

## Chief Executive's Report:

Wednesday 23 November 2011

### Introduction

This month there are three parts to the report

Part One           Activities Report

(a) Summary of Activity

(b) Looking Forward

Part Two           Organisational Monitoring

(a) Dashboard

Part Three         Financial and Treasury Monthly Report to Council



# Part One: Activities Report

## a) Summary of Activity

### 1 Highlights

#### 1.1 White Ribbon Ride in Dargaville

The Council was asked by some local volunteers to support White Ribbon Day this November and it did not need asking twice. Council supports this wonderful event. White Ribbon Day is an opportunity for everyone but particularly men, to show that violence toward women is not acceptable. This type of violence destroys families, sets our children on a destructive journey and affects one in three women.



On 25 November at 11.00 am bikes and classic cars will be driving slowly through the main street of Dargaville (Victoria Street). This is our way of taking part in the North and South Island White Ribbon Motorcycle Ride. All the bikes and cars will then park in The Warehouse car park. There will also be the opportunity to listen to men who have turned their lives around, who are no longer violent toward women and how this has changed them.

A large piece of white cloth is going to be passed around for people to sign showing their support against violence toward women. This cloth will then be sewn into a big white ribbon and will be sent to Auckland where it will be put on display.

Everyone is welcome and we would like to see as many people as possible out on the footpaths supporting this event and showing that violence toward women is unacceptable.

#### 1.2 Success with the Cadetship Again



**Three of the new cadets, Ashley Corbett, Nelson McCullough and Raewyn Ringrose**

The cadetship scheme, which arose from a regional initiative supported by the Mayoral Forum and the Northland Intersectoral Forum, aims to encourage young people throughout Northland to gain employment skills and local government experience. It provides opportunities for promising young people to secure meaningful employment in Northland and also provides councils with a pool of people trained in the ways of Local Government.

The scheme is a year long programme which includes eight weeks training through People Potential and 10 months of employment at Kaipara District Council, Whangarei District Council or Northland Regional Council. Project partners in this scheme with the four Northland councils are the Ministry of Social Development and the Tertiary Education Commission.

This year nine cadets graduated from the eight week tertiary programme and buoyed by past successes, Kaipara District Council has appointed four within Council. They are Raewyn Ringrose, Ashley Corbett, Jamie Nikora and Nelson McCullough. All have settled well into their respective roles.

Raewyn is in Customer Services, Ashley is shared by the Monitoring and Economic Development Teams, Nelson is with the Community Spaces Team and Jamie is with the Building Team based in Kaiwaka. Together with the other service providers Council is helping the remaining five students who graduated to gain employment.

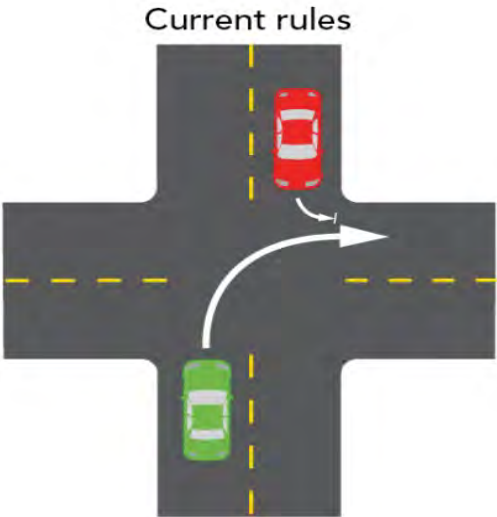
### 1.3 Changes to the give-way rules in 2012

At 5.00am on Sunday 25 March 2012, the give-way rules are changing. This has been made possible by the signing of the Road User Rule Amendment 2011. Changing the give-way rules for turning vehicles is part of the Government's *Safer Journeys* strategy.

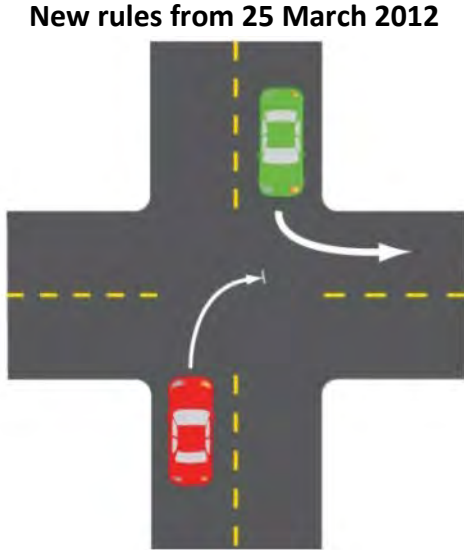
The give-way rule changes will help reduce confusion on our roads by removing some of the demands the current rules place on drivers' decision-making at intersections, and could reduce relevant intersection crashes by seven percent.

The two give way rules being changed are:

#### The left turn versus right turn



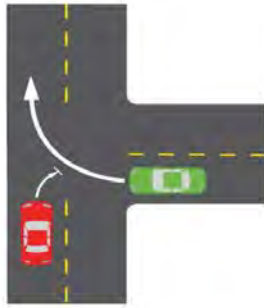
*Vehicle turning left has to give way*



*Vehicle turning right has to give way*

## Uncontrolled T-intersections

Current rules



*Vehicle turning right from continuing road has to give way.*

New rules from 25 March 2012



*Vehicle turning right from terminating road has to give way*

Planning is underway for an intensive public information campaign. The campaign will be run in the month leading up to the date of the actual change on 25 March 2012, with national advertising starting ten days before the change. The NZ Transport Agency is developing the public information campaign material and work is well underway.

To ensure clarity and consistency of message across the country and avoid public confusion, the NZ Transport Agency is very keen for the campaign material it develops to be used by all organisations involved in road safety. To help ensure this happens, all campaign material will be readily available online for Councils to use.

It is important to note that the change to the give-way rule will not affect existing signs or road markings at intersections however there may be some small adjustments to signs and markings after receiving an update information sheet in November.

### 1.4 Bizeasset Database

BizeAsset is a business programme that helps deliver an easy to use Asset Management System and is aimed specifically at infrastructure organisations and is used by many councils.

Asset Management is defined as being able to obtain the longest life out of an asset by systemising it from the purchase or build to the disposal of the asset. This is done by looking at the initial cost over the entire life of an asset. That cost is important as assets age and need more maintenance and more frequent inspections.

Kaipara District Council is currently using the Water, Waste Water and Storm water modules of BizeAsset but only as an as-built tool and are not utilising it to its fullest potential. There are further modules available such as Refuse, Parks and Buildings and Properties. The BizeAsset data base is currently only being utilised

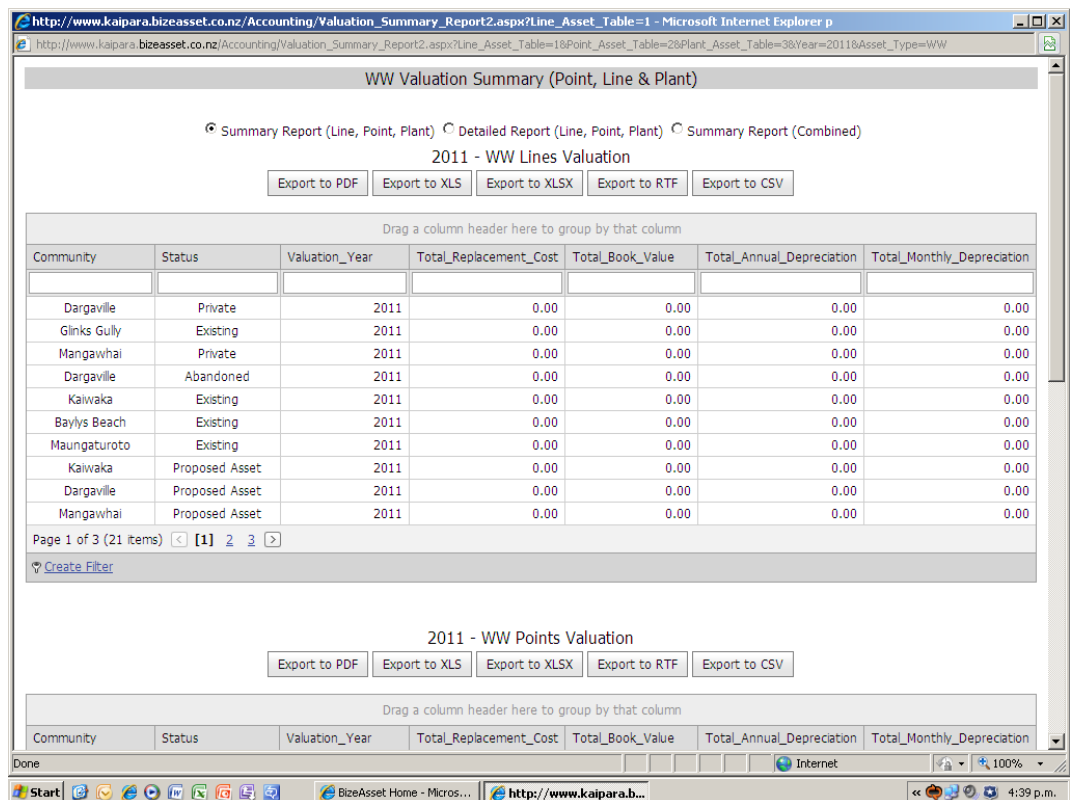
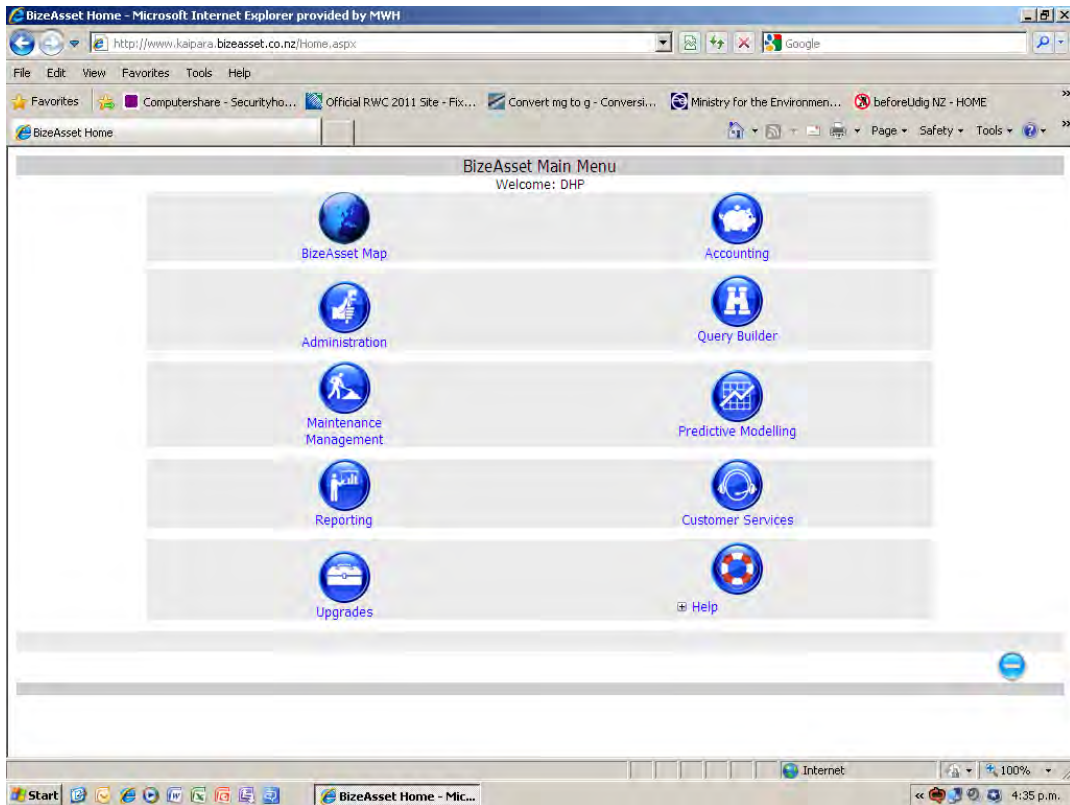
Council, through BizeAsset providers, are in the process of updating and upgrading their database so full utilisation of this programme can be gained. These updates/upgrades will see improvements to the data in BizeAsset and will allow for accurate asset valuations and assessments on pipes, pump stations and treatment plants and forward works programmes.

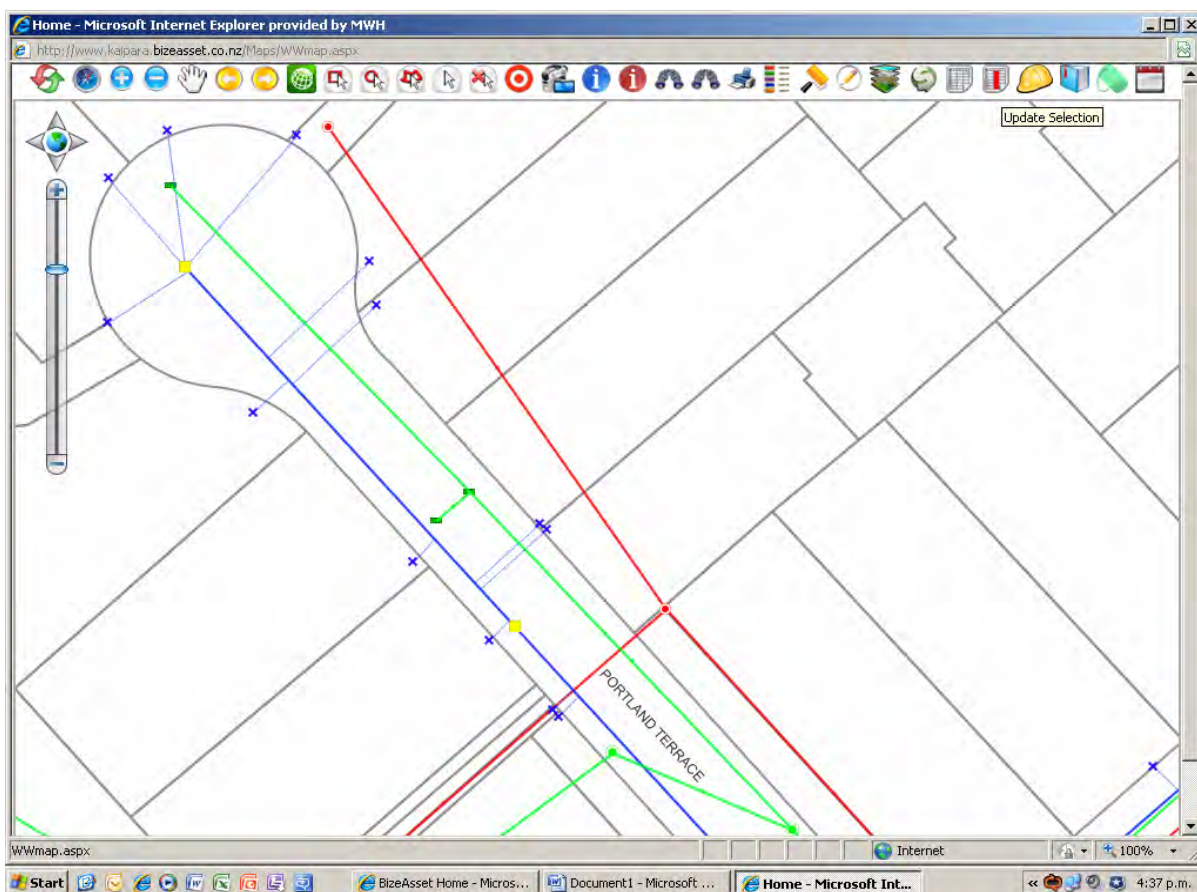
It is anticipated that once necessary updates and improvements have been completed that MWH will

become responsible for the update and maintenance of the BizeAsset database and have recently sent three staff members on training courses in preparation for the implementation of the new system.

The following screenshots show:

- the BizeAsset Database Main Menu
- the BizeAsset Database Valuation Screen and
- the BizeAsset Database Map Information





## 2 Contracts

The programme of works is well underway with carry over projects continuing to be completed and new projects also underway for roading, slip repairs and stormwater works.

### 2.1 2009/2019 Kaipara's Future - Working Together Projects

#### 2.1.1 Active Projects

Contract	Project Name	Project Status	Physical Works Start Due	Physical Works Completion Due
<b>Sealed Road Pavement Rehabilitation(SRPR) Projects (aka AWPT)</b>				
<b>Pavement Rehab Projects 2010/11</b>				
647	Moir Street East, Molesworth	Stormwater works 100% AWPT Moir St East 98% complete Moir/Molesworth roadworks 80% complete	02/2011	11/2011
660	Wintle Street Rehabilitation	Designed and due to be let with Wintle Street Slip project	01/2012	
663	Kaiwaka Mangawhai Road	10% complete - work recommenced	02/2011	11/2011
664	Pahi Road, Papanoa Oakleigh	100% complete. PCC to be issued	11/2010	Complete

Contract	Project Name	Project Status	Physical Works Start Due	Physical Works Completion Due
665	Karaka, Pukehuia and Waihue Roads	Construction 85% complete. Waiting to seal Pukehuia. PCC issued for Karaka & Waihue Roads	11/2010	11/2011
690	Arapohue	10% complete.	11/2011	11/2011
<b>Pavement Rehab Projects 2009/10</b>				
619	Pahi Road - 2 sites	Have been awaiting as-built plans from Contractor since January before issuing PCC.	01/2010	Complete
<b>KDC Bridge Replacement Programme 2009/10</b>				
635	Batley Road	Agreement reached. Awaiting details from Contractor to complete.	11/2010	Unknown
665	Pukehuia Road Culvert	Construction 100% complete. Pavement 85% complete	11/2010	11/2011
659	Central Road – Bridge 47	Works recommenced	03/2011	11/2011
<b>KDC Minor Safety Projects 2010/11</b>				
668	Lawrence Road Sight Benching of curves	Work ready to go as soon as underground cable information received.	11/2011	12/2011
669	Aranga Road, Corner Easing	To be included in maintenance contract.		
670	Paparoa – Oakleigh Safety Footpaths 2010/11	20% complete	10/2011	12/ 2011
671	Moir Street (Tara Road) Footbridge	5% complete	11/2011	12/2011
<b>KDC Minor Safety Projects 2009/10</b>				
692	Garbolino / Kaiwaka Mangawhai (intersection improvement)	100% Complete. PCC to be issued	03/2011	10/2011
<b>RDF Projects 2010/2011</b>				
673-KA8	Tinopai Road Rehabilitation	PCC issued.	11/2010	04/2011
598-KA7	Tinopai Road Rehabilitation	Remedials completed. PCC issued.	01/2011	Complete
677-KA10	Tinopai Road Rehabilitation	100% complete. PCC to be issued.	02/2011	10/2011
678-KA4	Trounson Park Road Rehabilitation	Construction 100% complete Rectification work to be done before issuing PCC.	04/2011	Complete

## 2.1.2 Practical Completion Issued

None of the 2009/2019 *Kaipara's Future - Working Together* projects have had their Practical Completion Certificate issued.

Contract	Project Name	Project Status	Work Finished PCC Issued	Contract Finished DL Ends
<b>Stormwater Contracts</b>				
606	Dargaville Stormwater: Gordon Street and Montgomery Avenue	PCC issued - Gordon Street PCC issued - Montgomery Avenue	23/12/10 15/04/11	23/12/11 15/04/12
625	Mangawhai: Molesworth Drive Pearson to Old Waipu Road (Piping of open drains)	Seal remedial done, still waiting for road markings prior to issuing DLC	20/05/2010	20/05/2011
674-KA1 & KA2	Pouto Road Rehabilitation	PCC issued – in DLP	20/05/2011	05/2012
688	Dargaville W/main renewals Gordon Street	PCC issued – in DLP	14/06/2011	14/06/2012
689	Dargaville W/main renewals Victoria Street	PCC issued 15/07/11	07/2011	07/2012
<b>Emergency Works and Slip Repairs</b>				
612	Tinopai (3 sites)	Confirmation received that defects fixed. Engineer to arrange inspection before. DLC issued	19/04/2010	19/04/2011
613	Pukehuia Road RP18140 and 19010 Package 6	DLC issued 27 August 2011	28/08/2010	28/08/2011
614	Paparoa-Oakleigh and Hook Roads, 3 sites-Package 7	End of defects 28/05/11. Notice sent to contractor to remedy defects and address bleeding this summer.	28/05/2010	28/05/2011
643	Huarau Road	DLC issued 23/12/10	31/07/2010	31/07/2011
652	Wairere and Judd Road Slips	PCC issued – in DLP. Update required from CPG.	30/09/10	30/09/2011
<b>Pavement Rehab Projects 2009/10</b>				
623	Tokatoka, Ararua and Notorious West Roads	PCC issued – in DLP	03/2011	03/2012
<b>Pavement Rehab Projects 2010/11 Wastewater Related Road Projects</b>				
646	Wonderview Road	PCC Issued 04/02/11– in DLP	02/2011	02/2012
<b>RDF Projects 2010/2011</b>				
679-KA6	Tinopai Road Rehabilitation	PCC issued 31/08/11– in DLP	08/2011	08/2012

## 2.2 2006-2016 Kaipara's Future - Working Together Projects

### 2.2.1 Active Projects

Contract	Project Name	Project Status	Physical Works Start Due	Physical Works Completion Due
<b>Water / Wastewater Projects 2009/2010</b>				
661	Maungaturoto and Ruawai Water Treatment Plant Upgrade	Ruawai 100% complete– PCC expected to be issued by 4/11/11. Maungaturoto 100% complete. PCC issued 13/09/11	03/2011	10/2011

### 2.2.2 Practical Completion Issued

Contract	Project Name	Project Status	Work Finished PCC Issued	Contract Finished DL Ends
<b>KDC Bridge Replacement Programme 2006/07</b>				
604	Matakohe Museum East and West (Includes Slip at RP 350)	DLP	21/12/2009	21/12/2011 Extended to 2 years
<b>KDC Slip Repairs 2008/09</b>				
615	3 Sites at Mangawhai, Bickerstaffe and Garbolino	Portion 1: DLC dated 14/04/11 Portion 2: DLC due 01/11/11 to be issued by CPG.	26/11/2010	01/11/2011 Sep portion 2
<b>KDC Pavement Rehabilitation 2009/10</b>				
620 (Inc 621)	Tinopai Road Trounson Park Road	DCC to be issued.	28/10/2010	28/10/2011
<b>KDC Wastewater 2007/08</b>				
684	Dargaville Pond Desludging	PCC Issued – in DLP	02/08/2011	02/08/2012

- Practical Completion Certificate (PCC): Is the date when the works can be used for their intended purpose. Depending on the contract type, site reinstatement may occur before or after this date.
- Defects Liability Period (DLP): After PCC is issued, Council usually then requires the contractor to look after the works for a further period of one year.
- Contract Complete / Retention Released (CC/RR): At the end of the Defects Liability Period, Council will inspect the works and require any apparent defects to be repaired before finally signing the Defects Liability Certificate. Once the Defects Liability Certificate is issued Council will release all Retentions and the contract is complete.

## 3 Roading

### 3.1 Road Safety

Kaipara's Road Safety Committee is due to meet in early December for its quarterly action planning. This month sees Council running a campaign for safer travel with particular attention to crashes on bends. The competition is being run in the Mangawhai Focus and the Dargaville and District News.

### 3.2 Roading Operations and Maintenance

#### 3.2.1 Maintenance Contracts

##### ***Network Condition***

Warm weather with occasional rain means the network is in reasonable condition for this time of year.

##### ***Unsealed Pavements***

Logging operations on the Pouto peninsula have required extensive metalling to reduce excessive crossfalls on some corners on Kellys Bay Road South. The roads district-wide are starting to unravel and corrugate as the pavements dry out. The contractor will need to keep up with grading operations to prevent further deterioration.

##### ***Sealed Pavements***

The annual pre-reseal repair programme is about 40% complete in the southern area, with the northern area programmed as soon as another crew can be assembled.

##### ***Drainage***

The contractor has been clearing blocked inlets and outlets with small diggers in both areas. This will be followed up with flushing where required. Ordered drain cleaning continues district wide.

##### ***Vegetation Control***

Vegetation clearance and seal roadside mowing is being done in both northern and southern areas. The spraying contractor is halfway through spraying roadsides and drains in the south. Warm weather has resulted in rampant growth in the north, where the spraying is now overdue.

##### ***Road Furniture***

Signs are being repaired and replaced as required to keep them in good condition.

##### ***Ordered Works***

Ordered works this month include pavement build-up on Kellys Bay Road South, culverts, side drains and new floodgates on Hoanga Road, Regional Development Funding pavement strengthening on Chadwick Road and pre-reseal repairs in the south.

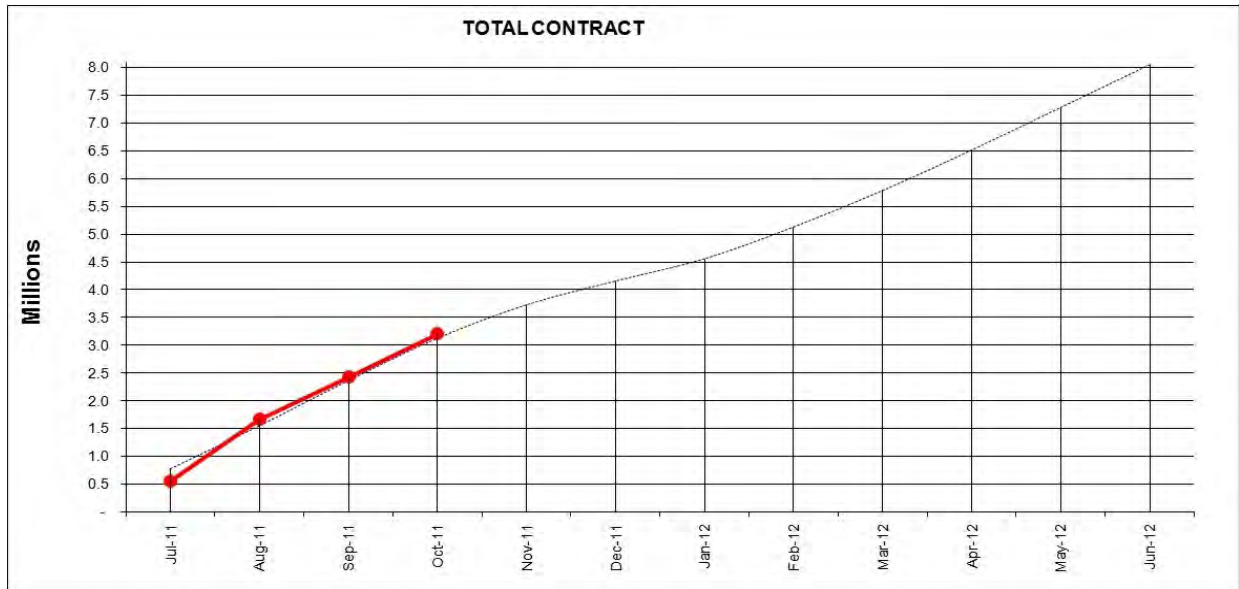
##### ***Bridge Repairs***

Bridge repairs are limited to minor non-structural repairs to rails and concrete repairs to abutments.

## Financial

Work is being carried out very close to projected levels, with overall expenditure at \$3,202,858, or 2.6% over budget. Budgets are currently being reviewed to find reductions in line with Council's requirement.

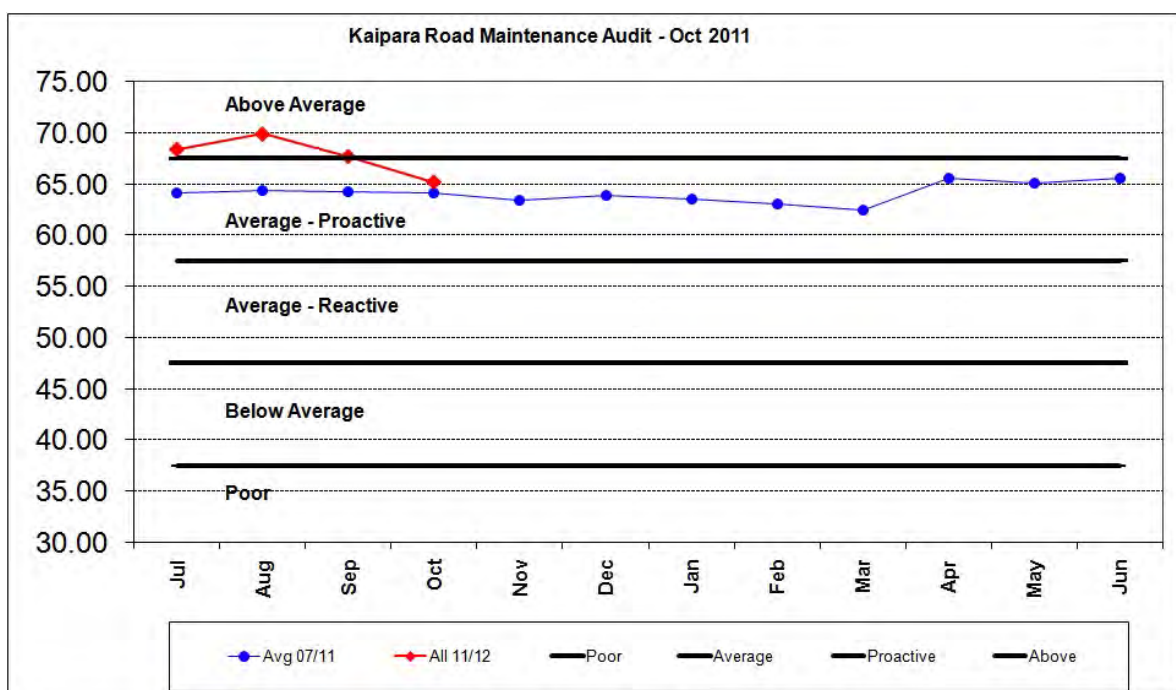
Road Maintenance Contract - Expenditure Control



## Performance Evaluation

There has been a further performance reduction of 2.6%, dropping the contractor's performance into the "Average – Proactive" range. While that is still satisfactory, there would be reason for concern if this trend continued for a third month. Performance reductions occurred in the Unsealed Wheel Rutting and Vegetation Control categories.

Maintenance Contract – Quality Audit



### 3.2.2 Resealing Contract 2011/12

Tenders for the reseal contract closed on Thursday 27 October are currently being evaluated.

### 3.2.3 Pavement Marking Contract

Discussions are being held with the road-marking contractor with a view to repainting road markings prior to Christmas. Road marking has been occurring on the State Highways.

## 3.3 Capital Works Roothing

Work request forms have been signed and approved by Council staff. A total saving in professional fees of \$18,203.14 was made by combining eight different projects into a combination of four projects and thereby reducing the total fee amount. This is an example of the commitment by all of the stakeholders to reduce costs where possible and provide the best value for money.

### 3.3.1 Seal Extensions

As previously reported the Devich Road project has taken on a whole new format. It is planned to optimise the different elements required for this project and to make the most of the scale of economies and available resources. This project is due for construction February/March 2012.

### 3.3.2 Forestry Roothing and Regional Development Fund (RDF)

The Trounson Park Road project is now complete. The only outstanding aspects are small finishing touches. As reported previously the approval was received to proceed with the rehabilitation of the first section of Chadwick Road. An application was made for an additional \$55,000 to cover the recently identified inadequate drainage systems of this section of road. The approval of this is still pending and will be reported on as soon it has been received.



**Trounson Park Road: Hot Bitumen being sprayed to form the road surface**



**Trounson Park Road: Stones being tipped on top of the hot Bitumen and rolled in, to form the road surface.**

### 3.3.3 Sealed Road Resurfacing

The tenders have closed for this project with a total of six tenders being received. These tenders will be evaluated and will be reported on. The maintenance contractor is doing preparation work for the reseal work to follow. The preparation work includes the fixing of small pothole areas and ensuring that the drainage on the shoulders of the roads are at such a level to allow the free flowing of water off the road surface. This is done to provide a watertight surface for the road. (Similar as shown in the photographs above). This project is programmed to start in December and finish in March 2012 for the areas outside the holiday zone.

### 3.3.4 Sealed Road **Pavement** Rehabilitation (Rehab)

The carry over projects are continuing as reported previously. Contract 690 the rehabilitation of a section of Arapohue Road has started. The plan is to have this project completed before the Christmas holiday period. The design and tendering of the remaining road sections are continuing and further progress will be reported on.

One of the now combined projects mentioned above is that of the Wintle Street rehabilitation project and the Wintle Street slip repair. This project is in the investigation and design phase now. The design is complete for Wintle Street rehabilitation but the design is still underway on the Wintle Street slip and is planned for construction February/March 2012.

Another combined project is that of the previously mentioned Regional Development Fund project consisting of the first section of Chadwick Road which is waiting for funding combined with the first section of Baldrock Road which is currently being designed.

### 3.3.5 Minor Improvement (Minor Safety Works)

Contract 668 the Lawrence Road Curve easing, Contract 670 the Paparoa-Oakleigh footpath, and Contract 671 the Moir Street footbridge have all started. In the programme these projects either finish before the Christmas period or will be in a safe state for the expected increase in travellers over this period.

### 3.3.6 Emergency Works and Slip Repairs

The four newly approved slips that occurred in July 2011 are in the investigation phase the most appropriate design will be implemented over summer. The investigation of the previously approved slip along Mangawhai Road is also progressing and will be combined with Pukehuia.

### 3.3.7 2010/11: Preventative Maintenance Works

The two slips located along Pukehuia Road are currently being investigated and surveyed to access the most appropriate solution.

Due to the complexity of some of the solutions, the risk of repair failure has to be considered against the cost of building the ultimate solution. It would be financially irresponsible to use up all the available funds to build the best possible solution but to fund only one slip. A balance has to be struck between spreading the risk of a lesser solution against the financial risk.

### 3.3.8 Bridge Replacement Works

The two carry over projects that are currently being progressed are Batley Road Bridge #27 and Central Road Bridge #47. The structural component replacement of Omana Stream Bridge #163 and Pukehuia Road Bridge #229 are planned for construction during February/March 2012.

## 4 Wastewater and Water Supply

### 4.1 Water Supply

#### 4.1.1 Kaipara District Reservoirs

As we move into the drier season of the year, water consumption has noticeably increased around the district as consumers fill swimming pools and water gardens. Frequent rain showers have allowed the Dams to maintain a consistent high level.

#### 4.1.2 Dargaville Water Supply (including Baylys Beach)

Silver Fern Farms in Dargaville, high water demand continues to be met as a two shift operation reaches peak production.

Jervois Street Stage Two watermain renewal has been awarded to Downer Water with an expected completion date of mid-November.

As expected there has been a noticeable decrease in watermain failures due to the replacement of ageing asbestos pipe around the district.

#### 4.1.3 Glinks Gully Water Supply

The summer weather will enable the painting of the reservoirs and the annual inspection of the raw water line from the catchment to the plant to be programmed.

#### 4.1.4 Ruawai Water Supply

Salinity testing and bore pump performance information, with options have been submitted to Council to enable a decision to be made on the future supply of raw water to the upgraded Treatment Plant. A decision will need to be made between securing bore one from possible ground water contamination or commissioning bore five.

The Upgraded Treatment Plant is fully commissioned producing a much improved water quality with minor teething issues to be resolved.

#### 4.1.5 Maungaturoto Water Supply

There is improved water quality from the upgraded Maungaturoto Water Treatment Plant which is performing well.

The Baldrock Dam raw water supply has continued to meet the peak demand of the Fonterra Dairy Company. A recent shut down, due to a national gas crisis, will relieve the Baldrock pumps for a short period.

There is an increased demand for new water connections in the district

#### 4.1.6 Mangawhai Water Supply

The water system performed well this period with no leaks reported.

### 4.2 Waste Water Systems

#### 4.2.1 Dargaville Wastewater System



Three blocks within the system have been successfully cleared this period. Two of the blocks were due to fat residue settling in the pipeline with the other blockage due to tree root intrusion. Closed circuit television inspection has identified an illegal storm water connection made directly into a wastewater pipeline. An excavation will be required to remove the connection.

**A closed circuit television picture of a tree root blockage.**



Closed circuit television footage of an illegal storm water connection made directly into a wastewater pipeline

#### 4.2.2 Te Kopuru and Glinks Gully Wastewater System

Both these plants have performed well and within consent conditions throughout this period. A recent sludge survey has identified the need to de-sludge the Te Kopuru pond in the future. A method of monitoring the Te Kopuru pond discharge will need considering to meet the consent compliance.

#### 4.2.3 Kaiwaka Wastewater System

The Kaiwaka Pond is performing well. A recent sludge survey has identified the need to remove approximately 1,600 cubic metres of sludge from the pond in the near future.

#### 4.2.4 Maungaturoto Wastewater System

The Maungaturoto Treatment Plant continues to discharge effluent of high quality. The membrane plant will be out of operation for two days this month while the contractor, Canadian Pacific Ltd, carry out a routine clean and replace some of the damaged membranes.

This pond will require de-sludging in the future. Funding has been included in the Wastewater Asset Management Plan for all the de-sludging works outlined above. The de-sludging of the oxidation ponds will occur between 2012/15. The priority and timing is still to be finalised.

#### 4.2.5 Mangawhai Community Wastewater Scheme

During the month of October Water Infrastructure Group again successfully operated the system achieving targets established under the contract Deed. There were no occupational health and safety issues experienced or any Environmental Incidents.

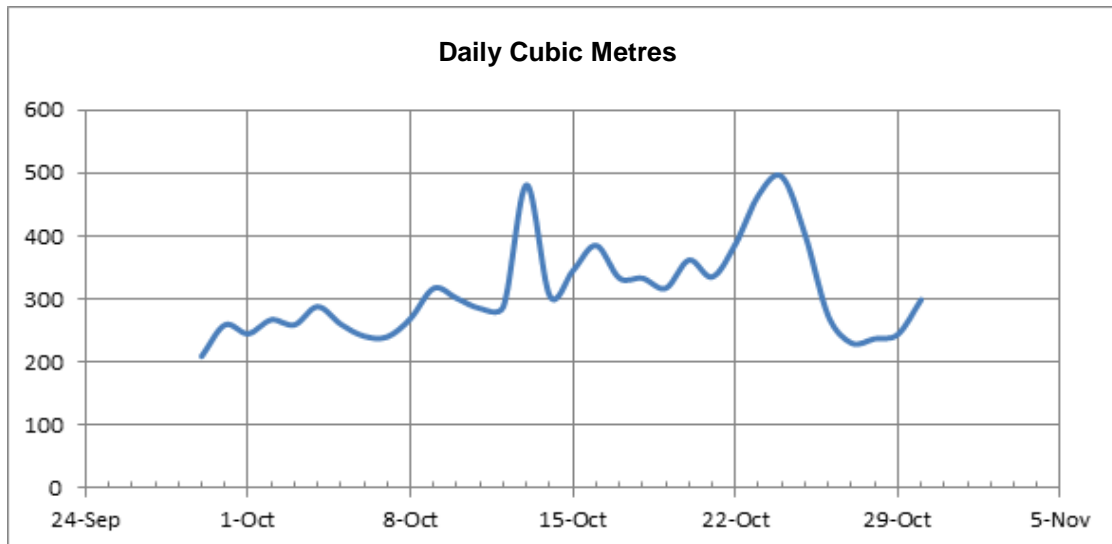
The Wastewater Treatment Plant performed well during October. All effluent generated from the treatment plant was within resource consent requirements. Raised coliform levels during September have returned to normal levels.

There were no odour issues reported during the month of October.

All major pump stations operated without fault this month. The pumps at Fagan were lifted and checked.

Rain for the month was 147 mm, somewhat higher than average. Inflow for this month was 9,799 cubic metres 3% above the same month last year.

Mid-week flows are at around 220 cubic metres per day. Daily inflows are plotted in the chart below. Inflow for the month is graphed below. The peak on 12 October was infiltration due to heavy rain that day. The peak late in the month was the result of increased population over labour weekend.



Regular rain meant that only a small amount of irrigation water could be applied at the end of the month. The farm operator advised that she has arranged to put two paddocks into maize this season. This is a positive move and will allow increased water application to these zones and provide a good base for introducing improved pasture species or crop rotation next season.

The leakage return pump is operating to return any leakage. The dam level currently sits at 130ML.

The first house was connected at the west side of Molesworth Drive. The remainder await completion of electrical connections to grinder pumps. Work on connecting the balance of The Sands subdivision is underway.

## 5 Urban Stormwater

### 5.1 Mangawhai

Mangawhai Village Stormwater Project - KDC Contract 647.

The footpaths are now complete. The pavement was not up to standard and new pavement is being laid.

## 6 Land Drainage - November Report for works done in September/October

### 6.1 Raupo Drainage Board

Due to the warm dry spell in September and higher than normal rain in October the water levels in the districts drains has remained high. This has prevented the start of the seasons drain spraying. Machine weed raking of the lower sections of various drains is underway to lower the water levels. To date these drains are No 24 (Galvin Road), No 4 into 39 (Hodgson/Te Kowhai Roads, No 2 (Preston/Wilson). Further

machine cleaning will be done as required.

Drain spraying has commenced with drains No 26, 58, 16, 17(Dunn Road area) 17 (Robertson Road) 76, 87 (State Highway 12 north of the school) completed. Drains 38, 81, 82, 107, 83, 85, 108, 84,(Freyberg Road heading south), 5 (Wallace Road to cow shed) and the top end of Drain 3 (Wallace Road) have also been completed. The lower outlet section of Drain No 6 (Tramline Road) is to have the Manchurian Rice Grass sprayed by Northland Regional Council this season under the Rice Grass Eradication programme. Prices and plans have been submitted for the replacement of Floodgate No 45 (Wilson Landing Road).

## 6.2 Tatarariki No3 Drainage District

The first round of drain spraying for the Tatarariki No.3 district has been completed. Drains 2,3,4,5 have been sprayed.

## 6.3 Hore Hore Drainage District

Machine cleaning of drains 34, 35 and the removal of logs from the floodgate outlets has been completed. The first round of drain spraying is underway with areas to be cropped near drains almost completed.

## 6.4 Awakino Point Drainage District

Repairs are due to start on Floodgate No. 15 in the Awakino Point District.

# 7 Open Spaces

## 7.1 Taharoa Domain

The Northland Regional Council regularly undertakes health checks of the Lakes at the Taharoa Domain. It has been doing so for a number of years and has built up a picture of the ongoing health of the Lakes. While the water quality of all the lakes remains good and perfect for recreational use including swimming the Regional Council has signalled that Lake Kai Iwi's water quality has deteriorated. Recordings over the last 10 years have shown an average increase of 5.8 milligrams of nitrogen per litre per year which has changed it from Level 3 to Level 4.

There are 7 trophic levels with the first 2 levels pertaining mainly to South Island glacier lakes and not used for the Northland lakes.

Level 3 Oligotrophic - Lakes Taharoa and Waikare – low nutrients, nitrogen and algae and excellent clarity.

Level 4 Mesotrophic - Lake Kai Iwi medium nutrients a higher risk of algae, but in Lake Kai Iwi low risk of toxin algae bloom.

Northland Regional Council are going to investigate the cause in the near future to confirm and will work with Kaipara District Council and the Taharoa Domain Governance Committee in advising and implementing any required action.

At a meeting held earlier this month the Taharoa Domain Governance Committee resolved to meet with representatives of the National Institute of Water and Atmospheric Research (NIWA). NIWA also has a keen interest in the health of the Lakes and regularly survey the water quality.

## 8 Regulatory

### 8.1 Monthly Monitoring Reports

The monthly reports for October of the Council's Monitoring Officer and the Building Team are attached for the information of Council (Appendix A).

## 9 Emergency Management

Spring weather was evident in early October with a Thunderstorm Watch issued by the Meteorological Service on the 3<sup>rd</sup> and 6<sup>th</sup> and a Severe Weather Watch predicting rain and gales from the 9<sup>th</sup> to 12<sup>th</sup>. We experienced the thunderstorms but the rain and wind was below warning criteria in Kaipara District

Weather wise Dargaville received 118mms of rain with strong winds most of the month with the highest wind speed of 37 kilometres per hour. Pouto only had 96mms of rain and a highest wind speed of 23 kilometres per hour.

Just for a change, we received a potential tsunami alert on Wednesday 12 October following an earthquake of 7.1 magnitude occurred at Raoul Island in the Kermadecs. This alert was cancelled shortly after issue but a reminder that should we have a similar earthquake on the southern point of the islands then Northland will not have much time to evacuate coastal areas.

Incidents attended by emergency crews included a controlled burn at Waihue Road on 8<sup>th</sup>, assist St John Ambulance on the 12<sup>th</sup> at Mangawhai with a cardiac arrest patient, a controlled burn off at Duck Creek State Highway 12 on the 29<sup>th</sup>, a deliberately lit vegetation fire on the edge of the Rotu Forest, State Highway 12 at 1.50am on 30<sup>th</sup> and at Porters Road, Paparoa at 11.50am a car crash where two occupants were taken to hospital and concerns were held about a 20 litre bottle of compressed nitrogen in the vehicle.

Fire training was held at Dargaville and Tinopai with 35 people achieving unit standard 3285 – Safety and Survival, which was also one of the recommendations from the Mosquito Gully Operational Review to include bulldozer and tanker drivers in the training.

North Kaipara Volunteer Rural Fire Force spent five hours on Labour Day at the "sin bin" area of the Kai Iwi Lakes practicing dam filling and relay pumping.

Council's Rural Fire Officers met at Dargaville on the 25<sup>th</sup> to plan for emergency fire response in the coming fire season.

Region's Civil Defence Officers met at Whangarei to discuss Professional Development, Exercise Pacific Wave 2011, Community Response Plans, the Taranaki gas line rupture and its implications for Northland economic development and farming community. And tsunami sirens roll out in Northland.

A relatively quiet month operationally.

## 10 Meetings

Due to the transition between the outgoing and incoming Chief Executive there are no meetings.

## 11 Outstanding Resolutions of Council: Schedule May 2010 to October 2011

The monthly outstanding resolutions report schedule is attached as Appendix B and covers the resolutions from May 2010 to October 2011.

## 12 Portfolio Holder Meeting – Action Points

The action points from the Portfolio Holders meeting held 5 October are attached as Appendix C.

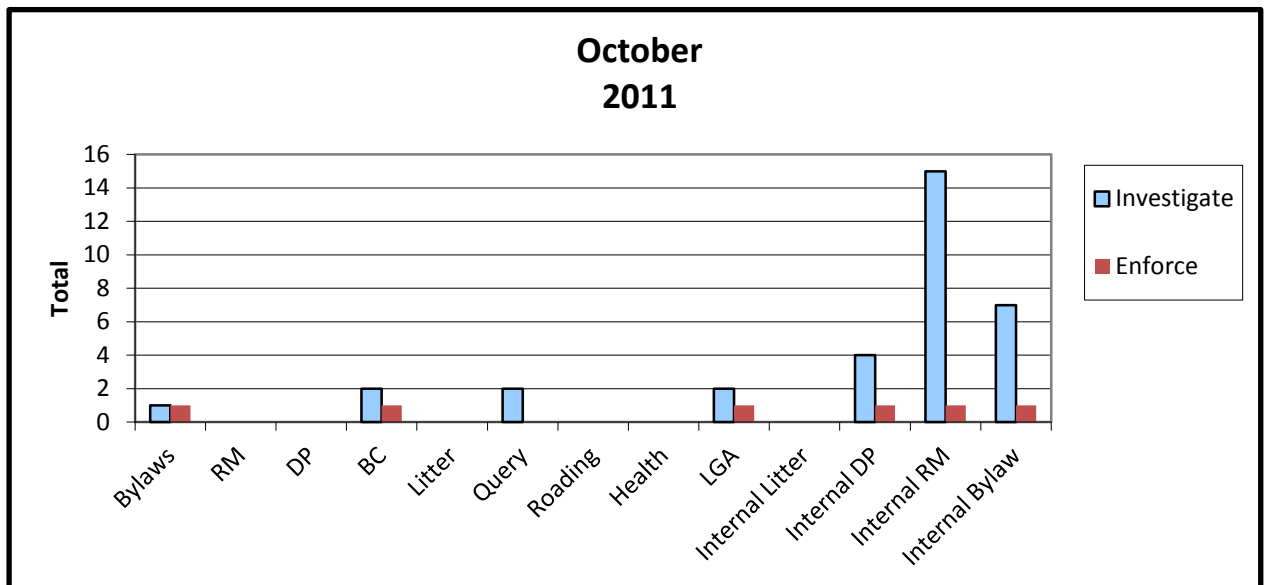
# Part One – Activities Report

## b) Looking Forward

- |          |                                                       |                                                                                       |
|----------|-------------------------------------------------------|---------------------------------------------------------------------------------------|
| <b>1</b> | <b>Wednesday 30 November 2011</b>                     | <b>Portfolio Holders Meeting</b>                                                      |
| <b>2</b> | <b>Wednesday 29 November to<br/>Friday 9 December</b> | <b>District Plan Variation 1 Landscape<br/>Submission Hearings – Council Chambers</b> |
| <b>3</b> | <b>Wednesday 14 December</b>                          | <b>Workshop and Council Meeting</b>                                                   |

**REPORT**

**To:** Regulatory Manager  
**CC:** Regulatory Support Officer  
**From:** Regulatory Monitoring Officer  
**Date:** 4 November 2011  
**Subject:** District Wide Monthly Regulatory Report


**Monitoring Activities in the Kaipara District**
**Bylaws**

7 investigations

2 enforced

- Inspect stock droving activities.
- Inspect abandoned cars on road reserve.

**Queries**

2 investigations

- Inspect a property with an accumulation of materials.
- Earthworks activity site meeting.

**Resource Consent Monitoring**

15 investigations

1 enforced

- Telephone complaint from a neighbouring resident regarding noise emissions from a recycling company.
- Landscape inspection.
- Inspect Council Assets which are subject to a damage bond.
- Check quarry activity.
- Report from Building Team of a commercial activity involving a mechanical workshop.

### District Plan Monitoring

4 investigations

1 enforced

- Monitor sand quarry Activity.
- Inspect activity earthworks on a property and reserve.
- St John Op Shop sign obstructing footpath
- Noise test at a commercial zone

### Local Government Act

2 investigations

1 enforced

- Storm water complaint regarding run off from neighbouring properties onto complainants in a residential area.
- Complaint regarding overgrown sections.

### Building Act

2 investigations

1 enforced

- Check complaint regarding neighbour's garage.
- Complaint regarding a dismantled garage on a neighbouring property.

### Report for Service Requests

Request Activity from 01/09/2011 to 30/09/2011

<table border="1"><tr><td><b>Received</b></td></tr><tr><td><b>2</b></td></tr></table>	<b>Received</b>	<b>2</b>	<table border="1"><tr><td><b>Completed</b></td></tr><tr><td><b>2</b></td></tr></table>	<b>Completed</b>	<b>2</b>	<table border="1"><tr><td><b>In Time</b></td></tr><tr><td><b>2</b></td></tr></table>	<b>In Time</b>	<b>2</b>
<b>Received</b>								
<b>2</b>								
<b>Completed</b>								
<b>2</b>								
<b>In Time</b>								
<b>2</b>								

### Summary

Once again the majority of investigations and monitoring this month involved activities relating to the Resource Management Act and District Plan rules.

There was continued monitoring of previous issues to ensure that compliance was being met.

Illegal dumping of rubbish continues to be well down on previous years, but with the beginning of Christmas holidays this could change.

Overgrown vacant sections are another issue that will require ongoing monitoring as the weather becomes drier.



George Lewis

**Regulatory Monitoring Officer**

## Memorandum

To: Regulatory Manager  
CC: Regulatory Monitoring Officer/Regulatory Support Officer  
From: Quality Monitoring Officer/Building Services Team Leader  
Date: 3 November 2011  
Subject: **Building Process Monthly Report**

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### **Regulation 8:**

#### **Background - meeting statutory obligations / enough staff to perform:**

*Briefly outline the department situation, current trends, performance and monitoring.*

### **Team Leaders Report**

#### *Forward Work (as at 3 October 2011)*

The number of building consents is down on last months figures but sit consistently around the monthly average. We expect that November and December will be reasonably busy months.

- We have 37 Building Consent applications on the shelf to be processed
- 18 of those waiting to be processed are for new homes
- A further 7 consents are on our further information required shelf

#### *Notice to Fix*

No notice to fix infringements recorded in October.

#### *Warrant of Fitness Audits*

- No audits carried out last month
- More audits will be undertaken this month.
- I intend to inspect all public buildings and commercial sleeping situations for Warrant of Fitness requirements.

#### *Commercial Buildings*

We have a few commercial applications we are currently working on:

- Dargaville Primary School
- Dargaville tyre shop extension
- Two kindergartens

#### *Swimming Pools*

As from the beginning of August all swimming pool inspections will incur a charge.

For all completed pool inspections, accounts have all been posted.

#### *General*

Michelle Nepia is now helping out with administration work one day a week.

Our inspectors are still working on their Competency Assessment Reviews.

Some issues have arisen concerning set backs in the new district plan. To date we have managed to deal with these.

We have a new member in our team: Jamie Nikora, a Cadet who is with us to learn skills involved with building service procedures. This is Jamie's first week and he is already getting to grips with our NCS system.

	<b>This Month</b>	<b>Last Month</b>
<b>Building Consent Applications</b>		
<b>Received:</b>		
Total number Received	52	70
<b>Building Consents Issued</b>		
<b>No. Time frames:</b>		
Total Number Processed	51	55
Average Processing Days	15	13
No. Complete within 20 days	50	54
% complete within 20 days	98.04%	98.18%
Value of New dwellings	\$1,550,000.00	\$3,047,499.00
Value of Other Work	\$1,121,911.00	\$1,146,250.00
<b>Total Value</b>	<b>\$2,671,911.00</b>	<b>\$4,193,749.00</b>
<b>PIM's Only Applications</b>		
<b>Received:</b>		
Total number Received	2	-
<b>PIM's Issued</b>		
<b>No. Time frames:</b>		
Total Number Process	40	50
Average Processing Days	15	13
No. complete within 20 days	39	49
% complete within 20 days	98%	98%
<b>Code Compliance Certificate Issued</b>		
<b>No. Time frames:</b>		
Total Number Processed	54	72
Average Processing Days	2	2
No. complete within 20 days	42	65
% complete within 20 days	77.78%	90.28%
<b>Summary of all inspections undertaken</b>	<b>This month</b>	<b>Last month</b>
	208	253

**Processing Performance Review:**

Average processing times for building consent applications = 15 days

Average processing times for Code Compliance Certificates = 2 working days

**Monthly letters sent to Building Consent Applicants:**

Extensions applied for by applicant – 17

Code Compliance Certificates reminder letters – 31

Time to commence work reminder letters – 5

**Preparation of Building Consent for scanning and property file**

This month there were 107 completed Building Consent files sent to Dargaville to be scanned

**Targets met**

Building Consent Targets were not met for the month of October 2011.

Code compliance certificate targets show that they were not met but this is due to the odd one received without the CCC application form received.

**Plan Going Forward:**

Building Consents. The Building Act states 100% is compliance with the Building Act 2004. The team is currently working hard to keep consent processing above 96%.

Code Compliance Certificates. Due to the increased number of old building consents a realistic goal of 90% planned for November 2011.

**Signed**

Building Team Leader: ..... Date: .....

Quality Monitoring Officer:..... Date:.....

Manager: ..... Date: .....

26 May 2010 Ordinary Council Meeting		
<b>4.10 Matakohe War Memorial Hall Handover</b>	Continuing to talk with the Hall Committee. This is an ongoing process.	Thomas Patterson (formerly Stephen Soole)
25 June 2010 Ordinary Council Meeting		
<b>5.10 Hakaru Hall Handover</b>	Council has still not heard back from the Hall Committee as to whether it intends to go into enterprise with the local pony club.	Thomas Patterson (formerly Stephen Soole)
23 July 2010 Ordinary Council Meeting		
<b>5.6 Tinopai Hall Handover and Business Plan</b>	The Hall Committee have said it will not take over the hall until the sewage pond and water pump are in working order. Council staff continue to work through the issues.	Thomas Patterson (formerly Stephen Soole)
<b>5.13 Road Stopping: Ruawai School Road and State Highway 12, Ruawai</b>  Resolved Alspach/Sutherland  <i>That Council stops approximately 850 square metres of road reserve bordered by State Highway 12 and Ruawai School Road, Ruawai and gift the stopped land to Ruawai School for safety improvements; and</i>  <i>That the cost to Council for this road stopping is \$6,500 to be funded from the Road Legalisation budget for the 2010/2011.</i>	Council is still awaiting receipt of the Agreement.	Hugh Hulse (formerly Fiona Vessey)

25 August 2010 Ordinary Council Meeting		
<p><b>5.5 Rodney North Harbour Health Trust: Request for Remission of Reserves Contributions and Development Contributions</b></p> <p>Resolved Guest/Smith</p> <p><i>That Council refers to its Insurers the matter of whether or not Rodney North Harbour Health Trust has incurred unnecessary costs as a result of Council actions. This would establish whether or not Council had any responsibility for these costs.</i></p>	<p>Council is still investigating this matter with its insurers.</p>	<p>Graham Pollard (formerly Mark Vincent)</p>

23 February 2011: Ordinary Council Meeting		
<p><b>5.1 Kaiwaka Hall/Rugby World Cup Welcome Centre</b></p> <p><i>That the Kaipara District Council agree, in principle, to 'fast track' the payment of the structural grant already agreed as part of the Kaiwaka War Memorial Hall handover process. This will allow the Kaiwaka Hall Committee to participate in the Northland 2011 (Rugby World Cup Welcome Centre) plans and deliberation, subject to:</i></p> <ul style="list-style-type: none"> <li>• <i>The Kaiwaka Hall Committee providing a business plan for the Northland Welcome Centre which has been approved in concept by the Northland 2011 Organising Committee for Northland and the Kaipara District Council Chief Executive;</i></li> <li>• <i>Kaipara District Council gaining assurances from the Hall Committee that it will fulfil its legal obligations with the handover to the satisfaction of Council; and</i></li> <li>• <i>Confirmation that Kaiwaka War Memorial Hall is granted status of being the Northland 2011 Welcome Centre for the Rugby World Cup; and</i></li> </ul>	<p>Council is very close to handing over the Kaiwaka Hall.</p>	<p>Thomas Patterson (formerly Stephen Soole)</p>

<p><i><b>That</b> for the purposes of the Council resolution dated 25 June 2010 the Kaiwaka War Memorial Hall be sold to the Kaiwaka War Memorial Hall Society Incorporated under the authority of and in accordance with the processes set out in sections 140 and 141 of the Local Government Act 2002; and</i></p> <p><i><b>That</b> the purchase price grant provided for in Council's 25 June 2010 resolution be applied, for the purposes of compliance with section 140(4)(b) Local Government Act 2002, as 'the proceeds of sale' for the purpose of enabling the Kaiwaka War Memorial Hall to continue to be used as a community hall; and</i></p> <p><i><b>That</b> an encumbrance instrument in favour of Council be registered against the Title to the Kaiwaka War Memorial Hall to ensure the continuance of the use of the property as a community hall in accordance with the Trust under which the property is held; and</i></p>		
<p><b>5.3 Kauri Cycle Trail: Technical Feasibility and Mapping Report</b></p> <p>Resolved Harding/Geange</p> <p><i><b>That</b> Council receives the report titled 'The Kauri Cycle Trail' – Technical Feasibility &amp; Mapping; and</i></p> <p><i><b>That</b> all stakeholders involved in the development of the proposed trail be informed of the process to date and the Technical Feasibility &amp; Mapping Report; and</i></p> <p><i><b>That</b> Council staff, with the support of the major stakeholders, look to open part of the cycleway; and</i></p> <p><i><b>That</b> a final report be brought back to Council after meeting with all stakeholders on what part of the cycleway is to be opened and when.</i></p>	<p>Council staff are working with staff from the Far North District Council to have the initial portion of the Kauri Cycle Trail included in the Kerikeri, Okaihau, Hokianga cycleway. This track is used as a walking track at present. Council staff continue to promote the Trail where possible.</p>	<p>Thomas Patterson (formerly Stephen Soole)</p>

<p><b>5.4 New Zealand Fire Service: Section 15 Agreement with Kaipara District Council</b></p> <p>Resolved McEwing/Harding</p> <p><i>That the opportunity by the New Zealand Fire Service to enter into an Agreement under Section 15 of the Forest and Rural Fires Act 1977, be declined; and</i></p> <p><i>That Council enters into discussions with the New Zealand Fire Service to identify areas that may be mutually acceptable to both parties in a formal agreement.</i></p>	<p>A meeting with the New Zealand Fire Service, to have further discussions, has been arranged.</p>	<p>John Burt (formerly Fiona Vessey)</p>
<p><b>5.6 Dargaville Community Cinema Charitable Trust: Draft Agreement</b></p> <p>Resolved Linton/Harding</p> <p><i>That Council authorises Deputy Mayor Geange, Councillors McEwing and Wade and the Chief Executive to re-draft Plain English agreement, dated 21 December 2010, proposed by the Dargaville Cinema Charitable Trust; and</i></p> <p><i>That Council authorises the Chief Executive to sign it on behalf of Council once it is completed to the satisfaction of all parties.</i></p>	<p>There is a report going to Council this month in relation to additional funding assistance required for this project.</p> <p>The Agreement this is being worked through by General Manager Operations, Councillors Geange and McEwing and the Dargaville Cinema Charitable Trust.</p>	<p>Thomas Patterson</p>

<p>23 March 2011: Ordinary Council Meeting</p>		
<p><b>5.1 Council Decision-making Function for Resource Consents Requiring Hearings</b></p> <p>Resolved Geange/Larsen</p> <p><i>That in accordance with s34 of the Resource Management Act 1991, Council appoints a panel of Independent Commissioners, any one of whom will act on</i></p>	<p>Council currently has five Commissioners who have previously undertaken this role in Kaipara. There has been some recent difficulty in finding an available Commissioner for a resource consent hearing, so there is a need to expand this list. Terms and conditions of appointment etc need to be formalised.</p>	<p>Graham Pollard (formerly Mark Vincent)</p>

<p><i>Council's behalf in determining resource consent applications which require a Hearing in terms of Council's delegations. Unless specifically requested otherwise by a party to an application, the independent Commissioner will be assisted by a Councillor selected from a panel of three Councillors. The independent Commissioner will chair the Hearing Panel when not sitting alone.</i></p> <p><b>That</b> the interim arrangement for Hearings is to continue until membership of the respective Panels has been formalised.</p>		
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<p>27 April 2011: Ordinary Council Meeting</p>		
<p><b>5.5 Freedom Camping Bylaw</b></p> <p>Resolved Geange/Sutherland</p> <p><b>That</b> Council receives the information on freedom camping; and</p> <p><b>That</b> Council looks into gaining funding from the Motor Caravan Association for the strategic placement of dump stations in the District.</p> <p><b>That</b> freedom camping be work shopped with Council to give direction for the development of a Statement of Proposal on freedom camping that meets the needs of the Kaipara District.</p>	<p>With the current workshop schedule for this calendar year it was not possible to hold a workshop. It has been deferred to be included as part of the Long Term Plan and staff are working towards achieving this. It will be either workshopped or presented to Council during the Long Term Plan process.</p>	<p>Thomas Patterson (formerly Stephen Soole)</p>
<p><b>5.6 Integrated Kaipara Harbour Management Group: Integration at a Governance Level</b></p> <p>Resolved McEwing/Harding</p> <p><b>That</b> Council enters into discussions with Te Uri O Hau Ngati Whatua and Ngati Whatua Nga Rima O Kaipara Trust about the Integrated Harbour Group at a Governance level.</p>	<p>This has been accomplished and we awaiting a response from Ngati Whatua.</p>	<p>Mayor Tiller</p>

25 May 2011: Ordinary Council Meeting		
<p><b>4.7 Lease of Foreshore Reserve: Brett Taylor, Whakapirau</b></p> <p>Resolved Harding/McEwing</p> <p><i>That Council works with Mr Brett Taylor to assist him in finding solutions to the ownership/use issues around the Kaipara Dairy Factory on Whakapirau Wharf and that the potential solutions are brought back to Council for its consideration.</i></p>	<p>Council's solicitor has offered a way forward. Discussions are now underway with Mr Taylor.</p>	<p>Graham Pollard and Thomas Patterson (formerly Mark Vincent and Stephen Soole)</p>
22 June 2011: Ordinary Council Meeting		
<p><b>6.9 Road Stopping and Legalisation: Intersection of Tinopai and Metcalfe Road, Hukatere</b></p> <p>Resolved Blackwell/Linton</p> <p><i>That Council stops 111 square metres of road being Section 1 SO 443288 and swaps this for Section 2 SO 443288 being owned by Thomas Fennessey Beazley at the intersection of Tinopai and Metcalfe Roads, Hukatere.</i></p>	<p>The Agreement is still with Mr Beazley for his signature and return.</p>	<p>Hugh Hulse</p>
<p><b>6.11 Dargaville Wharf Pontoon and Waka Ama Club</b></p> <p>Resolved Harding/Wade</p> <p><i>That the Kaipara District Council supports the proposal by the Waka Ama Club to reinstate the pontoon at the Dargaville Wharf; and</i></p> <p><i>That Council staff, along with representatives of the Waka Ama Club, investigates further the best pontoon option for the Dargaville Wharf; and</i></p> <p><i>That the preferred option, funding options and costs be brought back to Council at its August 2011 meeting.</i></p> <p><i>That the Waka Ama Club be asked to show evidence that other avenues of funding are also being pursued.</i></p>	<p>Information/quotes have been obtained but need further investigation. A report will be presented at the November Council meeting.</p>	<p>Thomas Patterson</p>

27 July 2011: Ordinary Council Meeting		
<b>9 Notices of Motion</b>		
<p><b>9.1 Notice of Motion: Mangawhai Community Wastewater Scheme (Councillor Larsen)</b></p> <p>Resolved Geange/Larsen</p> <p><i>That Councillor Jonathan Larsen and the Chief Executive work together in respect of item 9.1 Notice of Motion: Mangawhai Community Wastewater Scheme to enable this item to be brought back to Council containing all the information required in it to enable Council to make an informed decision.</i></p>	Meeting has been arranged between Mayor Tiller, Councillor Larsen and Glennis Christie.	Glennis Christie
<p><b>9.2 Notice of Motion: 7 and 8: Resource Management Act Disputes Mediation Proposal (Councillor Larsen)</b></p> <p>Resolved Geange/Larsen</p> <p><i>That Councillor Jonathan Larsen and the Chief Executive work together in respect of item 9.2 Notice of Motion: 7 and 8: Resource Management Act Disputes Mediation Proposal to enable this item to be brought back to Council containing all the information required in it to enable Council to make an informed decision.</i></p>	Meeting has been arranged between Mayor Tiller, Councillor Larsen and Glennis Christie.	Glennis Christie

24 August 2011 Ordinary Council Meeting		
<b>5 Policy</b>		
<p><b>5.2 Maori Ward Options for Kaipara District</b></p> <p>Resolved Sutherland /McEwing</p> <p><i>That Council receives the information on Maori Ward Options for Kaipara District and notes that a report will be prepared for Council at a later date.</i></p>	An information item was tabled at the October Council meeting which outlined that Council are unable to meet the deadline for undertaking the process of reviewing Maori Ward options for the Kaipara District. This information was accepted by Council.	Kyle Whitfield

<p><b>5.9 Affordable Housing Finlayson Park, Dargaville: Te Uri O Hau Request</b></p> <p>Resolved Wade/Blackwell</p> <p><i>That Council receives the information from Te Uri O Hau in its letter dated 2 June 2011 and that the land at Finlayson Park (Lot 9 DP 158864) be investigated for redevelopment for affordable housing and other options and that this information come back to Council for consideration.</i></p>	<p>Not yet actioned but is included in Works Programme.</p>	<p>John Burt</p>
<p><b>5.10 Road Naming: Five Private Roads and Accessways off Pearl Street, Mangawhai</b></p> <p>Resolved Linton/Sutherland</p> <p><i>That this item, Road Naming: Five Private Roads and Accessways off Pearl Street, Mangawhai, lies on the table until the 28 September 2011 Council meeting pending clarification about the names, developers preference for names and Council's Road Naming Policy.</i></p>	<p>Awaiting further information from Developer.</p>	<p>John Burt</p>

<p>28 September 2011 Ordinary Council Meeting</p>		
<p>5 Policy</p>		
<p><b>5.1 Mangawhai St John Ambulance Station: Lease</b></p> <p>Moved Sutherland/Geange (carried)</p> <p><i>That Council receives the request from Mangawhai St John Ambulance Service for the lease of an alternative site on Molesworth Drive, Mangawhai Park neighbouring the Museum site, for the Mangawhai Ambulance Station; and</i></p> <p><i>That Council consults with the community regarding the request by the St John Ambulance Service separately from the development of the Mangawhai Park management plan.</i></p>	<p>Consultation is to be undertaken during November and a report will come to Council in December.</p>	<p>John Burt</p>

<p><b>5.4 Proposed 2012/22 Long Term Plan Consultation Approach</b></p> <p>Moved Geange/Sutherland (carried)</p> <p><b>That</b> Council approves the following two Stage consultation process:</p> <ul style="list-style-type: none"> <li>• <i>Stage One October 2011 pre-plan round to provide information inviting thoughts and ideas included in front of house displays at the two Council offices and in the district /community libraries, in local newspapers, Council’s website, Council’s Facebook page, school newsletters, and the Mayor’s Newsletter inviting thoughts and ideas of what should be included in the 2012/22 Draft Long Term Plan. Frontline staff will be trained to actively promote the upcoming Plan and offer comment forms for completion. These communications will not only highlight key messages but also actively encourage people to have a say in person, by telephone, email, letter or online (technology permitting).</i></li> <li>• <i>Stage Two March 2012 consultation (Draft Long Term Plan) includes the same process as the pre-plan consultation but including a newsletter style plain english Draft Long Term Plan Summary to be included in local newspapers. The Summary will actively encourage and promote participation highlighting a number of selected issues with a tick box option for comment. The Summary will also be available on the website, at the two Council offices and district/community libraries. Stage Two will also include three open forums at Dargaville, Maungaturoto and Mangawhai, and attendance at local events/meetings of Councillor choice along with Draft Long Term Plan submissions and Hearings.</i></li> </ul>	<p>Staff continue to implement the agreed consultation approach.</p>	<p>Barbara Ware</p>
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<p><b>5.6 Mangawhai Historical Society Request for Funding</b></p> <p>Moved Sutherland /Linton (carried)</p> <p><i>That Council approves a loan of up to \$100,000 from the Mangawhai Endowment Fund to the Mangawhai Historical Society for a term of up to ten years at an interest rate matching the Council's internal borrowing rate; and</i></p> <p><i>That the loan amount, term, security, draw downs, and other terms and conditions be approved by Councillor Geange (the Finance Portfolio Holder) and Councillors Larsen, Linton and Sutherland ( the Otamatea Councillors) and the Mayor; and</i></p> <p><i>That a more permanent financial solution for the Mangawhai Historical Society and other community projects be considered through the Long Term Plan process.</i></p>	<p>The Mangawhai Historical Society has been advised of the outcome and that we will be in touch in due course. Draft proposed terms and conditions are being prepared for the consideration of the delegated Councillors.</p>	<p>Glennis Christie</p>
<p><b>5.8 Contracts for the Provision of Regulatory Services</b></p> <p>Moved McEwing/Sutherland (carried)</p> <p><i>That the contract for delivering Environmental Health and Liquor Licensing services is extended until 30 June 2012, and that this contract and the contract for delivering Animal Control, Noise, Parking and Bylaw Management services are reviewed and made subject to new competitive tendering processes that will occur prior to 30 June 2012.</i></p>	<p>Review is currently underway.</p>	<p>John Burt</p>

<b>5.9 2011/2011 Non-Subsidised Programme</b>					Review in progress.	John Burt
Moved McEwing/Linton (carried)						
<i>That Council adopts the 2011/2012 Non-Subsidised Programme work for completion in the 2011/2012 financial year as set out below in Table 7:</i>						
NZTA W/C	<i>Table 7: 2011/12 Non-Subsidised Programme</i>	<i>Amount 2011/12 \$</i>	<i>FAR %</i>	<i>Council \$</i>		
	<i>Contract 606 2010/11 Gordon Street and Montgomery Avenue (Drainage renewal)</i>	<i>3,780</i>	<i>0</i>	<i>3,780</i>		
	<i>Contract 647 2010/11 Moir Street and Molesworth Drive (Stormwater)</i>	<i>1,500</i>		<i>1,500</i>		
	<i>• Footpaths</i>	<i>153,720</i>	<i>0</i>	<i>153,720</i>		
	<i>• Berm Maintenance</i>	<i>81,130</i>	<i>0</i>	<i>81,130</i>		
	<i>• Cleaning Sump</i>	<i>65,000</i>	<i>0</i>	<i>65,000</i>		
	<i>• Road Legalisation</i>	<i>40,000</i>	<i>0</i>	<i>40,000</i>		
	<i>• Road Safety Coordinator</i>	<i>8,170</i>	<i>0</i>	<i>8,170</i>		
	<i>Totals</i>	<i>\$ 353,300</i>		<i>\$353,300</i>		
And						
<i>That Council requests the Chief Executive to review areas for potential savings and report back.</i>						

<b>8 Information</b>			
<b>8.7 Kauri Coast Community Pool: Construction Costs and Funding</b>		Council has requested further information which is provided in a report to Council for November's meeting.	John Burt
Moved Sutherland/Geange (carried)			
<i>That Council requests a further report on the shortfall of funding for the Kauri Coast Community Pool and recommendations as to how it is proposed that this shortfall is met and that this report be brought back to Council at its 26 October 2011 Council meeting.</i>			
<b>9 Public Excluded</b>			

<p><b>9.5 Land Swap Memorandum of Understanding, General Distributors Limited, Te Awa Gardens Trust and Kaipara District Council</b></p> <p>Moved Geange/McEwing</p> <p><i>That Council authorises the Chief Executive to sign the Memorandum of Understanding with General Distributors Limited, and delegates responsibility to the Chief Executive to negotiate and execute a legal agreement for the gift of land to Te Awa Gardens Trust, in order for the Trust to finalise its land swap with General Distributors Limited.</i></p>	<p>In progress. A Memorandum of Understanding has been executed.</p>	<p>John Burt</p>
<p><b>9.7 Mangawhai EcoCare Complaint: Request for Independent Review Update</b></p> <p>Moved Wade/Geange</p> <p><i>That Council asks the Chief Executive to prepare a revised Terms of Reference and Scope (including a recommended provider) for an independent review of Mangawhai Community Wastewater Scheme and other relevant rating issues taking into consideration the previous revised terms of reference and other stakeholders; and</i></p> <p><i>That the revised Terms of Reference, Scope and recommended provider be brought back to Council for consideration.</i></p>	<p>Meeting to be arranged with Mangawhai stakeholders to discuss.</p> <p>Revised terms of reference were brought back to Council on 26 October 2011.</p>	<p>Glennis Christie</p>
<p><b>5.5 Mangawhai Community Wastewater Scheme Uniform Targeted Rate: Statement of Proposal Hearings</b></p> <p>Moved Geange/Wade</p> <p><i>That in regard to the Mangawhai Community Wastewater scheme Uniform Targeted Rate, the Council notifies the Statement of Proposal suitably modified to comply with Section 123, Local Government Rating Act 2002 and any other legislative requirements; and</i></p> <p><i>That the outcome of any independent review is incorporated as appropriate; and</i></p> <p><i>That the redrafted Statement of Proposal be checked for legal compliance before it is publicly notified.</i></p>	<p>Letters have been sent to submitters advising them of Council's decision.</p> <p>Now on hold pending outcome of the independent review.</p>	<p>Glennis Christie</p>

26 October 2011 – Ordinary Council Meeting		
5 Policy		
<b>5.1 2010/2011 Annual Report Adoption and Audit Report Receipt</b>	This item was withdrawn and will be presented to Council at a later date.	Glennis Christie
<p><b>5.2 Mangawhai Community Wastewater Scheme: Revised Terms of Reference for Independent Review</b></p> <p>Moved Blackwell/McEwing (carried)</p> <p><i>That Council proceeds with the Mangawhai Community Wastewater Scheme independent review in accordance with the revised Terms of Reference as set out in the “Independent Review for Mangawhai Community Wastewater Scheme Rating Issues Revised Terms of Reference and Scope ” dated October 2011; and</i></p> <p><i>That Jonathan Salter, Graeme Palmer, Grant Hewison or John Shepherd associated with the Simpson Grierson and Kensington Swan firms be asked if they can to undertake the review, and if so provide a quote; and</i></p> <p><i>That the Mayor, Deputy Mayor and Wastewater Portfolio Holder be delegated the authority to approve the final Terms of Reference and the provider.</i></p>	Awaiting quotes or an estimate from Simpson Grierson and Kensington Swan.	Glennis Christie
<p><b>5.3 Mangawhai Community Wastewater Scheme: Proposal to Extend Sewer Line along Old Waipu Road</b></p> <p>Moved Blackwell/Harding (carried)</p> <p><i>That Council agrees in principle to obtain relevant engineering designs from Council’s engineers regarding the proposal to extend the Mangawhai Wastewater sewer line along Old Waipu Road, so an accurate cost of the work can be brought back to Council for consideration.</i></p>	In progress. Letters to affected landowners to be sent in November.	John Burt

<p><b>That</b> Council commences communication with other affected landowners.</p>		
<p><b>5.4 Kauri Coast Community Pool: Shortfall Funding Options</b></p> <p>Moved Larsen/Sutherland (carried)</p> <p><b>That the Kauri Coast Community Pool: Shortfall Funding Options</b> item lies on the table pending a further report which is to include a list of the properties and maps showing their whereabouts.</p>	<p>Report to Council included in November's agenda.</p>	<p>John Burt</p>
<p><b>5.5 Kaiwaka Sports Association : Request for Funding, Drainage Work</b></p> <p>Moved Harding/Linton (carried)</p> <p>1 That Council approves the Kaiwaka Sports Association's request for funding to a maximum of \$38,880 plus GST from its Reserves Contribution Fund to assist with the cost of installing field drains at the Kaiwaka Domain, subject to the Kaiwaka Sports Association obtaining two further quotes for the work; and</p> <p>2 That the General Manager Operations be authorised to approve the release of the funds once the quotes have been received, the contract let and the work completed satisfactorily.</p>	<p>Kaiwaka Sports Association has been advised of Council's decision.</p>	<p>Mark Vincent and John Burt</p>
<p><b>5.6 Genetic Engineering: Council Direction</b></p> <p>Moved McEwing/Geange (carried)</p> <p><b>That</b> Council nominates Mayor Neil Tiller as the Kaipara District Council's elected representative to the Inter-Council Working Party on genetically modified organisms; and</p> <p><b>That</b> Council continues to support the Inter-Council Working Party on genetically modified organisms.</p>	<p>No further action required.</p>	<p>Glennis Christie</p>

<p><b>5.7 General Bylaws 2008 Traffic Restriction Amendment</b></p> <p>Moved Sutherland/Harding (carried)</p> <p><i>That the Kaipara District Council's General Bylaw 2008 be amended to include a Schedule G (Restricted Classes of Vehicles) and for this Schedule to be given effect by a new clause:</i></p> <p><i>"1503.1(c) The portions of roads mentioned in Schedule "G" of this part of this bylaw as "Restricted Classes of Vehicles" are hereby deemed to be authorised under clause 1503.1."</i></p>	<p>Completed.</p>	<p>John Burt</p>																						
<p><b>5.8 2011/2012 Water Supply Capital Development Programme</b></p> <p>Moved McEwing/Blackwell (carried)</p> <p><b>That</b> Council adopts the Water Supply Capital Development Programme work for completion in the 2011/2012 financial year as set out below:</p> <table border="1" data-bbox="147 820 1095 1294"> <thead> <tr> <th><b>Water Supply</b></th> <th><b>Amount 2011/12</b></th> </tr> </thead> <tbody> <tr> <td><i>Pump and Pipe Renewals</i></td> <td><i>\$25,000</i></td> </tr> <tr> <td><i>Treatment Plant Upgrade</i></td> <td><i>\$206,140</i></td> </tr> <tr> <td><i>Water Meter Renewals</i></td> <td><i>\$50,000</i></td> </tr> <tr> <td><i>Improved Supply Security , Dargaville</i></td> <td><i>\$176,000</i></td> </tr> <tr> <td><i>Telemetry</i></td> <td><i>\$5,200</i></td> </tr> <tr> <td><i>PH Risk Management / AMPS</i></td> <td><i>\$87,500</i></td> </tr> <tr> <td><i>Contract Management; 3 Waters</i></td> <td><i>\$48,500</i></td> </tr> <tr> <td><i>Asset Valuations</i></td> <td><i>\$18,000</i></td> </tr> <tr> <td><i>Resource Consents; Renewal</i></td> <td><i>\$53,800</i></td> </tr> <tr> <td><b>Total</b></td> <td><b>\$670,140</b></td> </tr> </tbody> </table>	<b>Water Supply</b>	<b>Amount 2011/12</b>	<i>Pump and Pipe Renewals</i>	<i>\$25,000</i>	<i>Treatment Plant Upgrade</i>	<i>\$206,140</i>	<i>Water Meter Renewals</i>	<i>\$50,000</i>	<i>Improved Supply Security , Dargaville</i>	<i>\$176,000</i>	<i>Telemetry</i>	<i>\$5,200</i>	<i>PH Risk Management / AMPS</i>	<i>\$87,500</i>	<i>Contract Management; 3 Waters</i>	<i>\$48,500</i>	<i>Asset Valuations</i>	<i>\$18,000</i>	<i>Resource Consents; Renewal</i>	<i>\$53,800</i>	<b>Total</b>	<b>\$670,140</b>	<p>Capital works being progressed.</p>	<p>John Burt</p>
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<p><b>5.9 2011/2012 Wastewater Capital Development Programme</b></p> <p>Moved Blackwell/McEwing (carried)</p> <p><i>That Council adopts the 2011/2012 Wastewater Capital Development Programme work for completion in the 2011/2012 financial year as set out below:</i></p> <table border="1" data-bbox="152 383 1097 1133"> <thead> <tr> <th><b>Water Supply</b></th> <th><b>Amount 2011/12</b></th> </tr> </thead> <tbody> <tr> <td><i>Pump and Pipe Renewals</i></td> <td><i>\$170,000</i></td> </tr> <tr> <td><i>Oxipond Efficiency Survey</i></td> <td><i>\$10,000</i></td> </tr> <tr> <td><i>Onsite Disposal Sanitary Assessment</i></td> <td><i>\$10,000</i></td> </tr> <tr> <td><i>Reticulation Modelling / Investigation</i></td> <td><i>\$10,000</i></td> </tr> <tr> <td><i>Data Capture</i></td> <td><i>\$16,500</i></td> </tr> <tr> <td><i>PH Risk Management / AMPS</i></td> <td><i>\$79,000</i></td> </tr> <tr> <td><i>Contract Management; 3 Waters</i></td> <td><i>\$48,500</i></td> </tr> <tr> <td><i>Telemetry Contract Management</i></td> <td><i>\$6,200</i></td> </tr> <tr> <td><i>Asset Valuations</i></td> <td><i>\$18,000</i></td> </tr> <tr> <td><i>Resource Consents; Renewals</i></td> <td><i>\$83,500</i></td> </tr> <tr> <td><i>Reticulation and Treatment Upgrade</i></td> <td><i>\$30,000</i></td> </tr> <tr> <td><i>Desludge Ponds</i></td> <td><i>\$150,000</i></td> </tr> <tr> <td><i>Infiltration Investigations</i></td> <td><i>\$20,000</i></td> </tr> <tr> <td><b>Total</b></td> <td><b>\$651,700</b></td> </tr> </tbody> </table>	<b>Water Supply</b>	<b>Amount 2011/12</b>	<i>Pump and Pipe Renewals</i>	<i>\$170,000</i>	<i>Oxipond Efficiency Survey</i>	<i>\$10,000</i>	<i>Onsite Disposal Sanitary Assessment</i>	<i>\$10,000</i>	<i>Reticulation Modelling / Investigation</i>	<i>\$10,000</i>	<i>Data Capture</i>	<i>\$16,500</i>	<i>PH Risk Management / AMPS</i>	<i>\$79,000</i>	<i>Contract Management; 3 Waters</i>	<i>\$48,500</i>	<i>Telemetry Contract Management</i>	<i>\$6,200</i>	<i>Asset Valuations</i>	<i>\$18,000</i>	<i>Resource Consents; Renewals</i>	<i>\$83,500</i>	<i>Reticulation and Treatment Upgrade</i>	<i>\$30,000</i>	<i>Desludge Ponds</i>	<i>\$150,000</i>	<i>Infiltration Investigations</i>	<i>\$20,000</i>	<b>Total</b>	<b>\$651,700</b>	<p>Capital works being progressed.</p>	<p>John Burt</p>
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<p><b>5.10 Kaipara District Council Delegations Review</b></p> <p>Moved Geange/Linton (carried)</p> <p><i>That the Kaipara District Council Delegations Review item lies on the table until it has been workshopped with Council and then brought back to Council at its November 2011 meeting.</i></p>		<p>Glennis Christie</p>																														

<p><b>5.11 Rating Policy: Amendment</b></p> <p>Moved Geange/McEwing (carried)</p> <p><b>That</b> Council amends Policy 4 Method of Payment of its Rating Policies so that it reads as follows:</p> <p><b>Policy 4 Method of Payment</b></p> <p>Payment of rates will be accepted in the following ways:</p> <ol style="list-style-type: none"> <li>1 By hand (refer Policy 6 - Place of Payment)</li> <li>2 By mail to: <table data-bbox="219 598 1209 774" style="margin-left: 20px;"> <tr> <td style="padding-right: 20px;"><i>The Chief Executive</i></td> <td style="padding-right: 20px;"><i>The Chief Executive</i></td> <td><i>The Chief Executive</i></td> </tr> <tr> <td><i>Kaipara District Council</i></td> <td><i>Kaipara District Council</i></td> <td><i>Kaipara District Council</i></td> </tr> <tr> <td><i>Private Bag 92201</i></td> <td><i>Private Bag 1001</i></td> <td><i>State Highway 1</i></td> </tr> <tr> <td><i>Auckland 1020</i></td> <td><i>Dargaville 0340</i></td> <td><i>Kaiwaka 0542</i></td> </tr> </table> </li> <li>3 By telephone banking</li> <li>4 By automatic payment</li> <li>5 By direct debit</li> <li>6 By eftpos</li> <li>7 By Online banking</li> <li>8 By Credit card online, MasterCard and Visa only</li> </ol>	<i>The Chief Executive</i>	<i>The Chief Executive</i>	<i>The Chief Executive</i>	<i>Kaipara District Council</i>	<i>Kaipara District Council</i>	<i>Kaipara District Council</i>	<i>Private Bag 92201</i>	<i>Private Bag 1001</i>	<i>State Highway 1</i>	<i>Auckland 1020</i>	<i>Dargaville 0340</i>	<i>Kaiwaka 0542</i>	<p>No further action required.</p>	<p>Barbara Ware</p>
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<p><b>5.12 Appointment of an Acting Chief Executive</b></p> <p>Moved Mayor Tiller/Geange (carried)</p> <p><b>That</b> Council appoints John Burt as Acting Chief Executive for that period that will exist between the resignation of the current Chief Executive on 28 October 2011 and the commencement of employment with the Kaipara District Council of the newly appointed Chief Executive.</p>	<p>Actioned.</p>	<p>Mayor Tiller</p>												

<p><b>5.13 Credit Card Replacement</b></p> <p>Moved Geange/McEwing (carried)</p> <p><i><b>That</b> Council authorises the General Manager Policy and Governance to be Council's credit card holder to enable Council to make those payments that need to be made by credit card.</i></p>	<p>No further action required.</p>	<p>Glennis Christie</p>
<p><b>5.14 Resource Management Act Survey of Local Authorities 2010/2011</b></p> <p>Moved Geange/Sutherland (carried)</p> <p><i><b>That</b>, in regard to the Ministry for the Environment's Resource Management Act Survey of Local Authorities 2010/2011, the Regulatory Manager continues to explore and implement means of improving operational efficiencies in processing resource consents.</i></p>	<p>In progress.</p>	<p>John Burt</p>
<p><b>5.15 Department of Internal Affairs: Conflict of Interest, Discussion Document</b></p> <p>Moved Geange/McEwing (carried)</p> <p><b>1</b> <i><b>That</b> Council forwards it's submission on Managing Conflict Interest in Local Government dated 10 October 2011 to Local Government New Zealand in response to the Department of Internal Affairs Conflicts of Interest Discussion Document.</i></p> <p><b>2</b> <i><b>That</b> Councillor Sutherland to be delegated authority to approve the final submission.</i></p>	<p>Submission is being revised for Councillor Sutherland's approval.</p>	<p>Glennis Christie</p>
<p><b>5.16 District Council Forest Tree-growing Forecast Silvicultural Pruning Budget and Regime</b></p> <p>Moved Larsen/McEwing</p> <p><i><b>That</b> Council accepts Chandler Fraser Keating's information on the current forecasted Kaipara District Council Silvicultural costs as at October 2011, and the recommendation to complete pruning where started, to obtain a return on the money already spent.</i></p>	<p>This resolution is currently being implemented.</p>	<p>John Burt</p>

<p><b>6 Reports</b></p>		
<p><b>6.2 Deputy Mayor's Report – Review of 2011/2012 Budgets</b></p> <p>Moved Geange/Sutherland (carried)</p> <p><i>That Management review the 2011/2012 budgets with a view to identifying potential savings of at least 5% from activities funded by General Rates; and</i></p> <p><i>That this be reported back by activity to the 14 December 2011 meeting of Council along with details of impacts on the levels of service and any long term effects of not funding activities from which the savings could be made.</i></p>		<p>Glennis Christie, John Burt and Barbara Ware</p>

**Action Points from Portfolio Holder Meeting 5 October 2011**

<b>Date</b>	1:16 pm on Wednesday 5 October 2011
<b>Venue</b>	Council Chambers, Station Road entrance, Dargaville
<b>Present</b>	Mayor Tiller, Councillors Geange, Sutherland, Harding, Blackwell, McEwing, Linton, Wade, Larsen
<b>Apology</b>	None
<b>Attended</b>	General Manager Operations, General Manager Policy and Governance, Corporate Services Support Manager, Policy Analyst (apologies from Chief Executive)

**Action Points**

Agenda Item/Action Point	
<b>1</b>	<b>Action points from 31 August 2011</b> Refer to the attached update.
<b>2.1</b>	<b>Review of draft Annual Report</b> Part 1 (Introduction) and Part 3 (Activities) of the draft Annual Report were distributed. Councillors were asked to review the Annual Report, and contact the General Manager Policy and Governance with their comments. Audit New Zealand progress is slower than anticipated which is due primarily to the number of staff that are undertaking the review (3 auditors rather than the 4 that were originally planned). It is possible that Council may be unable to adopt the Annual Report by 31 October 2011 which is a statutory deadline.
<b>2.2</b>	<b>Genetic Engineering</b> Briefing paper was attached. Council nominated the Mayor to attend on Council's behalf.
<b>2.3</b>	<b>20/22 Gordon Street, Dargaville</b> This item was discussed at the Extraordinary Meeting in Public Excluded.
<b>2.4</b>	<b>Computer System Process Briefing</b> Council received a report from the General Manager Operations on a proposed new computer system. The idea was agreed in principle, but decided to wait until a new Chief Executive was appointed before progressing further. General Manager Operations to provide further details on the options of borrowing, efficiencies in staff and the savings in the long term. Likely timing early 2012 ( <b>Action 42: General Manager Operations</b> )

2.5	<p><b>Dargaville Community Cinema Charitable Trust</b></p> <p>Letter from the Dargaville Community Cinema Charitable Trust was read out which outlined their concerns from a structural engineers' report which they have obtained. General Manager Operations is to verbally report back what the costs are to the Council to undertake the modifications. (Action 43: General Manager Operations)</p>
2.6	<p><b>LTP Consultation Strategy – Juxtaposition update</b></p> <p>Verbal update from the Corporate Services Manager on the Long Term Plan Pre-plan consultation.</p>
2.7	<p><b>Holding account for Emissions Unit Register establish 29 September 2011</b></p> <p>Information only</p>
3	<p><b>Chief Executive's Report</b></p> <ul style="list-style-type: none"> <li>• Council noted that previously the Chief Executive's Report included two additional tables. The first table was to report on the outstanding rates in the District, and the second table is to report on the number on building consents processed. General Manager Policy and Governance to investigate. <b>(Action 44: General Manager Policy and Governance)</b></li> <li>• Number: 8.8 Foreshore Jurisdiction Extension, Council asked for an update on this. GM, Operations looking into whether or not the KDC foreshore is gazetted or not. <b>(Action 45: General Manager Operations to provide a verbal update at the next Portfolio meeting)</b></li> <li>• Number 8.11 Omamari Road Failure Report. Council asked for an update on this. An update will be reported in October's Chief Executive Report. <b>(Action 46: General Manager Operations)</b></li> <li>• Number 9.1 and 9.2 Notice of Motion. General Manager Policy and Governance is to arrange a meeting with the Mayor, Councillor Larsen and herself. <b>(Action 47: General Manager Policy and Governance)</b></li> </ul> <p>No other matters</p>
4	<p><b>Portfolio Holders Strategy, Updates and Issues (matters not already raised)</b></p> <ul style="list-style-type: none"> <li>• <b>Councillor Wade</b> <ul style="list-style-type: none"> <li>○ Now would be good timing for an governance training refresher</li> <li>○ Requested an economic development update from Councillor Sutherland as he was unable to attend the brainstorming session.</li> </ul> </li> <li>• <b>Councillor Harding</b> <ul style="list-style-type: none"> <li>○ Query re: rubbish cages, should we have them and if so, where should they be located.</li> <li>○ Sport Northland happy to look at ownership along the same lines as facilities in Whangarei. They would charge a 10% administration charge for administering the pool.</li> </ul> </li> </ul>

- Hillary Commission Funding available for suitable vehicle **(Action 48: Councillors Harding and Geange)**
- Dargaville Tennis Club location, potential move to Selwyn Park. To be an agenda item for the next portfolio holders meeting. **(Action 49: General Manager Policy and Governance)**
- **Councillor Blackwell**
  - Mangawhai Community Wastewater Scheme- Noted the need for firm data.
  - Youth. Would like to further investigate what Otorohonga District Council has, and asked that a delegation go down. Would like to co-ordinate with other organisations within our District. **(Action 50: Councillors Blackwell, Geange, Wade and Mayor Tiller to progress)**
- **Councillor McEwing**
  - Has requested information and the cost of felling the trees around the Town Hall. **(Action 51: General Manager Operations to report on costs)**
- **Councillor Larsen**
  - Requested minutes from the Economic Development Management Meeting if available.
  - Queried portfolio holders meetings and need for governance training.
- **Councillor Sutherland**
  - Reported that the new owners of the building which occupies the Paparoa Community Library are happy for the Library to remain in the building.
  - Art- 11 October deadline for competition
  - Tourism- Welcome Centre at Kaiwaka has been worthwhile because of the upgrade to the facility. Reported that she has had positive comments on the Kaiwaka Hall and that it is a welcoming space
- **Councillor Geange**
  - Draft Regional Policy Statement due to be adopted
  - Noted potential for progressing cycleway options with minimal cost. Far North District Council supportive.
  - Asked whether we should have a time limit on our Halls Policy. **(Action 52: General Manager Policy and Governance to review)**
  - Asked whether signs could be erected along the cycleway **(Action 53: General Manager Operations to report on costs)**
- **Mayor Tiller**
  - Had a good meeting with the Tim Reuben, Te Roroa Trust Board. They will get together again early next year.

	<ul style="list-style-type: none"> <li>• <b>Councillor Linton</b> <ul style="list-style-type: none"> <li>○ RLT meeting           <ul style="list-style-type: none"> <li>▪ FAR- rate to be reviewed in 2014</li> <li>▪ Improved roading statistics (5 deaths to date compared with 22 same time last year)</li> </ul> </li> <li>○ Meeting next week with General Manager Operations to discuss forest roading.</li> </ul> </li> </ul>
5	<p><b>Other business</b></p> <ul style="list-style-type: none"> <li>○ Rodney Local Board has requested that the Kaipara District Council have a shared governance arrangement with other councils and with local iwi around the management of the Kaipara Harbour. The Mayor will attend a meeting on this before Christmas 2011.</li> <li>○ Rally of New Zealand. Councillors Linton and Geange will attend a meeting with the Rally of New Zealand. This meeting is requested to take part during the day.</li> <li>○ MRRA Questions. A comprehensive review is planned in order to get a complete picture of the EcoCare project issues. The results of the review are to be presented to Council prior to being distributed. Council will respond to all questions at the same time, and this is likely to occur in November or December. A letter for the Mayor's signature will need to be drafted outlining the plan and noting that we will be unable to make the timeframe stated by Mangawhai Ratepayers and Residents Association. <b>(Action 54: Corporate Services Manager and General Manager Policy and Governance).</b></li> <li>○ Noted the need to review the Portfolio Holders meetings going forward. Mayor is to meet with all Councillors individually to discuss <b>(Action 55: Mayor Tiller)</b></li> <li>○ Council has also requested that they are able to review the new Council website before it goes live. <b>(Action 56: Corporate Services Manager to arrange).</b></li> </ul> <p>No other business</p>

Meeting closed: 4.15pm

**Attachment to Action Points from 5 October 2011 Portfolio Holders Meeting**
**Schedule of Outstanding Action Points from Portfolio Holder Meetings**

<b>Date</b>	<b>Various</b>
<b>Venue</b>	<b>Refer to Action Points from specific meetings</b>
<b>Present</b>	<b>Refer to Action Points from specific meetings</b>
<b>Apology</b>	<b>Refer to Action Points from specific meetings</b>
<b>Attended</b>	<b>Refer to Action Points from specific meetings</b>

**Action points**

	Meeting	Item/Actions	Update 5 October
<b>1</b>	<b>2/8/11</b>	<b>Agenda Items</b>	
		<b>1 Economic Development Brief</b> <b>Action 1.</b> A discussion paper is to be prepared for Council covering key points from above and to include Resourcing and Consent processes in the context of impact on future development. <b>(Economic Development Facilitator)</b> <b>Action 2.</b> Arrange a workshop in economic development as part of the Long Term Plan process <b>(General Manager Policy and Governance / Economic Development Facilitator)</b>	To be scheduled
	<b>2/8/11</b>	<b>2 Mangawhai Foreshore, Boat Ramp, Camp Ground etcetera</b> <b>Action 3.</b> Prepare a paper for Council canvassing the longer term options, issues, costs and benefits <b>(General Manager Operations)</b>	Report due as part of Long Term Plan process
	<b>2/8/11</b>	<b>3 Genetic Engineering</b> <b>Action 4.</b> Park for now. To be discussed at the Northland District Councils' Forum and recommendation brought back to this Council. <b>(Mayor and Deputy Mayor)</b>	<b>Action 4: closed</b>



		First iteration of cash flow and Treasury management reporting presented in August. Further discussion opportunity at the September workshop on financial issues (including EcoCare assumption) <b>(Action 27: GM Policy and Governance)</b>	
<b>2</b>	<b>2/8/11</b>	<b>Chief Executive's Report – July report</b>	
	<b>2/8/11</b>	Contracts 654 and 638 to be put on hold pending a Council resolution. <b>Action 9. Investigate and report back (General Manager Operations)</b>	<b>Action 9: closed</b>
	<b>31/8/11</b>	Verbal update by General Manager Operations. Report due.	
	<b>2/8/11</b>	Swimming Pool. A meeting is to take place asap between the Swimming Pool Trust, Swimming Pool Management, the architect, the contractor and Sport Northland (Chris Biddles). An update is to be provided in the August Chief Executive's Report. <b>Action 11. Investigate and report back (General Manager Operations)</b>  Meeting held. Update provided.	<b>Action 11 closed</b>  New report requested for October.
	<b>31/8/11</b>	Report on capital costs of the project to be provided for Council at September meeting <b>(Action 57: General Manager Operations)</b>	
<b>3</b>		<b>Portfolio issues</b>	
	<b>2/8/11</b>	<b>Councillor Sutherland</b>  Request for information about what the official position of the Medical Officer and the Northland Regional Council is in respect of contamination through wastewater? A report is to be brought back to Council that contains this information. Once that information is forthcoming Council can make a decision about what if anything it should include in its Long Term Plan consultation. <b>Action 12. Investigate and report back (General Manager Operations)</b>	Error in action point  <b>Action 12: closed</b>

	<p><b>2/8/11</b></p> <p><b>Mediation</b></p> <p><b>Action 13.</b> Arrange a mediator and a date for mediation for Councillors <b>(Chief Executive with assistance from Councillors Harding and Linton)</b></p>	<b>Action 13: closed</b>
	<p><b>31/8/11</b></p> <p>Recast as a Council self- appraisal with a team building/leadership element. Seen as rewarding exercise.</p> <p>Cost implications in the order of \$3,000 per day plus disbursements. Likely timing November.</p> <p>Facilitator needs to have Council experience. <b>(Action 28: General Manager Policy and Governance to arrange)</b></p>	<p>Due to fiscal constraints this will not be pursued</p> <p><b>Action 28: Closed</b></p>
<b>4</b>	<b>Portfolio Updates</b>	
	<p><b>2/8/11</b></p> <p><b>Councillor Linton</b></p> <p>Black Swamp Road is there any development money available for seal extension on this road? <b>(Action 14. General Manager Operations)</b></p>	<b>Action 14: Closed</b>
	<p><b>31/8/11</b></p> <p>Verbal update from General Manager Operations.</p> <p>Some money available, together with funds carried over from last year. <b>(Action 29: Councillor Linton and General Manager Operations to discuss sealing options for Devich/Lawrence Roads further)</b></p>	<b>Action 29: closed</b>
	<p><b>2/8/11</b></p> <p><b>Councillor Wade</b></p> <p>Cinema Trust – clarification is to be provided over just what Thomas Patterson’s role is in respect of the preparation of a business plan. Also there needs to be a determination of what costs fall to Council as the owner of the building and what costs fall to the Trust. <b>(Action 16. General Manager Operations)</b></p>	
	<p><b>31/8/11</b></p> <p>Verbal update from General Manager Operations. Confirmed need to review respective role and financial commitment/ requirements from Council.</p> <p>Ongoing.</p>	
	<p><b>2/8/11</b></p> <p><b>Councillor Geange</b></p> <p><b>Youth Council</b> – keen to approach school children and ask the questions: Do you want to be involved and if the answer is yes, how? <b>Action 18a: Councillors Geange and Blackwell.</b></p>	
	<p><b>31/8/11</b></p> <p>Update due for next Portfolio Holders meeting.</p>	

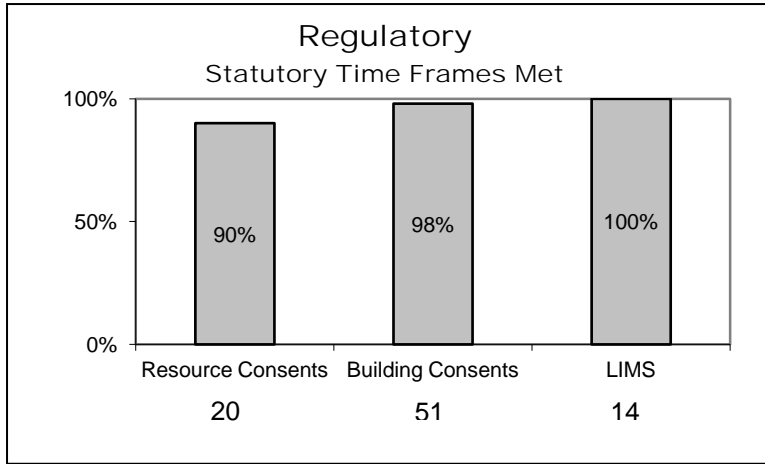
	<p><b>Councillor Geange</b></p> <p><b>2/8/11</b> Pahi Leases (<b>Action 20. General Manager Operations</b>)</p> <p><b>31/8/11</b> Update due for next Portfolio Holders meeting.</p>	<p>Waiting for Department of Conservation to come back.</p>
	<p><b>Councillor Geange</b></p> <p><b>2/8/11</b> Review of delegations required. (<b>Action 21. General Manager Policy and Governance</b>)</p> <p><b>31/8/11</b> Due for September or October council meeting</p>	
	<p><b>Councillor Geange</b></p> <p><b>2/8/11</b> Roothing AMPs - needs to include work around wildling pines. (<b>Action 22. General Manager Operations</b>)</p> <p><b>31/8/11</b> Update due for next Portfolio holders meeting</p>	<p>Included in AMPs- to be expanded</p> <p><b>Action 22: closed</b></p>
	<p><b>2.3 Commercial Wastewater Rate (District-wide?)</b></p> <p><b>31/8/11</b> Need to review options for commercial wastewater rates for community and community organisations as part of the Long Term Plan. (<b>Action 30: GM Policy and Governance</b>)</p>	
	<p><b>2.4 Mangawhai Endowment Fund (timing of applications)</b></p> <p><b>31/8/11</b> Applications advertised this week (ie week ending 2 September) with applications closing on 30 September 2011. Need to set up a meeting of the Endowment Fund Committee and circulate material. (<b>Action 31: GM Policy and Governance</b>)</p>	
	<p><b>2.8 Hall handover process (update)</b></p> <p><b>31/8/11</b> Verbal update by General Manager Operations about current status of each hall. A report is to be prepared for Council (<b>Action 32: GM Operations</b>)</p>	
	<p><b>2.9 Operational contract for EcoCare</b></p> <p><b>31/8/11</b> Discussion around the contract finishing at the end of 15 years and the implication of handing the assets back in an "as new" condition. (<b>Action 33: GM Operations to review contract and report back</b>)</p>	<p>"as new" should have been "defined condition"</p> <p><b>Action 33: closed</b></p>

	31/8/11	<p><b>2.10 Tinopai Community Kids Project</b></p> <p>Agreed in principal to support the project by making the land available for the project (BMX track and recreational area). Report to come back to Council in due course. <b>(Action 34: General Manager Operations)</b></p>	
	31/8/11	<p><b>3.2 The Quarry</b></p> <p>Discussed options around the quarry given good quality metal and demand and the potential for operator to manage. <b>(Action 35: Mayor to discuss possibility of putting out on expression of interest with the Economic Development Facilitator).</b></p>	
	31/8/11	<p><b>4. Governance items</b></p> <ul style="list-style-type: none"> <li>• Council self appraisal (1), mediation(4), formalising a disputes process (5) and (6) avoiding group think discussed at item 1 and is <b>now part of Action 28 (GM Policy and Governance to arrange a facilitator)</b></li> <li>• Notices of motion (2 and 3) are to be discussed by Councillor Larsen with the Mayor and the General Manager Policy and Governance. <b>(Action 36: General Manager Policy and Governance)</b></li> <li>• Good governance workshop (7). A new Chief Executive is a good opportunity to make changes if required. Need to look for training in this area <b>(Action 37: Corporate Services Manager)</b></li> </ul>	<p>Fiscal constraints <b>Actions: 28, 36 &amp; 37 closed</b></p>
	31/8/11	<p><b>Chief Executive's Report- August 2011</b></p> <ul style="list-style-type: none"> <li>• Brown Road farm. Bought 600 acres of marginal land as part of the Mangawhai EcoCare project. Expressions of interest have been made from the community about parts of it being used for alternative purposes (eg Mangawhai Walking Group). Need to go back to the Annual Plan to see what submissions there were and potentially include it in the Long Term Plan process <b>(Action 38: General Manager Policy and Governance)</b></li> </ul>	

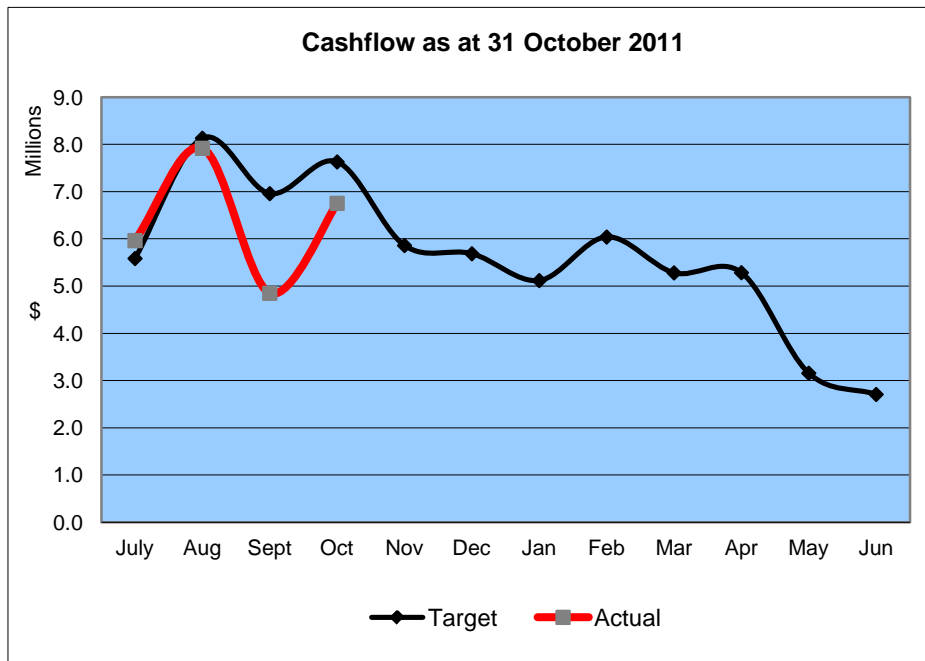
	31/8/11	<p><b>Councillor Blackwell</b></p> <ul style="list-style-type: none"> <li>Update on potential road alignment to make it safer for school bus and other traffic in partnership with resident. Agreed in principle (<b>Action 39: General Manager Operations</b>)</li> </ul>	<p>Subsequently actioned</p> <p><b>Action 39: closed</b></p>
	31/8/11	<p><b>Councillor Larsen</b></p> <ul style="list-style-type: none"> <li>Tabled two handouts. (<b>Action 40: Councillor Larsen and General Manager Policy and Governance to meet to discuss handouts</b>)</li> </ul>	
	31/8/11	<p><b>Councillor Geange</b></p> <ul style="list-style-type: none"> <li>Procurement Strategy and possibility of compiling a schedule of preferred suppliers from local suppliers (<b>Action 41: General Manager Operations</b>)</li> </ul>	



## Organisational Monitoring – October 2011



<b>Rates Collected</b> (Including Penalties)	
Actual 95%	Target 100%
<b>Staff Turnover</b>	
Actual YTD 4 %	Target pa Less Than 15%



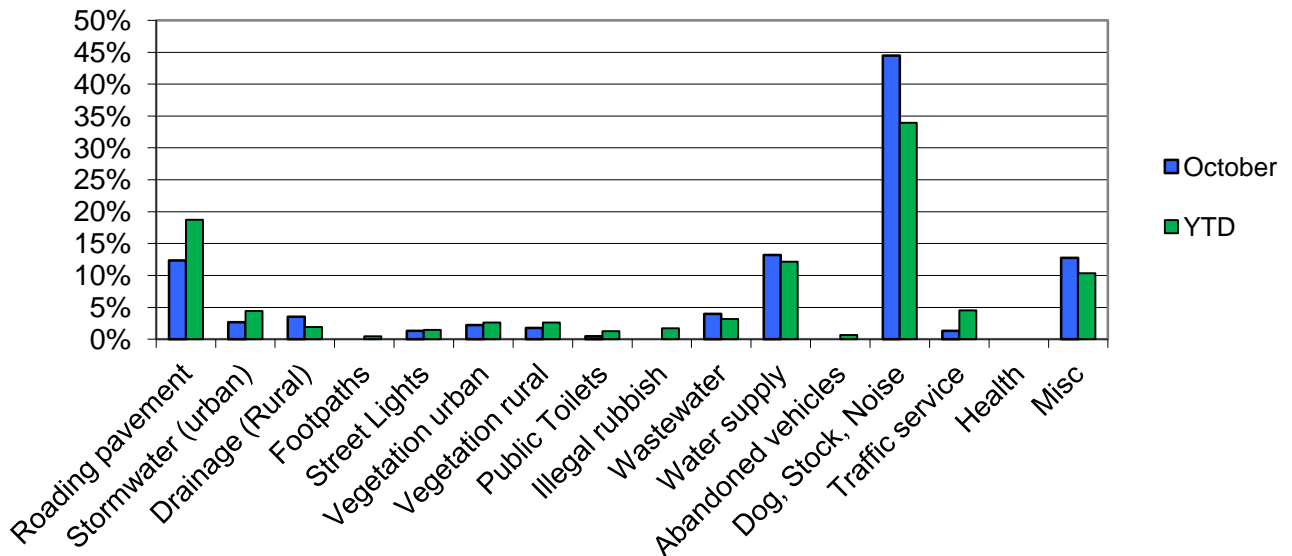
**Comment**

- The target cashflow shows operating and capital expenditure and operating income. Budgeted loan drawings are excluded.

The 2nd rates instalment combined with late contract claims (which were paid after 31 October) have contributed to the larger than budget upswing.

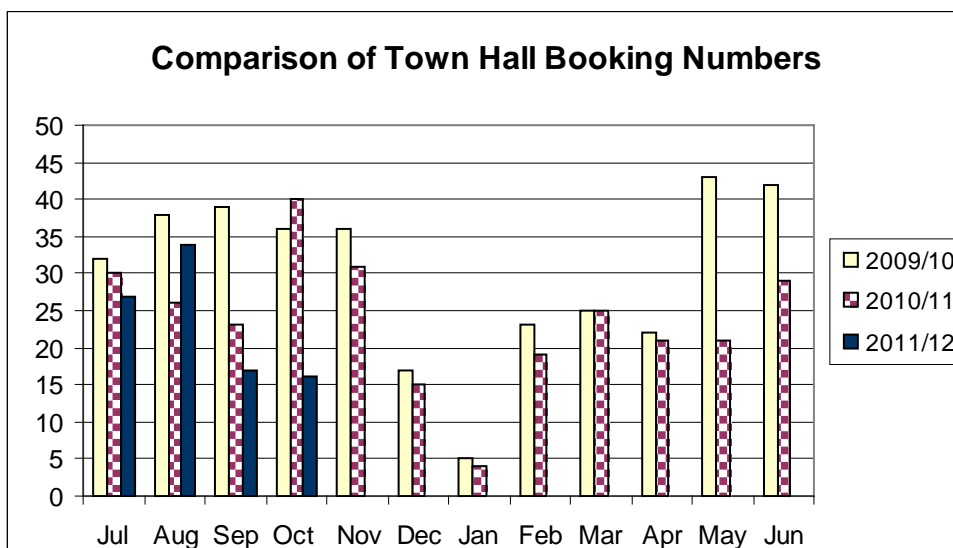
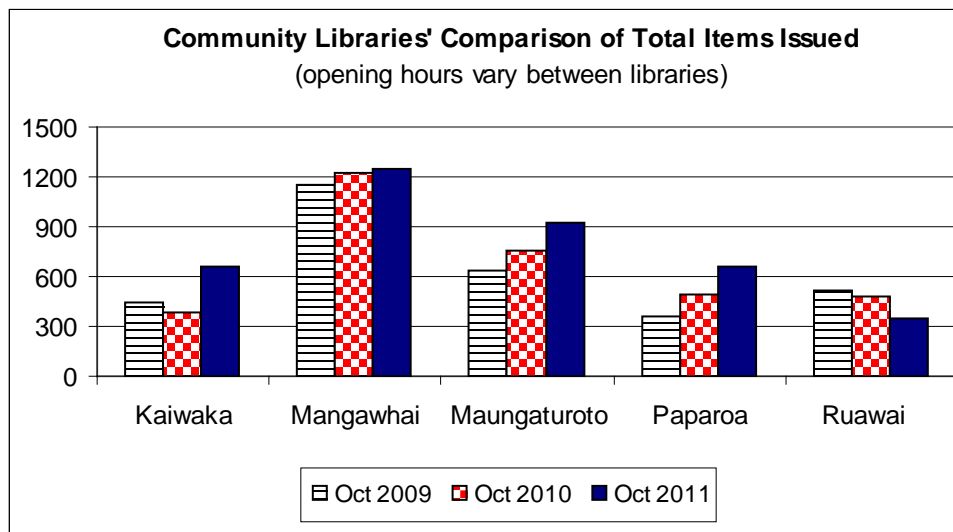
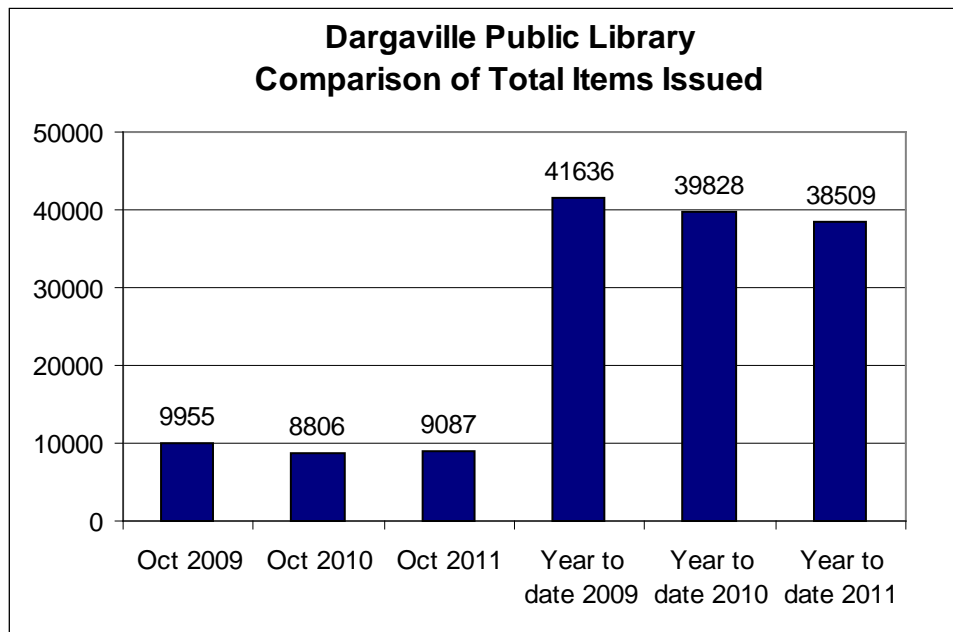
The cashflow target will be reviewed and revised with the first forecast later this year.

### Helpdesk Inquiries Received



Number of Helpdesk Inquiries YTD: 227 Month: 881

# Dargaville Public Library Monthly Report - October 2011



## Dargaville Public Library Monthly Report – October 2011

Alison Martin from Dargaville and Lisa Salter from Ruawai Library attended a presentation by maverick American librarian Jenica Rodgers in October. Jenica made a detour to Whangarei on her way to New Zealand's Library Conference, sharing her ideas on commitment, passion and implementing ideas for the future. As Jenica says - "Things happen because you plan for it, organise it, and manage it - plan for brilliance, follow your map, and remember success requires some tolerance to failure. What's the worst that could happen....? Ask yourself this question and then get on with it."

Paula Guy Stuve attended the Aotearoa Peoples Network Kaharoa board meeting in Christchurch (paid for by Aotearoa Peoples Network Kaharoa). There was some good discussion on the options for Aotearoa Peoples Network Kaharoa's free internet service moving forward, and its new role providing support and management for the Kotui Library Management System consortia, which has just gone live. A strategic planning meeting is planned for December to discuss issues further, and make sure the Aotearoa Peoples Network Kaharoa has a robust and relevant road map for its future.

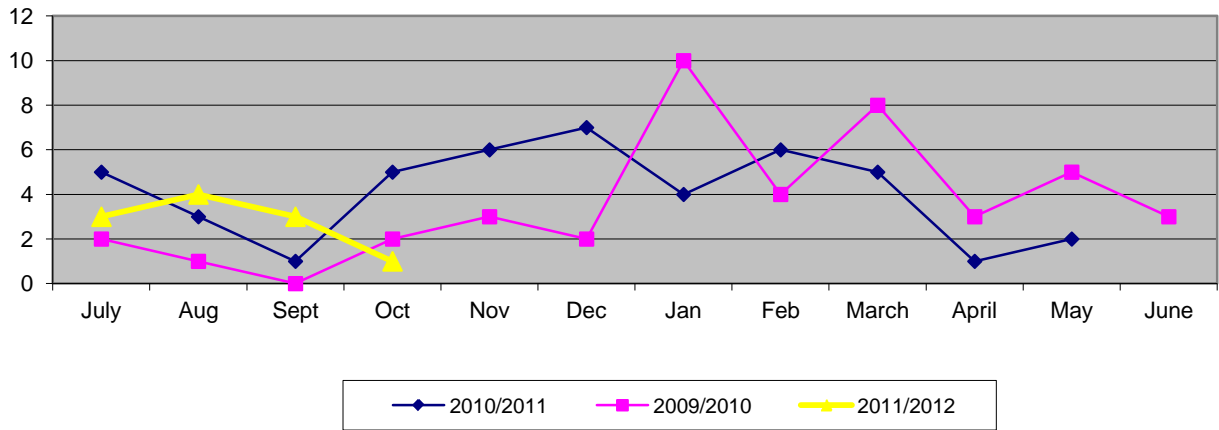
The Northland Librarians' Network held one of its twice-yearly exchanges in Kerikeri in mid October, allowing libraries including Dargaville, Paparoa, Maungaturoto, Kaiwaka and others from the north to swap large print and talking book collections. Play-aways – talking books loaded on an MP3 player - are just being introduced to the Network's collections, so the libraries each took some to introduce to their customers.

# Community Spaces Helpdesk Inquiries

October 2011

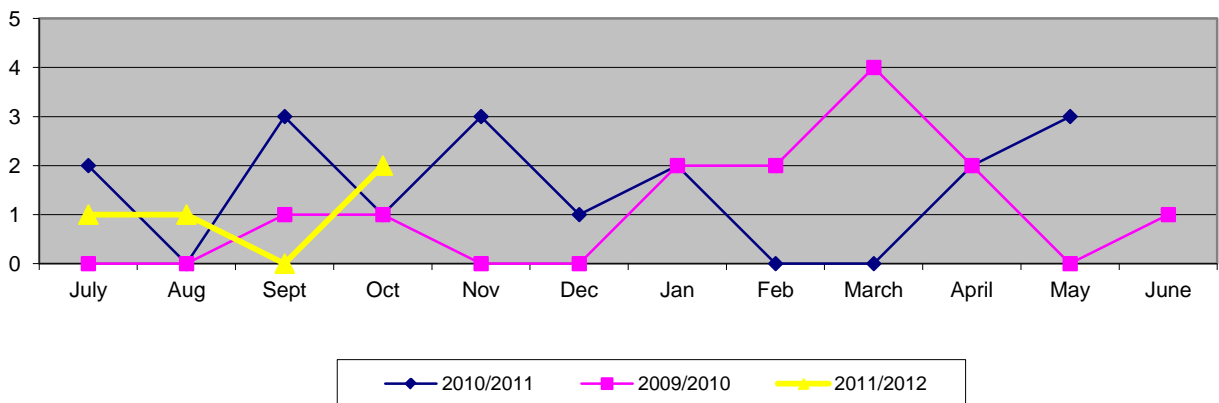
## Public Toilets

YTD: 11



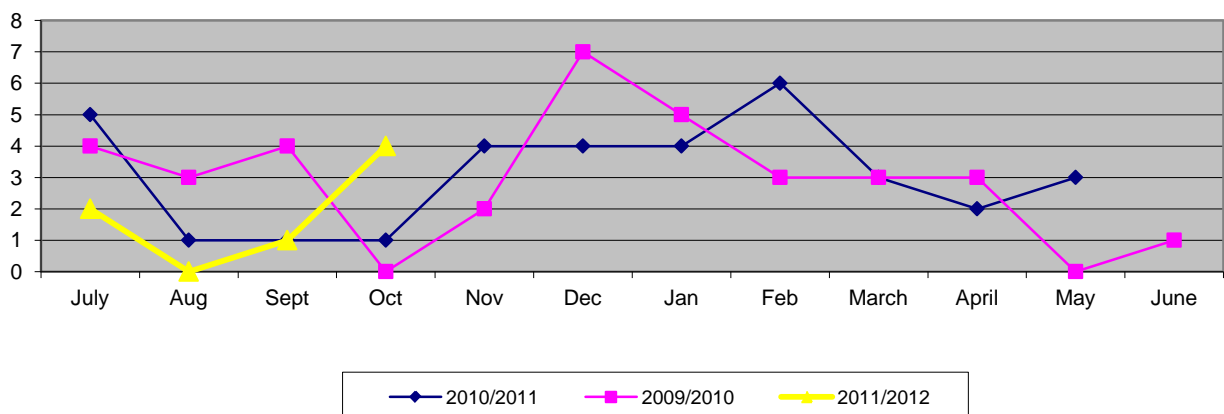
## Vandalism

YTD: 4



## Parks and Reserves

YTD: 7

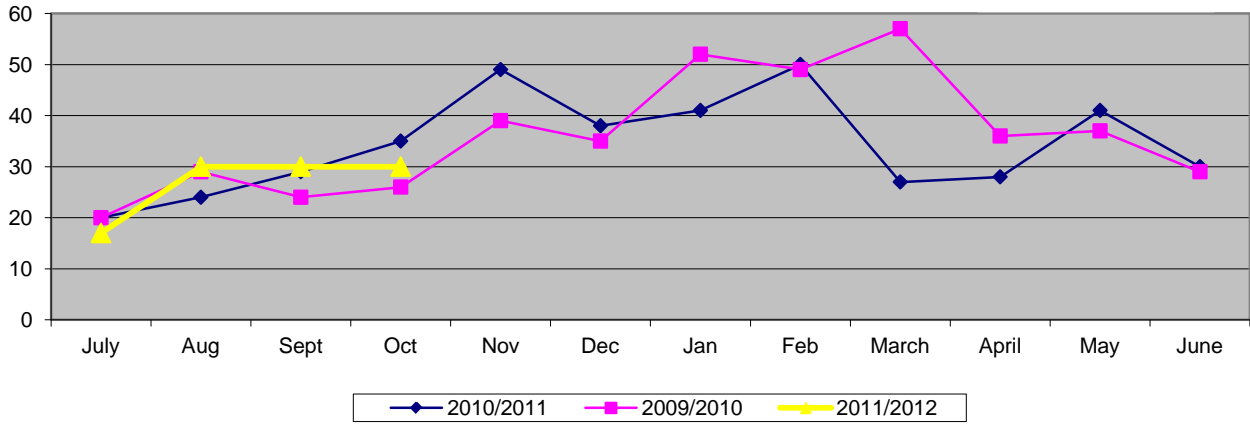


# Community Infrastructure Assets Helpdesk Inquiries

October 2011

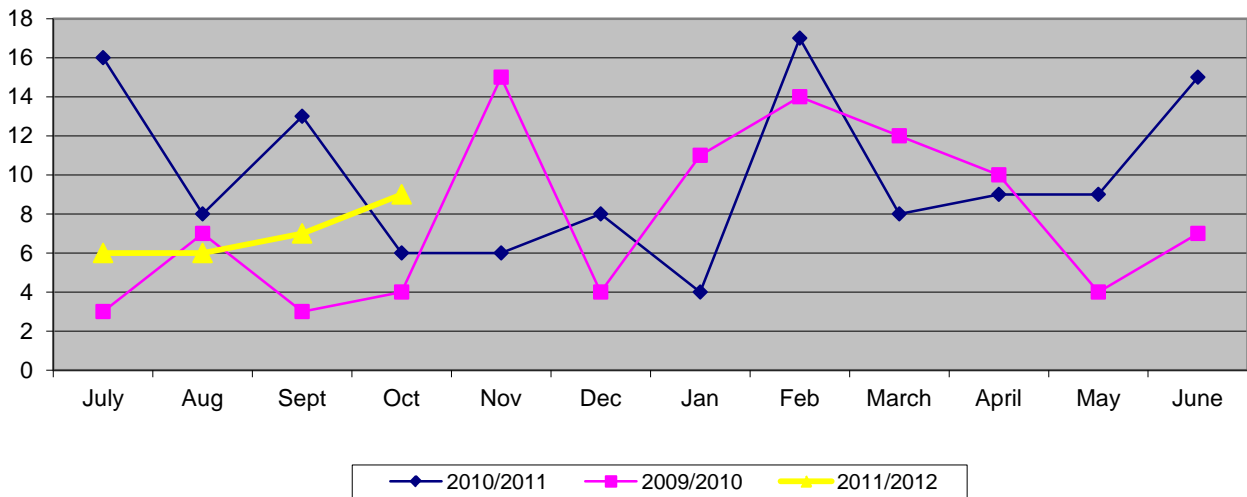
## Water Supply

YTD: 107



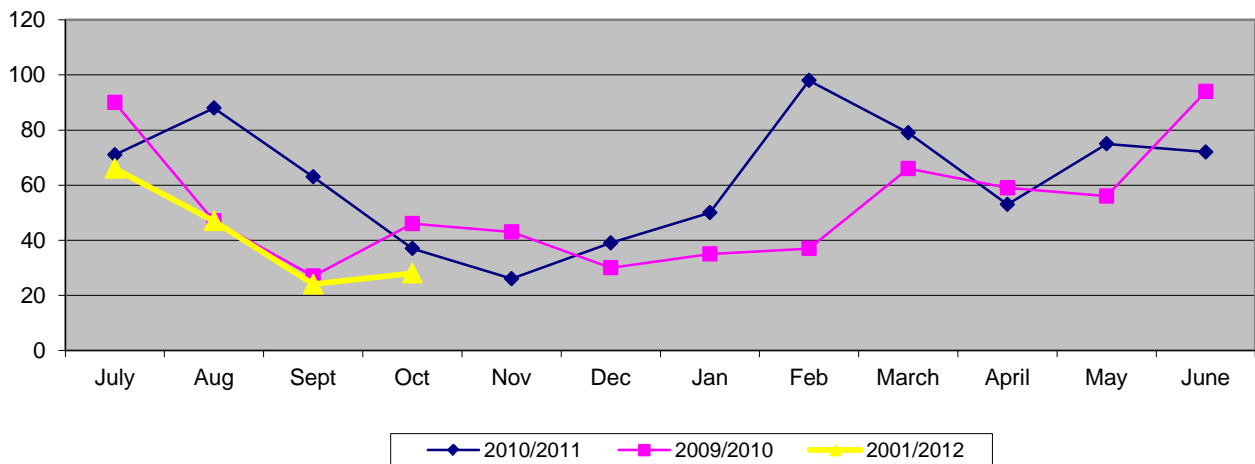
## Wastewater

YTD: 28



## Roading Pavement

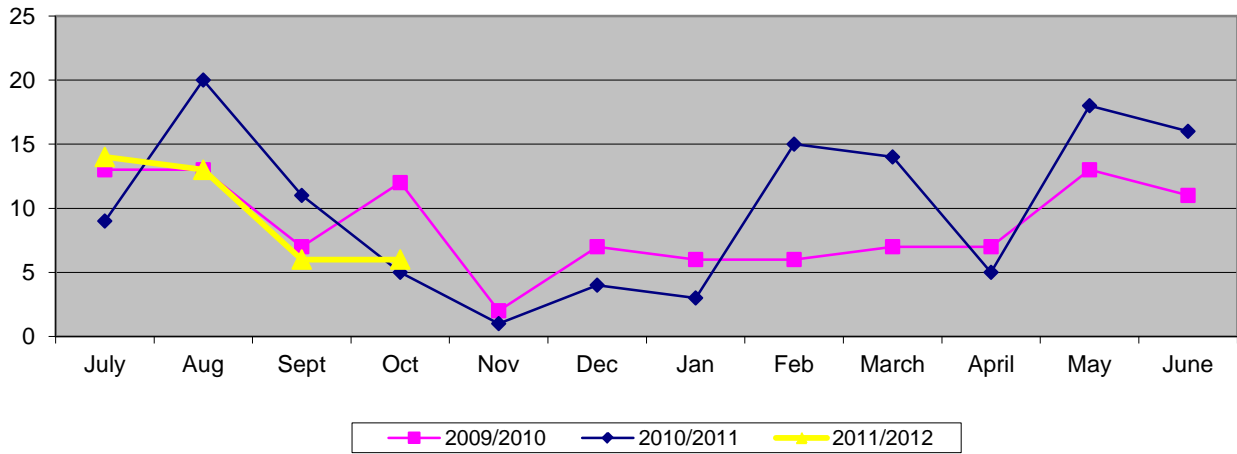
YTD: 165



# Community Infrastructure Assets Helpdesk Inquiries

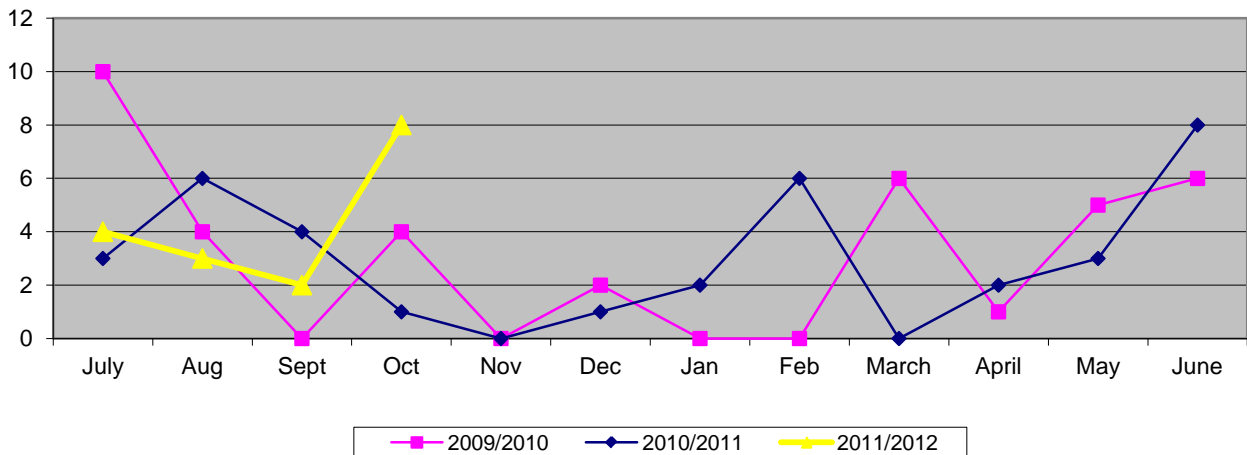
## Stormwater Urban

YTD: 39



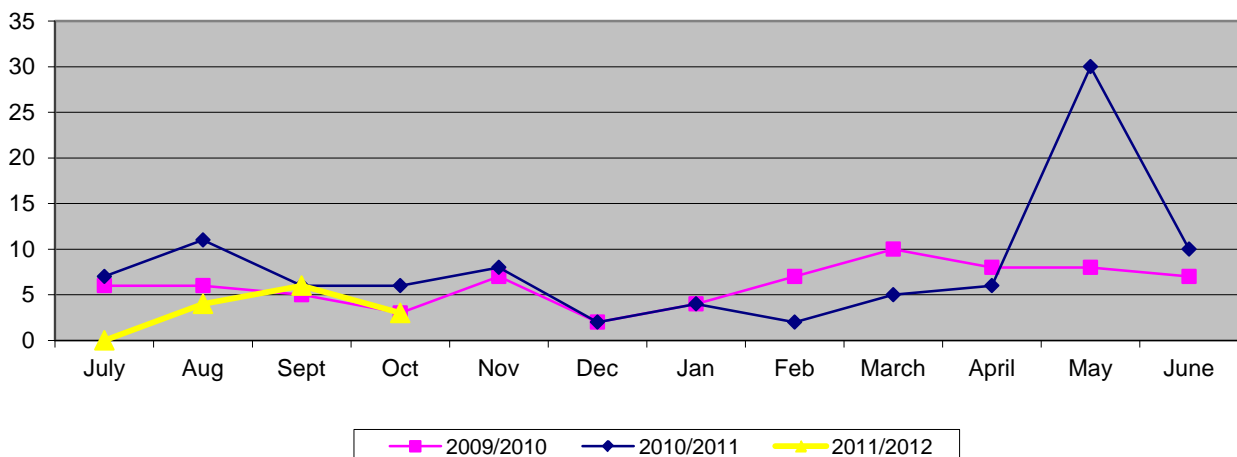
## Stormwater Rural

YTD: 17



## Streetlights

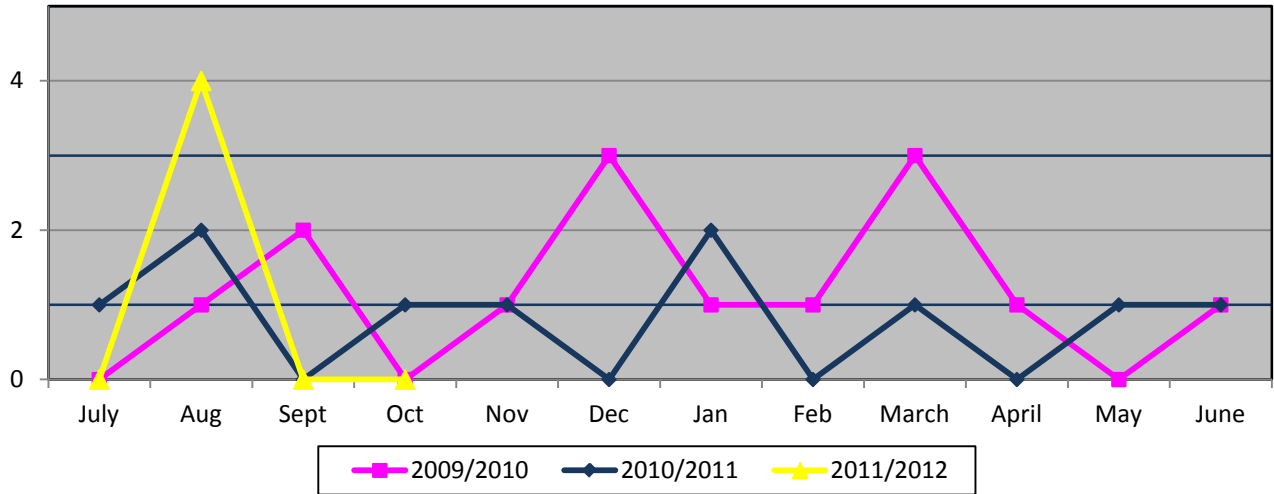
YTD: 13



## Community Infrastructure Assets Helpdesk Inquiries

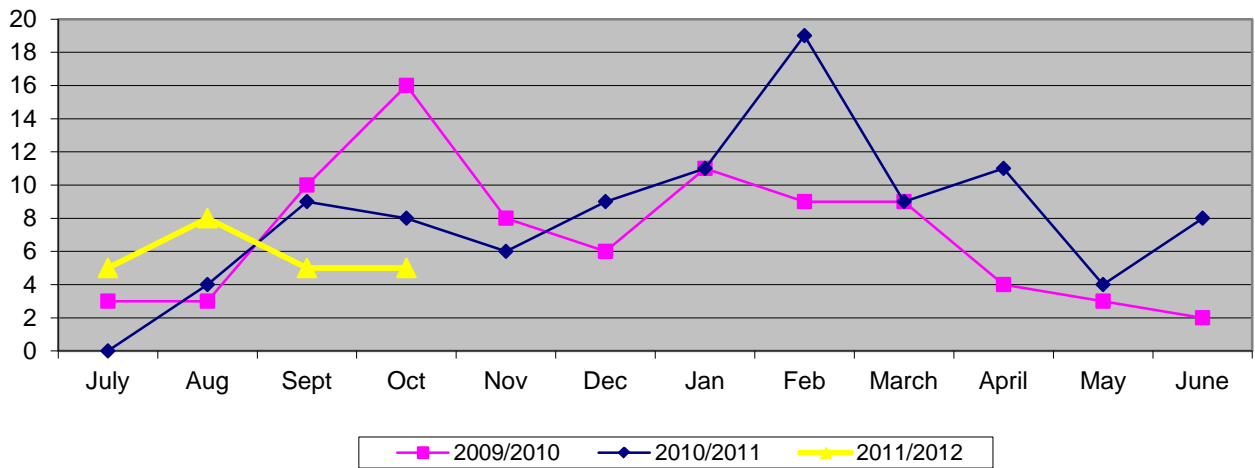
### Foot Paths

YTD: 4



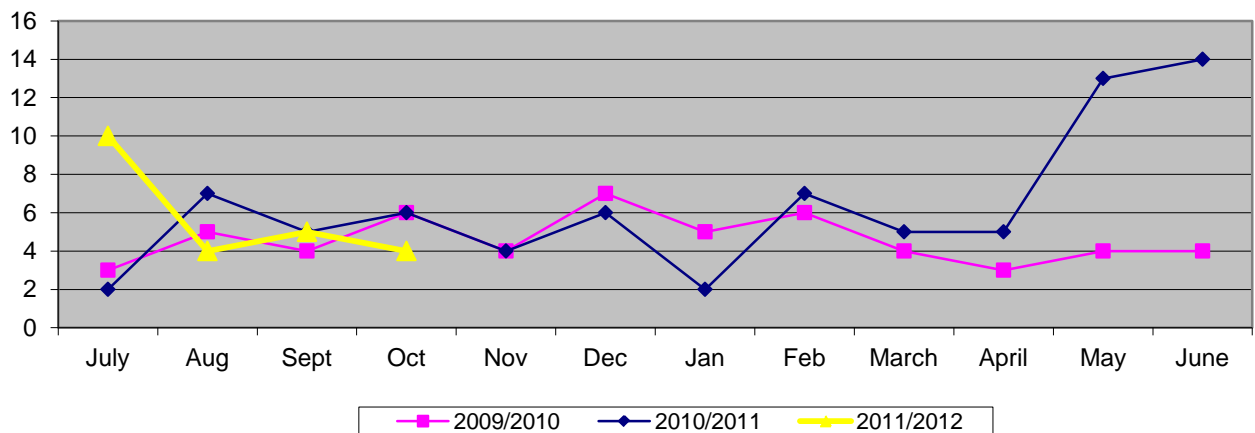
### Vegetation Urban

YTD: 23



### Vegetation Rural

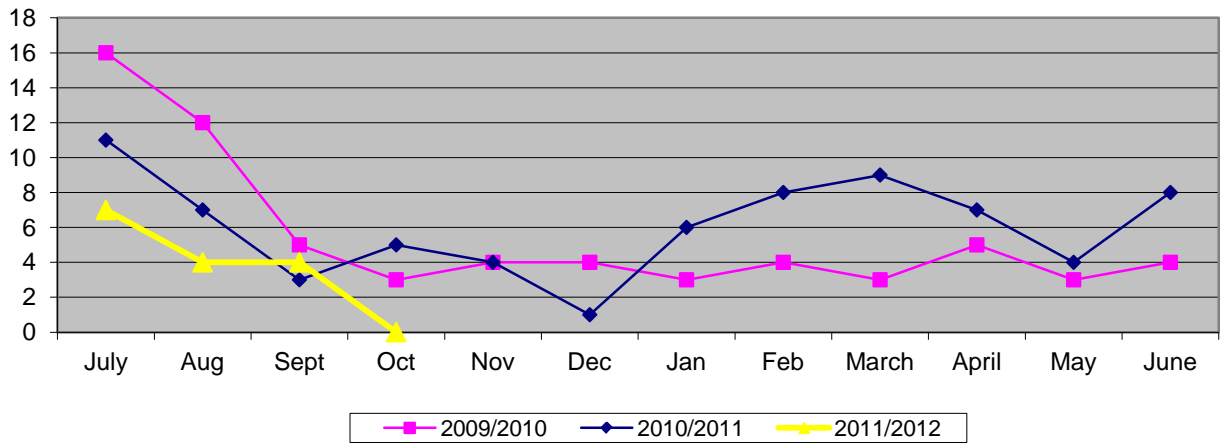
YTD: 123



## Community Infrastructure Assets Helpdesk Inquiries

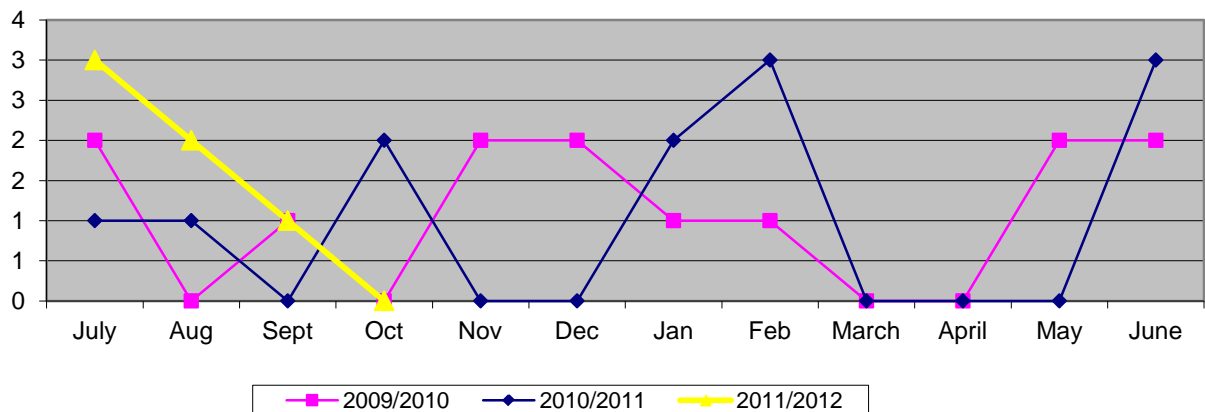
### Illegal Rubbish

YTD: 15



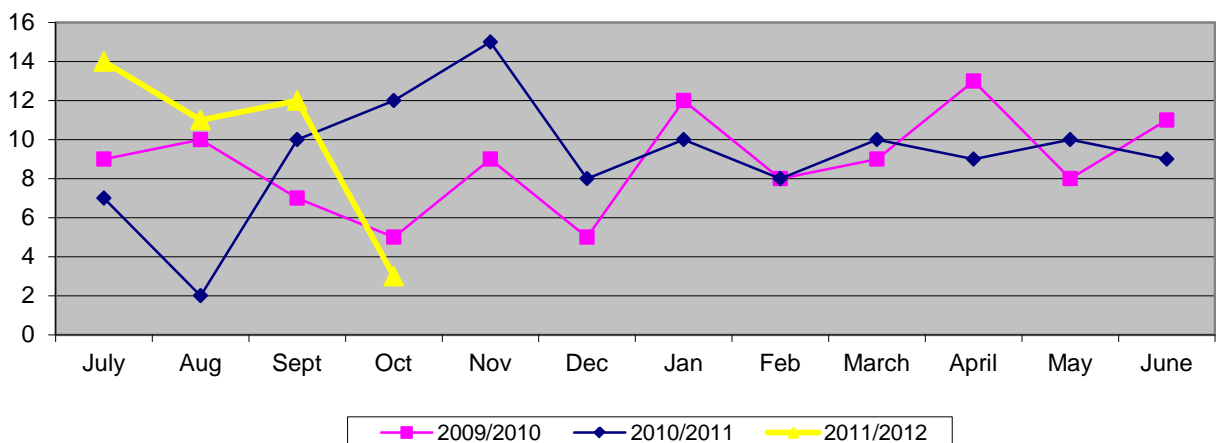
### Abandoned Vehicles

YTD: 6



### Traffic Service

YTD: 40

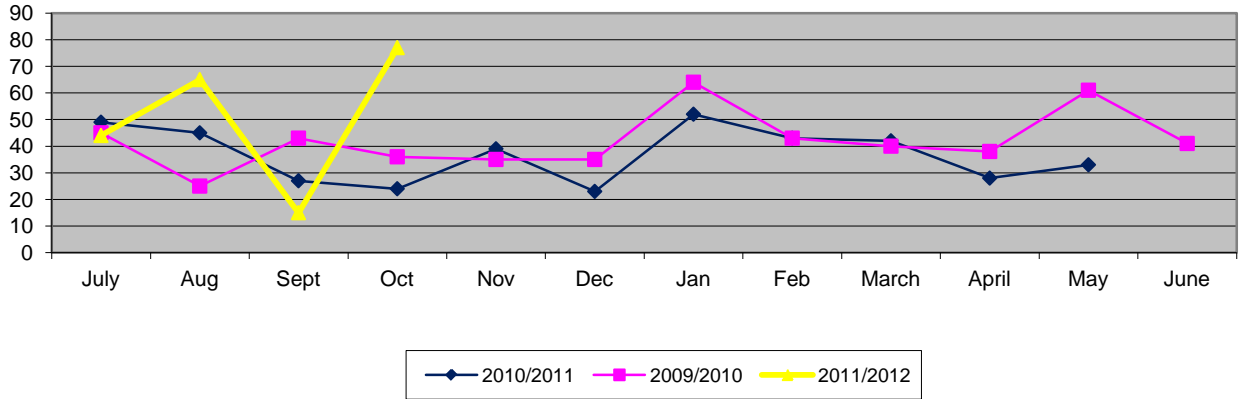


# District Management Helpdesk Inquiries

## October 2011

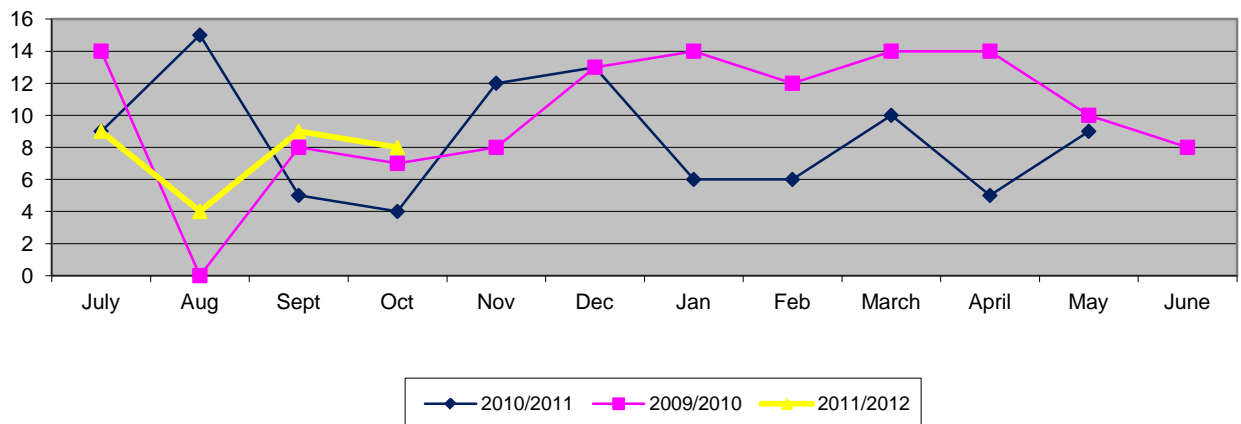
### Dog Complaints

YTD: 201



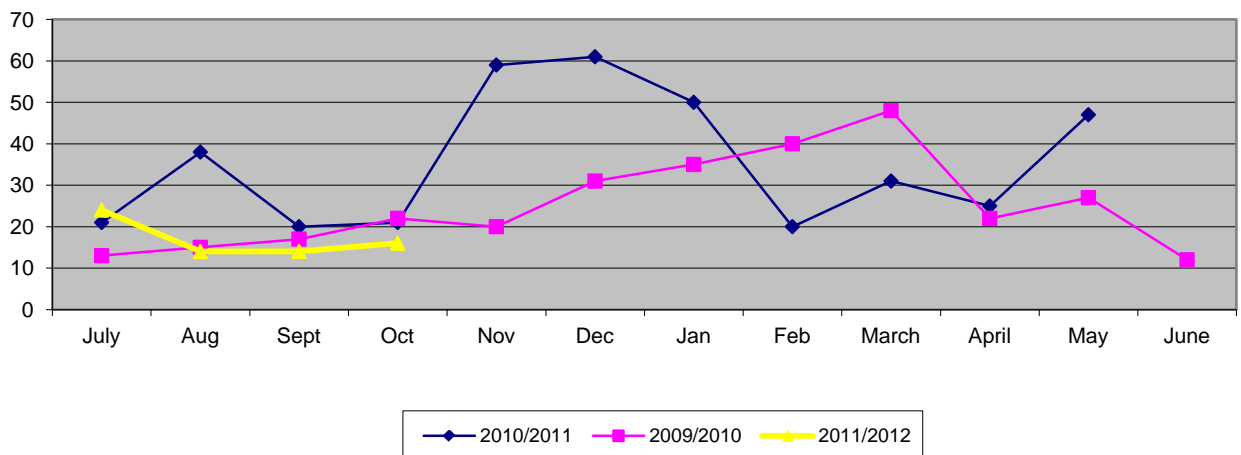
### Stock Complaints

YTD: 30



### Noise Complaints

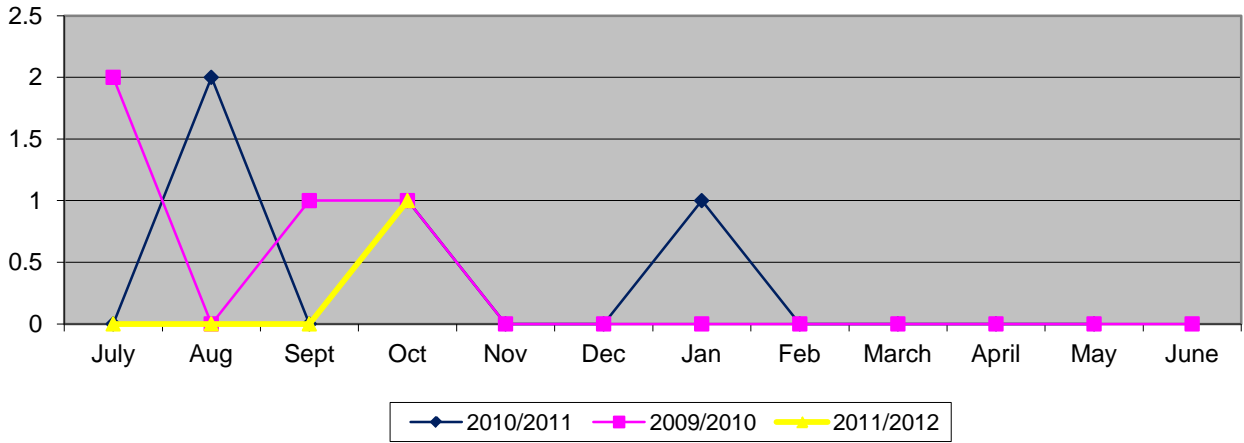
YTD: 68



## District Management Helpdesk Inquiries

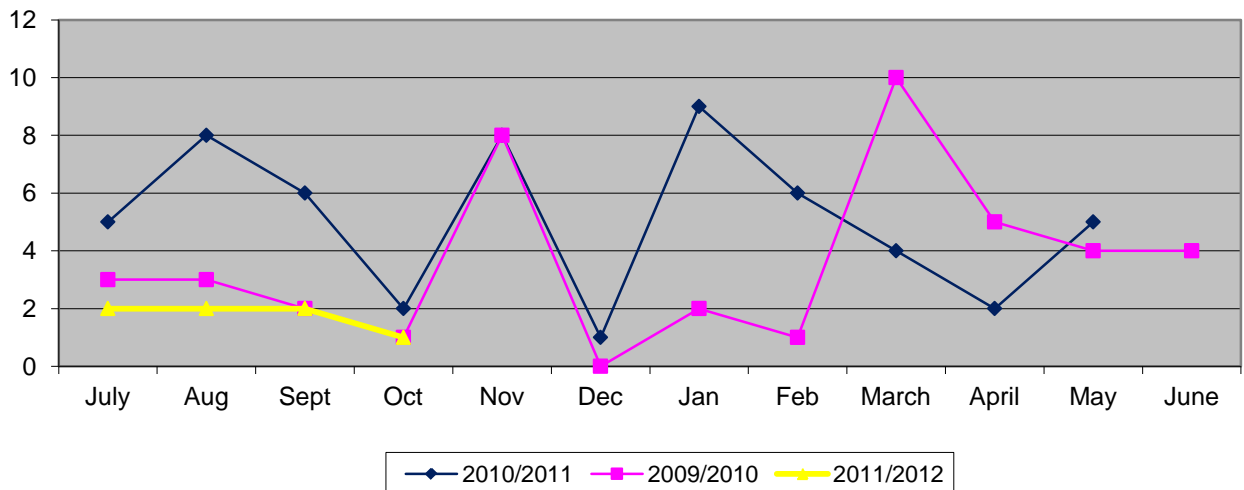
### Resource Management Inquiries

YTD: 1



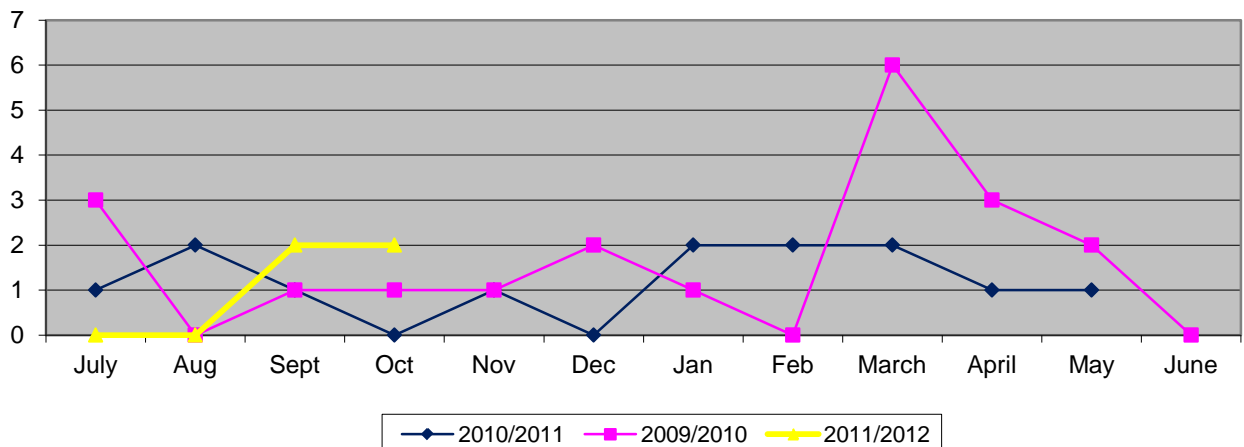
### Bylaws Inquiries

YTD: 7

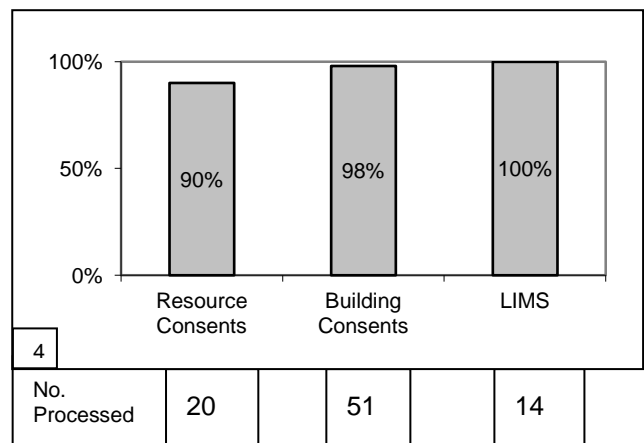
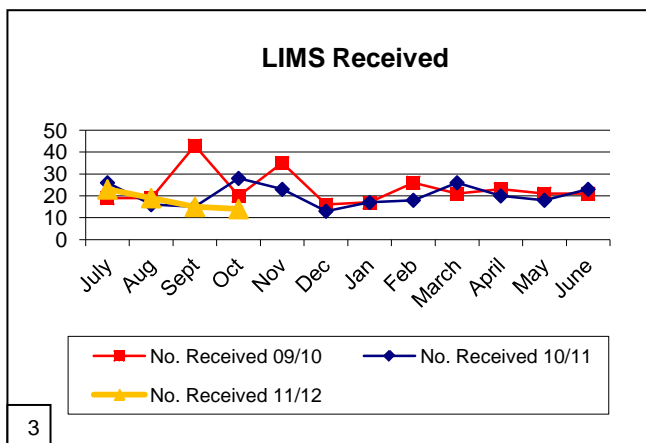
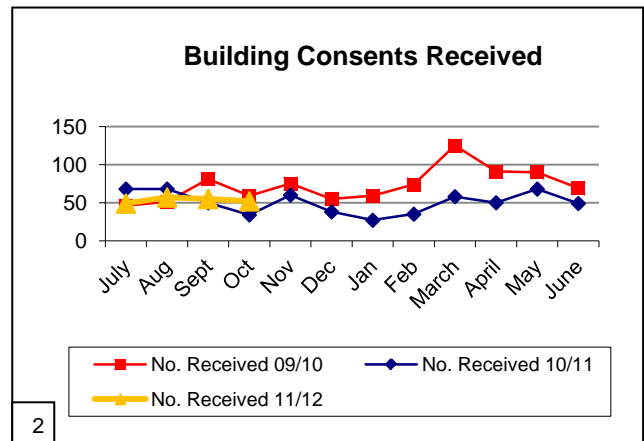
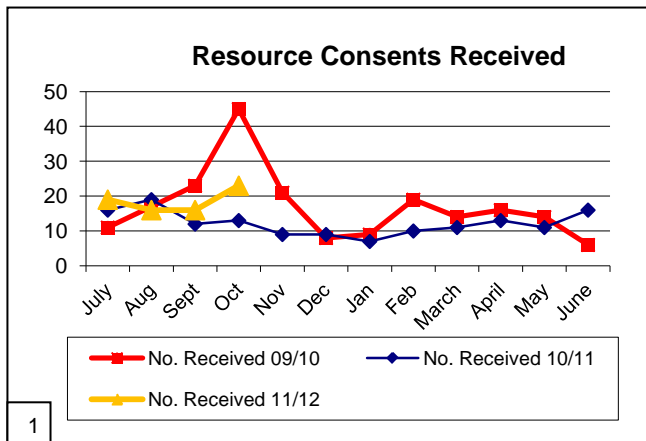


### Building Complaints

YTD: 4



## Development Activities – October 2011



### Commentary

The number of resource consents received probably reflects an anticipated 'rush' to lodge applications before the Decisions Version of the Proposed District Plan required consideration. However, given the lack of notice of Council's intention to notify the Decisions Version, this 'rush' was minimised. Nevertheless, consultant planners in the community had been preparing to lodge applications in October rather than wait until November. However, the level of resource consent activity remains low and a single application processed a day over time has a significantly adverse effect on Council's performance. Council's removal of five extra processing days previously applied routinely via s37 Resource Management Act may have lead to a couple of applications being processed beyond the statutory time.

The numbers of Land Information Memorandum and building consent applications reflects the generally subdued level of activity in their respective markets.

## Completion of Subdivision – October 2011

These tables show the time between application lodged and final clearance (224c).

### 1/07/11 - 30/06/12

Application received in the year:

Month	2003	2004	2005	2006	2007	2008	2009	2010	2011	How many 224 issued
July				1		1		1	1	4
August		1	1			2	1		3	8
September				1	1		1	2	3	8
October					1		1	2	1	5
November										
December										
January										
February										
March										
April										
May										
June										
		1	1	2	2	3	3	5	8	25

### 1/07/10 - 30/06/11

Application received in the year:

Month	2003	2004	2005	2006	2007	2008	2009	2010	2011	How many 224 issued
	1	1	4	7	15	10	18	23	1	83

### 1/07/09 - 30/06/10

Application received in the year:

Month	2003	2004	2005	2006	2007	2008	2009	2010	2011	how many 224 issued
	0	2	6	9	23	19	26	2	0	87

These tables show for any given month when the conditions certificates (224c) were issued, the years in which the relevant applications were lodged, for example, in July 2010 eight 224c certificates were issued. Of these, two of the applications were lodged in 2005, one in 2008, four in 2009 and one in 2010.

## Additional Lots Created By Subdivision - October 2011

<b>1/07/2011 - 31/06/12</b>					
<b>224 issued</b>	<b>Month</b>	<b>EcoCare Area</b>	<b>Otamatea Area</b>	<b>The rest</b>	<b>Total</b>
4	July		6		6
8	August	1	5	1	7
8	September	1	3	2	6
5	October	1		1	2
	November				
	December				
	January				
	February				
	March				
	April				
	May				
	June				
<b>25</b>		<b>3</b>	<b>14</b>	<b>4</b>	<b>21</b>
<b>1/07/2010 - 30/06/11</b>					
<b>224 issued</b>	<b>Month</b>	<b>EcoCare Area</b>	<b>Otamatea Area</b>	<b>The rest</b>	<b>Total</b>
<b>83</b>		<b>6</b>	<b>50</b>	<b>19</b>	<b>75</b>
<b>1/07/2009 - 31/06/10</b>					
<b>224 issued</b>	<b>Month</b>	<b>EcoCare Area</b>	<b>Otamatea Area</b>	<b>The rest</b>	<b>Total</b>
<b>87</b>		<b>96</b>	<b>113</b>	<b>21</b>	<b>230</b>

The amounts on the right hand side of the tables are additional lots only.

Some 224c certificates produce no additional lots because they are just boundary adjustments.

Some 224c certificates create lots around existing houses, so while the result will be a new unit for rating purposes, they will not be additional units in terms of the Development Contributions Policy.

Development Contributions do not apply to those lots in the Mangawhai and Otamatea Areas where the consent was granted before the policy came into effect.

Where a subdivision is liable for development contributions, these are always paid before the 224c is issued.

Indication of Economic Growth - Consents Issued October 2011

District Plan Zone	Land Use		Variations		Subdivision/ Variation							Building Consents				COC	
	Total no. issued YTD	Total no. issued Month	No. issued YTD	No. issued Month	No. issued YTD	No. issued Month	Total Lots YTD	Total Lots Month	Large Lots	Small Lots	Add. Lots created	No. issued YTD	No. issued Month	New dwellings/ relocates Month	Total value Month \$	No. issued YTD	No. issued Month
Baylys Beach Residential	1											3	2		7,500		
Coastal	1																
Dargaville Residential												12	2		33,000		
Glinks Gully Residential																	
Kai Iwi Lakes Visual Catchment																	
Kaipara Harbour Environ Area												6	1		2,000		
Kellys Bay Residential												1					
Limited Industrial																	
Mangawhai Catchment Rural												35	9	3	668,616		
Mangawhai Commercial												1					
Mangawhai Industrial												1	1		2000		
Mangawhai Residential	2	1			3	1						79	16	5	613,600		
Mangawhai Rural-Residential					2	1						6					2
Maori Purposes																	
Maunganui Bluff Residential																	
Omamari Residential																	
Other Commercial	2				2							2	1		30,000	1	
Other Industrial												1					
Other Residential	8		1		10	1						12	6	4	503,000		
Other Rural	13	6	1		25	10						67	10	1	720,195	1	1
Pahi Residential												3	3	1	92,000		
Pouto Point Residential																	
Tinopai Residential												1					
Whakapirau Residential												1					
<b>Total</b>	• 27	7	2	0	42	13	0	0	0	0	0	231	51	14	<b>2,671,911</b>	4	1

NOTE: No Information on Lots created and Lot sizes were available this month.

## Part Three – Financial and Treasury Report

- 1 Finance and Treasury Report to 10 November 2011
- 2 Monthly Financial Report to 30 September 2011
- 3 Public Debt by Loan
- 4 Public Debt by Activity
- 5 Prospective Cash Flows

## Finance and Treasury Report – 10 November 2011

### Summary

This report provides information on the status of monthly financial reporting, the 2010/11 Annual Report, Council's public debt and cash flows.

The report also signals pieces of work that will be developed as part of routine business and as part of the Long Term Plan process.

### 1 Monthly Financial Report

Work continues on the Annual Report. The key input required for finalising the report is the revised valuation for the Mangawhai Community Wastewater Scheme.

Financial reporting in the new format, Statement of Financial Performance and Statement of Capital Performance for September together with a commentary is attached for your information (Attachment 1).

Other priorities has meant that work on the Cash Flow Statement and the Statement of Financial Position has been delayed. We now hope to have this available early in the New Year.

### 2 Public Debt

With the exception of being a month on, there has been no change to Council's debt since the last report to Council. The commentary and attachments from last month is repeated for your information.

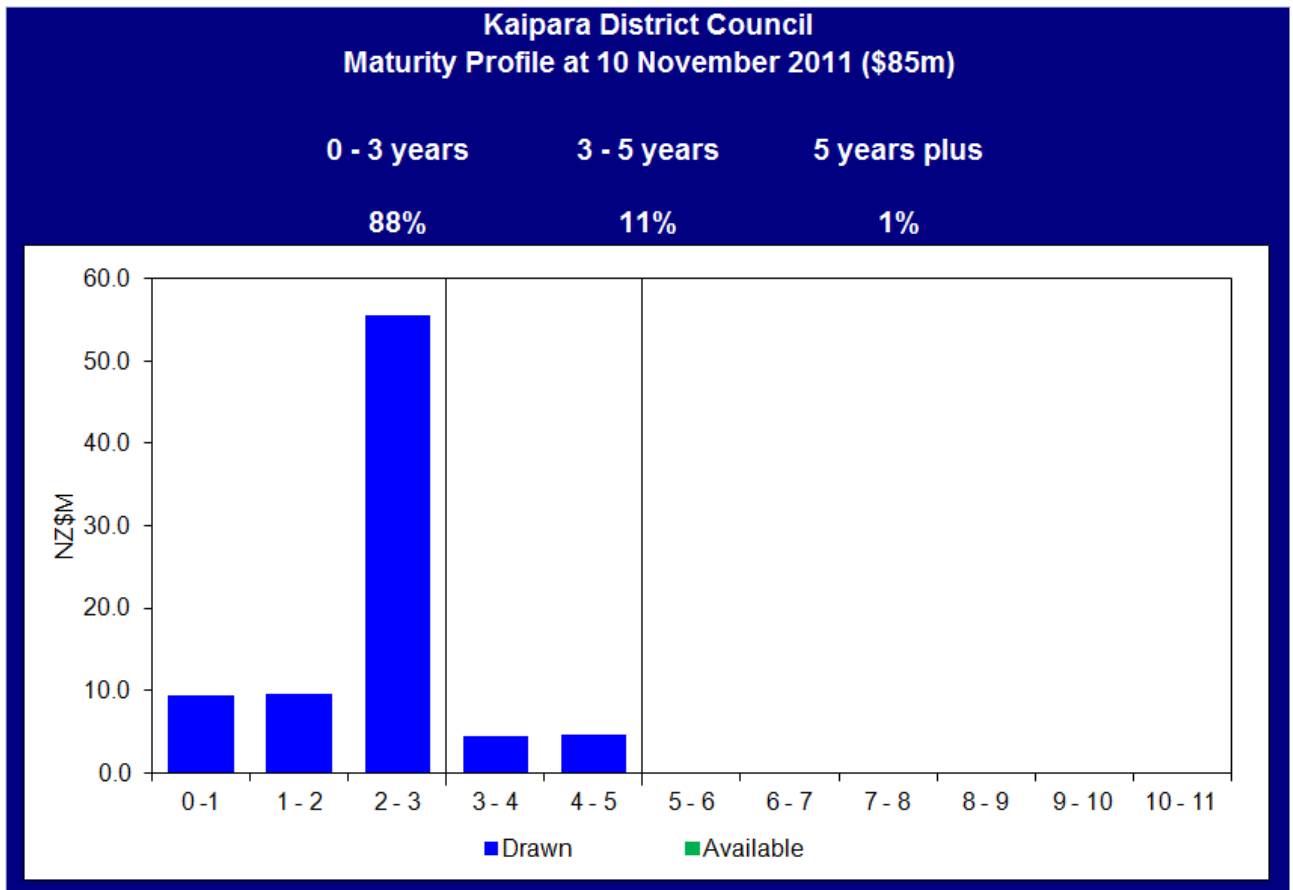
Council's gross public debt is in the order of \$84.9 million with nearly \$4.8 million in sinking funds to offset the debt. Of this \$58 million of the debt relates to Mangawhai wastewater which has been ring-fenced for accounting and funding purposes. (There are no sinking funds relating to Mangawhai wastewater).

The weighted average interest rate of the \$84.9 million is 4.47%. The reason the weighted average is low is primarily because the \$53 million portion of Mangawhai debt is at 3.28%.

In the first two attachments to this report, debt is shown by loan (Attachment 2) and by activity (Attachment 3).

Council debt is all committed loan/stock or facility- there are no table loans. In the normal course of events this debt will be refinanced (or rolled over) on maturity.

Council's maturity profile (i.e. spread of when the physical borrowing falls due) and interest rate profile (i.e. when the interest rate resetting or repricing is due) is set out in the table below.



The key point to note about the maturity profile shown is that most of the loans will be due for rollover in the next 3 years. In addition the maturity profile is weighted toward the 2 – 3 year because the bulk of the Mangawhai wastewater loan (\$53 million) matures in 2014. (The \$5 million balance of Mangawhai debt matures in 2012).

Within this, the majority of Council’s debt is on a floating rate basis (i.e. due for interest rate resetting or repricing in the next 12 months).

Council’s current Treasury policy allows hedging and, in order to give effect to this, hedging facilities are being put in place. We are monitoring the situation closely with our Treasury advisers, Asia Pacific Risk Management in regard to strategy and timing.

Over the next few weeks, as part of the long term plan process we will be reviewing the treasury management policy and formulating a financial strategy. Key parameters will be set from where we can prudently operate from. As part of normal treasury management refinancing and interest rate strategies will be developed and implemented.

### 3 Cash flows

Set out in Attachment 4 is an indicative cash flow for the 12 months to 30 June 2012. The data has been sourced from the 2011/12 Annual Plan from the opening cash position and expenditure has been phased (or timed) based on historical expenditure patterns. The opening cash balance is the actual closing balance from the previous month.

It should be noted that it is a work in progress and will be refined over the next few months. The key point to note this month is that there was a positive variance of \$1.2 million from the cashflow forecast.

Under current policy settings and given the income and expenditure as set out in the Annual Plan, there are sufficient cash resources to fund activities for the entire year. However, this does need to be closely monitored. The next milestone is when we undertake the forecast exercise later this year.

Also of note is, that in accordance with current policy settings, reserve balances of \$4.15 million and the Mangawhai Endowment Fund of \$3.25 million are available for internal borrowing as required. Going forward this will be reviewed as part of the financial and treasury management policies which in turn are being reviewed as part of the Long Term Plan.

# Kaipara District Council

## Monthly Management Financial Report

For the period ended:  
30 September 2011

### Statement of Financial Performance

#### Operating Revenues

	This Month			Year to Date			Annual Plan Budget \$'000
	Actual \$'000	Budget \$'000	Variance \$'000 %	Actual \$'000	Budget \$'000	Variance \$'000 %	
Rates (General)	2,204	2,204	0 0.0%	4,407	4,406	1 0.0%	13,221
Rates (Targeted)	780	852	-72 -8.5%	1,539	1,744	-205 -11.8%	6,357
Activity Revenue	398	410	-12 -2.9%	967	1,305	-338 -25.9%	5,334
Funding and Grants - Operational	521	336	185 55.1%	1,415	1,009	406 40.2%	4,035
Other Income	17	163	-146 -89.6%	433	489	-56 -11.5%	1,957
<b>Total Operating Revenues</b>	<b>3,920</b>	<b>3,965</b>	<b>-45 -1.1%</b>	<b>8,761</b>	<b>8,953</b>	<b>-192 -2.1%</b>	<b>30,904</b>

#### Activity Costs (excl. Depreciation)

Community Development	82	63	-19 -30.2%	461	385	-76 -19.7%	958
Community Spaces	120	174	54 31.0%	643	635	-8 -1.3%	2,569
Democracy	27	55	28 50.9%	119	166	47 28.3%	665
Development Management	235	188	-47 -25.0%	508	563	55 9.8%	2,308
Economic Development	17	14	-3 -21.4%	35	41	6 14.6%	165
Emergency Management	28	28	0 0.0%	79	83	4 4.8%	331
Forestry	21	16	-5 -31.3%	53	47	-6 -12.8%	192
Land Drainage	24	41	17 41.5%	69	125	56 44.8%	501
Internal Services	-5	-40	-35 -87.5%	-138	-119	19 16.0%	1
Policy and Planning	248	127	-121 -95.3%	349	379	30 7.9%	1,515
Property	26	36	10 27.8%	136	141	5 3.5%	484
Refuse	71	47	-24 -51.1%	155	143	-12 -8.4%	600
Stormwater	60	76	16 21.1%	199	226	27 11.9%	908
Transportation	926	762	-164 -21.5%	2,648	2,288	-360 -15.7%	7,281
Wastewater	445	430	-15 -3.5%	1,297	1,293	-4 -0.3%	5,175
Water Supply	177	126	-51 -40.5%	387	380	-7 -1.8%	1,519
<b>Total Activity Costs (excl. Depreciation)</b>	<b>2,502</b>	<b>2,143</b>	<b>-359 -16.8%</b>	<b>7,000</b>	<b>6,776</b>	<b>-224 -3.3%</b>	<b>25,172</b>
<b>Activity Operating Surplus/(Deficit) (before Depreciation)</b>	<b>1,418</b>	<b>1,822</b>	<b>-404 -22.2%</b>	<b>1,761</b>	<b>2,177</b>	<b>-416 -19.1%</b>	<b>5,732</b>

#### Activity Operating Surplus/(Deficit) (after Depreciation)

Depreciation	1,009	1,009	0 0.0%	3,033	3,033	0 0.0%	12,020
<b>Activity Operating Surplus/(Deficit) (after Depreciation)</b>	<b>409</b>	<b>813</b>	<b>-404 -49.7%</b>	<b>-1,272</b>	<b>-856</b>	<b>-416 -48.6%</b>	<b>-6,288</b>

# Kaipara District Council

## Monthly Management Financial Report

	This Month			Year to Date			Annual Plan Budget \$'000
	Actual \$'000	Budget \$'000	Variance \$'000 %	Actual \$'000	Budget \$'000	Variance \$'000 %	
<b>For the period ended:</b>							
<b>30 September 2011</b>							
<b>Capital Funding Revenues</b>							
Funding and Grants - Capital Contributions	80	526	-446 -84.8%	1,189	1,578	-389 -24.7%	6,312
Rates (Capital)	0	32	-32 -100.0%	81	95	-14 -14.7%	379
	71	167	-96 -57.5%	160	333	-173 -52.0%	0
<b>Total Capital Funding Revenues</b>	<b>151</b>	<b>725</b>	<b>-574 -79.2%</b>	<b>1,430</b>	<b>2,006</b>	<b>-576 -28.7%</b>	<b>6,691</b>
Accounting Operating Surplus/(Deficit)	560	1,538	-978 -63.6%	158	1,150	-992 -86.3%	403
<b>Other Gains/(Losses)</b>							
Revaluation Gains/(Losses)	0	0	0 0.0%	0	0	0 0.0%	274
Sinking Fund Interest (Capitalised)	0	0	0 0.0%	0	0	0 0.0%	80
<b>Comprehensive Surplus/(Deficit)</b>	<b>560</b>	<b>1,538</b>	<b>-978 -63.6%</b>	<b>158</b>	<b>1,150</b>	<b>-992 -86.3%</b>	<b>757</b>
<b>Statement of Capital Performance</b>							
<b>Capital Funding</b>							
Activity Operating Surplus/(Deficit) (before Depreciation)	1,418	1,822	-404 -22.2%	1,761	2,177	-416 -19.1%	5,732
Funding and Grants - Capital Contributions	80	526	-446 -84.8%	1,189	1,578	-389 -24.7%	6,312
Rates (Capital)	0	32	-32 -100.0%	81	95	-14 -14.7%	379
Loans (Drawn)	71	167	-96 -57.5%	160	333	-173 -52.0%	0
	0	0	0 0.0%	0	0	0 0.0%	5,018
<b>Total Capital Funding</b>	<b>1,569</b>	<b>2,547</b>	<b>-978 -38.4%</b>	<b>3,191</b>	<b>4,183</b>	<b>-992 -23.7%</b>	<b>17,441</b>
<b>Capital Payments</b>							
Capital Development/Renewals	686	1,262	576 45.6%	1,771	3,790	2,019 53.3%	17,627
Sinking Fund Payments	0	58	58 100.0%	0	176	176 100.0%	644
<b>Total Capital Payments</b>	<b>686</b>	<b>1,320</b>	<b>634 48.0%</b>	<b>1,771</b>	<b>3,966</b>	<b>2,195 55.3%</b>	<b>18,271</b>
<b>Surplus/(Deficit) after Capital Expenditure</b>	<b>883</b>	<b>1,227</b>	<b>-344 -28.0%</b>	<b>1,420</b>	<b>217</b>	<b>1,203 554.4%</b>	<b>-830</b>

## Financial Report - September 2011

### Commentary

The 'This Month' variances range widely. While variability will continue throughout the year, it is expected that it will lessen as staff become familiar with the revised reporting process and further utilise enhanced accounting enquiry options.

The year to date Activity Operating deficit of \$1,272,000 (\$1,761,000 surplus before depreciation) is \$416,000 below budget. Year to date Capital Performance shows a surplus of \$1,420,000, \$1,203,000 better than budget. The following commentary details contributing factors.

### Operating Revenues

Overall operating revenues show a 2.1% negative variance to September. Commentary on individual variances follows:

**Rates (Targeted):** The total Stormwater rates strike this year of \$813,000 (2010-2011 \$768,000), compared with a budget of \$1,266,000, is contributing to a negative year to date variance of \$152,000. The total Non Mangawhai Wastewater rates strike this year of \$1,398,000 (2010-2011 \$1,287,000), compared with a budget of \$1,597,000, is contributing to a negative year to date variance of \$66,000. The variances will be incorporated into the reforecast process to be considered by Council. The annual charges for the Mangawhai scheme have been separated from the Targeted Rate together with a corresponding budget adjustment. The year to date Mangawhai Wastewater operational rates variance shows a negative \$25,000 variance which is expected to reduce with the November rates instalment.

**Activity Revenue:** The negative variance is made up of lower than budget Water billing revenue (YTD - \$138,000) (timing variance) and lower than budgeted revenues for Development Management (YTD - \$111,000), Community Spaces (YTD - \$61,000) and Property (YTD - \$60,000). The negative Development Management revenue variance reflects lower consent activity. A preliminary review of the negative Community Spaces and Property revenue variances indicate optimistic budgets. The reforecast process is expected to confirm.

**Funding and Grants – Operational:** (title previously Subsidies and Grants) Transportation expenditure has exceeded budget for the first three months due to earlier than budgeted works (timing variance). This has resulted in a corresponding increase in the NZ Transport Agency claim. It should also be noted that the split between the Capital and Operational subsidies, which is required for the Long Term Plan, has for this year been estimated. While the overall subsidy reflects that in the Annual Plan, the split will continue to be monitored.

**Other Income:** Tracking below budget for September with Year to Date slightly below budget as a result of the rates penalties being recognised earlier in the year. It is expected that this budget will show a negative variance in future months, the details of which will be included in the reforecast.

## Activity Costs

Overall activity costs show a 3.3% negative variance to September. Commentary on individual activity variances follows:

**Community Development:** Significant costs have been incurred associated with the disposal of the halls through grants. This issue is the subject of a separate report to Council. Halls' maintenance and operating costs and Social Housing Repairs and Maintenance costs to September remain slightly in excess of budget and are being monitored. Library expenditure to date is also slightly exceeding budget. Savings will be made and will be included in the reforecast process.

**Democracy:** Costs to date remain below budget. The reforecasting process is expected to identify if this is expected to continue for the remainder of the year.

**Development Management:** Refer to Activity Revenue comment above. Additionally, there has been less legal activity with consequential below budget expenditure in commissioners, lawyers and court costs. The charges included in several professional services fee invoices for resource consents are being reviewed. An assessment of the invoices and Council's anticipated costs has been made and included in the September expenditure.

**Internal Services:** Internal Services costs are allocated to the activities. Recovery from the activities, which is credited to Internal Services, also includes recovery for minor asset purchases and depreciation which are not expensed in the Activity Cost section. This is reflected with a negative (credit) budget. The September report shows that the recovery, which is per budget, currently exceeds the actual Internal Services expenditure and is therefore a positive variance. This variance results from budget timing.

**Policy and Planning:** District plan budgets are evenly spread through the year. Actual costs in September include costs from previous months but remain below budget year to date.

**Infrastructure Activities:** Variances in Land Drainage and Transportation result from budget timing differences for the first three months.

## Depreciation

Allocated to budget. Actual depreciation is calculated at year end.

## Capital Funding Revenues

Overall capital funding revenues show a 23.7% negative variance to September. Commentary on individual variances follows:

**Activity Operating Surplus/(Deficit):** refer to Operating Revenue and Activity Costs commentary above.

**Funding and Grants – Capital:** The comment per Funding and Grants – Operational above apply. Funding is paid on the basis of work completed. Greater focus on operational work and less capital spend has led to a consequential impact on capital funding. The collective funding variances for operating and capital is \$17,000 (0.6%) positive.

**Rates (Capital):** The targeted rates for Mangawhai Wastewater have been separated into the annual (operating) rates and the targeted (capital) rates. This enables the financial report to correctly show income received to operate the scheme under 'Operating Revenues' and income paying for the scheme under 'Capital Funding Revenues'. The budget was not prepared on this basis. The budget has now been reallocated firstly to the operating rates (which are applied the operating costs) with the balance to the capital rates. This approach leaves a negative variance (YTD -\$173,000) in the capital rates and will show further negative variances throughout the year, the details of which will be included in the reforecast.

#### Capital Payments

Overall capital payments show a 55.3% positive variance to September. Commentary on individual variances follows:

**Capital Development/Renewals:** Capital expenditure, in particular that which is loan funded, has been deferred resulting in a positive expenditure variance.

**Sinking Fund Payments:** Some payments are made throughout the year with two main payments in November and June. Budgets are timed evenly resulting in a positive variance year to date.

**Kaipara District Council  
Public Debt (by Loan)**

Attachment 2

\* Commencement/Last rollover year

Loan	Year *	Interest Rate	Maturity	Council Activity	Debt Balance	Sinking Fund
<b>1</b>	<b>Infrastructure Loan</b>					
	2006	6.81%	25/05/2016	Refuse	200,000	42,986
				Stormwater	350,000	75,225
				Bridge Replacement	279,000	59,965
				Wastewater	200,000	42,986
<b>Loan 1 Total</b>					<b>1,029,000</b>	<b>221,161</b>
<b>2</b>	<b>Consolidated Loan 2011</b>					
	2007	8.03%	30/05/2016	Stormwater	110,000	47,360
				Wastewater	81,000	34,874
				Water	285,600	122,963
<b>Loan 2 Total</b>					<b>476,600</b>	<b>205,197</b>
<b>3</b>	<b>Consolidated Loan</b>					
	2007	7.97%	28/06/2012	Stormwater	650,000	257,288
				Wastewater	84,000	33,250
<b>Loan 3 Total</b>					<b>734,000</b>	<b>290,537</b>
<b>4</b>	<b>Infrastructure Loan</b>					
	2007	7.97%	28/05/2012	Refuse	75,000	12,958
				Stormwater	682,000	117,828
				Bridge Replacement	300,000	51,830
				Wastewater	322,000	55,631
				Water	487,000	84,138
<b>Loan 4 Total</b>					<b>1,866,000</b>	<b>322,384</b>
<b>5</b>	<b>Refinancing Loan</b>					
	2008	8.57%	15/06/2012	Stormwater	732,000	268,923
				Wastewater	483,000	177,445
				Water	230,000	84,498
<b>Loan 5 Total</b>					<b>1,445,000</b>	<b>530,867</b>
<b>6</b>	<b>Consolidated Loan</b>					
	2008	8.59%	17/06/2013	Stormwater	297,000	62,758
				Wastewater	534,000	112,838
				Water	139,000	29,372
<b>Loan 6 Total</b>					<b>970,000</b>	<b>204,968</b>
<b>7</b>	<b>Infrastructure Loan</b>					
	2008	8.59%	17/06/2013	Stormwater	628,000	79,854
				Bridge Replacement	339,000	43,106
				Wastewater	388,000	49,337
				Water	626,000	79,600
<b>Loan 7 Total</b>					<b>1,981,000</b>	<b>251,897</b>
<b>8</b>	<b>Infrastructure Loan</b>					
	2009	6.07%	20/05/2013	Refuse	200,000	8,692
				Stormwater	830,000	36,074

	2009	6.07%	20/05/2013	Bridge Replacement	105,000	4,564
				Dargaville Swimming Pool	1,000,000	43,462
				Wastewater	1,309,000	56,892
				Water	2,343,000	101,832
<b>Loan 8 Total</b>					<b>5,787,000</b>	<b>251,515</b>
<b>9</b>	<b>No 2 Refinancing Loan</b>					
	2009	6.46%	16/04/2013	Refuse	596,206	481,942
				Wastewater	166,229	134,371
				Water	76,565	61,891
<b>Loan 9 Total</b>					<b>839,000</b>	<b>678,204</b>
<b>10</b>	<b>Consolidated Loan</b>					
	2009	7.07%	16/04/2014	Refuse	108,000	50,037
				Stormwater	148,000	68,569
				Wastewater	398,500	184,628
				Water	860,000	398,444
				Kaiwaka Service Centre	200,000	92,661
<b>Loan 10 Total</b>					<b>1,714,500</b>	<b>794,339</b>
<b>11</b>	<b>No 1 Refinancing Loan</b>					
	2009	7.07%	16/04/2014	Stormwater	456,400	195,164
				Dargaville Main Street Upgrade	450,000	192,427
<b>Loan 11 Total</b>					<b>906,400</b>	<b>387,592</b>
<b>12</b>	<b>Consolidated Loan</b>					
	2010	7.01%	7/04/2015	Stormwater	365,000	71,211
				Bridge Replacement	279,000	54,433
				Dargaville Town Hall	422,000	181,785
				Wastewater	411,000	88,434
				Water	124,400	53,588
				District Library	111,600	48,074
				Taharoa Domain	145,000	62,462
<b>Loan 12 Total</b>					<b>1,858,000</b>	<b>559,986</b>
<b>13</b>	<b>Infrastructure Loan</b>					
	2010	7.33%	19/05/2015	Refuse	150,000	4,390
				Stormwater	646,000	18,906
				Bridge Replacement	210,000	6,146
				Wastewater	132,000	3,863
				Water	193,000	5,648
				District Plan	483,000	14,135
<b>Loan 13 Total</b>					<b>1,814,000</b>	<b>53,089</b>
<b>14</b>	<b>Infrastructure Loan No2</b>					
	2010	6.52%	16/08/2015	Wastewater	384,000	11,239
				District Plan	496,000	14,517
<b>Loan 14 Total</b>					<b>880,000</b>	<b>25,757</b>
<b>15</b>	<b>Infrastructure Loan</b>					
	2011	6.00%	24/05/2016	Stormwater	454,000	
				Bridge Replacement	173,000	
				Wastewater	346,000	
				Water	1,831,000	
				Public Toilet Upgrading	420,000	

<b>Loan 15 Total</b>				<b>3,224,000</b>
<b>16</b>	<b>Forestry Encouragement Loan</b>			
	1982	7.00%	30/06/2012 Forestry	359,698
<b>Loan 16 Total</b>				<b>359,698</b>
<b>17</b>	<b>Mangawhai Wastewater Loan</b>			
	2009	3.28%	31/07/2014 Wastewater	52,978,420
<b>Loan 17 Total</b>				<b>52,978,420</b>
<b>18</b>	<b>Housing Corp Loan</b>			
	2008	0.00%	Pensioner Housing	1,020,000
<b>Loan 18 Total</b>				<b>1,020,000</b>
	<b>19 Mangawhai Credit Facility</b>			
	2010	4.55%	30/06/2012 Wastewater	2,560,000
		4.80%	30/06/2012 Wastewater	2,000,000
		4.65%	30/06/2012 Wastewater	440,000
<b>Loan 19 Total</b>				<b>5,000,000</b>
<b>Grand Total</b>				<b>84,882,618</b>
				<b>4,777,493</b>

**Kaipara District Council  
Public Debt (by Activity)**

Attachment 3

\* Commencement/Last rollover year

Council Activity	Loan No.	Year *	Interest Rate	Maturity	Debt Balance	Sinking Fund
<b>Refuse</b>						
<b>Consolidated Loan</b>						
	10	2009	7.07%	16/04/2014	108,000	50,037
<b>Infrastructure Loan</b>						
	1	2006	6.81%	25/05/2016	200,000	42,986
	4	2007	7.97%	28/05/2012	75,000	12,958
	8	2009	6.07%	20/05/2013	200,000	8,692
	13	2010	7.33%	19/05/2015	150,000	4,390
<b>No 2 Refinancing Loan</b>						
	9	2009	6.46%	16/04/2013	596,206	481,942
<b>Refuse Total</b>					<b>1,329,206</b>	<b>601,005</b>
<b>Stormwater</b>						
<b>Consolidated Loan</b>						
	3	2007	7.97%	28/06/2012	650,000	257,288
	6	2008	8.59%	17/06/2013	297,000	62,758
	10	2009	7.07%	16/04/2014	148,000	68,569
	12	2010	7.01%	7/04/2015	365,000	71,211
<b>Infrastructure Loan</b>						
	1	2006	6.81%	25/05/2016	350,000	75,225
	4	2007	7.97%	28/05/2012	682,000	117,828
	7	2008	8.59%	17/06/2013	628,000	79,854
	8	2009	6.07%	20/05/2013	830,000	36,074
	13	2010	7.33%	19/05/2015	646,000	18,906
	15	2011	6.00%	24/05/2016	454,000	
<b>No 1 Refinancing Loan</b>						
	11	2009	7.07%	16/04/2014	456,400	195,164
<b>Refinancing Loan</b>						
	5	2008	8.57%	15/06/2012	732,000	268,923
<b>Consolidated Loan 2011</b>						
	2	2007	8.03%	30/05/2016	110,000	47,360
<b>Stormwater Total</b>					<b>6,348,400</b>	<b>1,299,160</b>
<b>Bridge Replacement</b>						
<b>Consolidated Loan</b>						
	12	2010	7.01%	7/04/2015	279,000	54,433
<b>Infrastructure Loan</b>						
	1	2006	6.81%	25/05/2016	279,000	59,965
	4	2007	7.97%	28/05/2012	300,000	51,830
	7	2008	8.59%	17/06/2013	339,000	43,106
	8	2009	6.07%	20/05/2013	105,000	4,564
	13	2010	7.33%	19/05/2015	210,000	6,146
	15	2011	6.00%	24/05/2016	173,000	
<b>Bridge Replacement Total</b>					<b>1,685,000</b>	<b>220,043</b>
<b>Dargaville Main Street Upgrade</b>						

<b>No 1 Refinancing Loan</b>						
11	2009	7.07%	16/04/2014	450,000	192,427	
<b>Dargaville Main Street Upgrade Total</b>				<b>450,000</b>	<b>192,427</b>	

#### Dargaville Swimming Pool

<b>Infrastructure Loan</b>						
8	2009	6.07%	20/05/2013	1,000,000	43,462	
<b>Dargaville Swimming Pool Total</b>				<b>1,000,000</b>	<b>43,462</b>	

#### Dargaville Town Hall

<b>Consolidated Loan</b>						
12	2010	7.01%	7/04/2015	422,000	181,785	
<b>Dargaville Town Hall Total</b>				<b>422,000</b>	<b>181,785</b>	

#### Wastewater

<b>Consolidated Loan</b>						
3	2007	7.97%	28/06/2012	84,000	33,250	
6	2008	8.59%	17/06/2013	534,000	112,838	
10	2009	7.07%	16/04/2014	398,500	184,628	
12	2010	7.01%	7/04/2015	411,000	88,434	
<b>Infrastructure Loan</b>						
1	2006	6.81%	25/05/2016	200,000	42,986	
4	2007	7.97%	28/05/2012	322,000	55,631	
7	2008	8.59%	17/06/2013	388,000	49,337	
8	2009	6.07%	20/05/2013	1,309,000	56,892	
13	2010	7.33%	19/05/2015	132,000	3,863	
15	2011	6.00%	24/05/2016	346,000		
<b>Infrastructure Loan No2</b>						
14	2010	6.52%	16/08/2015	384,000	11,239	
<b>Mangawhai Credit Facility</b>						
19	2010	4.55%	30/06/2012	2,560,000		
		4.80%	30/06/2012	2,000,000		
		4.65%	30/06/2012	440,000		
<b>Mangawhai Wastewater Loan</b>						
17	2009	3.28%	31/07/2014	52,978,420		
<b>No 2 Refinancing Loan</b>						
9	2009	6.46%	16/04/2013	166,229	134,371	
<b>Refinancing Loan</b>						
5	2008	8.57%	15/06/2012	483,000	177,445	
<b>Consolidated Loan 2011</b>						
2	2007	8.03%	30/05/2016	81,000	34,874	
<b>Wastewater Total</b>				<b>63,217,149</b>	<b>985,788</b>	

#### Water

##### Consolidated Loan

6	2008	8.59%	17/06/2013	139,000	29,372	
10	2009	7.07%	16/04/2014	860,000	398,444	
12	2010	7.01%	7/04/2015	124,400	53,588	

##### Infrastructure Loan

4	2007	7.97%	28/05/2012	487,000	84,138	
7	2008	8.59%	17/06/2013	626,000	79,600	
8	2009	6.07%	20/05/2013	2,343,000	101,832	
13	2010	7.33%	19/05/2015	193,000	5,648	

15	2011	6.00%	24/05/2016	1,831,000	
<b>No 2 Refinancing Loan</b>					
9	2009	6.46%	16/04/2013	76,565	61,891
<b>Refinancing Loan</b>					
5	2008	8.57%	15/06/2012	230,000	84,498
<b>Consolidated Loan 2011</b>					
2	2007	8.03%	30/05/2016	285,600	122,963
<b>Water Total</b>				<b>7,195,565</b>	<b>1,021,973</b>
<b>District Library</b>					
<b>Consolidated Loan</b>					
12	2010	7.01%	7/04/2015	111,600	48,074
<b>District Library Total</b>				<b>111,600</b>	<b>48,074</b>
<b>District Plan</b>					
<b>Infrastructure Loan</b>					
13	2010	7.33%	19/05/2015	483,000	14,135
<b>Infrastructure Loan No2</b>					
14	2010	6.52%	16/08/2015	496,000	14,517
<b>District Plan Total</b>				<b>979,000</b>	<b>28,653</b>
<b>Kaiwaka Service Centre</b>					
<b>Consolidated Loan</b>					
10	2009	7.07%	16/04/2014	200,000	92,661
<b>Kaiwaka Service Centre Total</b>				<b>200,000</b>	<b>92,661</b>
<b>Taharoa Domain</b>					
<b>Consolidated Loan</b>					
12	2010	7.01%	7/04/2015	145,000	62,462
<b>Taharoa Domain Total</b>				<b>145,000</b>	<b>62,462</b>
<b>Public Toilet Upgrading</b>					
<b>Infrastructure Loan</b>					
15	2011	6.00%	24/05/2016	420,000	
<b>Public Toilet Upgrading Total</b>				<b>420,000</b>	
<b>Forestry</b>					
<b>Forestry Encouragement Loan</b>					
16	1982	7.00%	30/06/2012	359,698	
<b>Forestry Total</b>				<b>359,698</b>	
<b>Pensioner Housing</b>					
<b>Housing Corp Loan</b>					
18	2008	0.00%		1,020,000	
<b>Pensioner Housing Total</b>				<b>1,020,000</b>	
<b>Grand Total</b>				<b>84,882,618</b>	<b>4,777,493</b>

