

I hereby give notice for the following meeting

Meeting:	Taharoa Domain Governance Committee
Date:	Friday 23 June 2017
Time:	10.30 am
Venue:	Lake Waikare Event Centre, Taharoa Domain.

Open Agenda

Membership

Chair: Councillor Andrew Wade

Members: Messrs Alan Nesbit and Ric Parore, Mayor Greg Gent

Staff and Associates:

Chief Executive, General Manager Community, Parks and Community Manager, Financial Accountant, Democratic Services Manager (minutetaker).

Seán Mahoney
Democratic Services Manager

Contents

		Page
1	Opening	1
1.1	Karakia	1
1.2	Present	1
1.3	Apologies	1
1.4	Confirmation of Agenda	1
1.5	Conflict of Interest Declaration	1
2	Deputations and Presentations	1
3	Minutes of Previous Meeting	2
3.1	Taharoa Domain Governance Committee Minutes 04 April 2017	3
4	Operational	9
4.1	Taharoa Domain Operations Update April/June 2017	10
4.2	Taharoa Domain Finance Report for 11 month period ended 31 May 2017	20
4.3	Kai Iwi lakes (Taharoa Domain) Promotion Work Plan 2017/2022	25
4.4	Kai Iwi Lakes Fish Monitoring Programme	37
4.5	Biosecurity Plan – Myrtle Rust	47
5	Closure	51

Ordinary Meeting Taharoa Domain Governance Committee**Friday 23 June 2017****1 Opening****1.1 Karakia****1.2 Present****1.3 Apologies****1.4 Confirmation of Agenda**

The Committee to confirm the Agenda.

1.5 Conflict of Interest Declaration

Committee Members are reminded of the need to be vigilant to stand aside from decision-making when a conflict arises between their role as a Committee Member/Commissioner and any private or other external interest they might have. It is also considered best practice for those members of the Executive Team attending the meeting to also signal any conflicts that they may have with an item before the Committee.

2 Deputations and Presentations

3 Minutes of Previous Meeting

3.1 Taharoa Domain Governance Committee Minutes 04 April 2017

Democratic Services Manager 1606.16/April

Recommended

That the Minutes of the Taharoa Domain Governance Committee meeting on 04 April 2017, be confirmed as a true and correct record.

Minutes

Meeting	Taharoa Domain Governance Committee
Date	Tuesday 04 April 2017
Time	2.00 pm
Venue	Conference Room, Northern Wairoa War Memorial Hall (Dargaville Town Hall), Hokianga Road, Dargaville
Status	Unconfirmed

Membership

Chair: Councillor Andrew Wade

Members: Messrs Alan Nesbit and Ric Parore, Mayor Greg Gent

Staff and Associates:

Chief Executive, General Manager Community, Parks and Community Manager, Financial Accountant, Democratic Services Manager (minute-taker).

Seán Mahoney
Democratic Services Manager

Contents

1	Opening.....	3
1.1	Karakia	3
1.2	Present.....	3
1.3	Apologies	3
1.4	Confirmation of Agenda	3
1.5	Conflict of Interest Declaration	3
2	Deputations and Presentations	3
3	Minutes of Previous Meeting	3
3.1	Taharoa Domain Governance Committee Minutes 09 February 2017	3
4	Operational	4
4.1	Update on Kai Iwi Lakes Hydrogeology	4
4.2	Taharoa Domain Operations Update: February/March 2017	4
4.3	Kai Iwi Lakes (Taharoa Domain) Fire Plan – Adoption.....	4
4.4	Communication Plan feedback	5
4.5	Kai Iwi Lakes (Taharoa Domain) Bylaw Update	5
5	Closure.....	6

Minutes Taharoa Domain Governance Committee**Tuesday 04 April 2017****1 Opening****1.1 Karakia**

Mr Nesbit opened the meeting with a Karakia.

1.2 Present

Councillor Andrew Wade (Chair), Messrs Alan Nesbit and Ric Parore, Mayor Greg Gent.

In Attendance

Name	Designation	Item(s)
Venessa Anich	General Manager Community	All
Sue Hodge	Parks and Community Manager	All
Sean Mahoney	Democratic Services Manager	All (minute taker)

Adjournments

Nil.

Absences

Nil.

1.3 Apologies

Nil.

1.4 Confirmation of Agenda

The Committee to confirm the Agenda.

1.5 Conflict of Interest Declaration

Nil.

2 Deputations and Presentations**3 Minutes of Previous Meeting****3.1 Taharoa Domain Governance Committee Minutes 09 February 2017**

Moved **Gent/Nesbit**

That the Minutes of the Taharoa Domain Governance Committee meeting on 09 February 2017, be confirmed as true and correct record.

Carried

4 Operational

4.1 Update on Kai Iwi Lakes Hydrogeology

Northland Regional Council gave a verbal update.

4.2 Taharoa Domain Operations Update: February/March 2017

Parks and Community Manager 4702.24.02.02

Moved Nesbit/Gent

That the Taharoa Domain Governance Committee:

- 1 *Receives the Parks and Community Manager's report 'Taharoa Domain Operations Update: February/March 2017' dated 24 March 2017 and the information contained therein; and*
- 2 *Believes it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with the provision of s79 of the Act determines that it does not require further information prior to making a decision on this matter; and*
- 3 *Approves the request from Northland Fish and Game to hold their annual trout fishing competition on Saturday 24 and Sunday 25 June 2017 subject to:*
 - a) *The organisation being advised that the Kai Iwi Lakes Bylaw No.1 has expired and is no longer in effect and that Maritime Rules Part 91 Navigation Safety Rules now applies and boats cannot exceed five (5) knots within 200m of the shore; and*
 - b) *A safety plan and a risk management being submitted and approved by Council officers prior to the event.*

Carried

Mr Parore wished his vote against to be recorded.

4.3 Kai Iwi Lakes (Taharoa Domain) Fire Plan – Adoption

Parks and Community Manager 4702.24.03

Moved Parore/Nesbit

That the Taharoa Domain Governance Committee:

- 1 *Receives the Parks and Community Manager's report 'Kai Iwi Lakes (Taharoa Domain) Fire Plan – Adoption' dated 17 March 2017; and*

- 2 *Believes it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with the provision of s79 of the Act determines that it does not require further information prior to making a decision on this matter; and*
- 3 *Adopts the Kai Iwi Lakes (Taharoa Domain) Fire Plan as set out in **Attachment 1** to the above-mentioned report.*

Carried

4.4 Communication Plan feedback

Parks and Community Manager 4702.24.03

Moved Parore/Nesbit

That the Taharoa Domain Governance Committee:

- 1 *Receives the Parks and Community Manager's report 'Communication Plan feedback' dated 19 January 2017 and the information contained therein; and*
- 2 *Believes it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with the provision of s79 of the Act determines that it does not require further information prior to making a decision on this matter; and*
- 3 *Confirms the Communication framework as set out in the above-mentioned report, so that a detailed 10 year Communication Plan can be developed for approval by the Taharoa Domain Governance Committee.*

Carried

4.5 Kai Iwi Lakes (Taharoa Domain) Bylaw Update

Policy Manager 3216.0

Moved Gent/Nesbit

That Taharoa Domain Governance Committee receives the Policy Manager's report 'Kai Iwi Lakes (Taharoa Domain) Bylaw Update' dated 27 March 2017 and the information contained therein.

Carried

5 Closure

The meeting concluded at 3.35 pm.

Confirmed

Chair

Unconfirmed

4 Operational

File number: 4702.24.02.02 **Approved for agenda** ☒
Report to: Taharoa Domain Governance Committee
Meeting date: 23 June 2017
Subject: Taharoa Domain Operations Update: April/June 2017
Date of report: 12 June 2017
From: Sue Hodge, Parks and Community Manager
Report purpose ☒ **Decision** ☐ **Information**
Assessment of significance ☐ **Significant** ☒ **Non-significant**

Summary

The Committee is charged with implementing the Kai Iwi Lakes (Taharoa Domain) Reserve Management Plan (RMP) 2016. The RMP has been developed to provide strategic guidance to the custodianship and enhancement of Kai Iwi Lakes (Taharoa Domain).

The following is a brief summary of activities, operations and maintenance work carried out over the months of April/June 2017 and future actions that deliver on the six Aims in the RMP.

Aim 1: Collaboration

Total volunteer hours for the period were 50 from a litter pick-up event organised by a local church group. **Attachment 1** is the 2017 Communication Plan based on the feedback from the last meeting.

Aim 2: Cultural

A brief for the development of a Cultural Impact Assessment (CIA) has been finalised and is being reviewed by Te Roroa and Te Kuihi. Representation from Te Roroa and Te Kuihi have been included on the Fish Monitoring Programme multi-agency Working Group to ensure cultural input is received.

Aim 3: Environment

Northland Regional Council (NRC) has commissioned a report that contains a review of the literature and all available fish data on the status and ecology of dune lake galaxias in the Kai Iwi Lakes/Taharoa Domain. The report concludes that knowledge is incomplete, there are more questions than answers and there is a need for more monitoring and research. Details of this are outlined in a separate report.

The habitat restoration programme has been partially delayed by the Myrtle Rust scare. Details of this are in a separate report.

At its 16 May 2017 meeting, NRC resolved to proceed with their public process for their draft Navigational Safety Bylaw for the Kai Iwi Lakes. The opportunity for a joint NRC and KDC public process including hearing has passed. A report updating KDC on the land based Bylaw for Kai Iwi Lakes is included on the 26 June meeting agenda

Aim 4: Recreation

The Taharoa Domain capital budget (\$100,000) is 100% complete with some of the planting delayed due to the Myrtle Rust issue. This is covered in more detail in the Biosecurity report.

The Campground capital works budget (\$179,451) is 41% completed.

There was one recorded safety incidents during this period and the report will be circulated separately.

There are a number of events using the Lake Waikare Event Centre scheduled for June including the Youth Emergency Services (Y.E.S) programme, Enviro-Schools Possum camp and the Fish and Game fishing competition.

Aim 5: Economic Development

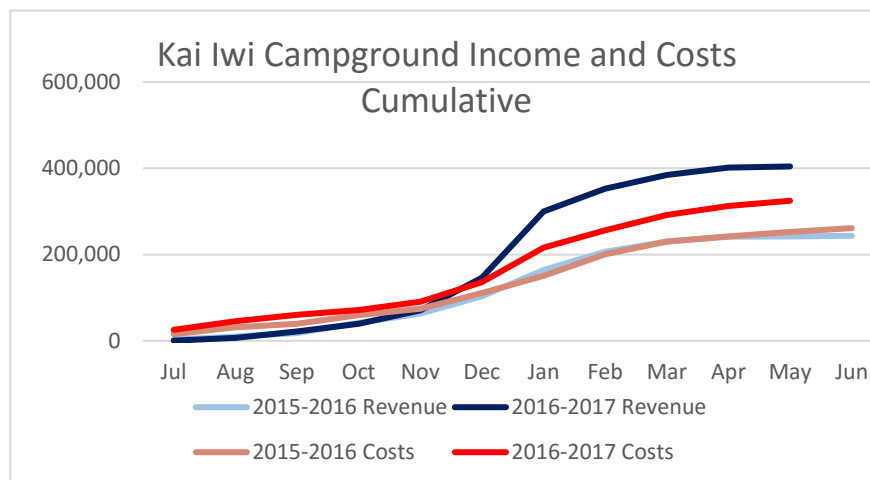
Details of the future promotional strategy are included in a separate report in this agenda.

Options for an Infrastructure Development Plan and implications for the Annual Plan 2017/2018 and Long Term Plan 2018/2028 works programme have been developed and will be presented to the next Committee meeting once Council has reviewed overall financial contribution funding.

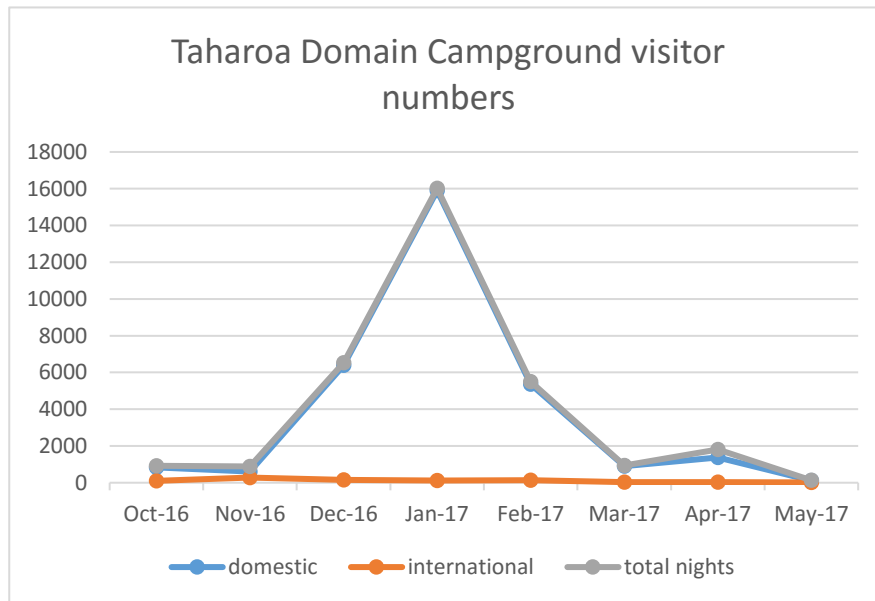
Aim 6: Resourcing

One of the objectives of this aim is to manage the finances in a business-like manner. In line with this objective Kai Iwi Lakes campground was included in a Council-wide audit of cash handling carried out by PricewaterhouseCoopers (PwC). In terms of Kai Iwi Campground operations there are a number of actions including transition to a cashless regime for safety reasons as already 90% of income comes from non-cash sources. It is hoped that the cashless regime to be complete by Labour Weekend or sooner.

Below is a graph of revenue and costs for the 2015/2016 and 2016/2017 financial years. Campground bookings for 2017/2018 will open 01 July 2017 and there is already high interest.



Below is a table of occupancy October to May:



It is recommended that before next summer Expressions of Interest are called for concessionaires to operate in Taharoa Domain so that market tension sets the fees.

Recommendation

That the Taharoa Domain Governance Committee:

- 1 *Receives the Parks and Community Manager's report 'Taharoa Domain Operations Update: April/June 2017' dated 12 June 2017 and the information contained therein; and*
- 2 *Believes it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with the provision of s79 of the Act determines that it does not require further information prior to making a decision on this matter; and*
- 3 *Supports calling for Expressions of Interest for concessionaires to operate over the 2017/2018 summer at Taharoa Domain; and*
- 4 *Adopts the 2017 Communication Plan.*

Reason for the recommendation

To ensure the Committee is informed about relevant the implementation of the Kai Iwi Lakes (Taharoa Domain) Reserve Management Plan and information regarding the ongoing Domain and campgrounds operations.

Reason for the report

To present the operational report for the Kai Iwi Lakes (Taharoa Domain) for the February/March 2017 period so the Committee can be well informed.

Background

The Committee is charged with implementing the Kai Iwi Lakes (Taharoa Domain) Reserve Management Plan (RMP). The RMP has been developed to provide strategic guidance to the custodianship and enhancement of Kai Iwi Lakes (Taharoa Domain).

The Kai Iwi Lakes are among the best known dune lakes in New Zealand and all three lakes, Taharoa, Waikare and Kai Iwi, are ranked as outstanding by NIWA. Growing populations, particularly Auckland, along with road improvements has led to increased visitors and associated pressures.

It is the intent of the RMP to enable the lakes and its surrounds to be enjoyed by all visitors while simultaneously enhancing the area and reducing risks through knowledge and active management.

Finding a balance between public use and ensuring its continued health and well-being of the lakes is a challenge for the Committee. Continued thought, collaboration, planning and funding is required around pest and weed control (the largest issues facing the long term health and natural character of the Domain) along with biosecurity (aquatic weed incursion and prevention), understanding the hydrology of the lakes, as well as recognising the cultural importance of the area.

Kai Iwi Lakes (Taharoa Domain) operations update

The following is a brief summary of activities, operations and maintenance work carried out over the months of April/June 2017 that deliver on the six Aims in the RMP:

Aim 1: Collaboration

This aim is for Kai Iwi to be co-governed and to inspire others to share in its care.

To achieve this aim a Communication Plan has been developed based on the framework approved last meeting (**Attachment 1**).

To measure “inspire others to share in its care” total volunteer hours are being recorded.

The last weedbuster programme for the year to be held at Easter was cancelled due to poor weather. However, a local church organised a litter pick-up event as a community initiative. Total volunteer hours for April-June are around 50 hours.

Organisation/Event	Hours	Accumulative hours
February - March Weedbuster programme	20	20
Seventh Day Adventist Church	50	70

Aim 2: Cultural

This aim is to ensure the relationship of tangata whenua and other people, their history, culture and traditions are reflected in how the lakes are developed and cared for.

To be able to achieve this aim a draft brief for the development of a Cultural Impact Assessment (CIA) has been finalised and sent to Te Roroa and Te Kuihi for their review. The purpose of the CIA is to understand the effects on Te Roroa and Te Kuihi and their cultural values of implementing the RMP. Once the CIA guidelines are finalised by Te Roroa and Te Kuihi a suitably qualified person will complete the assessment.

The RMP provides for the plan to be influenced by the outcome of the CIA.

A Fish Monitoring Programme is being complied through a multi-agency Working Group. This working group includes representatives from Te Roroa and Te Kuihi who will provide cultural input into the programme. This is reported in more detail in a separate report.

Aim 3 Environment

This aim is to complete knowledge about the lakes to enable effective protection and enhancement of its natural environment and waters.

Northland Regional Council (NRC) has commissioned a report that contains:

- a review of the literature and all available fish data on the status and ecology of dune lake galaxias in the Kai Iwi Lakes/Taharoa Domain
- a critical evaluation of the available information on biotic interactions between dune lake galaxias and exotic fish species in the Lakes, in particular trout and gambusia and;
- Recommendations for a suitable long term fish monitoring plan for the Lakes.

The report concludes that knowledge is incomplete, there are more questions than answers and there is a need for more monitoring and research. Details of this are outlined in a separate report.

The habitat restoration programme has been partially delayed by the Myrtle Rust scare. Details of this are in a separate report.

In order to help with the day to day management of the reserve and to give effect to the RMP two Bylaws were proposed. One was to cover activities on the water, the other supporting land-based activities. The water-based activities are covered by a Navigational Bylaw put in place by the Northland Regional Council (NRC). The land-based Bylaw was to be put in place by the Kaipara District Council (KDC).

The concept was for both Bylaws to be undertaken together with any changes in response to submissions would be able to be taken into account for both Bylaws. Kaipara District Council was presented with a Statement of Proposal and a draft Bylaw at its 08 May 2017 meeting.

Council resolved at its 08 May 2017 meeting:

“That Kaipara District Council:

Instructs the Chief Executive to review the Statement of Proposal and ensure that, where practicable, all relevant bylaws pertaining directly to the Taharoa Domain be included to create a more complete document for the next Council meeting ; and

That Northland Regional Council is notified of the outcome of this agenda item and is encouraged to review the newly included swimming zone and the 200 metre, 5 knot zone with a view to reducing this to 100 metres as per Kai Iwi Lakes bylaw No. 1, submissions and feedback documents; and

Provide the Council with a summary of the recent submissions and feedback.”

At its 16 May 2017 meeting, NRC resolved to proceed with their public process for their draft Navigational Safety Bylaw for the Kai Iwi Lakes. The opportunity for a joint NRC and KDC public process including hearing has passed. A report updating KDC on the land based Bylaw for Kai Iwi Lakes is included on the 26 June meeting agenda.

Aim 4 Recreation

This aim is to have a diverse range of recreational activities available for visitors compatible with the

cultural and ecological values of the lakes.

The Kai Iwi Lakes campground has received an AA Recommended Award for 2017. Only businesses with the highest reviews get these. Reviews are from the customer reviews for AA Travellers Say and Trip Advisor and other feedback pages.

Capital Works

The Taharoa Domain capital budget (\$100,000) is 99% complete with the planting the only outstanding work as it has been delayed due to the Myrtle Rust issue which is reported separately on this Committee agenda.

The Campground capital works budget (\$179,451) is 41% completed. It has included completion of the stormwater detention ponds, pontoon, bollards to separate cars/people at Pine Beach, picnic tables, improvements to the sewerage plant, signage, additional powered sites and the campground internal road. Investigation is underway on a more permanent solution for the night manager accommodation as the cost of caravan or portacom hire is high.

Health and Safety

There was an incident with a van fire the day of the close of agenda. The report will be circulated at the meeting.

Events

There were no events in April and in May Whangaparaoa College visited for 2 days 1 night, and the first of two Youth Emergency Services (Y.E.S) programmes were held at the Lake Waikare Event Centre. There were 18 students participating in scenarios such as aeroplane crash, car cash, bush fire, drowning and Search and Rescue. This event was supported by DOC, Police, St Johns, NZ Fire Service, Coastguard, Bayliss Surf Lifesaving, Red Cross, KDC's Civil Defence officer, Northland CDEM group, and the Ministry of Youth Development.

In June the following events will also be or have been held at the Event Centre:

- Youth Emergency Services (Y.E.S) programme
- KDC/DOC/NRC/Fish and Game Fish monitoring working group
- Northland Fish and Game's annual trout fishing competition
- NRC – Enviro-School Possum camp

July

- Elderly day out



The Youth Emergency Services (Y.E.S) programme at Lake Waikare Event Centre

Aim 5 Economic Development

This aim is to promote and develop the lakes as an educational, scientific and tourist destination

The promotional strategy is detailed in a separate report.

Options for a 10 year Infrastructure Development Plan with new/extended visitor facilities and recreational opportunities has been developed. The financial implications need to be considered by Council as part of a review on the allocation of financial contribution funding. The final draft will be reported to the next Committee meeting.

Aim 6 Resourcing

This aim is to ensure the lakes and its promotion encourage a spectrum of resources that support its stewardship.

To ensure the finances are run in a business-like manner a Council-wide audit of cash handling has

been carried out by PricewaterhouseCoopers (PwC) included Kai Iwi Lakes campground. The final report has been received by Council's Audit, Risk and Finance Committee. In terms of Kai Iwi Campground operations the following actions are being implemented:

- Install a Point of Sale (POS) system to record sundry sales - Seekom are adding POS to their software later this year;
- Use Seekom to print Car cards – printers to be installed by Labour weekend;
- Provide mobile phone/eftpos payment facilities at Promenade Point – to be funded this financial year;
- Transition to a cashless regime for safety reasons – already 90% of income comes from non-cash sources and cashless regime to be complete by Labour Weekend or sooner;
- Implement regular reconciliations of bookings/payments – to be regularly scheduled by Finance team.

A requirement of this aim is to develop and manage that campground to achieve improved revenue. Below is a graph of campground revenue and costs as at end of February 2017. Year to date revenue has continued to exceed budget although this has now tapered off.

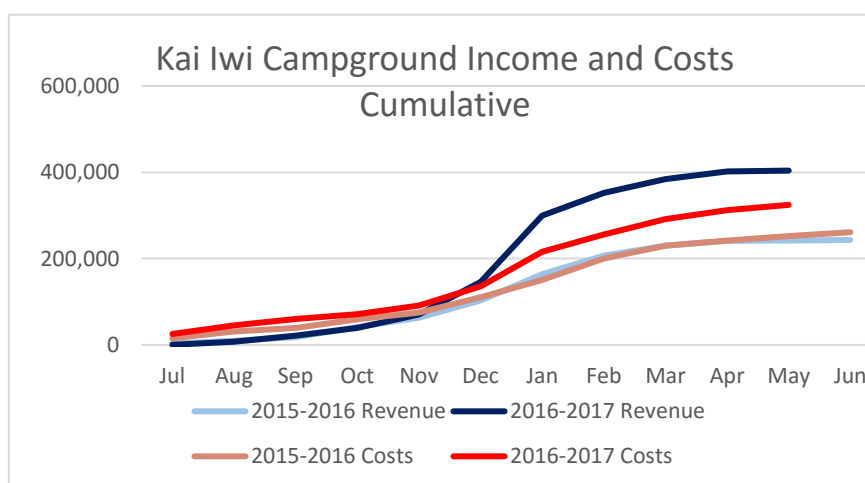
Campground bookings for 2017/2018 will open 01 July 2017 and there is already high interest.

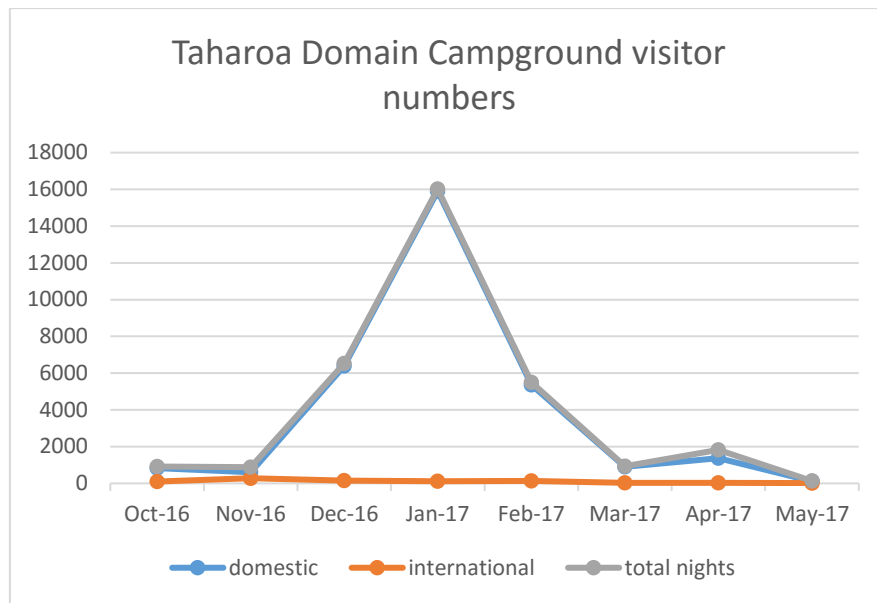
To improve occupancy and income outside the peak season the Promotions Plan will be targeting Domestic and International visitors with campervans over the shoulder season and winter months.

Concessions:

There were two food concessions issued for the 2016/2017 summer; Pine Beach and Promenade Point. One was set at the minimum fee in Council's fees and charges schedule and the other slightly higher.

It is recommended that for the 2017/2018 summer a similar process is undertaken to the Mangawhai area, where Expressions of Interest are called for concessions so that the market tension sets the fee.





Factors to consider

Community views

The RMP was developed using a public process and reflects the views of the community and other stakeholders at the time of its development.

Policy implications

Nil. Operational decision-making has been consistent with the RMP.

Financial implications

It is the Parks and Community Manager's responsibility to ensure all operations are conducted within budget. The financial budgets are set within the Long Term Plan and respective Annual Plan. Operative budgets and performance are reported in a separate financial report.

Legal/delegation implications

There are no delegation issues; the Committee has delegated authority from Council to govern the Domain in terms of the RMP.

Assessment of significance

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

Next step

Council Officers will continue to implement the Reserve Management Plan.

Attachment [2017 Communication Plan](#)

Kai Iwi Lakes (Taharoa Domain) Communication Plan 2017

Who	When	What	How
Iwi	Two monthly and sometimes as required. As required for the Fish Monitoring Programme.	Guidance on operational matters pertaining to implementing the RMP. Guidance on cultural matters relating to the Fish Monitoring Programme.	Onsite meetings with staff from NRC/KDC/Iwi. Taharoa Domain Governance Committee and Management meetings. Fish Monitoring Programme working group.
Organisations – Department of Conservation, Northland Regional Council, Fish and Game Northland	Quarterly and sometimes as required for the Fish Monitoring Programme. Two monthly and sometimes as required.	Share what each organisation is doing and how to work collaboratively to deliver the RMP.	Fish Monitoring Programme working group meetings facilitated by KDC Taharoa Domain Governance Committee and Management meetings.
Community	Annual. Quarterly.	Inform the community about the State of Environment. Inform about events, improvements including planting and pest programme.	Scheduled annual meeting. Newsletters emailed to contacts.

4.2 Taharoa Domain: Financial Report for 11 month ended 31 May 2017

Financial Services Manager **4702.24.02.01**

Recommended

That the report 'Taharoa Domain: Financial Report for 11 months ended 31 May 2017' prepared by the Financial Services Manager be received.

May 2017 Financial Report

This report covers:

- Kai Iwi lakes (Taharoa Domain) including Pine Beach and Promenade Point campgrounds

Overview

Key Indicators for year to May are set out in the tables below (all in \$000's).

	Actual to May	Whole Year Budget
Total Revenue	439	239
Total Operating Costs	475	374
Capital Expenditure	458	579

Attachment 1 Financial Summary Report

Commentary

Camp income over the summer was strong and at the end of May totalled \$404,000. NRC have contributed \$35,000 for weed control.

Costs

Ground maintenance is above budget due to higher costs relating to cleaning septic tanks as a consequence of the increased occupancy.

Building maintenance is above budget and includes hire of temporary toilets.

Professional services are above budget with costs for outside staff assistance during summer.

Staff costs are above budget due to higher use of casual staff and the longer hours for permanent staff.

Power costs are above budget due to the higher occupancy rate.

Refuse disposal costs are below budget as a fixed charge has been negotiated and savings made.

Sundry costs are above budget by \$20000. A new booking system is incurring extra costs as this was not budgeted. The extra costs relating to the booking system are \$10,000. In addition office costs are higher by \$4,000 and the cost of purchasing ice, on sold to campers, of \$6,000 accounts for the rest of the variance.

Capital Expenditure

There are four projects in the financial year;

- The first is improving the general Kai Iwi facilities. Progress stands at 48%.

- Campground improvements are 78% complete.
- The Ski Club building has been purchased, 100% complete. Purchase of the building was not in the original Annual Plan. However it was subsequently approved and the purchase completed.
- Taharoa Domain development is complete for the year.

Taharoa Domain

Financial Summary Report for the 11 month period ended 31 May 2017

Income

ACTUAL 12 months to 30.06.2016		BUDGET 12 months to 30.06.2017	ACTUAL 11 months to 31.05.2017
	\$ Revenue	\$	\$
275,437	Camping fees	238,992	403,971
-	Other Income	-	35,000
275,437	TOTAL	238,992	438,971

Costs

ACTUAL 12 months to 30.06.2016	Description	BUDGET 12 months to 30.06.2017	ACTUAL 11 months to 31.05.2017
\$		\$	\$
17,383	Transport costs	14,565	11,328
1,454	Resource Consents	838	1,092
93,462	Grounds maintenance	111,924	152,505
36,416	Building maintenance	26,727	41,673
35,732	Professional service	41,414	48,533
4,533	Advertising and promotion	1,579	-
135,814	Staff salaries and employee costs	113,447	143,296
2,057	Insurance	4,382	1,931
3,649	Power and water costs	8,388	10,724
39,928	Refuse disposal	30,000	21,735
11,260	Sundry	21,693	42,227
381,688	TOTAL	374,957	475,043

Capital Expenditure

ACTUAL Total 12 months to 30.06.2016	Description	BUDGET Total 12 months to 30.06.2017	ACTUAL Total 11 months to 31.05.2017
\$		\$	\$
317,027			
	10087 Kai Iwi facilities	150,000	71,866
	10632 Kai Iwi Lakes campground improvements.	29,579	23,087
	10642 Kai Iwi Lakes Ski Club	300,000	260,870

10518 Taharoa Domain - implement Reserve Management	100,000	102,479
---	---------	---------

File number: 4702.24.02.02 **Approved for agenda** ☒
Report to: Taharoa Domain Governance Committee
Meeting date: 23 June 2017
Subject: Kai Iwi lakes (Taharoa Domain) Promotion Work Plan 2017/2022
Date of report: 12 June 2017
From: Sue Hodge, Parks and Community Manager
Report purpose ☐ **Decision** ☒ **Information**
Assessment of significance ☐ **Significant** ☒ **Non-significant**

Summary

The Kai Iwi Lakes (Taharoa Domain) Reserve Management Plan 2016 (the RMP) includes the direction to develop a promotional strategy to reinforce Kai Iwi Lakes' reputation as a destination sitting alongside allied attractions like Waipoua Forest the Kauri Coast experience.

The promotional strategy and the attached draft Promotion Work Plan 2017/2022 (**Attachment 1**) is not intended to target those who traditionally spend their summer holiday camping at the Lakes. It is a move to promoting Kai Iwi Lakes as an all year around visitor destination and in doing so achieve wider economic benefits for other providers of visitor facilities and services such as accommodation providers, food outlets or tourist activities in the area.

To date any advertising has focused on campground promotion. The future strategy is to widen this approach and to target our uniqueness to the type of customer that is seeking this experience particularly outside of the peak camping season. This will require some research, via surveys, into what our visitors like or dislike to inform our focus.

There will also be a stronger promotion of Kai Iwi as a venue for events e.g. using Lake Waikare and the Lake Waikare Event Centre. As well as this there will be a stronger focus on promoting our regular events such as Avoca Kumara Triathlon and Waka Ama Regatta as well as nearby events such as Omamari Beach surfcasting competition. Longer term includes finding a partner to develop a new signature event for the Lakes and holding a second mid-year Open Day.

Greater advantage will be taken of the current campers to entice them to return outside of the peak period through regular newsletters.

The measure of success of the promotional strategy will be increased events, increased participation in events and increased revenue outside of the peak camping season and this will be reported annually.

Recommendation

That the Taharoa Domain Governance Committee:

- 1 *Receives the Parks and Community Manager's report 'Kai Iwi lakes (Taharoa Domain) Promotion Work Plan 2017/2022' dated 12 June 2017 and the information contained therein; and*
- 2 *Believes it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with the provision of s79 of the Act determines that it does not require further information prior to making a decision on this matter;*

and

3 *Adopts the draft Kai Iwi lakes (Taharoa Domain) Promotion Work Plan 2017/2022.*

Reason for the recommendation

To provide a Promotional Work Plan that reinforces Kai Iwi Lakes' reputation as a destination sitting alongside allied attractions like Waipoua Forest the Kauri Coast experience.

Reason for the report

To seek the Committee's approval for the Kai Iwi lakes (Taharoa Domain) Promotion Work Plan 2017/2022.

Background

The Kai Iwi Lakes (Taharoa Domain) Reserve Management Plan 2016 (RMP) includes under Aim 5: Economic Development the direction to develop a promotional strategy to reinforce Kai Iwi Lakes reputation as a destination sitting alongside allied attractions like Waipoua Forest the Kauri Coast experience.

The objective of the strategy is not to target those who traditionally spend their summer holiday camping at the Lakes. It is intended to promote Kai Iwi Lakes as an all year around visitor destination and also to attract visitors to stay in the area around the lakes to achieve wider economic benefits for other providers of visitor facilities and services such as accommodation providers, food outlets or tourist activities.

The draft Promotion Work Plan 2017/2022 (**Attachment 1**) builds on work undertaken by the Committee during the development of the RMP.

Issues

Until recently, the promotional strategy has been restricted to advertising the campground in a range of camping booklets and online sites and provide the Taharoa Domain brochure in some Northland i-Sites. Also any opportunities that presented themselves were considered such as articles in the North South magazine and advertising in the British Lions Tour promotion magazine.

The future strategy is to widen this approach and to target our uniqueness to the type of customer that is seeking this experience particularly outside of the peak camping season. This will require some research, via surveys, into what our visitors like or dislike to inform our focus.

There will also be a stronger promotion of regular events on the kaiiwicamp.nz website such as Avoca Kumara Triathlon, Waka Ama Regatta, Dragon Boats, Sea Scouts sailing regatta, and also nearby events such as Omamari Beach surfcasting competition.

Building on this new focus on events will be more promotion of Lake Waikare as an event centre to take advantage of the ability for the lake to be closed to the public for specified periods.

Longer term includes finding a partner to develop a new signature event for the Lakes and holding a second mid-year Open Day.

Greater advantage will be taken of the current campers to entice them to return outside of the peak period. Regular newsletters, usually via email, are amongst the most effective and efficient tools to promote and keep people involved. To continue momentum, newsletters should be not less than quarterly. Camper details are already collected as part of the new on-line booking system making this an easy initiative to undertake

The measures for success of the promotional strategy will be increased events, increased participation in events and increased revenue outside of the peak camping season. This can be reported annually to the Committee.

Factors to consider

Community views

The RMP was developed using a public process and reflects the views of the community and other stakeholders at the time of its development.

Policy implications

Nil.

Financial implications

Nil. This strategy is reallocating existing budgets and there are no financial implications.

Legal/delegation implications

There are no delegation issues; the Committee has delegated authority from Council to govern the Kai Iwi lakes (Taharoa Domain) in terms of the RMP.

Options

The Committee has the following options:

Option A *Approve the draft Promotion Work Plan 2017/2022.*

Option B *Decline to approve the draft Promotion Work Plan 2017/2022.*

Option C *Approve a modified version of the draft Promotion Work Plan 2017/2022.*

Assessment of options

Option A. Approving the draft Promotion Work Plan will achieve a more focused approach to the promotion of Kai Iwi Lakes and is consistent with RMP.

Option B. Decline to approve the draft Promotion Work Plan will mean promotion outside of the peak period will be un-focused and may not increase revenue or events.

Option C. Approving a modified version of the draft Promotion Work Plan may achieve a more focused approach to the promotion of Kai Iwi Lakes and is consistent with RMP.

Assessment of significance

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

Recommended option

The recommended option is Option A or C.

Next step

Implement the Promotion Work Plan.

Attachment: [Draft Promotion Work Plan 2017/2022](#)

PROMOTION WORK PLAN 2017-22

KAI IWI LAKES (TAHAROA DOMAIN)



Promotion work plan

Kai Iwi Lakes (Taharoa Domain) Reserve Management Plan 2016

INTRODUCTION

Kai Iwi Lakes (Taharoa Domain) is recognised as a taonga; a treasure. It is of significant importance to Maori.

A central premise of promoting the Lakes as a destination that deserves visiting is conveying just what a remarkable place it is. The Kai Iwi Lakes (Taharoa Domain) Reserve Management Plan (RMP) has strong aspirations to make it even more exceptional and that story of enhancement can be part of the lure.

There are opportunities to considerably strengthen recreational offerings within and around the Lakes that could see the area rivalling the Otago Rail Trail and central north island lakes in terms of its profile and desirability.

Travellers are increasingly interested in having “real” experiences that sees them in natural settings and learning of local culture, particularly when it has an indigenous dimension.

One of the most important messages to convey to casual travellers (as distinct from those who traditionally spend their summer holiday camping at the Lakes) is that of seeing the area around Kai Iwi Lakes (Taharoa Domain) and Waipoua as a destination, rather than just part of a well-travelled visitor route that warrants a fleeting visit.

Heightened awareness of the Lakes and all it has to offer can significantly increase the number of visitors using accommodation facilities and the duration of their stay, building income which in turn can be reinvested in the care and enhancement of the Lakes’ environment. Equally, visitors can physically contribute to that custodianship in various ways.

There is particular value in setting Kai Iwi Lakes (Taharoa Domain) within a frame of the wider range of attractions found within both Kaipara district and Northland Region. The proximity and

biophysical relationship with Waipoua Forest signals the potential for a particularly close promotional presence for the two destinations.

Encouraging events to be held at the Lakes, particularly those that can make good use of its facilities and distinctive characteristics, is another area that can be further developed.

Promotion should be structured so that it does not conflict with the essential values of the place. The emphasis should be one of coming to appreciate the setting of the Lakes and all of their environmental characteristics.

Achieving greater use of the Lakes does not automatically mean more visitor pressure and consequent degradation. Careful management can allow the reserve to strengthen its ecological, recreational and experiential opportunities whilst allowing a larger number of people to share those aspects. There may come a point where the capacity of the Lakes to host still more visitors brings a heightened risk of the core characteristics being significantly compromised. That point is considered to be dramatically above current (2017) use levels, provided that core facilities like toilets and vehicle infrastructure keep pace with growth in visitor numbers. Annual monitoring of the use of the Lakes will therefore be an important task, probably involving a combination camp registration records and traffic counters.

When demand starts approaching the “carrying capacity” of the Lakes environment, there may need to be consideration of a cap on visitors. At that stage, promotion should be particularly focused upon ways to add value and income from that capped number of visitors (the rather clichéd maxim of “quality versus quantity”).

IDENTITY

The site lies under something of a split persona. Iwi and Council refer to it as Taharoa Domain while those who know it well tend to use the more commonly found name of Kai Iwi Lakes. It is almost entirely under that label that the site is described amidst a broader audience and in current promotional material. It could be argued that the name is more evocative, with “... Lakes” speaking clearly of one of the key attractions, whilst “... Domain” gives no such hints.



In recognition of the limited awareness of Taharoa Domain as an entity, it is recommended that the area continues to be primarily referred to as Kai Iwi Lakes for promotional purposes, with consideration given to Taharoa Domain being a subtext where appropriate.

GENERAL PROMOTION OPPORTUNITIES

Word-of-mouth

This is the most effective form of promotion. Visitor surveys show that over 90% of respondents found out about the Lakes from family and friends.

Providing people with an exceptional experience in a wonderful place will lead to visitors broadcasting rave reviews to others. Delivering the opportunities for those experiences and heightening the characteristics of the Domain are vital to achieving those positive reviews. It must be remembered that adverse comment also travels equally effectively by word of mouth.

Web-based

A significant measure of planning for travel and recreation happens through the internet. This is particularly so for people intending to take holidays overseas. A visitor survey¹ indicated that less than 5% of respondents heard of Kai Iwi Lakes through the web, although that figure may be somewhat distorted by the fact that the survey relied upon people to return their form independently, so highly mobile, international travellers may not have been inclined to respond.

Kai Iwi Lakes (Taharoa Domain) has a website devoted to the campground (kaiiwicamp.nz) and a

dedicated page on the Kaipara District Council website. Whilst these sites contain a useful base of information, there is scope to develop them further. Enhancement could include more powerful images, sleeker graphic presentation and a particular focus on functionality and linkages that draw people to the site from elsewhere within the web to increase “hits”.

People are increasingly using small devices like telephones to access the web, so it is important that any initiatives work well in that compressed format.

The promotional role can be just part of a much wider function of a website. Whilst not directed towards promotion, that sort of background information about a location can help to inspire visitors.

Organisations

There is numerous tourism and visitor- related entities which describe, promote and organise destinations and activities through Northland. Most appear to offer some insight into Kai Iwi Lakes, although descriptions tend to be rather understated, with photographic imagery that is dated and/or rather less evocative than it could be.

Optimising awareness of the Domain as a premium destination requires a commitment to maintaining relationships with all relevant tourism promotion bodies and operators.

Visitor Information Centres

There is a private visitor information centre at Mangawhare on the margin of Dargaville that offers guidance to travellers. Others exist in major tourism centres around Northland. Those in primary arrival centres, particularly Auckland, are a further target for conveying information about Kai Iwi Lakes. Developing a close relationship with these various information centres and providing a periodic supply of fresh, enticing material about the Lakes will assist their role in directing people towards the area.

¹ Taharoa Domain Visitor Survey 2014/2015 KDC

Destination New Zealand

Provides powerful and well-designed website that very effectively conveys the character and opportunities of a wide range of destinations across the country.

Tourism NZ

This Government-funded organisation provides tourism-related information and guidance that may be useful at a management level. It also runs the famous “100% Pure” brand that has a visitor focused website. That site is another example of a well-structured and evocative portal that draws the viewer in.

Travel guides

There are a wide range of these, operating usually as websites and/or printed booklets. The AA Travel Guide and Jasons publication are two well-known local examples. Lonely Planet and Rough Guides are international companies specialising in describing and assessing travel destinations, and there are many others in a similar mould.

Reaching out to these types of companies can help to elevate awareness of a must-see place and allow information to be shared.

Rating websites

Many websites have sections that allow people to advise future visitors of their experiences. Some are selective about what they publish; others have a policy of posting all that they receive.

Some, such as TripAdvisor, are becoming particularly well-known for offering unbiased private opinions from users, and are increasingly influential in people’s travel plans as a result. Supportive feedback about the Lakes and its facilities in these sorts of forums will encourage other visitors.

Tourism operators

Companies providing tourism services, particularly vehicle hire businesses, will sometimes offer advice on routes and destinations as a first point of contact for many travellers. Campervan providers are a group that could be particularly targeted.



Destination signs

NZ Transport Agency (NZTA) has installed brown tourist destination signs at most key intersections enroute to the Lakes. A check to ensure that all critical junctions are suitably marked would be advisable.

A large new sign to highlight the presence of the Lakes was installed at the intersection of Kai Iwi Lakes Road and State Highway 14 late in 2015.

There is scope for more enticing billboards to inspire potential visitors at other key locations, such as the near the State Highway 1 / State Highway 14 intersection, north of Waipoua Forest, northern edge of Dargaville. These signs will need to comply with NZTA’s guidelines.

SITE-BASED OPPORTUNITIES

Specialist events

The combination of lakes and interesting surrounding land allows the Domain to cater for a diverse spectrum of activities. Well-developed camping and day visitor facilities allow the site to act as an excellent hub or base, for visiting adjacent attractions.

Lake Waikare has the ability to be closed to the general public for use for specified periods and combined with the lake Waikare Centre makes this ideal for events.

There are already a number of events held at the Domain on a regular basis. These include short triathlons, water-oriented Open Days, sailing regattas for Sea Scouts / Young Mariners, and waka ama races. Whilst many are of a single day’s duration and supported largely by local people, there is scope to configure events so that participants are encouraged to stay at the Domain

or in nearby private accommodation, and to make the most of the spectrum of experiences that the site and wider setting offer.

Drawing people in for specific events that may interest them also exposes them to the Domain's charms, leaving them looking to return and speaking to acquaintances of their discovery. One particular benefit of specialist events is that they are often timed outside the peak summer season, so they can be an excellent way to achieve better occupation of camping facilities and general use of the area during the quieter seasons

There is the opportunity to proactively seek out partners to run multiday events at the Domain. These could draw participants from across New Zealand or internationally. Possible avenues include:

1. High level multi-sports events in the mould of the South Island's Coast-to-Coast, but focused around Taharoa Domain, western coast and inland areas of forest.
2. Other specialist sports suited to the site, including long distance swimming; free and scuba diving; and walking, cycling (mountain and road) and running (including cross-country and orienteering) competitions.



3. Other activities that fit well with the characteristics of the Domain, which could include cultural events, craft weekends, low impact festivals and concerts, and motorhome conventions.

Open Days

Well-advertised Open Days can be a great way to promote the Lakes. The level of participation seen at the Mountains to Sea Conservation Trust's snorkelling days at Lake Waikare demonstrates

that people will attend effectively-organised events.

Offering exciting activities and the presence of specialists who can share interesting information in an engaging way develops a reputation that builds future audiences. There is a range of cultural, ecological and recreational pursuits that could be offered to make a memorable event. A successful Open Day sees participants leave with a heightened awareness and thirst to return to discover more.

Newsletters

Regular newsletters – usually via email – are amongst the most effective and efficient tools to promote and keep people involved. To continue momentum, newsletters should be not less than quarterly.

Maintaining an up-to-date database of contacts is vital. This needs to be stored securely and in duplicate to avoid loss. Gathering and storing personal contact information needs to be consistent with the requirements of the Privacy Act 1993.

Further avenues

There is a range of other ways that the Domain and wider area can be effectively promoted. Often the most memorable exposures to a new place or idea can be highly unusual and innovative.

A beautifully illustrated guide book that sets out all the recreation opportunities, track networks, natural and cultural heritage characteristics and other aspects of interest is a lasting memento that can be shared. If well published and promoted, book sales can also generate revenue.

In a similar vein, a video presentation of the same sort of information could be well received.

Clothing like tee-shirts, caps and jackets are commonly branded with a destination and can be another stream of revenue whilst serving as a walking billboard.

Brochures and leaflets are a popular device, but compete amongst an ever-increasing number of similar give-aways for visitor attention. To be

effective, they need to be exceptionally well designed and visually captivating.

ACTIVITY HUB

The combination of Lakes and interesting surround land allows the Domain to cater for a diverse spectrum of activities, as has been outlined above. Well-developed camping and day visitor facilities allow the site to act as an excellent hub, from which to venture out to a range of nearby attractions.

This concept of Taharoa Domain serving as a convenient and secure base for local exploration is a theme that can be strongly developed in the way that the place is promoted.

ALIGNMENT WITH FUTURE VISION

Sometimes an agenda to increase visitor numbers or some other facet of a location loses sight of the core values that the place is founded upon or trying to heighten. It is vital that promotional activities are founded upon the principles underpinning the RMP and day-to-day management of the Domain. Indeed, expressing principles of nurturing natural processes and respecting cultural values alongside offerings that target travellers and campers will appeal to a wide sector of potential visitors.

DELIVERY ON PROMISES

Drawing visitors to the Domain on the expectation of great experiences on offer and the quality of the environment, is a central thread to promotion. Material has to be realistic and supported by the presentation and management of the site.

It vital that the experiences offered by Kai Iwi Lakes (Taharoa Domain) meet or (better still) exceed the expectations built by marketing stories. This means providing a diverse range of superior recreational opportunities, high quality, well-integrated camping accommodation, great day visitor facilities and a natural environment that is rapidly advancing towards a more pristine state.

KAI IWI LAKES (TAHAROA DOMAIN) MANAGEMENT PLAN 2016 – 2017/18 PROMOTION WORK PLAN								
TASKS	2017/18	2018/19	2019/20	2020/21	2021/22	ANNUAL	\$ ESTIMATE	DONE (date)
Develop USP and confirm who our potential customer groups/markets are	x							
Develop survey tools	x							
Continue to advertise in AA Traveller, Accommodation, Visitor Guide and Cycle Trail publications	x	x	x	x	x	\$6,000		
Provide brochures at Auckland, Whangarei, Bay of Islands, Omapere, Dargaville i-Sites	x	x	x	x	x	\$600		
Contact Campervan Rentals (Wilderness, Juicy, Escape etcetera) to negotiate winter incentives such as stay 1 night get 1 free	x	x	x	x	x	TBC		
Review Northland Inc's publications including Northlandnz, Ancient Kauri Trail to ensure Kai Iwi is being promoted and information is up-to-date.	x	x				TBC		
Specialised events – promote regular events on website; Avoca Kumara Triathlon, Waka Ama Regatta, Dragon Boats, Sea Scouts sailing regatta, Omamari Beach surfcasting competition etcetera.	x	x	x	x	x			
Specialised events – Find a partner to develop a new event; long distance swimming; free and scuba diving; and walking, cycling (mountain and road) and running (including cross-country and orienteering) competitions possible using lake Waikare as it can be closed to the public for specified periods			x	x	x			
Destination signs – install new evocative signs near the State Highway 1 / State Highway 14 intersection, north of Waipoua Forest, northern edge of Dargaville.	x	x				\$2,000		
Promotional Clothing – design a Kai Iwi tee-shirt in partnership with Te Roroa.		x	x	x	x			
Video – promote Northland Regional Council's video that explains the ecological values and outstanding nature of the Lakes.	x	x	x	x	x			
Brochures – (Kai Iwi serving as a convenient and secure base for local exploration) – make available Dargaville Promotions brochure at campground and link to website. Request small changes to brochure to include campground details.	x	x	x	x	x	\$150		
Investigate use of Trip Advisor.	x	x	x	x	x			
Open Day – continue to support the January Kai Iwi Lakes Open Day.	x	x	x	x	x	\$1,000		
Open Day – develop a second Open Day in the mid-year with a new focus.		x	x	x	x			
Newsletters – develop a database of visitors and send four newsletters per annum.	x	x	x	x	x			
Promote Lake Waikare and Lake Waikare Event Centre for events, educational or recreational activities	x	x	x	x	x	\$500		



File number: 4702.24.05 **Approved for agenda** ☒
Report to: Taharoa Domain Governance Committee
Meeting date: 23 June 2017
Subject: Kai Iwi Lakes Fish Monitoring Programme
Date of report: 15 June 2017
From: Venessa Anich, General Manager Community
Report purpose ☒ **Decision** ☐ **Information**
Assessment of significance ☐ **Significant** ☒ **Non-significant**

Summary

The purpose of this Report is to outline how a proposed Fish Monitoring Programme is being compiled through a multi-agency Working Group. This report also seeks the agreement of the Taharoa Domain Governance Committee (Committee) to continue the release of trout into the Kai Iwi Lakes in 2018 because of the current lack of knowledge about the Dune Lake Galaxia (DLG) and their relationship with trout and Gambusia (both introduced species) in those lakes.

Kai Iwi Lakes are the only home of the Dune Lakes Galaxias, a threatened native fish. The Kai Iwi Lakes (Taharoa Domain) Reserve Management Plan 2016 (RMP) seeks to restore the natural indigenous biota and traditional kai. It is known that trout predate on DLG, therefore the RMP seeks to stop the release of exotic species (trout) by 2018, but allows for the re-release of trout at a later date if native species numbers are seen to decline in their absence.

Northland Regional Council (NRC) commissioned a report from NIWA (April 2017) regarding knowledge and gaps in knowledge about the relationship between native and introduced species at Kai Iwi Lakes. The overall conclusion of that report was that there is a lack of knowledge currently, and to remove trout at this point may prove detrimental to DLG, the species whose survival we are trying to ensure. The report recommends a comprehensive monitoring and research programme to be undertaken before changing the current fish stocking and management regime.

Fish and Game Northland has presented Council with a draft Statement of Claim regarding a judicial review of the RMP process and outcome that required that the release of trout be stopped by 2018. This Claim has not yet been lodged with the Courts. A meeting was held with representatives of Fish and Game and the Committee on 02 May 2017. The outcome of that meeting was:

- Agreement by both parties of the importance of the abundance and long term survival of DLG;
- That a research monitoring programme needs to be designed and funded, which includes input from Fish and Game, Te Roroa, Te Kuihi, KDC, NRC and DoC, and that a working group be set up for this purpose; and
- That cessation of trout stocking in Lakes Waikare and Taharoa from 2018 would be deferred in light of new information received from NIWA (April 2017 report), and provided the Committee is satisfied with progress with the research monitoring programme.

On 13 June 2017 the Kai Iwi Lakes Dune Lake Galaxia Working Group met for the first time at the Lake Waikare Centre. Present were representatives from DoC, NRC, KDC, Fish and Game, Te Roroa and Te Kuihi. Draft Terms of Reference are attached (**Attachment 1**). The purpose of the Working Group is to ensure the long term survival and abundance of the DLG at Taharoa Domain. The output of the Working Group will be to recommend to the Committee and Council management decisions for DLG based on scientific and cultural knowledge. These recommendations will be based on the results of the proposed Fish Monitoring Programme. Creating and implementing the Monitoring Programme is an output of the Working Group. Regular reporting is proposed to the Committee and the other parties.

The output of the first meeting was to establish the research questions that the Monitoring Programme needs to answer. The overall need is to understand the relationship between DLG, trout and Gambusia. The critical knowledge gap is understanding the ecology of DLG, therefore the main questions are around that e.g. where and when do they spawn, what is their preferred habitat through their lifecycle, what do they eat, what eats them, what and how do they compete for food, habitat, etcetera.

A proposed Fish Monitoring Programme is now going to be compiled with input from all of the parties. This is expected to be able to be presented to the next Committee meeting in August. It may prove beneficial to be able to use the Lakes in different ways to aid the research e.g. releasing trout into Lake Kai Iwi to see the influence on Gambusia. If so, permission will be sought from the Committee.

Based on progress made with the Working Group, and collaboration between the different parties towards the long term survival and abundance of DLG, the Committee is being asked to allow the release of trout into Kai Iwi Lakes in 2018. An interim course of action is recommended to be taken that departs from the RMP, because new evidence has been provided (NIWA report) and further investigation is required (Working Group and Fish Monitoring Programme).

However, it is considered prudent for the Committee to reserve the right to control how trout are released in 2018, based on knowledge from the Fish Monitoring Programme. For example, numbers released, timing of release, which lakes they are released into, and the like will need to be decided.

Recommendation

That the Taharoa Domain Governance Committee:

- 1 *Receives the General Manager Community's report 'Kai Iwi Lakes Fish Monitoring Programme' dated 15 June 2017; and*
- 2 *Believes it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with the provision of s79 of the Act determines that it does not require further information prior to making a decision on this matter; and*
- 3 *Notes the formation of the multi-agency Kai Iwi Lakes Dune Lake Galaxias Working Group who are compiling the proposed Fish Monitoring Programme, and thanks each agency for their support; and*
- 4 *Supports and confirms the Terms of Reference for the Kai Iwi Lakes Dune Lake Galaxia Working Group (**Attachment 1** to the above-mentioned report); and*

- 5 *Supports the release of trout in 2018. This is based on concerns expressed in the April 2017 NIWA report to the effect that it would be advisable to address the ambiguity over the effects of trout on the Dune Lake Galaxia population before ceasing trout stocking, and that further research proposed by the Fish Monitoring Programme is desirable to better understand that relationship; and*
- 6 *Reserves the right to control how trout are released in 2018, based on knowledge from the proposed Fish Monitoring Programme; and*
- 7 *Requires the Kai Iwi Lakes Dune Lake Galaxias Working Group to provide regular updates on the proposed Fish Monitoring Programme, and will make these updates available to be shared with the other groups involved.*

Reason for the recommendation

To increase the knowledge and understanding of the ecosystem of the three Lakes within Taharoa Domain, and to ensure the long term survival and abundance of native species including the DLG.

Reason for the report

The reason for this Report is to outline the how a proposed Fish Monitoring Programme is being compiled through a multi-agency Working Group. This report also seeks the Committee's agreement to continue the release of trout into the Kai Iwi Lakes in 2018 because of the current lack of knowledge about the Dune Lake Galaxia (DLG) and the relationship with trout and Gambusia (both introduced species) in those Lakes.

Background

Northland's Kai Iwi Lakes are the only home of the Dune Lakes Galaxias (a threatened native fish). Kaipara District Council, the administering body of the lakes, has decreed through its Kai Iwi Lakes (Taharoa Domain) Reserve Management Plan 2016 (RMP) that the stocking of the Lakes with trout is to cease from 2018, leading to the gradual extinction of trout in these lakes. As trout are known to predate the Dune Lakes Galaxias (DLG), it is hoped that their exclusion will result in an increase in the numbers of DLG. However, Gambusia (another introduced fish) are also present in the lakes. They are aggressive, are known to compete with DLG for food and habitat, and are suspected to predate the DLG's young. It has been suggested that predation pressure from trout is keeping the population of Gambusia in check, or at least is altering their behaviour sufficiently to allow the survival of the DLG. Furthermore, it has been suggested that environmental variability may also be responsible for some of the peaks and falls seen in the DLG population. It is therefore, unclear whether the exclusion of trout will be beneficial or detrimental to the DLG.

A recent literature review by Gee and Franklin (2017) suggested that the wholesale exclusion of trout from the Lakes, beginning in 2018 as is directed by the RMP, might potentially be detrimental to the DLG. The review goes on to make recommendations for a more comprehensive research programme.

This has led to the establishment of the Kai Iwi Lakes Dune Lakes Galaxias Working Group to advise the final design of a research programme, oversee its implementation and make recommendations to the TDGC and KDC. Recognising the complexity of this issue and the diversity of parties involved in

the management of the lakes and the DLG, the working group shall consist of representatives of; the Department of Conservation, Northland Regional Council, Kaipara District Council, Fish and Game Northland, Te Roroa and Te Kuihi.

DoC has responsibility to undertake the conservation of threatened species such as the DLG. NRC has a statutory role under the Resource Management Act 1991 to safeguard the use of natural resources, including the Lakes. Furthermore, Objective 3.4 of the Northland Regional Policy Statement requires that NRC safeguards and enhances the ecological integrity of indigenous freshwater ecosystems and seeks an overall reduction in the threat status of threatened and at risk species. KDC is the administering body of the Taharoa Domain and is largely responsible for controlling what activities are permitted there; both through Bylaws and the RMP. Fish and Game represent the interests of all hunters and anglers. As they are responsible for managing the trout population in the lakes, their involvement is essential. Te Roroa and Te Kuihi are two local iwi who both exercises mana whenua status over the lakes. Both these iwi have a strong connection to the lakes spanning many generations.

It is expected that these parties will combine their knowledge, strengths and resources to successfully design and implement a study which will allow advice to be given regarding what actions should be taken to protect the Dune Lakes Galaxias.

Issues

NIWA April 2017 Report

NRC commissioned a report from NIWA (April 2017) regarding knowledge and gaps in knowledge about native and introduced species at Kai Iwi Lakes, and their inter-relationships. The overall conclusion of that report was that there is a lack of knowledge currently, and to remove trout at this point may prove detrimental to DLG, the species whose survival we are trying to ensure. The report recommends a comprehensive monitoring and research programme be undertaken before changing the current fish stocking and management regime.

Fish and Game Northland Judicial Review Threat

Fish and Game has presented Council with a draft Statement of Claim regarding a judicial review of the RMP process and outcome that would stop the release of trout by 2018. This Claim has not yet been lodged with the Courts. A meeting was held with representatives of Fish and Game and the Committee on 02 May 2017. The outcome of that meeting was:

- Agreement by both parties of the importance of the abundance and long term survival of DLG;
- That a research monitoring programme needs to be designed and funded, which includes input from Fish and Game, Te Roroa, Te Kuihi, KDC, NRC and DoC, and that a working group is set up for this purpose; and
- That cessation of trout stocking in Lakes Waikare and Taharoa from 2018 would be deferred in light of new information received from NIWA (April 2017 report), and provided TDGC is satisfied with progress with the research monitoring programme.

Kai Iwi Lakes Dune Lake Galaxias Working Group and Fish Monitoring Programme

On 13 June 2017 the Kai Iwi Lakes Dune Lake Galaxias Working Group met for the first time at the Lake Waikare Centre. Present were representatives from DoC, NRC, KDC, Fish and Game, Te Roroa and Te Kuihi. Draft Terms of Reference are attached (**Attachment 1**). The purpose of the Working Group is to ensure the long term survival and abundance of the DLG at Taharoa Domain. The output of the Working Group will be to recommend to the Committee and Council management decisions for DLG based on scientific and cultural knowledge. These recommendations will be based on the results of the proposed Fish Monitoring Programme. Creating and implementing the Monitoring Programme is an output of the Working Group. Regular reporting is proposed to the Committee and the other parties.

The output of the first meeting was to establish the research questions that the Monitoring Programme needs to answer. The overall need is to understand the relationship between DLG, trout and Gambusia. The critical knowledge gap is understanding the ecology of DLG, therefore the main questions are around that e.g. where and when do they spawn, what is their preferred habitat through their lifecycle, what do they eat, what eats them, what and how do they compete for food, habitat, etcetera.

A proposed Fish Monitoring Programme is now going to be compiled with input from all of the parties. This is expected to be able to be presented to the next Committee meeting in August. It may prove beneficial to be able to use the Lakes in different ways to aid the research e.g. releasing trout into Lake Kai Iwi to see the influence on Gambusia. If so, permission will be sought from the Committee.

Release of Trout

Based on progress made with the Working Group, and collaboration between the different parties towards the long term survival and abundance of DLG, the Committee is being asked to allow the release of trout into Kai Iwi Lakes in 2018. An interim course of action is recommended to be taken that departs from what is in the RMP, because new evidence has been provided (NIWA report) and further investigation is required (Working Group and the proposed Fish Monitoring Programme).

It is considered prudent for the Committee to reserve the right to control how trout are released in 2018, based on knowledge from the proposed Fish Monitoring Programme. For example, numbers released, timing of release, which lakes they are released into and the like will need to be decided.

Factors to consider

Community views

The proposed Fish Monitoring Programme is an outcome of the RMP. Community views were sought through the RMP last year when it went through a full public process under the Reserves Act 1977.

Policy implications

This agenda report is concerned with the implementation of the RMP, therefore there are no policy implications. The RMP has built in flexibility with regards to the release of trout.

Financial implications

There may be future budget implications with regards to implementing the Fish Monitoring Programme at the Kai Iwi Lakes, although it is anticipated that this would be mostly undertaken within existing budgets. This will be reported to the Committee.

Legal/delegation implications

While a draft Statement of Claim for a judicial review of the RMP has been tabled, agreement has been reached by the parties, and progress is being made. Therefore, at this stage it is considered that there are no legal implications to consider.

Options

There are two options to consider:

Option A: Proceed with the Fish Monitoring Programme and allowing trout to be released in 2018.

Option B: Amend the process for how the Fish Monitoring Programme is to be compiled, and / or not allow the release of trout in 2018.

Assessment of options

Option A: This is considered to be the most practical way forward at this time. All parties agree with the overall objective of ensuring the abundance and long term survival of DLG, and have joined together in a Working Party and will collaborate over a Fish Monitoring Programme. Until there is more knowledge, the status quo with regard to trout release in 2018 is considered advisable.

Option B: Input from the Committee is welcomed for the Fish Monitoring Programme. Given the current lack of knowledge about DLG, the cessation of trout releases may result in the loss of what we are trying to protect, DLG.

Assessment of significance

This is not considered to trigger Council's Significance and Engagement Policy.

Recommended option

The recommended option is **Option A**.

Next step

That Council staff facilitate the Working Group ensuring progress is made on the Fish Monitoring Programme, and inform NFG that trout can be released into Kai Iwi Lakes in 2018, however controls may be imposed, as informed by the proposed Fish Monitoring Programme.

Attachment

- Attachment 1 – Draft Terms of Reference for the Kai Iwi Lakes Dune Lake Galaxia Working Group.

Kai Iwi Lakes Dune Lake Galaxias Working Group
Terms of Reference

Affiliated Bodies	Department of Conservation Northland Regional Council Kaipara District Council Northland Fish and Game Te Roroa Te Kuihi
Status	Working Group
Title	Kai Iwi Lakes Dune Lake Galaxia – Working Group
Approval Date	
Support	Kaipara District Council

Purpose

The prime purpose of the Kai Iwi Lakes Dune Lake Galaxia Working Group is to ensure the long term survival and abundance of the Dune Lake Galaxia (DLG) at Taharoa Domain.

Output of the Working Group

The output of the Kai Iwi Lakes Dune Lake Galaxia Working Group is to make recommendations to Taharoa Domain Governance Committee (TDGC) and Kaipara District Council on management decisions for DLG at Kai Iwi Lakes based on scientific and cultural knowledge.

These recommendations will be based on the results of the proposed Fish Monitoring Programme. Creating and implementing the Fish Monitoring Programme is an output of the Working Group.

Reporting

Results and progress with the Fish Monitoring Programme shall be reported to TDGC at their meetings (approximately every two months). These reports shall also be available to the other members of the Working Group.

Membership Roles and Responsibilities of the Working Group

The roles and responsibilities of the members of the Working Group are as follows:

Member	Role	Responsibility
Department of Conservation	Technical input	Statutory responsibility for the conservation of threatened native species. Functions of the Department under the Conservation Act section 6 (ab): to preserve so far as is practicable all indigenous freshwater fisheries, and

Member	Role	Responsibility
		protect recreational freshwater fisheries and freshwater fish habitats.
Kaipara District Council	Facilitation Administration support	Administering body of Taharoa Domain Kai Iwi Lakes Reserve Management Plan 2016 Co-governance of the Domain.
Northland Regional Council	Technical input	Regional Policy Statement: safeguard and enhance the ecological integrity of indigenous freshwater ecosystems and seek an overall reduction in the threat status of threatened and at risk species.
Te Roroa	Kaitiaki (guardian) Cultural knowledge	Mana Whenua Co-governance of the Domain.
Te Kuihi	Kaitiaki (guardian) Cultural knowledge	Mana Whenua Co-governance of the Domain.
Fish and Game Northland	Technical input Local knowledge	Managing the trout population in the Lakes. Under the Conservation Act section 26Q (1): The functions of each Fish and Game Council shall be to manage, maintain, and enhance the sports fish and game resource in the recreational interests of anglers and hunters, and, in particular,— (a) to assess and monitor— (i) sports fish and game populations; and (ii) the success rate and degree of satisfaction of users of the sports fish and game resource; and (iii) the condition and trend of ecosystems as habitats for sports fish and game.

Funding and Resourcing

Each member of the Working Group shall nominate representatives to attend the meetings and to progress the Fish Monitoring Programme.

Each affiliated body shall endeavour to contribute to the funding of, and/or resourcing and implementation of the Fish Monitoring Programme. This is subject to an agreed programme that is affordable and is able to meet agreed goals and time frames.

Chair of the Working Group

The Working Group will select a Chair from amongst its members. The Chair is responsible for:

1. The efficient functioning of the Working Group, including ensuring members have the opportunity to contribute to group discussions;
2. Approving the Agenda for Working Group meetings;
3. Ensuring that all members of the Working Group receive sufficient timely information to enable them to be effective members; and
4. Presenting the Working Group's feedback to the respective organisations.

Quorum

The quorum at any meeting of the Working Group shall be not less than one member from each affiliated body.

Frequency of meetings

The Working Group shall meet as required at times to be agreed with the Working Group members, and meetings will be documented.

Delegations

The Working Group does not have any specific delegated powers from their respective organisations. It is an advisory body.

Background

Northland's Kai Iwi Lakes are the only home of the Dune Lakes Galaxias (a threatened native fish). Kaipara District Council, the administering body of the lakes, has decreed through its Kai Iwi Lakes (Taharoa Domain) Reserve Management Plan 2016 (RMP) that the stocking of the lakes with trout is to cease from 2018, leading to the gradual extinction of trout in these lakes. As trout are known to predate the Dune Lakes Galaxias (DLG), it is hoped that their exclusion will result in an increase in the numbers of DLG. However, Gambusia (another introduced fish) are also present in the lakes. They are aggressive, are known to compete with DLG for food and habitat and are suspected to predate the DLG's young. It has been suggested that predation pressure from trout is keeping the population of Gambusia in check or at least is altering their behaviour sufficiently to allow the survival of the DLG. Furthermore, it has been suggested that environmental variability may also be responsible for some of the peaks and falls seen in the DLG population. It is therefore unknown if the exclusion of trout will be beneficial or detrimental to the DLG.

A recent literature review by Gee and Franklin (2017) suggested that the wholesale exclusion of trout from the Lakes, beginning in 2018 as is directed by the RMP, might potentially be detrimental to the DLG. The review goes on to make recommendations for a more comprehensive research programme.

This has led to the establishment of this Working Group to advise the final design of this research programme, oversee its implementation and make recommendations to the Taharoa Domain Governance Committee and Kaipara District Council. Recognising the complexity of this issue and the diversity of parties involved in the management of the lakes and the DLG, the working group shall consist of; the Department of Conservation, Northland Regional Council, Kaipara District Council, Northland Fish and Game, Te Roroa and Te Kuihi.

The Department of Conservation has a responsibility to undertake the conservation of threatened species such as the DLG. The Northland Regional Council has a statutory role under the Resource Management Act 1991 to safeguard the use of natural resources, including the Lakes. Furthermore, Objective 3.4 of the Northland Regional Policy Statement requires that Northland Regional Council safeguards and enhances the ecological integrity of indigenous freshwater ecosystems and seeks an overall reduction in the threat status of threatened and at risk species. Kaipara District Council is the administering body of the Taharoa Domain and is largely responsible for controlling what activities are permitted there; both through Bylaws and the RMP. Northland Fish and Game represent the interests of all hunters and anglers. As they are responsible for managing the trout population in the lakes, their involvement is essential. Te Roroa and Te Kuihi are two local iwi who both exercises mana whenua status over the lakes. Both these iwi have a strong connection to the lakes spanning many generations.

It is intended that these parties will combine their knowledge, strengths and resources to successfully design and implement a study which will allow advice to be given regarding what actions should be taken to protect the Dune Lakes Galaxias.

File number: 4702.24.02.02 **Approved for agenda** ☒

Report to: Taharoa Domain Governance Committee

Meeting date: 23 June 2017

Subject: Biosecurity Plan – Myrtle Rust

Date of report: 06 June 2017

From: Sue Hodge, Parks and Community Manager

Report purpose ☐ **Decision** ☒ **Information**

Assessment of significance ☐ **Significant** ☒ **Non-significant**

Summary

In May 2017 Myrtle Rust was confirmed in New Zealand, in a Kerikeri plant nursery. Myrtle Rust is a serious fungal disease that affects plants in the myrtle family, which includes pohutukawa, kanuka and manuka.

As part of the Lakes habitat restoration/biodiversity programme plant seed is collected from the lakes catchment, grown on in a local nursery and around 10,000 plants are established around the lakes each year.

Early in May it came to Council's attention that the local nursery that stores these plants had sourced plants from the affected Nursery. By this time some of the Kai Iwi plants had been transported to the Domain. Further investigation revealed these plants arrived after the Kai Iwi ones had left the Nursery and the risk of contamination from the Kerikeri nursery to Kai Iwi Lakes is nil.

To prevent the spread of Myrtle Rust and reduce impact on biodiversity, cultural and economic values of Kai Iwi Lakes (Taharoa Domain) a biosecurity plan has been developed and is attached for approval (**Attachment 1**).

The balance of our plants are still held in the local nursery. As required by the Ministry for Primary Industry (MPI) all the Myrtaceous plants; manuka, kanuka and pohutukawa are held separately from all non-Myrtaceous plants. MPI, Department of Conservation (DOC) and Project Crimson are recommending avoiding planting any species susceptible to Myrtle Rust in Northland this planting season. It is proposed that these plants remain in the nursery until more information is known.

The non-Myrtaceous plants are ready to be transported. MPI has provided a written statement that any nurseries without a Restricted Place Notice can sell and release non-Myrtaceous species, while following the NZPPI Plant Transport Protocol. The local nursery does not have a Restricted Place Notice and confirms it will follow the protocol.

The Biosecurity Plan proposes transporting non-Myrtaceous plants into Kai Iwi Lakes subject to following the NZPPI Plant Transport Protocol.

Recommendation

That the Taharoa Domain Governance Committee:

- 1 *Receives the Parks and Community Manager's report 'Biosecurity Plan – Myrtle Rust' dated 12 June 2017 and the information contained therein; and*

- 2 *Believes it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with the provision of s79 of the Act determines that it does not require further information prior to making a decision on this matter; and*
- 3 *Adopts the Biosecurity Plan – Myrtle Rust dated 23 June 2017.*

Reason for the recommendation

To adopt the biosecurity plan for managing Myrtle Rust at Kai Iwi Lakes (Taharoa Domain).

Reason for the report

To seek the Committee's support for the biosecurity plan for managing Myrtle Rust.

Background

As part of the Kai Iwi Lakes habitat restoration/biodiversity programme plant seed is collected from the lakes catchment, grown on in a local nursery and around 10,000 plants are established around the lakes each year.

In May 2017 Myrtle Rust was confirmed in New Zealand, in a Kerikeri plant nursery and later in Taranaki and Waikato. Myrtle Rust is a serious fungal disease that affects plants in the myrtle family, which includes pohutukawa, kanuka and manuka.

To prevent the spread of Myrtle Rust and reduce impact on biodiversity, cultural and economic values of Kai Iwi Lakes (Taharoa Domain) a biosecurity plan has been developed.

Issues

Early in May it came to Council's attention that the local nursery that stores the Kai Iwi plants had also sourced plants from the affected Kerikeri Nursery. By this time some of the Kai Iwi plants had been transported to the Domain.

Further investigation revealed that the plants from the infected Kerikeri nursery came into the local nursery after our plants had been transported out. Therefore the risk of contamination from the Kerikeri nursery to these plants is nil.

The balance of our plants are still held in the local nursery. As required by the Ministry for Primary Industry (MPI) all the Myrtaceous plants; manuka, kanuka and pohutukawa are held separately from all non-Myrtaceous plants. MPI and Department of Conservation (DOC) are recommending avoiding planting any species susceptible to Myrtle Rust in Northland this planting season. It is proposed that these plants remain in the nursery until more information is known.

The non-Myrtaceous plants are ready to be transported and planted at Kai Iwi. MPI has provided a written statement that any nurseries without a Restricted Place Notice can sell and release non-Myrtaceous species, while following the NZPPI Plant Transport Protocol. The local nursery does not have a Restricted Place Notice and confirms it will follow the protocol.

The Biosecurity Plan proposes transporting non-Myrtaceous plants into Kai Iwi Lakes (Taharoa Domain) subject to following the NZPPI Plant Transport Protocol.

Factors to consider

Community views

The community will have an interest in this subject and would like to be assured that Council is following the protocols recommended by the Ministry of Primary Industries.

Policy implications

Nil.

Financial implications

Nil. There may be some financial implications in holding the myrtle plants longer at the nursery. This is expected to be around \$40 per month.

Legal/delegation implications

There are no delegation issues; the Committee has delegated authority from Council to govern the Kai Iwi lakes (Taharoa Domain) in terms of the RMP.

Options

The Committee has the following options:

Option A Adopts the Biosecurity Plan – Myrtle Rust dated 23 June 2017.

Option B Decline to adopt the Biosecurity Plan – Myrtle Rust dated 23 June 2017.

Option C Approve a modified version of the Biosecurity Plan – Myrtle Rust dated 23 June 2017.

Assessment of options

Option A. Approving the Plan will ensure that Myrtle Rust infected plants are not introduced to Kai Iwi Lakes (Taharoa Domain) and that there is increased public and staff knowledge to help identify Myrtle Rust to reduce the spread of the fungal disease.

Option B. Decline to approve the Plan may mean that Myrtle Rust infected plants are introduced into Kai Iwi Lakes (Taharoa Domain).

Option C. Approving a modified version of the Plan may or may ensure that Myrtle Rust infected plants are not introduced to Kai Iwi Lakes (Taharoa Domain) and that there is increased public and staff knowledge to help identify Myrtle Rust to reduce the spread of the fungal disease.

Assessment of significance

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

Recommended option

The recommended option is Option A.

Next step

Transport the non-Myrtaceous plants to Kai Iwi Lakes while following the NZPPI Plant Transport Protocol and complete the autumn planting.

Attachment

- Kai Iwi Lakes (Taharoa Domain) Biosecurity Plan Myrtle Rust – 23 June 2017

Kai Iwi Lakes (Taharoa Domain) Biosecurity Plan – Myrtle Rust

23 June 2017

Myrtle Rust is a serious fungal disease that affects plants in the myrtle family, which includes pohutukawa, kanuka and manuka. In early May 2017 it was found in plants at a nursery in Northland, the first detection of the disease in mainland New Zealand. It is likely to affect some of our iconic native plants as well as commercially grown species.

Myrtle Rust spores are microscopic and can easily spread across large distances by wind or via insects, birds, people or machinery.

Objective

- Prevent the spread of Myrtle Rust to reduce impact on biodiversity, cultural and economic values of Kai Iwi Lakes (Taharoa Domain).

Aim

- To ensure that Myrtle Rust infected plants are not introduced to Taharoa Domain.
- To increase public and staff knowledge and skills and encourage people to help identify Myrtle Rust to reduce the spread of the fungal disease.

Principal measures

- Do not transport Myrtaceous plants into Kai Iwi Lakes (Taharoa Domain) unless the disease is declared to be eradicated.
- Follow NZPPI Myrtle Rust Risk Management Protocols - <http://nzppi.co.nz/documents/pests/MR-Plant-Transport-Protocol.pdf> when transporting non-Myrtaceous plants into Kai Iwi Lakes (Taharoa Domain).
- Until notified otherwise monitor daily a range of sites throughout the Kai Iwi Lakes (Taharoa Domain) for symptoms of Myrtle Rust following [http://nzppi.co.nz/documents/pests/MR Inspection protocol.pdf](http://nzppi.co.nz/documents/pests/MR%20Inspection%20protocol.pdf).
- Ensure staff are well trained to identify symptoms of Myrtle Rust.
- Ensure the visitors to Kai Iwi lakes (Taharoa Domain) have access to information about Myrtle Rust.
- If the symptoms of Myrtle Rust are seen, **do not touch it**. Telephone the MPI Exotic Pest and Disease Hotline immediately on 0800 80 99 66. Take clear photographs, including the whole plant, the whole affected leaf, and a close-up of the spores/affected area of the plant. **Do not touch it** or try to collect samples as this may increase the spread of the disease.

5 Closure

**Kaipara District Council
Dargaville**