

## Council Briefing Minutes

**Date:** 20 June 2018

**Time:** Meeting commenced at 9.32am  
Meeting concluded at 11.47am

**Venue:** Maungaturoto Country Club – 17 Bickerstaffe Road, Maungaturoto

	<b>Briefing Report</b>
<b>1</b>	<b>Representation Review 2018/2019</b>
	Attachment 1: Presentation for the 20 June 2018 briefing
	Attachment 2: Maps for each Option
	• Option 1
	• Option 2
	• Option 3
	Attachment 3: Engagement plan for formal consultation on the Representation Review
<b>2</b>	<b>Contract 888 Road Maintenance and Renewals</b>
	Attachment 1: Presentation for the 20 June 2018 Briefing

## Present

Mayor Jason Smith (Chair), Deputy Mayor Peter Wethey and Councillors Anna Curnow, Victoria del la Varis-Woodcock, Libby Jones, and Jonathan Larsen

Name	Designation	Item(s)
Dale Ofsoske	Election Services	1
Curt Martin	Acting Chief Executive	All
Henri van Zyl	Roading Manager	All
Bernard Petersen	Roading Maintenance Engineer	All
Simon Gough	GHD (Council's contractor)	2
Ben Hope	External Public Affairs Officer	1
Jason Marris	General Manager Governance, Strategy and Democracy	1
Lisa Hong	Governance Advisor	All (Minute-taker)

## Absent

Councillors Julie Geange, Karen Joyce-Paki and Andrew Wade

## 1 Representation Review 2018/2019

Dale Ofsoske of Election Services gave a presentation. Three options (as outlined in Attachment 2 of the agenda report 'Representation Review 2018/2019') were discussed, and Elected Members provided direction to Dale Ofsoske (Election Services) and staff to prepare the following proposal for the 26 July 2018 Council meeting:

- Option 1 (of 4 wards, 8 councillors, no Community Boards), with a new Kaiwaka-Mangawhai Ward, moving the Otamatea Ward north-west to Tokatoka Road (including Ruawai), reducing the West Coast/Central Ward.

Council's External Public Affairs Officer Ben Hope gave a presentation on the proposed engagement plan, and tabled a mock poster and timetable. Elected Members requested:

- More contextual information be provided in the proposal: why we are doing the Representation Review, and reasoning behind the proposal including its future-facing orientation; and
- Specific feedback was provided on the mock poster and the questions to be asked; and
- The ward names to be included as (1) West Coast-Central, (2) Dargaville, (3) Otamatea and (4) Kaiwaka-Mangawhai on the proposal but feedback be sought on names.

Elected Members also requested that the following be included in the July Council report:

- Engagement plan;
- Proposal documentation.

**Councillor Curnow left the meeting at 11.00am.**

**Meeting adjourned for morning tea at 11.06am.**

**Meeting re-commenced at 11.2am.**

**Councillors Larsen left the meeting at 11.27am.**

## **2 Contract 888 Road Maintenance and Renewals**

Council officers (Henri van Zyl and Bernard Petersen) and contractor (Simon Gough, GHD) gave a presentation on the new contract. Elected Members discussed matters in the presentation and other matters as below:

- High trust model and self-inspection; and
- Complaints process and the new Customer Liaison Officer.

Elected Members instructed Council officers to include performance reporting (Key Success Factors) of the new contractor in the monthly Chief Executive's Report.

**Meeting adjourned for lunch at 12.46pm.**

**Meeting re-commenced at 1.13pm.**

**Meeting closed at 1.47pm.**

2018

# Representation Review

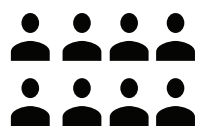
**Current:**

**Proposed:**



Representation reviews give the community an opportunity to consider if the existing representation arrangements are efficient and effective. This means looking at the number of councillors and how they are elected and the existence of wards (and their boundaries).

## KEY CHANGES



**8 councillors elected by ward**



**4 wards**



**2 councillors per ward**

### Boundary amendments

- New Mangawhai/Kaiwaka Ward
- Expands Otamatea Ward northwest to Tokatoka Road and includes Ruawai
- Dargaville Ward unchanged
- Reduces West Coast/Central Ward (Tokatoka Road southeast to Otamatea Ward)

### Attend a drop in session

**Tues 7 August**

**Mangawhai Club**  
6-7pm

**Tues 14 August**

**Maungaturoto Hall**  
6-7pm

**Tues 21 August**

**Dargaville Town Hall**  
6-7pm

### How to submit

**Online** via the website, or  
**In person** with a form collected from the library, customer service centres

We are required to develop an Initial Proposal which sets out our preference for representation arrangements. You can find the full details of the Initial Proposal below. We need your help in assessing if this Proposal will provide efficient and effective representation for the Kaipara District community today and in the future.

You can find more information on our website [www.kaipara.govt.nz](http://www.kaipara.govt.nz)

## 2018 Representation Arrangements Review Timetable

<b>Date:</b>	<b>Process/requirement:</b>	<b>Legislation:</b>
Friday 13 April 2018	Councillor briefing 1	N/A
30 April to 18 May	Informal consultation undertaken	N/A
Wednesday 30 May	Councillor briefing 2	N/A
Wednesday 20 June	Councillor briefing 3	N/A
Wednesday 18 July	Council agenda closes	N/A
Thursday 26 July (last legal date 31 August)	Council meeting (resolution of initial proposal)	Section 19H, LEA
Wednesday 1 August (within 14 days, last legal date 8 September)	Public notice calling for submissions of initial proposal Submission period starts	Section 19M(1), LEA
Wednesday 8 August	Advise other agencies of initial proposal	Section 19L
4pm Friday 31 August	Submission period closes	Section 19M(2)(d), LEA
Wed 12 September	If no submissions received (i) give public notice that initial proposal is basis of 2019 elections (as soon as practicable) and (ii) advise other agencies	Section 19Y(1), LEA
early September	Hearings (if required)	N/A
17 – 21 September	Public briefing on submissions feedback	N/A
Friday 28 September	Council agenda closes	N/A
Monday 8 October	Extraordinary Council meeting (final proposal)	Section 19N(1)(a), LEA
Friday 12 October	Advise other agencies of final proposal	Section 19N(3), LEA
Friday 12 October (within 14 days, last legal date 12 October)	Public notice of final proposal Objection/appeal period starts	Section 19N(1)(b) LEA
4pm Mon 12 November	Objection/appeal period closes	Sections 190 and 19P, LEA
Wednesday 21 November	If no objections/appeals received then (i) give public notice that the final proposal is basis of the 2019 elections (as soon as practicable) and (ii) advise other agencies	Section 19Y(1), LEA
end November (last legal date 15 January 2019)	If any objections/appeals received, forward with other relevant information to the Local Government Commission for determination	Section 19Q, LEA
by 10 April 2019	Local Government Commission determination	Section 19R(3), LEA