

I hereby give notice of an Ordinary meeting of the:

Meeting	Raupo Drainage Committee
Date	Thursday 21 February 2019
Venue	Raupo Drainage Board Offices – Wharf Road, Ruawai
Time	10.00am

Open Agenda

Membership

Chair: Ian Beattie

Members: Greg Gent, David Hart, Brian Madsen, Ross McKinley, Ken Whitehead,
Councillor Anna Curnow, Mayor Jason Smith

Staff and Associates:

Land Drainage Co-ordinator, Infrastructure Officer, Governance Advisor (Minute-taker)

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**Ordinary meeting of the Raupo Drainage Committee
Thursday 21 February 2019 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 15 November 2018

General Manager Governance, Strategy and Democracy 1603.23

Recommended

That the unconfirmed minutes of the Raupo Drainage Committee meeting held on 15 November 2018 be confirmed as a true and correct record.

Meeting	Raupo Drainage Committee
Date	Thursday 15 November 2018
Venue	Raupo Drainage Board Offices – Wharf Road, Ruawai
Time	Meeting commenced at 10.05am Meeting concluded at 10.34am
Status	Unconfirmed

Minutes

Membership

Chair: Ian Beattie

Members: Greg Gent, David Hart, Brian Madsen, Ross McKinley, Ken Whitehead,
Councillor Anna Curnow, Mayor Jason Smith

Staff and Associates:

Land Drainage Co-ordinator, Governance Advisor (Minute-taker)

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Unconfirmed

Minutes of the Ordinary meeting of the Raupo Drainage Committee
Thursday 15 November 2018 in Ruawai

1 Opening

1.1 Present

Chair: Greg Gent

Members: Councillor Anna Curnow, David Hart, Ross McKinley and Mayor Jason Smith

In Attendance

Name	Designation	Item(s)
Wayne Crump	Drainage Co-ordinator	All
Matt Smith	Planning and Design Engineer	All
Lisa Hong	Governance Advisor	All (minute-taker)

1.2 Apologies

Moved Gent/Curnow

That the apologies of Ian Beattie and Brian Madsen 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 16 August 2018

General Manager Governance, Strategy and Democracy **1603.23**

Moved Smith/Hart

That the unconfirmed minutes of the Raupo Drainage Committee meeting held on 16 August 2018 be confirmed as a true and correct record.

Carried

3 General

3.1 Asset Management Report: November 2018

Land Drainage Co-ordinator 4303.24

Moved Curnow/Smith

That the Raupo Drainage Committee receives the Land Drainage Co-ordinator's report 'Asset Management Report: November 2018' dated 06 November 2018.

Carried

3.2 Financial report for the period ended 30 September 2018

Financial Services Manager 4303.24

Moved Curnow/Smith

That the Raupo Drainage Committee receives the Raupo Drainage District financial report for the period ended 30 September 2018.

Carried

3.3 Murphy Bower Stopbank Options Report

Waters and Waste Manager 4303.24

Moved Gent/Smith

That the Raupo Drainage Committee:

- 1 *Receives the Waters and Waste Manager's report 'Murphy Bower Stopbank Options Report' dated 05 November 2018 and its circulated Appendix A; 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 *Recommends to Council that the Murphy Bower stopbank located on **SECT 73-75 PT 44 BLK XV TOKATOKA SD** is remediated as per Option C of the aforementioned report – the remediation of the stopbank along the approximately 300m long section outlined under **New Stop Bank** and the upgrade of the existing section of the stopbank as highlighted by the area marked under **Option 2** as per Fig 1 in Appendix A of the aforementioned report, without associated ground improvements i.e. construct the proposed stopbank to a standard no less than the existing stopbanks within the Raupo Drainage District at an estimated cost of \$375,000 + GST; and*
- 4 *Recommends to Council to defer the following capital works and operational projects to fund the proposed stopbank:*



- a. \$128,000 to come from financial year capital works projects;
 - b. \$50,000 from Management services (identified to start hydraulic modelling);
 - c. \$42,000 from the stopbank maintenance budget; and
- 5 Recommends to Council to approve an additional budget of \$45,000 to be loan funded; and
- 6 Recommends to Council, in regards to the landowner, that:
- a. There be no compensation granted to the landowner for any disruption to business activities, or for loss of land and/or grazing area;
 - b. If compensation is sought for the land area under the stopbank from the landowner, that Council acquire the land as an area of interest to the Raupo Drainage District; and
 - c. A Raupo Land Drainage Targeted Rate remission be granted for the land area that would lie outside of the protection of the Raupo Drainage District.

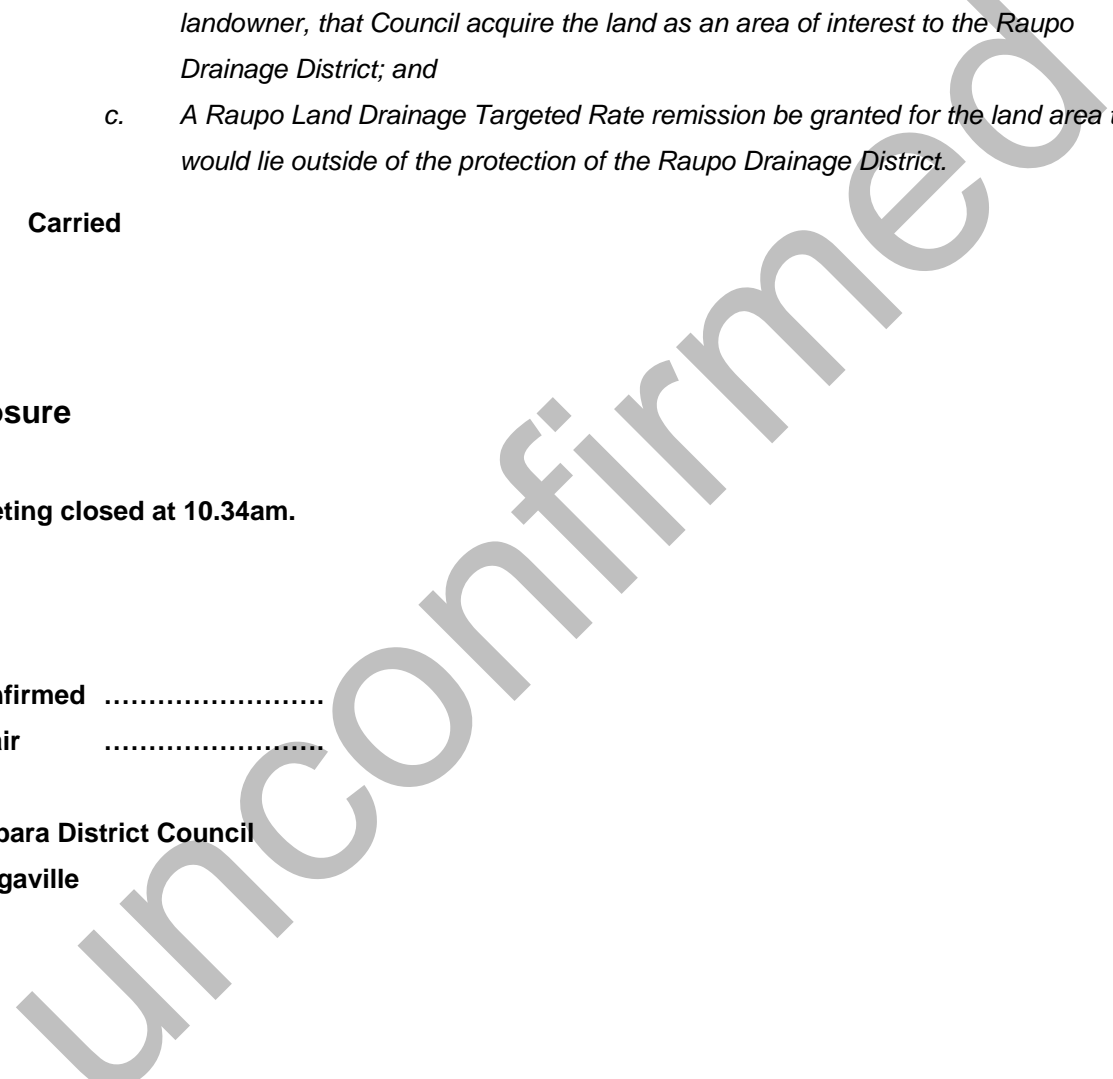
Carried

Closure

Meeting closed at 10.34am.

Confirmed
Chair

Kaipara District Council
Dargaville



3 General

Raupo Drainage Committee Operations Update - November 2018 to January 2019

Meeting: Raupo Drainage Committee
Date of meeting: 21 February 2019
Reporting officer: Wayne Crump, Land Drainage Coordinator

1 Purpose/Ngā hāinga

To present the operational report for the Raupo Drainage District for the November 2018 to January 2019 period so the Committee can be well-informed.

2 Recommendation/Ngā tūhunga

That the Raupo Drainage Committee notes the 'Raupo Drainage Committee Operations Update - November 2018 to January 2019' report.

3 Executive summary/Whakarāpopototanga

A summary of activities, operations and maintenance work carried out over the months of November 2018 to January 2019 is reported below. This follows a work programme that is discussed with the Committee at the meeting.

4 Discussion/Ngā kōrerorero

The following is a summary of activities, operations and maintenance work carried out over the months of November 2018 to January 2019:

Stopbanks

Work on the cycleway area along the stopbank, from the end of Westlake Road to Simpson Road has been completed. Work on the section from the boat ramp area to Floodgate No. 39 is due to start.

The area of stopbank after Floodgate No. 45 (Wilson Landing), has been linked to provide a continuous track. The bank area along here has been spalled to prevent vehicle access on to the track.

The stopbank gates have been rehung, with padlocks and padlock covers installed. It was disappointing to see the padlocks cut off the gates within the first week of the cycleway being opened. An improved locking system will be required. On a positive note it is pleasing to see so many people using this facility.

The continuation of the stopbank improvements between Wilson Landing and Simpson Road is on hold, pending resolution of the Bowers stopbank. A section of stopbank near the old Te Kowhai/Mapau Road area, requires building up, and at Floodgate No. 11 near the Reid property.

Floodgates

Minor floodgate debris issues were resolved after inclement weather received in late December. Repairs are to be made to the lifting assembly of Floodgate No. 6 (Tramline). Crompton Engineering is due to start floodgate inspections prior to winter.

Machine cleaning

No further machine cleaning has been done since weed raking in July. Machine cleaning is required at Drain No. 54 to allow the internal floodgate to operate.

Drain spraying

The first spray round has been completed. Drain No. 95 (behind the houses on Freyberg Road and the Flood property) has had the Tobacco trees removed. Debris from the trees was taken to a dump site, and the tree stumps pasted with spray.

4.1 Financial implications/Ngā ahumoni hīraunga

It is the Land Drainage Coordinators responsibility to ensure all operations are conducted within budget.

4.2 Policy and planning implications/Kaupapa here me hoahoa hīraunga

The financial budgets are set within the LTP and respective Annual Plan process.

4.3 Risk/Ngā tūraru

There are no known risks at this time.

5 Significance and engagement/Hirahira me ngā whakapāpā

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

Wayne Crump
01 February 2019

3.2 Financial report for the period ended 31 December 2018

Financial Services Manager 4303.24

Recommended

That the Raupo Drainage Committee receives the Raupo Drainage District financial report for the period ended 31 December 2018.

Raupo Drainage District
Financial report for the period ended 31 December 2018

Raupo Drainage District	Actual year ended 30.06.2018	Budget year ended 30.06.2019	Actual period ended 31.12.2018
Funds/Deficit from prior period	308,754	-	196,852
Rent received	8,960	8,016	4,650
Rates	348,421	394,968	197,286
Funds available	666,135	402,984	398,788
Administration Costs	39,639	100,604	22,836
Committee Costs	1,200	2,580	-
Maintenance Costs (note 1)	149,509	188,588	46,745
Total Operating Costs	190,348	291,772	69,580
Total Capital costs (note 2)	278,935	128,500	4,000
Total Costs	469,283	420,272	73,580
Funds Passing to Future Period	196,852	- 17,288	325,208

Note 1

Maintenance Analysis	Actual year ended 30.6.2018	Budget year ended 30.06.2019	Actual period ended 31.12.2018
Floodgates	25,374	24,996	2,300
Pumps	1,200	5,004	2,080
Machine Cleaning	20,592	20,000	6,406
Spraying	81,294	83,000	29,676
Stopbanks	11,514	40,000	983
Miscellaneous (incl garage)	2,717	9,996	1,122
Power	3,255	996	1,381
Insurance	415	1,500	219
Rates payments	1,994	2,100	1,763
Rate remissions	1,152	996	815
Total maintenance	149,509	188,588	46,745

Note 2

Capex Analysis	Actual year ended 30.6.2018	Budget year ended 30.06.2019	Actual period ended 31.12.2018
Floodgates	190,427	128,500	4,000
Pumps			
Stopbanks	64,677		-
Miscellaneous	23,832		
Total capital expenditure	278,935	128,500	4,000

Closure

**Kaipara District Council
Dargaville**