



Kaipara te Oranganui

**KAIPARA
DISTRICT**

Two Oceans Two Harbours

Kaipara District Council Raupo Drainage Committee Agenda

Date: Wednesday 16 September 2020
Time: 9.30 am
Location: Ruawai Tokatoka War Memorial Hall
16 Ruawai Wharf Road
Ruawai

Elected Members: Ian Beattie (Chair)
Councillor Anna Curnow
Councillor David Wills
David Hart
Greg Gent
Grace Le Gros
Brian Marsden
Ross McKinley
Mayor Dr Jason Smith

*For any queries regarding this meeting please contact
the Kaipara District Council on (09) 439 7059*

Wednesday, 16 September, 2020

9:30 am

Ruawai Tokatoka War Memorial Hall

16 Ruawai Wharf Road

Ruawai

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Kaipara District Council

Raupo Drainage Committee Minutes

Date: Thursday 21 May 2020
Time: 10:00 am
Location: Ruawai Tokatoka War Memorial Hall
16 Ruawai Wharf Road
Ruawai

Members Present: Ian Beattie (Chair)
Deputy Mayor Cr Anna Curnow
Cr David Wills
David Hart
Greg Gent
Grace Le Gros
Brian Marsden
Ross McKinley
Mayor Dr Jason Smith (ex-officio)

1. Opening

1.1 Karakia

Grace Le Gross opened the meeting opened with a Karakia.

1.2 Apologies

There were no apologies.

1.3 Confirmation of agenda

Moved By: Beattie

Seconded By: Le Gross

That the Raupo Drainage Committee confirms the agenda for the meeting held 21 May 2020.

Carried

1.4 Conflict of interest declaration

No conflicts were declared.

2. Raupo drainage management and performance report

Moved By: Beattie

Seconded By: Le Gros

That the Raupo Drainage Committee:

- a) Receives the Raupo Drainage Management and Performance Report.
- b) Receives the report tabled by the Chair (Minutes attachment A).
- c) Establish the Raupo Drainage Operations Working Group to report to the Raupo Drainage Committee, with a purpose limited to the oversight of operational maintenance work for the Raupo Drainage District, subject to the drafting of terms of reference and the approval of the Committee and Council.
- d) Delegates authority to the Chair of the Raupo Drainage Committee to represent, consider, negotiate, and agree to matters and projects for inclusion into the Kaipara District Council Long Term Plan.
- e) Notes that the Chair will report back to the next Raupo Drainage Committee and Raupo Drainage Operations Working Group which follows any decision made under the delegation granted in (d).

Carried

3. Closure

Grace Le Gross closed the meeting with a Karakia.

The meeting closed at 12.15 pm.

Kaipara District Council

The discussion and preliminary investigation around the exclusion of tidal intrusion into the Raupo Drainage District via these two canals is not a new concept.

Previous Boards and committees have mulled over this project on numerous occasions in the past, with the project never getting past basic investigations, presumably because the cost/benefit ratio given the knowledge at the time, was insufficient to warrant further pursuit.

In the recent years, with the apparent effect of climate change and consequential rises in sea level, the idea has taken on a new and very real relevance.

The Raupo Drainage District (RDD) covers an area of approximately 8700ha of highly productive fertile land surrounding the small settlements of Naumai, Raupo and Ruawai. It is protected by a network of 70kms of stopbank, 140kms of canals and drains, 52 floodgates and one flood pump.

The maintenance and improvement of this asset base with an approximate value of \$14 million, is overseen by Raupo Drainage Committee and is funded solely by the ratepayers within the RDD by means of an annual targeted rate collected by KDC.

The majority of the 70kms of stopbank comprises the double banks of both G & K canals, an estimated 40 plus kms.

The exclusion of tidal intrusion into these canals significantly reduces the amount of infrastructure at risk from rising sea levels and allows for more strategic investment into the existing front line defensive stop banks adjacent to the Northern Wairoa river and northern shores of the Kaipara Harbour.

The exclusion of salt water from these canals also has the potential to allow for strategic fresh water storage within the existing infrastructure. Although this potential would require significant investigation. But in its simplest form, could be achieved by dual sluice gates coupled with a single floodgate assembly.

It is acknowledged this concept would add to the capital cost of the project, but it also provides significant additional benefit particularly with increased opportunity for land use diversification within the RDD.

Flood mitigation within the G canal catchment can be obtained with the construction of detention/ retention dams in the Access Valley, Greenhill and Whenuanui watersheds and coupled with the existing ponding capability of the Eastern side of G Canal should provide for a manageable inflow into the G canal system.

This flood mitigation proposal can work in unison with any potential water storage operation of the G Canal catchment.

Flood mitigation within the K Canal catchment could work under the same principles but would require investigation. (My personal topographical knowledge of this catchment is limited).

Diminishing efficiencies- The claims about the actual amount of sea level rise are best described as vague. It may be fair to assume regardless of the varying predictions, any rise in sea level (high tide height) would result in a corresponding rise in overall low tide height (metrological and lunar influences excluded).

This increase in low tide height will result in diminishing efficiencies of our gravity based land drainage system. It is not inconceivable that this diminishing efficiency will eventually necessitate the installation of powered pumping systems to compensate for this efficiency loss.

Whilst this is not considered an immediate threat it should be included in any long term planning strategies going forward.

In summary it is my personal belief that the challenges facing the RDD, whilst significant are not insurmountable. This is an intergenerational project both in its nature and purpose, no different to the intergenerational project undertaken by our forebears in the establishment of the RDD we have today.

Raupo governance update

Meeting: Raupo Drainage Committee
Date of meeting: 16 September 2020
Reporting officer: Gavin Dawson, Governance Advisor

Purpose/Ngā whāinga

To provide an update on governance and organisational matters related to the Committee.

Recommendation/Ngā tūtohunga

That the Raupo Drainage Committee:

- a) Approves the establishment of the Raupo Drainage Operations Working Group (the “Working Group”) with the following purposes, roles, and limits:
 - 1) Membership is made of the Members of the Raupo Drainage Committee (the “Committee”).
 - 2) It shall be a forum where feedback and advice can be provided to the Council staff member responsible for administering and co-ordination of the Raupo drainage area on maintenance matters under existing budgets.
 - 3) It shall be a forum where feedback and advice can be provided to other Council officers on matters raised by them from time to time.
 - 4) The Working Group can escalate matters to the Committee for discussion and consideration.
 - 5) No quorum for meetings of the Working Group is required as it is an advisory body to the Committee only.
 - 6) For clarity, the forum does not have delegated authority to make decisions.

Context/Horopaki

On the 21 May 2020 (the “previous meeting”) the Committee Governance Advisor undertook to report back on the following matters as there was limited information available at the time:

- The establishment of the Raupo Drainage Operations Working Group (the “Working Group”)
- Committee Member remuneration and expense allowances.

Research and analysis has now been completed and clear advice and information can be provided to better inform any next steps.

Discussion/Ngā kōrerorero

Establishment of the Working Group

The Committee agreed to form the Working Group at the previous meeting, pending a further report and proposed Terms of Reference for the Working Group (see meeting minutes from 21 May 2020 in this agenda pack).

The intent was to move the existing informal operations group at the time, to a formal model within the existing Committee Terms of Reference (attachment A). This would ensure that there were adequate measures in place to improve the level of transparency, accountability, and give effect to local government and governance best practice standards.

Further investigation into the establishment of the Working Group can confirm the following:

- 1) The establishment of the Working Group would not need a decision from the Council as the Working Group would operate under delegations already provided for in the current Raupo Drainage Committee Terms of Reference
- 2) A formal Terms of Reference for the Working Group does not need to be drafted and adopted by the Committee, as the Working Group would operate under delegations already provided for in the current Raupo Drainage Committee Terms of Reference
- 3) A recommendation of the Committee which clearly stated the parameters of the Working Group would provide a fit for purpose, and clear and measured approach to meeting the intent of the decision and meet best practice standards
- 4) It is still an option to have a formal Terms of Reference for the Working Group agreed on by the Committee. However, this could be considered an unnecessary step, as the Committee already has the delegations to act and does not require the consent of the Council on the matter

Committee Member remuneration and expense allowances

There was some uncertainty around who on the Committee could be paid and what expenses they could claim.

It can now be confirmed that an opt in arrangement for Committee members was established around 2005. This arrangement included a monthly remuneration rate of \$50.00 and any expenses incurred while on Committee business could be claimed back from the Council. The arrangement is still in place today and any payments are drawn from the Raupo drainage targeted rate.

A review of the circumstances around the payment of non-elected members has been commenced as the matter of remuneration has been raised by other Council community committees. There is a need to establish the costs of a new Non-Elected Member policy and the appropriate criteria worked through, the matter will go to the Council for consideration once further work has been completed.

It is anticipated that a Council briefing, and a final decision will be delivered this financial year. The current remuneration arrangement for the Committee will remain in place until the adoption of a new policy and remuneration arrangement and budget is available.

There is currently no budget allocated for this purpose in this year's annual plan, however, including an amount in the 2012/31 Long Term Plan is being progressed.

Significance and engagement/Hirahira me ngā whakapāpā

The decisions or matters of this report do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via agenda on the website.

Next steps/E whaiake nei

Any decisions made regarding the establishment of the Working Group will be recorded and the appropriate arrangement made to have those decisions implemented by the Committee Governance Advisor.

The Committee Governance Advisor will provide an update on the progress made in relation to Committee Member remuneration and expense allowances at the November meeting of the Committee.

Raupo Drainage District operations report – September 2020

Meeting: Raupo Drainage Committee
Date of meeting: 16 September 2020
Reporting officer: Wayne Crump, Land Drainage Co-ordinator

Purpose/Ngā whāinga

To update the Committee on the operations and financial position of the Raupo Drainage District.

Recommendation/Ngā tūtohunga

That the Raupo Drainage Committee:

- a) Notes the 'Raupo Drainage District operations report – September 2020' report.

Discussion/Ngā kōrerorero

Drain spraying

The second round of drain spraying began in the middle of March spraying areas of concern in sections one and two of the district. The recent weather had assisted rapid weed growth while the bottom of the drains were still dry and cracked open. The main round began in mid-April (with the main canals being completed first) and continues.

Machine Cleaning

Machine cleaning has been completed on part of the top section, of drain No 39 from the Burton property (Robertson to Access roads) to the Fenny property. Cleaning and the deposit of cleanings has been completed on the landowner's property. Further cleaning will require traffic management to clean from the road in areas not accessible and to cart the cleanings away. Culverts have been hand cleaned and cleanings will be taken away at this time. Levels were taken between the various culverts to ensure the correct fall and any further improvements would require the lowering of some culverts.

Machine clean is still to be done in the Fenny property drain No35 from SH12 to No 1. Damaged culverts are to be replaced at this time to provide spray access. Machine cleaning is required at drain No 102 (Domain road) into No 45 Wilson Landing road. Machine cleaning is required at drain 107 SH12 To Tekowhai road

Flood Gates

Repairs have been made to the sluice gate on Drain No 3 at the Hodgson / Access roads intersection due to vehicle damage. Repairs have been completed to the door lifting assembly of Flood gate No 6 (Tramline)

Stop Banks

A further section of stop bank widening and raising (156 m) has been completed between Simpson road and Wilson Landing road. This now leaves a further 105 m to complete this section of sea wall. Ruawai Transport supplied 3157 tonne of lime stone stripping at \$7.00 tonne delivered (\$22,099). A further 112 tonnes of crushed limestone was required on the running track area. Digger hire to strip back the area, spread and compact the stripping, and reinstate the stop bank and running track was 100 hrs (\$12,000). Sections of stop bank on G Canal near the old dump site (Mapau Road) and Flood gate No 11 (Reid property entrance) have been built up to prevent over topping during spring tides.

A heavier forestry type gate has been installed at Flood gate no 39 (Westlake road entrance). This gate was cost shared with the Ruawai Cycle way group. Closure of the stop access to vehicles from Westlake road to Simpson Road has been advertised and completed. The existing stop bank gates have been closed and spalls placed behind the gates to prevent access.

Rental House

Discussion was held at the last meeting regarding the Raupo rental house, and the legal requirements for ceiling and underfloor insulation by 30 June 2019. Ceiling and under floor insulation was installed in the house in February 2011 at a cost of \$1943.91 which included a government subsidy of \$1943.91. The installation of home heating will be required by 2021.

Raupo Drainage District rates and rating systems

Council staff have received several enquires and complaints in relation to the structure of the rating system for the Raupo Drainage District. A preliminary investigation was conducted by staff and a few gaps and inconsistencies of the structure have been discovered. This matter is now being investigated in more detail and a report will be provided by relevant staff at the November meeting of the Committee, with a view to provide more clarity around the current structure and any potential improvements that could be made.

Significance and engagement/Hirahira me ngā whakapāpā

The decisions or matters of this report do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via agenda on the website.

Attachments/Ngā tapiritanga

	Title
A	Financial statements 2019 - 2020

179 2041 01 RAUPO MAINTENANCE FLOOD GATES		2019 / 2020	O/n	Inv	Contractor	Budget
	Reverse accrual from previous year - PO 103575					-2300.00
Jul-19	Raise gates to flush debris No 1		104059	16412	Crompton	53.00
Jul-19	Remove Debris F/gate 38 (Boat Marina)		104355	16413	Crompton	90.00
Jul-19	Remove debris F/gate No 2 / No 33 (Gent)		104058	16410	Crompton	120.00
Jul-19	Remove debris F/gate 53 (Flood gate rd)		104057	16411	Crompton	123.00
Jul-19	M/clean F/gate 51 Outlet (J Bellamy)		104294	782	T Jenyns	1080.00
Aug-19	Repairs Flood gate hed wall Top of Tramline rd No 6		103575	780	T Jenyns	2520.00
Jul-19	Resource consent Maintain operate flood gates Raupo			AR11742939	NRC	96.09
Aug-19	Replace broken eye bolt on No1 F/g (Cente door)		104801	16414	Crompton	354.78
Sep-19	Remove Debris F/gate 38 (Boat Marina)		104802	16421	Crompton	60.00
Sep-19	Remove debris from F/gate 54 (Reid)		105257	16422	Crompton	170.00
Oct-19	Repairs to winch rope (Mabbit flood gate)	CHECK	105645	16426	Crompton	210.11
Oct-19	Repairs to winch rope, No 39 Open gate to sluice		105436	16425	Crompton	391.00
Nov-19	2 x Trailer 700kg winch	W Crump CREDIT card		2861898	Surplus Brokers	154.78
Nov-19	F/gate 106 Rugby Field		106044	16428	Crompton	419.46
Nov-19	Mabbit F/gate		105970	16427	Crompton	1402.49
Dec-19	Check No 2 F/gate Remove log from door		106189	16433	Crompton	126.00
Dec-19	Fabricate 3 x Stainless steel pullies No 1 F/gate		106190	16434	Crompton	421.64
Dec-19	F/g 24 Mckinley Remove repair sluice & refit		106276	16436	Crompton	5978.04
Dec-19	F/g 39 Remove /refit beam supports Blast & Paint		106188	16438	Crompton	1310.00
Jan-20	Remove Debris F/gate 33 (Gent Raupo Ldng)		106700	16440	Crompton	103.00
Jan-20	F/g No1 S/blast/paint 3 doors ,Service 3 x Winches		106701	16441	Crompton	9853.75
Jan-20	Fabricate / Fitnew F/g door supports Tramline SH12		106699	16439	Crompton	875.77
Jan-20	Maintain F/gate Outlets KDC Inspections		106372	ARI1742939	NRC	304.00
Jan-20	M/clean Flood gate outlets 20 Old Maori, 24 McKinley		106475	102045	Huband	2095.00
Jan-20	Secure F/g 24 sluice gate to concrete head wall		106913	16442	Crompton	455.00
May-20	Remove debris town Flood gate Open/close sluice		107480	16451	Crompton	60.00
May-20	1 x 6m x 450 smooth bore corro plastic culvert	Ringrose/Batcher	107485		Farm Source DGV	660.86
Jun-20	Fabricate flood gate door to suite 450 plastic culvert	Ringrose/Batcher	107544	16454	Crompton	495.11
Jun-20	F/gate 53 Free sluice gate fit chain	Flood gate road	107329	16450	Crompton	298.96
Jun-20	4 x No2 2.7m Strainer posts (Ringrose/Batcher F/g)	Ringrose/Batcher	107948	20068300	RD1 Ruawai	184.31
Jun-20	Accrual Install Ringrose/Batcher Flood gate			Accrual	Hart	910.00
						29076.15

RAUPO DRAINAGE DISTRICT		2019 / 2020				
179 2041 02	RAUPO MAINTENANCE MACHINE CLEAN	Budget 2019 / 2020	O/n	Inv	Contractor	20,560.00
	Reverse accrual from previous year - PO 103682	BRS TMP				-1,763.40
Jun-19	Traffic Management M/clean Robertson rd	No 39 SH12>Access rd	103682	91517225	BRS	1375.45
Jun-19	M/clean No 39 Robertson rd		103543	781	Jenyns&Jenyns	5940.00
Oct-19	Machine clean No 2 Flood gate outlet (Gent)		105262		LBM	1940.00
Feb-20	M/clean Drain 24 / Clean out culverts (Galvin rd)		105966	135	Jenyns&Jenyns	7995.00
Feb-20	Complete M/cleaning Robertson rd (Fenny)		105965	137	Jenyns&Jenyns	1560.00
Feb-20	M/clean F/gate No 53 outlet (Flood gate rd)		107292	143	Jenyns&Jenyns	2600.00
Mar-20	M/clean section of Drain 24 (Old Maori)		107294	136	Jenyns&Jenyns	1300.00
Jan-20	M/clean G Canal Double Creek bridge>Sun rise		106554	102511	Huband	2800.00
Feb-20	M/clean G canal North Ash Johnson bridge area		107194	102611	Huband	6345.00
Jun-20	M/clean 102 Wilson landng / Simpson / Domain		107949	4036	Gavin Jenyns	240.00
Jun-20	Machine clean G canal (Nth Ash>Whenanui)	Stopped due to weather				30332.05
Jun-20	Accrual Machine clean G canal (Nth Ash> Accesss)			Accrual	Jenyns&Jenyns	4095.00
						34427.05
Machine clean Budget		20000.00				
Modeling budget		50000.00				
Machine clean YTD		-30332.05				
Planned machine cleaning G canal		-14000.00				
Work to be completed						
Machine clean G Canal above Johnsons bridge		Estimate 75hr<130.00>				
Done Sep 08 Sunrise bridge to Domain		One side only 8745.00				
74hrs with ext <110.00 hr>8745.00		Opposite side				
Drain 57 6hrs included		Both sides estimate 14000.00				

RAUPO DRAINAGE DISTRICT		2019 / 2020			
179 2041 03	RAUPO MAINTENANCE STOP BANKS	O/n	Inv	Contractor	41,120.00
Feb-20	Slot pad lock holes in stop bank gate F/g 39	106914	16445	Crompton	78.00
Mar-20	Survey pegs	106962	DA0219919	Carters	48.86
Mar-20	Raise stop bank levels k canal> Donvans Bluff	107295	132	Jenyns&Jenyns	
Apr-20	Raise stop bank levels k canal> Donvans Bluff	107476	144	Jenyns&Jenyns	
Machine hours include machine cleaning borrow pit drain ,					126.86
Flood gate No 66 outlet (Scott) and Flood gate outlet No 8 (Donovan)					
Will require spall placement and log removal before winter		20hr<130.00>	2600.00		
O/N 107295		Digger	108 hrs	14040.00	
O/n 107476		Digger	158 hrs	20540.00	
		Truck	8 hrs	800.00	
		Tractor	8 hrs	800.00	
		H&S	2 hrs	260.00	
		Transport		300.00	
Total length 920m > 36740.00 > 39.93 per m		THIS WILL BE CAPEX	Total	36740.00	
Material for stop bank sourced from borrow pit area					
Material for access up onto stop bank at two sites carted in.					

179 6001	RAUPO DRAINAGE	CAPEX	FLOOD GATES / STOP BANKS	O/n	2019 / 2020	BUDGET	
Aug-19	Professional services	Bowergate Farms stop bank	Pro 10512	105789	1906090		10,856.00
Dec-19	Professional services	Bowergate Farms stop bank	Pro 10512	106217	1911804		7,429.57
Dec-19	Professional services	Bowergate Farms stop bank	Pro 10512	106217	1911804		1,114.43
Mar-20	Raise stop bank levels k canal>	Donvans Bluff	Transfer to Capex	107295	132	Jenyns&Jenyns	14,040.00
Apr-20	Raise stop bank levels k canal>	Donvans Bluff	Transfer to Capex	107476	144	Jenyns&Jenyns	22,700.00
							56,140.00

179 2041 04	RAUPO DRAINAGE DISTRICT	2019 / 2020			Budget	5144.00
	RAUPO MAINTENANCE PUMPS		O/n	Inv	Contractor	
Aug-19	Mega test Flood pump Repair/replace strobe light	Job not complete	104912		Bob McGilp	
Mar-20	Contract mainenance Wallace rd Flood pump				Stannilands	2080.00
	<i>Bob McGilp to fit repaired strobe light and pre winter inspection</i>					2,080.00

179 2041 05	RAUPO DRAINAGE DISTRICT	2019 / 2020			Budget	85324.00
	RAUPO MAINTENANCE SPRAYING		O/n	Inv	Contractor	
Nov-19	Contract Drain Spray	November	105680	1315	Compass	18414.01
Dec-19	Contract Drain Spray	December	106369	1327	Compass	12411.24
Feb-20	Complete Round 1 drain spray K Canal	Wrong code	106851	1354	Compass	4264.50
Feb-20	Spray trees/pampas identified during spray round	Wrong code	106852	1355	Compass	2935.00
Mar-20	Authorised Spray	43,50,53,87,100,4,39,45,3,20,26,27,28,6,10,13,16,17,62	107293	1406	Compass	10538.32
May-20	Contract Drain spray	2nd round	107674	1424	Compass	25882.10
Jun-20	Contract Drain Spray	Canals	108041	1459	Compass	3372.00
	<i>Spray Bull Rush lower K canal below SH 12 Bridge</i>					
	<i>Last done Jan 18 Lab>1856.00, Chemical>1430.00, 3286.00</i>					
		<i>Estimate 3500.00</i>				77817.17

179 2041 06	RAUPO DRAINAGE DISTRICT		2019 / 2020			Budget	9,996.00
	RAUPO DRAINAGE MISCELLANEOUS			O/n	Inv	Contractor	
	Reverse accrual from previous year - PO 103514		960.00				-960.00
Aug-19	Fabricate Debris hook			Aug-19	16409	Crompton	109.54
Aug-19	Install culvert Fenny	Invoice shows 15/05/19	Final	103514	779	T Jenyns	720.00
Aug-19	Photo copy drainage maps			104914	3824	AD Focus	61.74
Sep-19	Supply 17 S/H Telephone poles 8m x 200>250 SED			105176	31782	Little River	1020.00
Nov-19	Supply Tide books			106045	21794	Post Shop	44.35
Feb-20	Fabricate culvert cleaner			106915	16446	Crompton	800.70
Feb-20	Grade stop bank cycle way area			107290	1022	Stannilands	245.00
May-20	Lawn mowing Rental house			107668	309477	Foster	215.00
Jun-20	Alterations to culvert cleaning Bucket			107328	16449	Crompton	189.41
							2445.74