

I hereby give notice of an Ordinary meeting of:

| | |
|----------------|--|
| Meeting | Raupo Drainage Committee |
| Date | Wednesday 17 May 2017 |
| Venue | Raupo Drainage Board Offices, Wharf Road, Ruawai |
| Time | 10.00am |

Open Agenda

Membership

Chair: Ian Beattie

Members: Hamish Davidson, David Hart, Brian Madsen, Ross McKinley, Ken Whitehead, and Mayor Greg Gent

Staff and Associates:

General Manager Infrastructure, Land Drainage Co-ordinator, Executive Assistant (minutetaker).

Seán Mahoney
Democratic Services Manager
smahoney@kaipara.govt.nz

Contents

| | | Page |
|----------|---|------|
| 1 | Opening | 1 |
| 1.1 | Present | 1 |
| 1.2 | Apologies | 1 |
| 1.3 | Confirmation of Agenda | 1 |
| 1.4 | Conflict of Interest Declaration | 1 |
| 1.5 | Deputations and Presentations | 1 |
| 2 | Confirmation of Minutes | 1 |
| 2.1 | Raupo Drainage Committee Minutes 17 February 2017 | 2 |
| 3 | General | 7 |
| 3.1 | Raupo Asset Management Report May 2017 | 9 |
| 3.2 | Raupo Financial Report year ended 31 March 2017 | 12 |
| 4 | Closure | 13 |

Meeting of the Raupo Drainage Committee, Wednesday 17 May 2017

1 Opening

1.1 Present

1.2 Apologies

1.3 Confirmation of Agenda

The Committee to confirm the Agenda.

1.4 Conflict of Interest Declaration

Committee members are reminded of the need to be vigilant to stand aside from decision-making when a conflict arises between their role as a Committee member 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 the Committee.

1.5 Deputations and Presentations

2 Confirmation of Minutes

2.1 Raupo Drainage Committee Minutes 17 February 2017

Governance Services Manager 1603.21

A copy of the unconfirmed minutes is attached.

Recommended

That the Minutes of the Raupo Drainage Committee meeting on 17 February 2017, be confirmed as a true and correct record.

| | |
|----------------|--|
| Meeting | Raupo Drainage Committee |
| Date | Friday 17 February 2017 |
| Venue | Raupo Drainage Board Offices, Wharf Road, Ruawai |
| Time | The meeting commenced at 10.10am The meeting concluded at 11.00am |
| Status | Draft |

Minutes

Membership

Chair: Ian Beattie

Members: Hamish Davidson, David Hart, Brian Madsen, Ross McKinley, Ken Whitehead, and Mayor Greg Gent

Staff and Associates:

General Manager Infrastructure, Land Drainage Co-ordinator, Assets Support Officer (minute-taker).

Seán Mahoney
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Contents

| | | |
|----------|--|----------|
| 1 | Opening..... | 3 |
| 1.1 | Present..... | 3 |
| 1.2 | Apologies | 3 |
| 1.3 | Confirmation of Agenda | 3 |
| 1.4 | Conflict of Interest Declaration | 3 |
| 1.5 | Deputations and Presentations..... | 3 |
| 2 | Confirmation of Minutes..... | 4 |
| 2.1 | Raupo Drainage Committee Minutes 17 November 2016..... | 4 |
| 3 | General..... | 4 |
| 3.1 | Asset Management Report February 2017..... | 4 |
| 3.2 | Raupo Financial Report year ended 31 December 2016 | 4 |
| 3.3 | Items Discussed..... | 5 |
| 4 | Closure..... | 5 |

Minutes of the Raupo Drainage Committee, Friday 17 February 2017**1 Opening****1.1 Present**

Chair: Ian Beattie

Members: Hamish Davidson, David Hart, Ross McKinley, Ken Whitehead, and
Mayor Greg Gent**In Attendance**

| Name | Designation | Item(s) |
|-----------------|-----------------------|--------------------|
| Shelley Paniora | Executive Assistant | All (Minute-taker) |
| Wayne Crump | Drainage Co-ordinator | All |
| Matthew Smith | Stormwater Engineer | All |
| | | |
| | | |

Adjournments

Nil

Absences

Nil

1.2 Apologies

Greg Gent

Moved Madsen/McKinley

That the apology of Greg Gent be received.

Carried**1.3 Confirmation of Agenda**

The Committee confirmed the Agenda.

1.4 Conflict of Interest Declaration

Nil

1.5 Deputations and Presentations

Nil

2 Confirmation of Minutes

2.1 Raupo Drainage Committee Minutes 17 November 2016

Governance Services Manager 1603.21

Moved Davidson/Hart

That the Minutes of the Raupo Drainage Committee meeting on 17 November 2016, be confirmed as a true and correct record.

Carried

3 General

3.1 Asset Management Report February 2017

Land Drainage Co-ordinator 4303.24

Moved Whitehead/Hart

That the Raupo Drainage Committee receives the Land Drainage Co-ordinator's report 'Asset Management Report: February 2017' dated 26 January 2017. This will enable the Committee to be informed of the current issues.

Carried

3.2 Raupo Financial Report year ended 31 December 2016

Financial Accountant 4303.24

The Financial Report is attached.

Moved McKinley/Davidson

That the Raupo Drainage Committee receives the circulated Raupo Drainage District Financial Report year ended 31 December 2016.

Carried



3.3 Items Discussed

- Culvert on Access/Dunn Road;
- Drain 33 is silted and cleaning to be programmed;
- Bullrush off Sunrise Bridge;
- Bowers Stopbank;
- MoU with Cycleway group – Lions will be replaced with Ruawai Promotions and Development Group as the parent organisation for the proposed Cycleway; and
- Board Meeting Room – further use of room to be investigated.

4 Closure

Next Meeting: Friday 19 May 2017.

The Meeting Closed at 11.00 am.

Confirmed

Chair

Kaipara District Council
Dargaville

3 General

3.1 Raupo Asset Management Report

Land Drainage Coordinator 4303.24/AM

Recommended

That the Raupo Drainage Committee receives the Land Drainage Co-ordinator's report 'Asset Management Report: May 2017' dated 09 May 2017. This will enable the Committee to be informed of the current issues.

3.2 Raupo Financial Report year ended 31 March 2017

Financial Accountant 4303.24

The Financial Report is attached.

Recommended

That the Raupo Drainage Committee receives the circulated Raupo Drainage District Financial Report year ended 31 March 2017.

File number: 4303.24 **Approved for agenda**

Report to: Raupo Drainage Committee

Meeting date: **19 May 2017**

Subject: **Asset Management Report: May 2017**

Date of report: 09 May 2017

From: Wayne Crump, Land Drainage Co-ordinator

Report purpose: Decision Information

Assessment of significance: Significant Non-significant

Summary

This report summarises the work that has been undertaken over the last month and work that is planned or recommended in the forthcoming months. The Committee is asked to receive the report.

Recommendation

That the Raupo Drainage Committee receives the Land Drainage Co-ordinator's report 'Asset Management Report: May 2017' dated 09 May 2017. This will enable the Committee to be informed of the current issues.

Background

The Raupo Drainage Committee meets four times each year to consider maintenance and renewal works that are required in the Raupo Drainage District. The Land Drainage Co-ordinator's report summarises the maintenance and renewal work that has been done over the period and outlines the future work programme.

Issues**Stopbanks**

Inspections of the district's stopbanks continue with no issues to report. This year's programmed stopbank improvements were not completed due to the contractor not being available. These works will be carried over to next season's programme. Spall placement and debris removal will be completed as required.

Floodgates

The Opus condition assessments of 20 saltwater floodgates in the district have been completed. A spreadsheet of required maintenance and replacements will be provided for discussion at this meeting.

The replacement of Floodgate 38 in the Boat Marina has been completed. Once again works from the Barfoote Construction team has been of a high standard and completed on time and budget. A temporary bypass water supply line (for the town's bore water supply to the treatment plant) was required for access to the working site, which was to be reinstated once works were completed. This along with telemetry cables, and a further break in the water supply line where the crane sat while lifting in the precast sections, created further cost. Crompton Engineering has refurbished the inner sluice gate system with new stainless steel rails and a nylon door prior to refitting. The existing floodgate door lifting beam will be modified to suit the new head wall. Issues arose with the floodgate door swinging from side

to side when discharging the first large volume of floodwater. This has been overcome by installing cross-brace chains as fitted to other floodgate doors with similar problems. Barfoote Construction is to repair some concrete damage done to the headwall caused by this problem and modify the door support brackets. Further spalling will be required around the headwall next season and some top soiling along the bank into the reserve. A breakdown of costs will be provided at this meeting.

The planned replacement of Floodgate 53 coinciding with the next tide and weather window was delayed due to the digger operator not being available at the time. Further start dates have been delayed due to tides and weather and also slips along Te Kowhai Floodgate road. The catchment for Floodgate 53 is from the eastern hills and this has no alternative discharge area so a suitable weather window is considered essential.

Although late in the season works are still planned on the replacing the headwalls on Floodgate 39 and Floodgate 1 subject to weather.

Machine cleaning

Machine cleaning has been completed, with the long reach digger, in K canal on the eastern side, from Floodgate 65 (Evans property) to the SH12 bridge. On the western side cleaning was completed from the SH12 bridge to an area 100m below Floodgate 66 (Scott property). Floodgate outlets 65, 6, 6A, 6B, 66 were cleaned at this time resulting in a total distance of around 1,980m. This section required a heavy clean at \$2.92 per metre (\$5,795.00).

This section of canal has not been machine cleaned in 10 years.

Machine cleaning has been completed in Drain 40 (Madsen/Flood properties 1,090m).

Drain Spraying

The second round of the district's drain spraying was authorised on 05 April 2017, but due to continued bad weather and high water levels in drains the programme got off to a slow start. Recent good weather has allowed a catch up period with mainly the main canals and the town drains remaining.

Drain spraying of Californian Bullrush has been completed on both sides of G canal from Sunrise bridge SH12, to the concrete bridge in the Double creek property. Previous spraying trials have shown good results with a Glysohate mix but it has taken some time to achieve the required result.

This spray round the Glysohate rate has been increased, to 5lt per 100 water. An additional mix of 5kg Ammonium sulphate per 100, as a plant stimulant, trialled on the eastern side of the canal only.

Factors to consider

Community views

The community expects the Committee to have a good understanding of and to govern the land drainage requirements for the Raupo District.

Policy implications

There are no policy implications created by this report.

Financial implications

There are no financial implications created by this report. All work recommended falls within the approved budget for the Raupo Drainage District.

Legal/delegation implications

There are no legal implications created by this report and the Committee has the delegated authority to receive the report and make recommendations as to the work required.

Options

Option A: The Committee receives the Asset Management Report as written.

Option B: The Committee declines to receive the Asset Management Report as written.

Assessment of options

The community expects the Committee to be informed as to the maintenance and renewal work being undertaken by Council on their behalf. Receiving the Asset Management Report is confirmation that they have been informed.

Assessment of significance

This report does not trigger Council's Significance and Engagement Policy.

Recommended option

The recommended option is Option A.

**Raupo Drainage District
Financial report for the period ended 31 March 2017**

| Raupo Drainage District | Actual year ended 30.06.2016 | Budget year ended 30.06.2017 | Actual period ended 31.03.2017 |
|---------------------------------------|------------------------------------|------------------------------------|--------------------------------------|
| Funds/Deficit from prior period | 313,492 | - | 319,113 |
| Rent received | 8,820 | 8,017 | 7,040 |
| Rates | 328,311 | 339,258 | 255,335 |
| Funds available | 650,623 | 347,275 | 581,487 |
| Administration Costs | 29,016 | 24,988 | 17,979 |
| Committee Costs | 1,220 | 2,580 | 860 |
| Maintenance Costs (note 1) | 170,956 | 164,877 | 94,924 |
| Total Operating Costs | 201,192 | 192,445 | 113,763 |
| Total Capital costs (note 2) | 130,318 | 604,000 | - |
| Total Costs | 331,510 | 796,445 | 113,763 |
| Funds Passing to Future Period | 319,113 | - | 467,724 |

Note 1

| Maintenance Analysis | Actual period ended 30.06.2016 | Budget year ended 30.06.2017 | Actual period ended 31.03.2017 |
|-----------------------------|--------------------------------------|------------------------------------|--------------------------------------|
| Floodgates | 26,415 | 15,113 | 31,197 |
| Pumps | 3,536 | 5,004 | 2,010 |
| Machine Cleaning | 19,523 | 12,000 | 11,895 |
| Spraying | 77,477 | 80,868 | 42,026 |
| Stopbanks | 34,325 | 36,720 | 980 |
| Miscellaneous (incl garage) | 4,256 | 9,996 | 2,592 |
| Power | 756 | 576 | 1,170 |
| Insurance | 1,490 | 1,500 | 305 |
| Rates payments | 2,072 | 2,100 | 1,934 |
| Rate remissions | 1,107 | 1,000 | 816 |
| Total maintenance | 170,956 | 164,877 | 94,924 |

Note 2

| Capex Analysis | Actual period ended 30.06.2016 | Budget year ended 30.06.2017 | Actual period ended 31.03.2017 |
|----------------------------------|--------------------------------------|------------------------------------|--------------------------------------|
| Floodgates | 130,318 | 434,000 | 74,801 |
| Pumps | | | |
| Stopbanks | | 170,000 | |
| Miscellaneous | | | |
| Total capital expenditure | 130,318 | 604,000 | 74,801 |

4 Closure

Kaipara District Council
Dargaville