

Kaipara District Council

Long Term Plan Briefing Minutes

Date: 09 September 2020
Time: 9:03 a.m. – 4:27 p.m.
Location: Northern Wairoa War Memorial Hall, Dargaville

Members present: Mayor Jason Smith
Deputy Mayor Anna Curnow
Councillor Victoria del la Varis-Woodcock (from 10:10 a.m., during item 2)
Councillor Karen Joyce-Paki
Councillor Jonathan Larsen
Councillor Mark Vincent
Councillor Peter Wethey
Councillor David Wills
Councillor Eryn Wilson-Collins

Meeting started at 9:03 a.m.

1. Opening

1.1 Karakia

Mayor Smith opened the meeting with a karakia.

1.2 Project update

Michaela Borich (Strategic Planning Advisor) gave an update on the LTP 2021/2031 projectⁱ.

2. Infrastructure Strategy update

Matt Smith (Infrastructure Planning Manager) and Jim Sephton (GM Infrastructure Services) gave a presentation on the draft Infrastructure Strategy (included in the agenda) and answered questions from elected members. Additional paper notes were takenⁱⁱ.

Council discussed:

- Focus on strategic overview
- Rates impact
- Premier parks
- Maintenance of existing infrastructure assets
- Council's new vision for the next LTP
- Council's relationship with the developers

- Northland Auckland corridor, and its effect on Kaiwaka, Mangawhai and Maungaturoto townships
- No water supply for Mangawhai and Kaiwaka (as per previous discussion) to be planned
- Planning for droughts, its effect on industry (e.g. Maungaturoto dairy factory) and water storage projects
- Tourism infrastructure plan
- External funding possibilities
- Communities that are currently lacking infrastructure assets
- Community expectations.

Council requested the following changes (page numbers below refer to the Draft Infrastructure Strategy included in the agenda):

- Relationships between strategic documents need further explanation for laypeople readers (p.10)
- Elected members not be referred to as “customers” in Council publications as ultimate owners of Council strategies (p.11)
- Add more narrative around Council’s vision and emphasise ‘A Trusted Council’ community outcome (p.15)
- Prioritise resilience as the top challenge and separate projects for aging infrastructure and water in 1.7 What are our infrastructure challenges summary table (p.26)
- Wider approach to developers, not necessarily about development agreements (p.31)
- Change the icons to have resilience first (p. 37)
- North Kaipara Agricultural Delta Programme map graphics to also show stopbanks protection (p.42)
- Key programme 3 – Look to advise that the projects are going to be funded externally for Town Centre upgrades and the benefit will be delayed until funding is secured. (p.44)
- Building Resilience into Our Asset Network map graphics to show Paparoa Oakleigh Road as a key connection (p.48)
- Clarify projects contingent on external funding and Council’s external funding partners, noting that the Financial Strategy will address the connection between external funding and projects (p.123)
- Further reprioritising needed, especially looking at funding (p.123).
- Confirmed Premier Parks funded primarily through General Rates and that there will be no significant projects for three years following the current period of investment
- Focus is on maintaining what we have
- Continue with water storage in Dargaville - nothing to be pursued in this LTP for Kaiwaka or Mangawhai.
- Delay township improvement projects
- Trails will be min 95% externally funded – i.e. expectation that staff will work with communities but limited capital investment
- Circular economy – needs to be more in terms of what this looks like.

Council directed staff to incorporate these changes above in the next briefing on this subject.

Elected members were asked to email Matt Smith msmith@kaipara.govt.nz for editorial changes and further comments.

Meeting adjourned for morning tea at 10:53 a.m.

Meeting reconvened at 11:06 a.m.

3. Strategic Asset Management Plan - Transportation

Andy Brown (Senior Assets Engineer) gave a presentationⁱⁱⁱ and answered questions from elected members.

Council discussed:

- Bridges are aging and in poor condition
- NZTA change in assessment in funding
- Moving beyond reactive maintenance phase
- Growth around the Northland to Auckland Corridor
- Detour roads that are not fit for purpose
- Community expectations and informing the public
- Spatial planning findings for townships
- Provincial Growth Fund funding.

Council directed staff to bring back the decision report on the Memorandum of Understanding.

- Larger freight vehicles to be considered an addition in problem statements
- Look at graphically showing the wider area of effect of the Auckland Northland Corridor
- Review quality of detour roads.

Meeting adjourned for lunch at 11:59 a.m.

Meeting reconvened at 12:32 p.m.

4. Long Term Plan Activity Profiles

Michaela Borich (Strategic Planning Advisor) introduced this section and started the presentation^{iv}.

4.1 Activity Profile – Transportation

Andy Brown (Senior Assets Engineer) gave a presentation and answered questions from elected members.

Council discussed:

- Same standard across Northland
- Changing weather environment and the resilience strategy
- Achievable but improving standards
- National transport improvement plan is delayed this year, which may impact KDC plans and township improvement plans.

Council directed staff to:

- Update level of service measures
- Review adding a performance measure on climate change – e.g. prioritisation for culverts
- Review measure about slips, culverts and weather trends – How do we measure our resilience strategy

- Future briefing requested on the centre of excellence and the resilience strategy.

4.2 Activity Profile – Waste Minimisation

Donna Powell (Waste Minimisation Lead) gave a presentation and answered questions from elected members.

Council discussed:

- Restricted budget for improvements
- Added to 1st year – kerbside collections improvements (to be reported to the October Council meeting)
- Last performance measure should be landfill compliance – NRC RC compliance or non-abatement notices
- Central government initiatives effecting prospective projects
- Possible private sector partnerships
- Costs are high and uncertain, utilising existing assets.

Council directed staff to:

- Change phrasing to 'facilitate' or 'enable' for composting facility (likely pushed out to years 4 to 10) to enable private sector partnership
- From year 2, measure growth per household not total collection (growth adjusted) – for recycling performance measures
- Review the potentially growing gap between central government expectations and delivery (add to risks and issues section).

4.3 Activity Profile – District Leadership

Jason Marris (GM Transformation & Engagement) gave a presentation and answered questions from elected members.

Council discussed:

- Focus on technology enablement
- Measuring Council's role in supporting economic development and businesses
- Māori engagement
- Statutory timeframes.

Council directed staff to:

- Look at adding performance measure for 'A Trusted Council' community outcome, focusing on elected members
- Look at adding a performance measure on Māori engagement
- Delete performance measure on very/fairly satisfied customer response.

4.4 Activity Profile – Policy and District Planning

Shireen Munday (Policy Team Leader) gave a presentation and answered questions from elected members.

Council discussed:

- Fixed statutory requirements and timeframes, additional non-statutory policies
- Reserve Management Plans
- Integration of the four well-beings and social impact assessment.

Council directed staff to:

- Add performance measure on statutory compliance
- Add more details under District Plan review for 'what we will deliver' – i.e. progress, complete, % complete
- Implementing Mana Whenua should move to an earlier year.

Staff noted that Reserve Management Plan timeframes will be reported in the October Council briefing.

4.5 Activity Profile – Emergency Management

John Burt (Property and Commercial Advisor) gave a presentation and answered questions from elected members.

Council requested no further changes.

4.6 Activity Profile – Economic Development

Jason Marris (GM Transformation & Engagement) and Michaela Borich (Strategic Planning Advisor) gave a presentation and answered questions from elected members.

Council directed staff to:

- Review possible performance measures for internal services (such as IT services, cybersecurity, customer responses etc), focusing on 'A Trusted Council' community outcome, look at what other councils are measuring in this area
- Consider adding a performance measure on the processing of the Remissions Policy
- Consider adding a performance measure on LTP project delivery (projects over and above BAU, such as the cybersecurity project).

4.7 Activity Profiles – Water Supply, Stormwater and Wastewater

Donnick Mugutso (Waters Manager) gave a presentation and answered questions from elected members.

Council discussed:

- Maintenance and renewals timeframes and costs
- Three waters review
- Council's application for water use pending with NRC
- Outstanding compliance issues
- How measurements are taken and quantified.

Council directed staff to:

- Review performance measure for 'major capital projects completed within budget' – this does not appear consistent in all areas of the business
- Consider separating flood protection and land drainage
- Review 1:50 year and 1:100 weather events to up-to-date information.
- Consider adding a measure around customer satisfaction for Water supply

4.8 Activity Profile – Open Spaces and Facilities

Hamish Watson (Parks Manager) gave a presentation and answered questions from elected members.

Council discussed:

- Fee based system for public toilets
- Replacement costs.

Council directed staff to:

- Confirm change in group name to 'Open Spaces *and Facilities*' to include toilets, equipment etc
- Update changes in project priorities to reflect previous discussion (August Council workshop)
- Look at small fee for public toilets (such as Cambridge, Matamata, Europe).
- Consider adding something in about giving priority to community funded projects.

4.9 Activity Profile – Community Development

Gail Fotheringham (Community & Engagement Advisor) gave a presentation and answered questions from elected members.

Council discussed:

- Engagement framework building.

Council directed staff to:

- Confirm change in group name to 'Community *Development*' (previously 'Community *Planning*')
 - Consider adding performance measures.

4.10 Activity Profile – Libraries

Lisa Salter (Library Manager) gave a presentation and answered questions from elected members.

Council discussed:

- Cooperation with other Northland libraries.

Council directed staff to:

- Add back RFID into the delivery section.

4.11 Activity Profiles – Pensioner Housing and Northern Wairoa War Memorial Hall

John Burt (Property and Commercial Advisor) gave a presentation and answered questions from elected members.

Council discussed:

- Third party management and how this is reported to Council.

Council directed staff to:

- Add an update on the Mangawhai Pensioner Housing.

Meeting adjourned for afternoon tea at 2:58 p.m.

Meeting reconvened at 3:13 p.m.

5. Proposed climate change work programme – LTP budget options

Katy Simon (Policy Analyst) and Shireen Munday (Policy Team Leader) gave a presentation^v and answered questions from elected members.

Council discussed:

- New legislative requirement to identify and disclose climate change-related risks
- Additional cost above BAU costs, with more specific numbers and costs to be clarified in the next few years
- Cost of inaction
- Solutions specific to and fit for Kaipara
- Kaipara is high risk - contains large areas at risk with sea level rise
- External funding opportunities
- Courageous conversations with the community and consultation options
- Weighing financial prudence – infrastructure maintenance and renewals vs. climate change mitigation

- Differences between options, especially between A and C (an addition of 3rd adaptive pathway and work on natural hazards).

Council directed staff to:

- Focus on option A for now, with other options to be discussed with the community during the pre-engagement period before final options are consulted on.

6. Long Term Plan pre-engagement

Ben Hope (Senior Communications Advisor) gave a presentation^{vi} and answered questions from elected members.

Council discussed:

- Pre-engagement process
- Engaging residents who cannot attend events during work hours.

Council directed staff to:

- Use layperson-friendly terms for engagement.

Elected members were directed to send any feedback to the Communications Team at media@kaipara.govt.nz.

Meeting closed at 4:27 p.m.

ⁱ 'Long Term Plan September schedule update for the LTP 2021/2031' presentation

ⁱⁱ Additional Infrastructure Strategy notes taken at the meeting

ⁱⁱⁱ 'Strategic Asset Management Plan - Transportation' presentation

^{iv} 'Long Term Plan Activity Profiles' presentation

^v 'Proposed climate change work programme – LTP budget option' presentation

^{vi} 'Long Term Plan pre-engagement' presentation