Purpose of the report
The minutes of the previous Kaitaia Drainage Area Committee meeting are attached to allow the Committee to confirm that the minutes are a true and correct record.

Recommendation/s
That the Kaitaia Drainage Area Committee:

  a) confirm that the minutes of the meeting of the Kaitaia Drainage Area Committee held 27 March 2017 are a true and correct record.

1) Background
Local Government Act 2002 Schedule 7 Section 28A states that a local authority must keep minutes of its proceedings. The minutes of these proceedings duly entered and authenticated as prescribed by a local authority are prima facie evidence of those meetings.

2) Discussion and options
The minutes of the meeting are attached. Far North District Council Standing Orders Section 27.3 states that no discussion shall arise on the substance of the minutes in any succeeding meeting, except as to their correctness.

Reason for the recommendation
The reason for the recommendation is to confirm the minutes are a true and correct record of the previous meeting.

3) Financial implications and budgetary provision
There are no financial implications or the need for budgetary provision as a result of this report.
Compliance schedule:

Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

1. A Local authority must, in the course of the decision-making process,
   a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and
   b) Assess the options in terms of their advantages and disadvantages; and
   c) If any of the options identified under paragraph (a) involves a significant decision in relation to land or a body of water, take into account the relationship of Māori and their culture and traditions with their ancestral land, water sites, waahi tapu, valued flora and fauna and other taonga.

2. This section is subject to Section 79 - Compliance with procedures in relation to decisions.

<table>
<thead>
<tr>
<th>Compliance requirement</th>
<th>Not applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td>State the level of significance (high or low) of the issue or proposal as determined by the Council’s Significance and Engagement Policy</td>
<td>Not applicable</td>
</tr>
<tr>
<td>State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.</td>
<td>Not applicable</td>
</tr>
<tr>
<td>State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board’s views have been sought.</td>
<td>Not applicable</td>
</tr>
<tr>
<td>State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.</td>
<td>None</td>
</tr>
<tr>
<td>Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences.</td>
<td>Not applicable</td>
</tr>
<tr>
<td>State the financial implications and where budgetary provisions have been made to support this decision.</td>
<td>There are no financial implications or the need for budgetary provision arising from this report.</td>
</tr>
<tr>
<td>Chief Financial Officer review.</td>
<td>The Chief Financial Officer has not reviewed this report.</td>
</tr>
</tbody>
</table>
UNCONFIRMED

MINUTES OF THE MEETING OF THE KAITAIA DRAINAGE AREA COMMITTEE HELD IN THE BOARD ROOM, TE AHU, CORNER MATTHEWS AVE AND SOUTH ROAD, KAITAIA ON MONDAY 27 MARCH COMMENCING AT 10:00 AM

PRESENT

Chairperson
Troy Smith
Fiona King

Members
Adele Gardner
Jim Bennett
Joe King

APOLOGIES

Greg Yuretich
Mike Masters

IN ATTENDANCE

Felicity Foy Councillor

STAFF PRESENT

Stephen Little 3 Waters Operations Manager
Steve Smith Stormwater Engineer
Troy Smith Assistant Engineer
Aimee Page Engineering Cadet
Melissa Wood Meetings Administrator (via phone Conference from 10:33am)

1.0 APOLOGIES AND DECLARATIONS OF INTEREST

Reason for the resolution

The Committee may grant leave of absence to a Member from a meeting upon application by the Member. If a Member has not obtained a leave of absence an apology may be tendered on behalf of the Member and the apology may be accepted or declined by the Committee. Acceptance of the apology shall be deemed to be granting of a leave of absence for that meeting.

Resolved F King/Bennett

THAT apologies from Greg Yuretich and Mike Masters be accepted.

Carried

There were no declarations of interest.

2.0 ELECTION OF CHAIRPERSON AND DEPUTY CHAIRPERSON

Agenda item 2.0, document number A1839775, pages 1-3 refers.

Reason for the resolution

To elect a Chairperson and Deputy Chairperson in accordance with Standing Orders.

Resolved Gardner/Bennett

THAT the Kaitaia Drainage Committee uses Voting System B to elect a Chairperson and Deputy Chairperson for the triennium October 2016 to October 2019;

AND THAT the Kaitaia Drainage Committee elect Fiona King as Chairperson for the triennium October 2016 to October 2019, in accordance with Standing Orders;

Carried

Resolved F King/Bennett
THAT the Kaitaia Drainage Committee elect Mike Masters as Deputy Chairperson for the triennium October 2016 to October 2019, in accordance with Standing Orders.

Carried

3.0 INFRASTRUCTURE AND ASSET MANAGEMENT GROUP

3.1. Kaitaia Drainage Area Draft Management Plan

Agenda 3.1, document number A1840972, pages 5-41 refers.

Reason for the resolution
To propose the draft management plan to the Te Hiku Community Board for adoption.

Resolved F King /Bennett

THAT the Kaitaia Drainage Area Committee makes the following recommendation to the Te Hiku Community Board:

THAT the Committee revise the draft management plan at a workshop and tabled for approval at a subsequent meeting of the Kaitaia Drainage Committee.

Carried

3.2. Kaitaia Drainage Area Works Programme Update for the Year Ended 30 June 2017

Agenda item 3.2, document number A1838538, pages 43-47 refers.

Reason for the resolution
The reason for the resolution is to confirm the works and their associated costs to be completed by 30 June 2017.

Resolved Bennett/J King

THAT the Kaitaia Drainage Areas Committee makes the following recommendation to the Te Hiku Community Board.

THAT the updated, previously approved following works in the Kaitaia Drainage Area be noted.

Status report on the drains $1,200

NRC Resource Consent Application Fees $1,500

Advertising of the Kaitaia Drainage District AGM $229

Spraying and Contingencies:

• Spraying of the drains estimate for Autumn $20,000
• Alligator weed spraying $1,000
• Machine Cleaning $33,500
• General Contingency $2,000

Total sum of Spraying and Contingencies $56,500

Grand Total $59,429

Carried
3.3. Kaitaia Drainage Area Works Programme Indicative for the Year Ended 30 June 2018

Agenda item 3.3, document number A1838537, pages 49-54 refers.

<table>
<thead>
<tr>
<th>Reason for the resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td>The reason for the resolution is to confirm the expected works and their associated costs to be completed by 30 June 2018.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Resolved</th>
</tr>
</thead>
<tbody>
<tr>
<td>F King/Bennett</td>
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</tbody>
</table>

**THAT** the Kaitaia Drainage Areas Committee makes the following recommendation to the Te Hiku Community Board:

**THAT** the following works in the Kaitaia Drainage Area be approved to be completed before 30 June 2018, with the spraying programme to start in 2017 subject to confirmation of the current rate being $75,000;

**AND THAT** if required in order to maintain the reserve of $20,000 the contingencies be adjusted accordingly;

**AND THAT** the status reports on the drains be tabled at the next meeting of the Kaitaia Area Drainage Committee.

- **Status report on the drains** $1,200
- **NRC Resource Consent Application Fees** $1,500
- **Spraying of the drains in the following compartments:**
  - i) Waipapakauri $14,904
  - ii) Lower Awanui $10,873
  - iii) Puckeys Outfall $3,188
  - iv) Pupekoto Outfall $9,703
  - v) Whangatane $3,878
  - vi) Kaitaia $4,053
  - vii) Tangonge $5,053
  - viii) Wairoa $2,334
- **Alligator weed spraying** $3,500
- **Machine Cleaning Contingency** $23,000
- **General Contingency** $6,000
- **Total sum of Spraying and Contingencies** $86,486
- **Grand Total** $89,186

Carried

4.0 **CLOSE OF MEETING**

The meeting closed at 12:35 pm.

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Chairperson