

I hereby give notice of an Ordinary meeting of the:

Meeting	Raupo Drainage Committee
Date	Thursday 15 February 2018
Venue	Raupo Drainage Board Offices – Wharf Road, Ruawai
Time	10.00 am

Open Agenda

Membership

Chair: Ian Beattie

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

Staff and Associates:

Chief Operating Officer and General Manager Infrastructure, Land Drainage Co-ordinator, Executive Assistant (Minute-taker)

Linda Osborne
Administration Manager
losborne@kaipara.govt.nz

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**Ordinary meeting of the Raupo Drainage Committee
Thursday 15 February 20187 in Ruawai**

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 16 November 2017

Democratic Services Manager 1603.22

Recommended

That the unconfirmed minutes of the Raupo Drainage Committee meeting held on 16 November 2017 be confirmed as a true and correct record.

Meeting	Raupo Drainage Committee
Date	Thursday 16 November 2017
Venue	Raupo Drainage Board Offices – Wharf Road, Ruawai
Time	Meeting commenced at 10.10 am Meeting concluded at 11.20 am
Status	Unconfirmed

Minutes

Membership

Chair: Ian Beattie

Members: David Hart, Brian Madsen, Ross McKinley and Ken Whitehead

Staff and Associates:

General Manager Infrastructure, Land Drainage Co-ordinator, Executive Assistant (Minute-taker)

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Unconfirmed

**Ordinary meeting of the Raupo Drainage Committee
Thursday 16 November 2017**

1 Opening**1.1 Present**

Chair: Ian Beattie

Members: David Hart, Brian Madsen, Ross McKinley, Ken Whitehead, Greg Gent, Councillor
Jonathan Larsen (via audio link)

[Secretarial Note: At its meeting on 14 November 2017, Kaipara District Council resolved to appoint Councillor Jonathan Larsen as the Council representative and Greg Gent as a ratepayer representative on the Raupo Drainage Committee. Refer to item 6.2 in the minutes.]

In Attendance

Name	Designation	Item(s)
Shelley Paniora	Executive Assistant	All (Minute-taker)
Wayne Crump	Drainage Co-ordinator	All

Adjournments

Nil.

1.2 Apologies**Moved Beattie/Madsen***That the apology of Ross McKinley be received.***Carried****1.3 Confirmation of Agenda**

The Committee to 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 16 August 2017

Democratic Services Manager 1603.22

Moved Gent/Hart

That the unconfirmed minutes of the Raupo Drainage Committee meeting held on 16 August 2017 be confirmed as a true and correct record.

Carried

2.2 Raupo Drainage Committee Minutes 07 September 2017

Democratic Services Manager 1603.22

Moved Gent/Hart

That the unconfirmed minutes of the Raupo Drainage Committee meeting held on 07 September 2017 be confirmed as a true and correct record.

Carried

3 General

3.1 Raupo Asset Management Report: October 2017

Land Drainage Co-ordinator 4303.24/AM

Moved Beattie/Hart

That the Raupo Drainage Committee receives the Land Drainage Co-ordinator's report 'Asset Management Report: October 2017' dated 08 November 2017. This will enable the Committee to be informed of the current issues.

Carried

3.2 Raupo Financial Report – year ended 30 September 2017

Financial Services Manager 4303.24

Moved Beattie/Madsen

That the Raupo Drainage Committee receives the tabled Raupo Drainage District Financial Report – year ended 30 September 2017.

Carried

3.3 Bakersfield proposal

Land Drainage Co-ordinator

Moved Beattie/Whitehead

*That the Raupo Drainage Committee **does not** support the application made by Bakersfield Limited (Chris Baker) to lower and increase existing culvert sizes to 600mm diameter, or to install a new 600mm diameter culvert under Access Road, draining into Drain 3.*

Carried

4 Closure

The meeting closed at 11.20 am.

Confirmed

Chair

Unconfirmed

3 General

3.1 Asset Management Report: February 2018

Land Drainage Co-ordinator

Recommended

That the Raupo Drainage Committee receives the Land Drainage Co-ordinator's report 'Asset Management Report: October 2017' dated 08 November 2017. This will enable the Committee to be informed of the current issues.

File number: 4303.24 **Approved for agenda**

Report to: Raupo Drainage Committee

Meeting date: 15 February 2018

Subject: Asset Management Report: February 2018

Date of report: 8 February 2018

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: October 2017' dated 08 November 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.

Stopbanks

The Opus survey and Geotech tests on the area stop bank issues in the Bowergate property have been completed and the results should be available for this meeting. The districts stop bank improvement works will be determined with the opus come of these results

Floodgates

Both floodgate 53 and 54 replacements were completed by Barfoote Contracting by the end of December 2017. Once again works were of a high standard and completed promptly.

The contract price for Flood gate 53 was \$103,500.00. Extra costs involved with Flood gate 53 were a cost variation of \$3,857.00 for a wider box culvert floor, roof and head wall. (The fabricated precast head wall head already made was used on Flood gate 54)

Temporary repairs made to Flood gate 53 for materials and labour were \$1224.00. Costs for the temporary flood gate installed (mainly freight) were \$2,582.00 with the installation and removal included in the Barfoote contract price for the temporary bund in front of the Flood gate.

Repairs to the road were \$6,980.00 which included an extension to the culvert under the road into drain No55 were invoiced to the roading budget.

An extra 390 ton of lime stone stripping's @\$2,552.00 was required to build up the stop bank area approaching and over the top of the flood gate

The contract price for Flood gate 54 was within budget at 110,876.00. Extra costs were a new flood gate door including sand blasting and painting @ \$2,200.92

An extra 319 ton of lime stone stripping's @\$2,145.00 was required to build up the stop bank area approaching and over the top of the flood gate

FLOODGATE 53		103,500.00	Claim 1	Barfoote	30,000.00
	Cont 883		Claim 2	Barfoote	77,357.00
	Variation larger headwall			Barfoote	3,857.00
					111,214.00
Oct-17	Road Closure	BRS			126.40
Oct-17	Road Closure	BRS			341.53
Oct-17	Road Closure	BRS			201.60
Oct-17	Check levels	L Taylor			157.50
Nov-17	Temp repairs close box culvert	Crompton			905.00
Nov-17	Modify F/gate / load for transport	Newman			645.97
Oct-17	Freight Temp F/g Darg > Raupo	Harrison			940.80
Nov-17	Freight Temp F/g Raupo > Darg	Harrison			940.80
Oct-17	Timber / screws tempoary repair	Carters			319.60
Nov-17	Plywood for door	Carters			156.40
					4,735.60
Nov-17	Supply Lime stone strippings to Ruawai Trans build up stop bank 390 ton		2,552.00		118,501.60

FLOODGATE 54		110,876.00	Claim 1	Barfoote	82,288.00
	Cont 886		Claim 2	Barfoote	28,588.00
					110,876.00
Dec-17	Fabricate new F/gate door	Crompton			2,200.92
	Sand blast / paint				
Dec-17	Supply Lime stone strippings to Ruawai Trans				2,145.00
	Build up stop bank 319 ton				4,345.92
					115,876.92

Machine cleaning

This year's machine cleaning has mainly involved weed raking in July and August. Works done this quarter have been weed removal in drain No 4 (Madsen) and No 31 (McKinley rd) either side of a new culvert installation

Drain spraying

Round one of this year's contract drain spraying has been completed @ 435,307.00 which also include Bull Rush spraying on the western side of K canal below SH12. The eastern side is to be spray from SH12 to Flood gate No 66 (Evans) when the digger has cleared access.

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: That the Committee receives the Asset Management Report as written.

Option B: That 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.

3.2 Financial report for the period ended 31 December 2017

Treasury and Financial Services Manager 4303.24

Recommended

That the Raupo Drainage Committee receives the Treasury and Financial Services Manager's report 'Financial report for the period ended 31 December 2017'.

Raupo Drainage District
Financial report for the period ended 31 December 2017

Raupo Drainage District	Actual year ended 30.06.2017	Budget year ended 30.06.2018	Actual period ended 31.12.2017
Funds/Deficit from prior period	319,113	-	308,754
Rent received	9,357	8,016	4,140
Rates	340,479	348,504	174,207
Funds available	668,949	356,520	487,101
Administration Costs	23,972	34,800	20,285
Committee Costs	1,110	2,580	600
Maintenance Costs (note 1)	150,408	183,180	67,566
Total Operating Costs	175,490	220,560	88,451
Total Capital costs (note 2)	184,705	446,000	190,427
Total Costs	360,194	666,560	278,877
Funds Passing to Future Period	308,754	310,040	208,224

Note 1

Maintenance Analysis	Actual period ended 30.06.2017	Budget year ended 30.06.2018	Actual period ended 31.12.2017
Floodgates	33,633	24,996	7,617
Pumps	2,010	5,004	1,200
Machine Cleaning	17,525	20,004	14,363
Spraying	83,735	80,868	33,474
Stopbanks	3,300	36,720	4,734
Miscellaneous (incl garage)	5,471	9,996	1,246
Power	1,306	996	2,166
Insurance	406	1,500	196
Rates payments	1,934	2,100	1,994
Rate remissions	1,088	996	576
Total maintenance	150,408	183,180	67,566

Note 2

Capex Analysis	Actual period ended 30.06.2017	Budget year ended 30.06.2018	Actual period ended 31.12.2017
Floodgates	184,705	276,000	190,427
Pumps			
Stopbanks		170,000	
Miscellaneous			
Total capital expenditure	184,705	446,000	190,427

4 Closure

Kaipara District Council
Dargaville