

Kaipara District Council

Minutes

Meeting	Kaipara District Council
Date	Monday 14 August 2017
Time	Meeting commenced at 9.01 am Meeting concluded at 2.11 pm
Venue	Mangawhai Club – Molesworth Drive, Mangawhai
Status	Unconfirmed

Membership

Chair: Mayor Greg Gent

Members: Councillor Peter Wethey (Deputy Mayor)
Councillor Anna Curnow
Councillor Victoria Del la Varis-Woodcock
Councillor Julie Geange
Councillor Libby Jones
Councillor Karen Joyce-Paki
Councillor Jonathan Larsen
Councillor Andrew Wade

Seán Mahoney
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**Minutes of the Ordinary Meeting of Kaipara District Council,
Monday 14 August 2017 in Mangawhai**

1 Opening
1.1 Karakia

Councillor Del la Varis-Woodcock opened with a karakia.

1.2 Present

Mayor Greg Gent (Chair), Councillors Peter Wethey (Deputy Mayor), Anna Curnow, Victoria Del la Varis-Woodcock, Julie Geange, Libby Jones, Karen Joyce-Paki, Jonathan Larsen and Andrew Wade

In Attendance

Name	Designation	Item(s)
Graham Sibery	Chief Executive	All
Glennis Christie	General Manager Finance	All
Curt Martin	General Manager Infrastructure	All
Duncan McAulay	General Manager Strategy and Performance	All
Venessa Anich	General Manager Community	All
Peter Marshall	General Manager Corporate Services	All
Dean Nuralli	Regulatory Manager	All
Sue Hodge	Parks and Community Manager	All
Jessica Hollis	Resource Consents Manager	All
Linda Osborne	Administration Manager	6.3
John Burt	Property and Commercial Advisor	7.2
Annie van der Plas	Community Planner	6.4
Peter Thomson	Northland Transportation Alliance Manager	5.1, 6.1
Henri van Zyl	Roading and Solid Waste Manager	5.1, 6.1
Garry McGraw	Senior Asset Engineer - Roothing	5.1, 6.1
Sean Mahoney	Democratic Services Manager	All
Lisa Hong	Administration Assistant	All (Minute-taker)

Adjournments

Reason	Start Time	Finish Time
Tea break	10.42 am	10.52 am
Lunch break	12.42 pm	1.09 pm

1.3 Apologies

Councillor Joyce-Paki left at 12.20 pm (after item 6.4) with apologies.

1.4 Confirmation of Agenda

The Committee confirmed the Agenda.

Some items were taken in a different order from the Agenda.

1.5 Conflict of Interest Declaration

Name	Conflict
Councillor Del la Varis-Woodcock	Love Kaipara Educator, item 2.1
Councillor Curnow	Ruawai Promotions Board

1.6 Resolution Register and Action Tracker

The resolution register and action tracker was noted.

2 Deputations, Presentations and Petitions

Mr Blundell spoke in the public forum regarding Cames Road (later in the meeting, at 9.43 am).

Councillor Del la Varis-Woodcock spoke in the public forum regarding the Love Kaipara petition.

2.1 Petition to Ban Single Use Plastic Bags

Democratic Services Manager 1203.01

Moved Jones

That the Kaipara District Council:

- 1 *Receives the Democratic Services Manager's report 'Petition to Ban Single Use Plastic Bags' dated 01 August 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 content of the petition to ban single use plastic bags; and*
- 4 *Passes the petition to the appropriate minister and notes the Kaipara residents who supported the petition.*

Carried

3 Confirmation of Minutes

3.1 Council Minutes 11 July 2017

Democratic Services Manager 1601.22

Moved Geange/Wethey

That the unconfirmed Minutes of the meeting of Kaipara District Council held 11 July 2017 be confirmed as a true and correct record, with the following amendment:

- *The unconfirmed minutes stated that the motion on page 119, 'That item 8.2 'Crown Support' be moved to Open Meeting', was moved by Mayor Gent and seconded by Councillor Geange, and correction was made to reflect that it was moved by Councillor Larsen and seconded by Councillor Geange.*

Carried

4 Performance Reporting

4.1 Chief Executive's Report July 2017

Chief Executive 2002.02.18/July

Moved Wethey/Wade

That Kaipara District Council receives the Chief Executive's Report for July 2017.

Carried

5 Information Papers

5.1 Kaipara District Council Draft 2018/2021 Co-funding Bid to NZ Transport Agency

Senior Roading Asset Management Engineer 4102

Moved Gent/Larsen

That Kaipara District Council receives the Senior Roading Asset Management Engineer's funding report 'Kaipara District Council Draft 2018/2021 Co-funding Bid to NZ Transport Agency', and its attachment, dated 31 July 2017 and the information therein.

Carried

Meeting adjourned at 10.42 am.

Meeting recommenced at 10.52 am.

5.2 Residents Survey 2016/2017 Annual Report

General Manager Corporate Services 2121.1

Moved Curnow/Gent

That Kaipara District Council receives the General Manager Corporate Service's report 'Residents Survey 2016/2017 Annual Report' dated 25 July 2017.

Carried

5.3 Marine and Coastal Area (Takutai Moana) Act 2011

Policy Manager 3834.0

Moved Geange/Joyce-Paki

That the Kaipara District Council receives the Policy Manager's report 'Marine and Coastal Area (Takutai Moana) Act 2011' dated 27 July 2017 and notes the information contained therein.

Carried

6 Decision Papers

6.1 Transportation Procurement Strategy 2017 to 2021

General Manager Infrastructure and Northland Transport Alliance Manager 4106.06

Moved Gent/Geange

That Kaipara District Council:

- 1 *Receives the General Manager Infrastructure's and the Northland Transportation Alliance Manager's report 'Transportation Procurement Strategy 2017 to 2021' dated 04 August 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 *Approves the Transportation Procurement Strategy 2017 to 2021 (as circulated with the above-mentioned report) subject to the Strategy being updated to include Council's new vision and community outcomes; and*
- 4 *Approves the option for a single local roading Maintenance, Operation and Renewals contract for the Kaipara district; and*

- 5 *Delegates authority to the Mayor and Chief Executive to make changes, if required, to the Transportation Procurement Strategy 2017 to 2021 to reflect changes requested by the other three Northland councils that apply to their respective districts; and*
- 6 *Requests that NZ Transport Agency:*
 - a. *Endorses this Transportation Procurement Strategy; and*
 - b. *Approves the term of the Maintenance, Operations and Renewals contracts at 4+2+1+1 (8 years maximum); and*
 - c. *Approves the use of the Northland Transportation Alliance, established as a Shared Services Business Unit, providing in-house professional services to the four Northland councils.*

Carried

6.2 Mangawhai Community Plan Draft for Approval

Policy Manager 3802.04

Moved **Gent/Del la Varis-Woodcock**

That Kaipara District Council:

- 1 *Receives the Policy Manager's report 'Mangawhai Community Plan Draft for Approval' dated 31 July 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 *Appoints a sub-committee of Councillors Peter Wethey, Anna Curnow, Jonathan Larsen and Julie Geange, and that the sub-committee will consult with Belinda Vernon and report back to the September Council meeting.*

Carried

6.3 Mangawhai Wastewater Scheme Extension Strategy and Options

General Manager Strategy and Performance 4505.21

This report was circulated separately.

Moved **Wethey/Del la Varis-Woodcock**

That Kaipara District Council:

- 1 *Receives the General Manager Strategy and Performance's report 'Mangawhai Wastewater Scheme Extension Strategy and Options' dated 11 August 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 *Supports in principle option 4 which will be developed further in conjunction with the impending Long Term Plan 2018/2028, Option 4 being Additional Disposal - extend (existing) disposal system, plus new disposal system (e.g. Mangawhai Community Park or golf course) upgrade existing reticulation, extend reticulation (13 years), augment treatment plant, capacity 4,700 connections.*

Carried

6.4 Kaipara Walking and Cycling Strategy: Adoption

Parks and Community Manager 4101.01

Moved Wade/Joyce-Paki

That Kaipara District Council:

- 1 *Receives the Parks and Community Manager's report 'Kaipara Walking and Cycling Strategy: Adoption' dated 11 July 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 Kaipara Walking and Cycling Strategy, circulated as Attachment 1 to the above-mentioned report subject to minor amendments.*

Carried

Meeting adjourned at 12.42 pm.

Meeting recommenced at 1.09 pm.

6.5 Whistleblower Policy : Adoption and Implementation

Human Resources Manager 2206.3

Moved Jones/Curnow

That Kaipara District Council:

- 1 *Receives the Human Resources Manager's report 'Whistleblowing Policy : Adoption and Implementation' dated 25 July 2017;*

- 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;*
- 3 *Delegates the Audit, Risk and Finance Committee to review and adopt the final policy as amended at its next meeting.*

Carried

6.6 Quail Way Stormwater

General Manager Infrastructure 4404.0

Moved Wethey/Jones

That Kaipara District Council:

- 1 *Receives the General Manager Infrastructure's report 'Quail Way Stormwater' dated 31 July 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 *Approves the provision of a new capital budget of \$500,000 + GST in the current 2017/2018 financial year for the provision of stormwater reticulation in Quail Way, Mangawhai.*

Carried

6.7 Community Grants Policy Review and Recommendations

Democratic Services Manager 2109.01.02.05

Moved Geange/Jones

That Kaipara District Council:

- 1 *Receives the Democratic Services Manager's 'Community Grants Policy Review and Recommendations' dated 31 July 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 Community Assistance Policy (Attachment 1 of the above-mentioned report); and*
- 4 *Reviews the Rates Remission Policy before 2018; and*
- 5 *Creates a clear set of community activities they would like to support in the Long Term Plan 2018/2028; and*
- 6 *Change the Committee's Terms of Reference to allow for delegation of decision-making on future Grants; and*
- 7 *Notes that the current years funding will be transitional and total \$73,850; and*
- 8 *Notes that the current year transitional process will run later than the new policy; and*
- 9 *Instructs the Chief Executive to create a separate budget for resource and building consent grants and adjust Forecast One accordingly.*

Carried

6.8 Budget Carryovers 2016/2017

General Infrastructure 2304.0

Moved Geange/Del la Varis-Woodcock

That Kaipara District Council:

- 1 *Receives the General Manager Infrastructure's report 'Budget Carryovers 2016/2017' dated 04 August 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 carryover of the following budgets from the 2016/2017 financial year to the 2017/2018 financial year:*

Project	Budget Carryover	Comments
Wastewater Maungaturoto		
Wastewater Treatment Pond Desludging.	\$300,000	This is an OPEX budget however will be loan funded. Resource consent required prior to commencing works.
Wastewater Mangawhai		
10625 Estuary Drive Pump Station Upgrade	\$100,000	Project commenced but delayed due to late supply of equipment.
10543 MCWWS Resource consent variation and 10614 MCWWS Disposal options	\$141,000	Project awarded to Opus and is progressing. The complexity of assessing the options to identify the preferred option has taken longer than anticipated.

Project	Budget Carryover	Comments
Roading		
106 Bridges and Structures Tangowahine Valley Road Bridges 272 and 276	\$339,885	No tenders received for Design and Build contract. Designs in progress and will tender construct-only contracts.
135 Road Works - Minor Improvements - Baldrock Road Slip Remediation RP510 - Pukehuia Road Slip Remediation RP9650 - Pukehuia Road Slip Remediation RP14000	\$612,139	Work deferred due to rearranged priorities after the two cyclone events in April. Resources diverted to emergency works. Baldrock Road contract has been tendered.
152 Footpaths and Berms	\$55,056	Generally savings from projects undertaken in 2016/2017 - propose to add to 2017/2018 budgets to maximise available subsidy where possible.
163 Roding Network and Asset Management	\$40,017	
164 Emergency Works and Preventative Maintenance	\$17,212	
234 Roding Community Programmes and Road Safety	\$37,358	
248 Roding Infrastructure - Unsubsidised	\$76,767	
252 Road Works - Drainage	\$150,908	
281 Traffic Services	\$20,153	
Other		
10637 Library planning and design.	\$6,000	Initial design not completed. Delay while new library is considered.
10649 Mangawhai office extension	\$36,000	Issues with contractor availability. Completed early 2017-2018
10403 Tinopai playground	\$40,000	The community changed its mind about the location. Consultation has confirmed new site and community project now underway.
10271 Website redesign	\$65,000	Project commenced but not complete at 30 June 2017
10203 Purchasing	\$19,000	Project commenced but not complete at 30 June 2017
10042 Contract Management/ Project accounting	\$20,000	Project commenced but not complete at 30 June 2017
10041 Contact centre 10648 Telephony upgrade	\$54,000 \$69,000	Projects are interlinked. Supplier delays have slowed completion, now expected early 2017/2018.
Flood protection		
10510 Floodgate replacements	\$9,000	80% complete.
10511 Stopbank improvements	\$40,000	Delayed, awaiting agreement to proceed.
10541 Floodgate 53 replacement	\$74,000	The works could not be completed due to weather.

Carried

6.9 Proposed marine protection in Northland

Policy Manager 2117.01

Moved Wethey/Del la Varis-Woodcock

That Kaipara District Council:

- 1 *Receives the Policy Manager's report 'Proposed marine protection in Northland' dated 04 July 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 *Directs the Kaipara District Council Chief Executive to send a Letter of Support to the Northland Regional Council for:*
 - *a marine reserve in the Bay of Islands;*
 - *converting the existing Mimiwhangata Marine Park into a marine reserve; and*
 - *a mixed use marine park off the Tutukaka Coast.*

The vote was tied at 4:4 and in the absence of a casting vote, the motion was lost.

6.10 Private Plan Change 3: North City Developments

Policy Manager 3807.09.03

Moved Geange/Curnow

That Kaipara District Council:

- 1 *Receives the Policy Manager's report 'Private Plan Change 3: North City Developments' dated 28 July 2017; and*
- 2 *Confirms 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 s79 of the Act determines that it does not require further information prior to making a decision on this matter; and*
- 3 *Approves Private Plan Change 3 in accordance with Clause 17 of the First Schedule of the Resource Management Act 1991; and*
- 4 *Directs Council officers to amend the Operative District Plan (Rule 14.10.5, Rule 14.10.30, Planning Map 55 and any necessary consequential amendments) in accordance with the Independent Hearing Commissioner's Decision on Private Plan Change 3 dated 26 May 2017; and*
- 5 *Resolves to delegate to the Chief Executive the authority to publicly notify the 'operative date' (intended to be 01 October 2017) at least five working days beforehand.*

Carried

6.11 Waste Management and Minimisation Plan Hearing Panel**Democratic Services Manager 4201.03****Moved Larsen/Jones***That Kaipara District Council:*

- 1 *Receives the Democratic Services Manager's report 'Waste Management and Minimisation Plan Hearing Panel' dated 31 July 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 *Rescinds the 'Waste Management and Minimisation Plan Hearing Panel' resolution of 08 May 2017 that states "Appoints a Hearing Panel consisting of the following Councillors: Julie Geange, Anna Curnow and Victoria Del la Varis-Woodcock"; and*
- 4 *Appoints a Hearing Panel consisting of the following Councillors: Julie Geange, Anna Curnow and Andrew Wade.*

Carried**6.12 Assignment of Lease - Dargaville Plunket****Property and Commercial Advisor****Moved Geange/Jones***That Kaipara District Council:*

- 1 *Receives the Commercial Property Manager's report 'Assignment of Lease - Dargaville Plunket' dated 21 July 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 section 79 of the Act determines that it does not require further information prior to making a decision on this matter; and*
- 3 *Approves the assignments of leases required to effect the transfer of leases from the existing Societies to Plunket National Society and then to the Plunket Charitable Trust once it has been established; and*
- 4 *Delegates to the Chief Executive responsibility for the negotiation of the terms and conditions of the Deed of Assignments required; and*
- 5 *Delegates to the Chief Executive responsibility for the execution of these Deed of Assignments.*

Carried

7 Public Excluded Council minute items: 14 August 2017

The meeting went into Public Excluded session at 1.47 pm.

Moved Geange/Curnow

That the public be excluded from the following part of the proceedings of this meeting namely:

- Confirmation of minutes 11 July 2017
- Forestry Sale - Offers

The general subject matter of each matter to be considered while the public is excluded, the reasons for passing this resolution in relation to each matter and the specific grounds under s48(1) of the Local Government Official Information and Meetings Act, 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered:	Reason for passing this Resolution	Ground(s) under Section 48(1) for the passing this resolution:
Confirmation of minutes 11 July 2017	Section 7(2)(i) enables any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.
Forestry Sale - Offers	Section 7(2)(i) enables any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.

Carried

8 Open Council Minutes Monday 14 August 2017

The meeting moved back into Open Session at 2.10 pm.

Moved Curnow/Jones

That the public be re-admitted to the meeting and resolutions made whilst in Public Excluded be confirmed in Open Meeting once the relevant parties have been informed.

Carried

8.1 Council Minutes Public Excluded: 11 July 2017

Democratic Services Manager 1601.22

Moved Curnow/Wethey

That the Public Excluded Minutes of the Kaipara District Council meeting held 11 July 2017, be confirmed as a true and correct record.

Carried

9 Closure

The meeting closed at 2.11 pm.

Confirmed 26 September 2017

Chair Mayor Greg Gent