club, however the council making this conditional on the sale of a Recreation Reserve looks little short of blackmail.

Helen Curreen
[REDACTED]

File number: 1203.01 **Approved for agenda**

Report to: Council

Meeting date: 13 February 2017

Subject: Triennial Agreement 2017

Date of report: 25 January 2017

From: Seán Mahoney, Democratic Services Manager

Report purpose **Decision** **Recommendation** **Information**

Assessment of significance **Significant** **Non-significant**

Summary

The regional authorities are required under the Local Government Act 2002 to document how they will work together across any issues that impact the region in a transparent and structured way. The resulting Triennial Agreement needs to be agreed by 01 March in the year following the local body elections.

Recommendation

That Kaipara District Council:

- 1 *Receives the Democratic Services Manager's report 'Triennial Agreement 2017' dated 25 January 2017; and*
- 2 *Believes it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with the provision of s79 of the Act determines that it does not require further information prior to making a decision on this matter; and*
- 3 *Approves the terms of the Draft Triennial Agreement for Northland territorial authorities; and*
- 4 *Delegates to the Chief Executive and the Mayor to make any minor amendments necessary to enable the final agreement to be signed at the Mayoral forum on 24 February 2017.*

Reason for the recommendation

To enable Council to sign the 2017 Triennial Agreement.

Reason for the report

The Local Government Act 2002, Schedule 15 requires that no later than 01 March in the year after the local body triennial elections all local authorities within each region must enter into an agreement to include:

- protocols for communication and co-ordination among the local authorities; and
- a statement of the process by which the local authorities will comply with s16 in respect of proposals for new regional council activities; and
- processes and protocols through which all local authorities can participate in identifying, delivering, and funding facilities and services of significance to more than one district.

Background

Local authorities in each region are compelled to produce and sign a triennial agreement after each electoral cycle. The draft agreement (**Attachment 1**) has been produced by Northland Regional Council (NRC) and presented to the CEOs and Mayoral Forums and is now going to each authority for endorsement and approval prior to signing at the Mayoral forum on 24 February 2017. The agreement must be signed by 01 March 2017.

Issues

The attached draft agreement has been reviewed by the Chief Executives of the respective authorities. The framework for this agreement provides for the Northland Strategic Governance Forum, the Northland Mayoral Forum, the Northland Chief Executive Forum and the Iwi Local Government Agencies Chief Executives Forum and the mechanisms for regional leadership. The agreement does not identify individual projects or areas of focus but relies on the “Northland Forward Together” document as providing a set of potential priorities for further collaboration. The agreement also cross-references to a commitment to work constructively as agreed by the four regional authorities and the Local Government Commission.

Factors to consider

Community views

The agreement is the result of reviews from each authority. It is a public document which allows the community to see and understand the commitment framework.

Policy implications

There are no policy implications to Council.

Financial implications

The signing of the agreement creates no financial consideration or implications. Any financial implications from working together would require separate review.

Legal/delegation implications

There are no legal implications in signing this agreement, however having a signed agreement in place is a legal requirement.

Options

Council’s options are to either agree the draft (subject to any minor amendments) to allow the Mayor to sign the document or to provide any recommended changes to allow these to be considered for incorporation prior to signing.

Option A: Agree the draft as presented to allow for signing on 24 February 2017.

Option B: Make amendments and suggestions to allow for changes prior to signing on 24 February 2017.

Assessment of options

Either option allows for the completion of the triennial agreement and a necessary compliance step for Kaipara District Council.

Assessment of significance

Entering into this agreement does not trigger the significance thresholds.

Recommended option

The recommended option is **Option A**.

Next step

Triennial Agreement is signed on 24 February 2017.

Attachment

- *Draft* Triennial Agreement

DRAFT TRIENNIAL AGREEMENT



Far North District Council, Kaipara District Council, Whāngārei District Council, and Northland Regional Council

1. Purpose of the Triennial Agreement

The parties to this agreement commit to working for the good governance of their district or region by acting collaboratively and ensuring that issues in common occurring within or impacting on the region are discussed openly and unnecessary duplication avoided. A Triennial Agreement is required by, and is made pursuant to, Section 15 of the Local Government Act 2002.

2. Commitment to a Consensus Approach

The parties:

- Acknowledge the benefits to the communities of Northland of the four Councils working together in a consistent manner and wherever possible, with a united voice.
- Respect that at times our different roles and responsibilities may cause the parties to have different positions.
- Agree to endeavour to reach a consensus position on matters of common interest.
- Agree that our remaining differences will not detract from our commitment to work together cooperatively and maintain constructive relationships.

3. Communication and Co-ordination

Parties agree to communicate and co-ordinate their activities and be responsible for¹:

- Notification of major policy discussions which may have implications beyond the boundaries of the decision-making authority;
- Application of a “no surprises” policy whereby early notification is given between local authorities concerning significant policy or programmes before public announcements are made;
- Progressing issues agreed to by the Mayoral Forum;
- Resources are shared wherever possible to gain improved efficiency, effectiveness and increased levels of customer service;
- Abiding by group decisions, subject to the relevant authorities decision making processes; and
- Working together in the best interests of the people of Northland. Emphasis is to be placed on building credible and enduring relationships with all Northland local authorities, the neighboring authority of Auckland and central government.

4. Framework for Regional Leadership

The parties acknowledge the progress made towards greater local authority collaboration in Northland and the benefits this provides for the region. Parties agree to continue their commitment to the collaborative working relationship through the following joint local authority forums, committee’s and regional representation²:

4.1 Regional Leadership

a) Northland Strategic Governance Forum

The Northland Strategic Governance Forum is a collaborative forum of all elected members from the four councils. The purpose of this Forum is to provide an opportunity for elected members to meet, discuss and seek agreement on high level strategic governance priorities and direction for the region. In 2015 the Forum developed a document called: **Northland |**

¹ Pursuant to Section 15(2)(a) of the Local Government Act 2002

² Pursuant to Section 15(2)(c) of the Local Government Act 2002

Forward Together (Tai Tokerau | Kokiri Ngatahi). This document sets out a vision, goals and objectives for greater local authority collaboration and identifies priorities to investigate the potential for improved shared services. This document sets the platform for the councils' **ongoing collaborative relationship and further regional leadership** (the document was ratified by all four councils).

The Northland Strategic Governance Forum will monitor, review and update the vision, goals and objectives of Northland | Forward Together. The Northland Mayoral Forum, Chief Executives Forum and a Lead Team of senior council staff support the implementation of the Northland | Forward Together work programme.

b) Northland Mayoral Forum

The purpose of the Northland Mayoral Forum is to provide a forum for the Chair and Mayors of the four councils of Northland to provide regional leadership and seek local authority alignment on key strategic governance priorities for the region and its communities and address any governance issues of the day.

A core role of the Mayoral Forum is to provide governance leadership, oversight and direction to drive the Northland | Forward Together work programme and priorities. Each party is responsible for reporting progress back to their respective governance bodies and seeking council approval where decisions are outside existing council decisions or management delegations.

For the avoidance of doubt, while the Mayoral Forum provides an opportunity for the Chair and Mayors to provide regional leadership and seek strategic alignment, the forum has no delegated authority to make decisions or commit council resources. Any agreements which fall outside previous council decisions or management delegations, are made on the understanding that these agreements need to be approved by respective council resolutions before any agreements can be confirmed.

c) Northland Chief Executive Forum

The purpose of the Northland CEO Forum is to provide a vehicle through which the four councils of Northland can support the work of the Northland Mayoral Forum, progress implementation and monitoring of the Northland | Forward Together programme, work on operational projects of common interest and benefit, share knowledge and consider any shared services arrangements.

d) Iwi Local Government Agencies Chief Executives Forum

The purpose of the ILGACE Forum is to provide a forum where local government Chief Executives and iwi Chief Executives can seek opportunities to work collaboratively to address issues and progress projects for the betterment of Tai Tokerau / Northland.

4.2 Joint Committees

e) NRC Regional Transport Committee³

The purpose of the Regional Transport Committee is prescribed in the Land Transport Management Act 2003 and includes the preparations, for Northland Regional Council approval, of a Regional Land Transport Plan and Regional Public Transport Plan for Northland, to monitor and review progress towards the adoption and implementation of these plans and to provide the regional council with any advice and assistance, as requested, in relations to regional councils transport responsibilities.

Membership of this committee includes one representative nominated by each district council and 2 members from the regional council appointed as Chair and Deputy Chair (and their alternates).

³ Established pursuant to Part 2, Section 105(2) and (6) of the Land Transport Management Act 2003.
ID: A611068

f) Northland CDEM Group⁴

The Northland Civil Defence Emergency Management Group (CDEM) is established as a joint standing committee of Northland councils and is responsible for the conduct of the CDEM functions of the Group, setting the strategic direction via the CDEM Group plan, approving annual work programmes and monitoring and reporting on progress.

Membership of this committee includes one representative (and their alternates) nominated by each of the local authorities.

4.3 Representation and Communication

g) LGNZ Zone 1 Representation

Zone meetings provide an opportunity for councils to provide information and advice and highlight issues and concerns affecting Northland with the National Council. It also provides an opportunity to receive sector information and advise the National Council in dealing with national issues. In making appointments to LGNZ National Council, parties will consider the need to provide for rotational representation.

h) UNISA

The Upper North Island Strategic Alliance (UNISA) comprises Auckland Council, Bay of Plenty Regional Council, Northland Regional Council, Waikato Regional Council, Hamilton City Council, Tauranga City Council and Whangarei District Council. These seven parties have committed to a long-term collaboration for responding to and managing a range of inter-regional and inter-metropolitan issues.

UNISA has agreed to regularly update all the territorial authorities from the Upper North Island following each Governance Group meeting, with each of the Regional Councils taking responsibility for communicating with the territorial authorities in their Region. The Northland Regional Council will provide regular updates and reports through the Mayoral Forum and CEO Forum with each territorial authority responsible for updating their own governance bodies.

5. One Voice Advocacy Programme

The One Voice Advocacy Programme was established as part of the Northland | Forward Together initiative, with the aim of coordinating and aligning local authorities voice both to inform our local community and through communication with Wellington and at a national level on key regional issues.

6. Local Government Act 2002 – Section 17A Review

The parties agree to actively seek opportunities to align and coordinate respective councils Section 17A service delivery reviews and in particular seek to undertake these reviews in conjunction with the Northland Forward Together share services work programme.

7. Local Government Commission

The parties agree to maintain their commitment to working constructively with the Local Government Commission, as articulated in the Relationship Agreement entered into between the Local Government Commission and the four Northland councils.

The parties acknowledge that the Relationship Agreement does not require the parties to perform any particular action or bind them to a specific outcome, but rather to work together in good faith in seeking to achieve service delivery arrangements that are effective and efficient and meet community needs, including examining innovative options for doing this.

⁴ Pursuant to Section 12 of the Civil Defence Emergency Management Act 2002 and Schedule 7, Clause 30 of the Local Government Act 2002.

8. Regional Policy Statement⁵ and Regional / District Plans (RMA)

This part of the Agreement applies to the regional council when reviewing or changing the regional policy statement or regional plans and also applies to district councils when reviewing or changing district plans, under the Resource Management Act (RMA)⁶.

When reviewing or changing their plans, all councils will operate on the principle of 'no surprises' – whereby early and meaningful consultation across all stages of plan development will occur. The party promoting the plan shall initiate and manage the agreement actions, and four stages of interaction and consultation, as outlined in Appendix 1. Early notice will be given over any disagreements between councils concerning policy or programmes, and prior to any critical public announcements being made.

The parties agree that respective staff who represent the region / district on any national working groups will report directly or indirectly to the Chief Executive Forum on the activities and decisions of those groups.

9. New Regional Council Activities

Under Section 15(2)(b) of the Local Government Act, a Triennial Agreement must include a statement of the process for consultation on proposals for new regional council activities. The Northland Regional Council will follow the process outlined in Section 16 of the Local Government Act 2002.

10. Meeting Times and Servicing the Triennial Agreement

- The Northland Strategic Governance Forum will meet quarterly, with the location and hosting to be rotated between the parties (hosting council sets the agenda and chairs the forum).
- The Mayoral Forum and CEO Forum will meet bimonthly, with the location and hosting to rotate between the parties.
- The Chair for the Mayoral Forum and CEO Forum will be selected at their respective inaugural meetings and remain in place for the triennium unless otherwise agreed. When appointing a Chair consideration will be given to the need to rotate the chair role between parties.
- The Northland Regional Council will provide secretarial services and media support to the Mayoral Forum and CEO Forum.
- Mayors, regional Chair and their Chief Executives will at least annually review the performance of this Agreement;
- In the event of a disagreement over the terms of this Agreement, the parties agree to refer the issue of disagreement to mediation for non-binding resolution. If no agreement on a mediator is forthcoming a mediator will be appointed by the President of the Auckland District Law Society.

AUTHORITY

This agreement is signed on _____, by the following on behalf of their respective authorities.

Mayor



Mayor



Mayor



Chairman



⁵ Under Section 3A of the First Schedule of the Resource Management Act, a Triennial Agreement must include agreement on the consultation process to review or change a policy statement.

⁶ Where this Agreement refers to 'Plan', read also plan or policy statement change and variation.

Appendix 1: RMA Regional Policy Statement and Regional / District Plans

The Agreement, and this appendix for RMA RPS and plans, aims to:

- ensure good practice and early consultation between councils during plan preparation, changes and review;
- avoid possible misunderstandings of respective roles and statutory obligations;
- clearly define when comments and/or submissions by either party are appropriate; and
- establish an agreed process to be followed, including expectations and timeframes.

There are four stages of interaction and consultation:

- pre-plan
- draft plan (a matter of best practice rather than legally required)
- notified plan
- appeal to Environment Court.

1. Pre Plan

In this stage all parties will take full advantage of the opportunity to fully understand each other's position, provide initial assessments of issues or matters likely to be of concern and explore techniques and methods to achieve the desired outcomes.

This phase will focus on significant points of difference. Effort will be spent on resolving these differences. Minor points of difference will not get in the way of the parties dealing with the significant ones.

Once the reasons for the plan are understood and the areas of difference are established then the parties will decide if further progress can be made to resolve these differences and a process and timeframe to move forward will be established and these matters will be recorded.

2. Draft Plan

When a plan reaches a **draft stage** and **before it has been approved for notification by Council** for formal statutory consultation, it shall be forwarded to councils in the region for their comment (i.e. this phase occurs before public notification of a proposed Plan). This stage may be formal or informal. (It can occur alongside consultation with the wider community.)

A presentation to affected councils on the draft plan will, where possible, occur.

Council comments on a draft plan will usually be:

- discussed with or reported to the council, and
- represent the organisational view.

To avoid confusion, and for transparency, comment should include a summary of any positions reached in pre-consultation. Comments should relate to policy implications (and assuming the above process has been followed) they should highlight the points of difference already identified. Comments should clearly distinguish between significant and more general matters.

Comments by the regional council or district councils on other council's plans should be clearly referenced to the council's LTP and/or any relevant policy or operational document (including existing or emerging growth strategies and models). All comments made should explain the impacts on the council in terms of cost, practicality, necessity and reasonableness in sufficient detail to be credible and stand scrutiny, i.e. in such a way that can be used in a section 32 RMA analysis. In making comments councils should also highlight how the plan can meet the relevant councils statutory functions and responsibilities while addressing or taking on board the submitting councils comment.

Matters not resolved at this stage are likely to be the subject of formal submissions. Unless the draft plan changes significantly, no new issues would be expected to arise once the plan is notified.

Senior managers of the councils involved will review the position reached and satisfy themselves that the procedural requirements have been followed and all reasonable steps have been taken to resolve matters still in dispute. If a senior manager, in consultation with their Chief Executive Officer, is not satisfied then the matter may be escalated to the council's respective governance level.

Stage 3 Notification

Submissions in opposition from a party should not be a surprise and should relate only to significant matters already commented on, unless the plan has been materially changed between draft and notification.

A second tier manager will carefully review any submission prior to its approval to ensure:

- it is well founded in terms of policy or other relevant criteria
- it is a significant matter on its own or gives rise to significant implications for the council in carrying out its responsibilities and/or implementing its policy
- it specifies a means of relief that is appropriate.

All district council submissions (except further submissions) on a change to the RPS, of submissions to the new regional plan will be approved by the relevant council.

All regional council submissions (except further submissions) on proposed (new) district plans will be approved by the regional council (time permitting).

Given that significant matters are involved to justify a submission; relevant staff are expected to appear at the hearing.

Stage 4 – Environment Court

By this stage every effort will have been made to resolve significant differences efficiently and cost effectively.

Mediation will be used where parties genuinely wish to find common ground. At times a Court decision will be preferred or will be necessary, for example where a point of law or a difference of professional opinion is at issue.

File number: 1203.01 **Approved for agenda**

Report to: Council

Meeting date: **13 February 2017**

Subject: **Establishment of Older Persons Committee**

Date of report: 31 January 2017

From: Seán Mahoney, Democratic Services Manager

Report purpose **Decision** **Recommendation** **Information**

Assessment of significance **Significant** **Non-significant**

Summary

Under Section 41a of the Local Government Act 2002, the Mayor has the power to establish Committees and appoint the Chair of any Committee established. During the 2016 election campaign many candidates expressed support for the establishment of an Older Persons Committee with members of Grey Power. The establishment of an Older Persons Committee will allow for engagement and strategic input between Council, Kaipara Grey Power and Otamatea Grey Power.

Recommendation

That Kaipara District Council:

- 1 *Receives the Democratic Services Manager's report 'Establishment of Older Persons Committee' dated 31 January 2017; and*
- 2 *Believes it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with the provision of s79 of the Act determines that it does not require further information prior to making a decision on this matter; and*
- 3 *Notes the establishment of the Older Persons Committee; and*
- 4 *Agrees the Draft Terms of Reference for the Older Persons Committee; and*
- 5 *Confirms the appointment of two Councillors to the Older Persons Committee.*

Reason for the recommendation

Elected Members gave a commitment to establish an Older Persons Committee, these recommendations note the formalising of the Committee and the appointment of two Councillors.

Reason for the report

In November 2016 Council established a range of Committees to enable it to work efficiently and effectively. At times the need for other Committees may occur. The Mayor has the legal power to create and establish Committees. The Older Persons Committee formalises a relationship with two external interest groups and provides a framework for interaction and engagement.

Background

Many councils engage with the ageing population through advisory panels or more formal Committees. In February 2016 Council received the World Health Organisations “Age Friendly Checklist” and noted that as part of an aged friendly Kaipara they would:

Acknowledge ‘New Zealand’s Positive Ageing Strategy’ and adopt features of the World Health Organisations ‘Age Friendly Checklist’ that are relevant to Council-related activities in the context of the smaller rural centres across the Kaipara district, to be implemented as relevant work or activities are undertaken.

Grey Power approached candidates standing for Kaipara District Council in the 2016 triennial local body elections about establishing an Older Persons Committee which many candidates agreed with at the time. Kaipara Grey Power has subsequently met with the Mayor and the resulting Terms of Reference and Committee has been put together in agreement with them.

Issues

The establishment of an Older Persons Committee raises some potential issues for Council. Grey Power operate two branches in the Kaipara district. Kaipara Grey Power based in Dargaville and Otamatea Grey Power based in Maungaturoto. Whilst these two groups are open to anyone over the age of 50, there are also other groups operating in the district, such as SeniorNet in Mangawhai. These groups may feel disadvantaged in the relationship with Council. Some councils adopt a wider range of interest groups into their advice around ageing. This does however run the risk of Committees becoming too large or unwieldy.

The establishment of an Older Persons Committee may also open up questions as to other social or demographic interest groups and representation. Council may wish to consider a strategy to insure other groups have some recognition or engagement frameworks over and above Council’s normal consultative processes.

Factors to consider

Community views

The two Grey Power groups represent a community membership of the ageing population within the Kaipara. The groups have advocated on behalf of this community for a formal arrangement to be put in place.

Policy implications

There are no policy implications to Council.

Financial implications

The Committee has no financial delegations.

Legal/delegation implications

Nil.

Options

Council can note the establishment of the Committee, agree the Terms of Reference and formalise two elected members to sit on the Committee or provide additional input in to the Terms of Reference for further negotiation and finalisation.

Option A: Note the Terms of Reference and formalise the two representatives.

Option B: Make amendments and suggestions for a revised Terms of Reference to be put in place.

Assessment of options

The Mayor has the formal power to establish Committees of Council. This report allows Councillors to note the terms on which this Committee has been established or to suggest amendments to make the terms more effective.

Assessment of significance

Establishing this Committee does not trigger the significance thresholds.

Recommended option

The recommended option is **Option A**.

Next step

Once membership and the Terms have been noted the Committee meeting schedule can be established.

Attachments

- Draft Terms of Reference

**Older Persons Committee
Terms of Reference**

Reports to:	Full Council
Chair:	TBC by Mayor
Membership:	Two Kaipara District Council elected members appointed by the Mayor and two members nominated from Kaipara Grey Power and two members nominated from Otamatea Grey Power.
Meeting frequency:	Minimum of twice a year.
Quorum:	Four, with a minimum of one from each constituent nominating body.

Purpose:

- To strengthen participation of seniors in Kaipara District Council decision-making processes;
- To provide a framework for engagement with Grey Power on a wide range of issues; and
- To promote and engage the wider community to make Kaipara District Council an age-friendly district.

Responsibilities:

- To review Council's Annual and Long Term Plans (AP and LTP) and provide input and feedback to assist with creating an age-friendly Kaipara;
- To provide Policy advice to Council, and advocate Policy issues for Council, with regards to issues affecting seniors; and
- To advise Council on any matter or issues Council request it to.

Delegations:

- The Committee may make recommendations to Council.

Membership Review:

- Annually

Communications:

- The Committee Chair is the authorised spokesperson for the Committee in all matters where the Committee has a particular interest.
- Committee members, including the Chair, do not have delegated authority to speak to the media on behalf of Council on matters outside the Committee's interest.
- Council's Corporate Services Department will manage and support formal communications between the Committee and Council, and for the Committee in the exercise of its business.
- Any member of the Committee may request a particular item be added to the Agenda through Council's Democratic Services Manager.

Conduct:

- The Committee shall conduct its affairs in accordance with the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, the Local Authorities (Members Interest) Act 1968 and Kaipara District Council's Standing Orders and Code of Conduct.

Remuneration:

- Elected members will be reimbursed in accordance with the determination set by the Remuneration Authority under section 255(5) and Clause 18 of Schedule 15 of the Local Government Act 2002 and Council's Current Elected Members Expenses Policy.
- External members will be reimbursed their travel to and from duly called meetings of the Committee in line with Council's Current Elected Members Expenses Policy.

Funding and Budgets:

- Funding for the Committee will align with Council's Revenue and Financing Policy.

DRAFT

File number: 1203.01 **Approved for agenda**
Report to: Council
Meeting date: **13 February 2017**
Subject: **Citizens Awards Committee**
Date of report: 31 January 2016
From: Seán Mahoney, Democratic Services Manager
Report purpose **Decision** **Recommendation** **Information**
Assessment of significance **Significant** **Non-significant**

Summary

Kaipara District Council has historically awarded recognition to its Citizens who have made a contribution to the District and our District lives. During the tenure of the Commissioners these awards were put on hold as they concentrated on other matters. With the return of elected members it is now appropriate to consider re-instating these awards. Citizens Awards can be allocated annually and are a way for the District to celebrate its local Citizens.

Recommendation

That the Kaipara District Council:

- 1 *Receives the Democratic Services Manager's report 'Citizens Awards Committee' dated 31 January 2017; and*
- 2 *Believes it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with the provision of s79 of the Act determines that it does not require further information prior to making a decision on this matter; and*
- 3 *Notes the establishment of the Citizens Awards Committee, the Terms of Reference and Draft policy; and*
- 4 *Appoints Councillors from each Ward to sit on the 2017 Committee.*

Reason for the recommendation

To note the establishment of the Committee and approve the Policy and terms of reference for the Citizens Awards.

Reason for the report

Kaipara District Council operated under Commissioners for the period of 2012-2016. During this time the Council stopped awarding Citizens Awards. Citizens Awards are a mechanism for acknowledging the efforts and commitment many people in our District make for the wider community.

In order to re-establish Citizens Awards it is proposed that a Committee be delegated to consider applications during an annual process.

Background

Under Section 41A of the Local Government Act, the Mayor can establish Committees of Council. Kaipara District Council has not awarded Citizens Awards since 2012 and as a part of re-introducing these will use a Committee with a Terms of Reference and policy framework to consider applications on an annual basis.

Factors to consider

Community views

The opening of the nominations process will allow communities to seek recognition for those people working on a daily basis to make our district a great place. Having a formal Committee consider these will allow for transparency and for elected Governance to provide direction and support to the awards process. It is important that the nomination process is canvassed widely to ensure that a full range of people can be nominated from all communities of interest.

Policy implications

There are no policy impacts other than the establishment of a Citizens Awards Policy framework.

Financial implications

Should Council decide to hold a formal recognition there may be some additional costs which will be incorporated into future Democratic Services budgets.

Legal/delegation implications

Nil

Options

Council can amend and change the Terms of Reference and Policy framework as it sees fit.

Option A: Note the establishment of the Committee, the Terms of Reference and Policy framework.

Option B: Provide amendments to the establishment of the Committee, the Terms of Reference and the Policy Framework.

Assessment of options

Either option will provide clarity for Officers to establish the Committee and begin the process for seeking nominations.

Assessment of significance

This decision would not trigger Council's significance policy.

Recommended option

The recommended option is **Option A**

Next step

Create a communications plan for the nominations process.

Attachments

- Terms of Reference
- Draft Policy

Citizens Awards Committee

Reports to: Full Council

Chairperson: TBC by the Mayor

Membership: The Mayor and a Councillor from each Ward.

Meeting Frequency: Once a year.

Quorum: Three.

Purpose:

- To assess nominations in accordance with the Citizens Awards Policy and decide on recipients of Kaipara District Councils Citizens Awards.

Responsibilities:

- To grant Citizens Awards to residents of the Kaipara District in accordance with Council policy.

Delegations:

The Committee has the full delegation to grant Citizens Awards.

Membership Review:

At the start of each Calendar year the Ward Councillors will be replaced by another Councillor from the same Ward, until all Councillors have been on the Committee and then the rotation will begin again.

Communications:

The Committee Chair is the authorised spokesperson for the Committee in all matters where the Committee has a particular interest.

Committee members, including the Chair, do not have delegated authority to speak to the media on behalf of Council on matters outside the Committees interest.

Council's Corporate Services Department will manage and support formal communications between the Committee and Council, and for the Committee in the exercise of its business.

Conduct:


The Committee shall conduct its affairs in accordance with the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, the Local Authorities (Members Interest) Act 1968 and Kaipara District Council's Standing Orders and Code of Conduct.

Remuneration:

Elected members will be reimbursed in accordance with the determination set by the Remuneration Authority under section 255(5) and Clause 18 of Schedule 15 of the Local Government Act 2002 and Councils Current Elected Members Expenses Policy.

Funding and Budgets:

Funding for the Committee will align with the Council's Revenue and Financing Policy

 KAIPARA DISTRICT <small>Te Ōceania Te Hāroki</small>	Title of Policy	Citizens Awards Policy		
	Sponsor	Mayor	Authorised / adopted by	Council
	Author	Sean Mahoney, Democratic Services Manager	Date authorised / adopted	
	Type of Policy	Governance	Last review date	January 2017
	File Reference	1203.01	Next review date	January 2020

Document Control			
Version	Date	Author(s)	Comments
1 st Commenced	31 January 2017	Sean Mahoney	

1 Background

The purpose of this Policy is to provide a clear statement on Council's commitment to recognising contributions and achievements of individuals and organisations to the District

2 Policy Statement

Nominations for Citizens awards may be made by any person or organisation.

Nominations will be assessed by the Citizens Awards Committee

The decisions of the Committee will be recommended to Council.

It is not necessary to have the consent of the person or organisation being nominated for any of the awards. If the nomination is successful, consent will be obtained from the proposed recipient before any announcements are made to the public.

If a person dies within 12 months prior to the closing date for nominations, that person is eligible for nomination for an award which can be awarded posthumously

The awards process will open and be advertised in March of each year.

Council will at its discretion host a formal ceremony to acknowledge the recipients.


Council can acknowledge as many or as few recipients as it sees fit in each given application round.

Citizens awards are awarded in recognition of substantial service, usually of a voluntary nature or beyond normal employment, benefiting Kaipara and its people. The nominees will have generally carried out predominantly voluntary work but payment for services will not necessarily disqualify receiving an award.

6.6 Non Statutory Consultation Communication Protocol.

Recommended

That Kaipara District Council notes the Non-Statutory Consultation Communication Protocol.

 KAIPARA DISTRICT <small>THE OCEANS THE HARBOURS</small>	Title of Policy	Non-Statutory Consultation Communication Protocol		
	Sponsor	Communications Manager	Authorised / adopted by	Council
	Author	Seán Mahoney	Date authorised / adopted	
	Type of Policy	Council	Last review date	January 2017
	File Reference	1203.01	Next review date	January 2019

Document Control			
Version	Date	Author(s)	Comments
1 st Commenced	13 January 2017	Sean Mahoney	Issues discussed at meeting
1.1	31 January 2017		Revision from Executive

1 Background

From time to time Council will be involved with Community activities and actions and wider consultations that will involve documents going into the public domain. Whilst statutory consultation processes have clear guidelines and the need for Council resolutions, there are times when Council will put policy documents into the public domain.

2 Objective

To have a clear guideline around seeking feedback from Councillors on matters that are going into the public domain.

3 Policy Statement

Where Council Officers have an issue that requires informal consultation or a policy document that will be going into the public domain that has not been to a formal Council or Council Committee meeting then the following process will be observed.

1. Council officers, through Democratic Services, will contact the Mayor and Deputy Mayor to alert them to the proposed method of public engagement and consultation.
2. The Mayor and Deputy Mayor will decide if the communication is a straightforward one, an intermediate one or one of more complexity.
3. Straightforward communications will be e-mailed to all Councillors for information prior to them being released to the public.
4. Intermediate communications will be required to come to Council for an information session where Councillors thoughts and feedback can be received prior to a final document being released.
5. Communications that are more complex will be required to come to a formal Council meeting for formal endorsement by Council.

Councillors should note that where point 4 or 5 is required then they may have to schedule time to be available at short notice if the communication is one which needs dealing with quickly. Council officers will ensure where practical that communications are highlighted as soon as possible.

Closure

**Kaipara District Council
Dargaville**