

Kaipara District Council

Minutes

Meeting:	Kaipara District Council
Date	Tuesday 14 November 2017
Time	Meeting commenced at 9.01 am Meeting concluded 12.25 pm
Venue	Northern Wairoa War Memorial Hall, 37 Hokianga Road, Dargaville
Status	Confirmed

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

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Contents

1	Opening.....	4
1.1	Karakia	4
1.2	Present.....	4
1.3	Apologies	5
1.4	Confirmation of Agenda	5
1.5	Conflict of Interest Declaration	5
1.6	Resolution Register and Action Tracker	5
2	Deputations, Presentations and Petitions.....	5
2.1	Sport Northland	5
3	Confirmation of Minutes.....	5
3.1	Council Minutes 26 September 2017	5
4	Performance Reporting	5
4.1	Chief Executive's Report September 2017	5
4.2	Quarterly Performance Measure – First Quarter Ending 30 September 2017	6
5	Information Papers	6
5.1	First Encounter 250.....	6
5.2	Planning and Regulatory Portfolio Working Group	6
6	Decision Papers	7
6.1	Northland Regional Council's Regional Recreational Facilities Rate – Kaipara's Projects	7
6.2	Committee Appointments.....	7
6.3	Library+ Update	8
6.4	Library Strategy.....	8
6.5	Northland Regional Council: Regional Plan - Kaipara District Council Submission 2017	9
6.6	Review of Rating Policy	9
6.7	Whistleblowing Policy : Adoption and Implementation	10
6.8	Mangawhai Endowment Lands Account Policy Review	10
6.9	Selling of Road Reserve : 2 Wintle Street, Mangawhai	11
6.10	Stopping Road/Sale of Land, Hastie Lane, Kaiwaka	11
6.11	Mangawhai Road Slips Remediation RP750, RP1050 and RP2000 – Approval to award Contract 876.....	12
6.12	Council Appointment to the Kaipara Community Health Trust	12
6.13	Northpower – Assignment of Lease.....	13
6.14	Dargaville Arts Association Licence to Occupy Variation for Municipal Building, Dargaville..	13
6.15	Waste Management and Minimisation Plan 2017/2022 Adoption	13
6.16	Kaipara District Council schedule of meetings for 2018	14
7	Public Excluded Council minute items: 14 November 2017.....	15
8	Open Council minutes Tuesday 14 November 2017	16
8.1	Council Minutes Public Excluded: 26 September 2017 (Agenda item 7.1)	16

8.2	Electricity – Contract Extension (Agenda item 7.2)	16
8.3	Chief Executive Recruitment (Verbal) (Agenda item 7.3)	16
Closure	16

Confirmed

**Minutes of the Ordinary meeting of Kaipara District Council,
Tuesday 14 November 2017 in Dargaville**

1 Opening

1.1 Karakia

Councillor Joyce-Paki opened the meeting 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, Andrew Wade

Staff	Designation	Item(s)
Peter Tynan	Acting Chief Executive	All
Curt Martin	General Manager Infrastructure	All
Fran Mikulicic	General Manager Planning and Regulatory	All
Duncan McAulay	General Manager Strategy and Performance	All
Venessa Anich	General Manager Community	All
Peter Marshall	General Manager Corporate Services	All
Robert Nelson	Acting General Manager Finance	All
Darlene Lang	Parks and Community Manager	All
Natalie Robinson	Acting Policy Manager/Policy Analyst	All
John Burt	Property and Commercial Advisor	All
Lisa Salter	Library Manager	6.3, 6.4
Rick Groufsky	Financial Services Manager	4.1
Hannah Gillespie	Human Resources Manager	6.7
Sean Mahoney	Democratic Services Manager	All
Natalie Edwards	Administration Assistant	All
Lisa Hong	Administration Assistant	All (Minute-taker)

Public	Company	Item
Brent Eastwood	Sport Northland	6.1

Adjournments

Reason	Start	Finish
Tea break	10.34 am	10.47 am

1.3 Apologies

Nil.

1.4 Confirmation of Agenda

The Committee confirmed the Agenda. Some items were taken out of order.

1.5 Conflict of Interest Declaration

Name	Conflict
Mayor Greg Gent	Item 6.2. Member of the Raupo Drainage Committee as a ratepayer member (Mayor Gent left the room for the duration of the discussion and decision)
Councillor Julie Geange	Item 6.6. Property owner of subdivided property that may be affected by change of UAGC remission conditions (Councillor Geange abstained from voting)
Councillor Anna Curnow	Item 6.12. Chair of the Kaipara Community Health Trust

1.6 Resolution Register and Action Tracker

The Resolution Register and Action Tracker was circulated separately and noted.

2 Deputations, Presentations and Petitions

2.1 Sport Northland

Brent Eastwood spoke on behalf of Sport Northland in the public forum.

3 Confirmation of Minutes

3.1 Council Minutes 26 September 2017

Democratic Services Manager 1601.22

Moved Gent/Wethey

That the unconfirmed Minutes of the meeting of Kaipara District Council held 26 September 2017 be confirmed as a true and correct record.

Carried

4 Performance Reporting

4.1 Chief Executive's Report September 2017

Chief Executive 2002.02.18/September

Moved Larsen/Geange

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

Carried

4.2 Quarterly Performance Measure – First Quarter Ending 30 September 2017

Administration Manager 2002.02.18

Moved Curnow/Wethey

That Kaipara District Council receives the Administration Manager's report 'Quarterly Performance Measures – First Quarter Ending 30 September 2017'.

Carried

5 Information Papers

5.1 First Encounter 250

Democratic Services Manager 1203.01

Moved Geange/Wade

That Kaipara District Council receives the Democratic Services Manager's report 'First Encounter 250' dated 01 November 2017 and the information contained therein.

Carried

5.2 Planning and Regulatory Portfolio Working Group

Democratic Services Manager 1203.01

Moved Larsen/Wethey

That Kaipara District Council receives the Democratic Services Manager's report 'Planning and Regulatory Portfolio Working Group' dated 01 November 2017 and the information contained therein.

Carried

Council adjourned for morning tea at 10.34 am.

Council reconvened at 10.47 am.

6 Decision Papers

6.1 Northland Regional Council's Regional Recreational Facilities Rate – Kaipara's Projects

Parks and Community Manager 4702.0

Moved Geange/Wade

That Kaipara District Council:

- 1 *Receives the Parks and Community Manager's report 'Northland Regional Council's Regional Recreational Facilities Rate – Kaipara's Projects' dated 31 October 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 *Commits in the draft Long Term Plan 2018/2028 to supporting Sportsville at Memorial Park, Dargaville and Mangawhai Activity Zone at Mangawhai Community Park; and*
- 4 *Endorses the Kaipara District Council proposal to the Northland Regional Council Regional Recreational Facilities Rate for Sportsville at Memorial Park and Mangawhai Activity Zone at Mangawhai Community Park.*

Carried

6.2 Committee Appointments

Democratic Services Manager 1203.01

[Secretarial Note: Mayor Gent declared conflict of interest for this item and left the room for the duration of the discussion and decision.]

Moved Del la Varis-Woodcock/Curnow

That Kaipara District Council:

- 1 *Receives the Democratic Services Manager's report 'Committee Appointments' dated 01 November 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 *Confirms the appointment of Greg Gent to the Raupo Drainage Committee as a ratepayer representative, effective 16 November 2017; and*

- 4 *Confirms the appointment of Councillor Joyce-Paki to the Taharoa Domain Governance Committee, of Councillor Larsen to the Raupo Drainage Committee and of Councillor Wade to the Remuneration and Development Committee, all effective 16 November 2017;*
- 5 *Confirms the appointment of Councillor Del la Varis-Woodcock to be the alternate at the Regional Transport Committee.*

Carried

6.3 Library+ Update

Acting Policy Manager 2124.04.06

Moved Jones/Curnow

That Kaipara District Council:

- 1 *Receives the Acting Policy Manager's report 'Library+ Update' dated 30 October 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 Council staff to investigate proposed options for a community hub in Dargaville, which will include a Library facility, through a feasibility study and report back to Council on the study's findings.*

Carried

6.4 Library Strategy

Acting Policy Manager 2124.04.06

Moved Larsen/Gent

That Kaipara District Council:

- 1 *Receives the Acting Policy Manager's report 'Library Strategy' dated 30 October 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 the Library Strategy (as per Attachment 1 of the above-mentioned report) in principle.*

Carried

6.5 Northland Regional Council: Regional Plan - Kaipara District Council Submission 2017**Policy Analyst 3820.06****Moved Gent/Wade***That Kaipara District Council:*

- 1 *Receives the Policy Analyst's report 'Northland Regional Council: Regional Plan - Kaipara District Council Submission 2017' dated 30 October 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 *Endorses the Kaipara District Council submission to Northland Regional Council's Proposed Regional Plan (as per Attachment 1 of the above-mentioned report); and*
- 4 *Nominates Councillors Wethey, Geange and Curnow to speak to this submission at the Hearings.*

Carried**6.6 Review of Rating Policy****General Manager Finance 2304.03/LTP 2018 2028**

[Secretarial Note: Councillor Geange declared a conflict of interest for this item and abstained from voting.]

Moved Curnow/Wethey*That Kaipara District Council:*

- 1 *Receives the General Manager Finance's report 'Review of Rating Policy' dated 06 November 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 Early Payment of Rates policy, Maori Freehold Land Rates Postponement and Remission Policy and Rates Postponement and Remission Policy (as per Attachment 1 of the above-mentioned report.*

Carried

6.7 Whistleblowing Policy : Adoption and Implementation**Human Resources Manager 2206.3****Moved Wethey/Gent***That Kaipara District Council:*

- 1 *Receives the Human Resources Manager's report 'Whistleblowing Policy : Adoption and Implementation' dated 31 October 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 Whistleblowing Policy (as attached to the above-mentioned report) for implementation.*

Carried**6.8 Mangawhai Endowment Lands Account Policy Review****Community Planner 2308.01****Moved Geange/Joyce-Paki***That Kaipara District Council:*

- 1 *Receives the General Manager Community's report 'Mangawhai Endowment Lands Account Policy Review' dated 31 October 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 new 2017 Mangawhai Endowment Lands Account Policy, as attached to the above-mentioned report.*

Carried

6.9 Selling of Road Reserve : 2 Wintle Street, Mangawhai**Roading and Solid Waste Manager 4102.17**

(NB: the Road Reserve will be merged with the existing Lot.)

Moved Geange/Curnow

That Kaipara District Council:

- 1 *Receives the Roading and Solid Waste Manager's report 'Selling of Road Reserve : 2 Wintle Street, Mangawhai' dated 31 October 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 *Agrees in principle to the stopping of a portion of the section of unformed Wintle Street in Mangawhai, as marked red on aerial map (see Attachment 2 to the above-mentioned report) under s116 of the Public Works Act subject to reaching prior agreement with the purchaser on the terms and conditions of the Sale and Purchase Agreement, and that the purchaser meets all costs associated with the transaction.*

Carried**6.10 Stopping Road/Sale of Land, Hastie Lane, Kaiwaka****Roading and Solid Waste Manager 4102.20.02****Moved Geange/Jones**

That Kaipara District Council:

- 1 *Receives the Roading and Solid Waste Manager's report 'Stopping Road/Sale of Land, Hastie Lane, Kaiwaka' dated 31 October 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 *Agrees in principle to the stopping of a portion of the section of unformed Hastie Lane in Kaiwaka, under s116 of the Public Works Act subject to reaching prior agreement with the purchaser on the terms and conditions of the Sale and Purchase Agreement, and that the purchaser meets all costs associated with the transaction.*

Carried

6.11 Mangawhai Road Slips Remediation RP750, RP1050 and RP2000 – Approval to award Contract 876**Roading and Solid Waste Manager 4107.876****Moved Wethey/Gent***That Kaipara District Council:*

- 1 *Receives the Roothing and Solid Waste Manager's report 'Mangawhai Road Slips remediation RP750, RP1050 and RP2000 – Approval to award Contract 876' dated 18 October 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 *Resolves to approve the award of Contract 876 to GHK Piling for the sum of \$1,148,735.00 plus GST.*

Carried**6.12 Council Appointment to the Kaipara Community Health Trust****Democratic Services Manager 2105.45***[Secretarial Note: Councillor Curnow declared conflict of interest for this item.]***Moved Geange/Wade***That Kaipara District Council:*

- 1 *Receives the Democratic Services Manager's report 'Council Appointment to the Kaipara Community Health Trust' dated 05 November 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 *Re-appoints James Foster to the Kaipara District Health Trust as the Dargaville Ward appointee with effect from 01 December 2017.*

Carried

6.13 Northpower – Assignment of Lease**Property and Commercial Advisor 5105.09****Moved Geange/Curnow***That Kaipara District Council:*

- 1 *Receives the Property and Commercial Advisor's report 'Northpower Assignment of Lease' dated 31 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 assignment of the grazing licence from Northpower to Highview Investments Limited; and*
- 4 *Delegates to the Chief Executive responsibility for execution of the Deed or Assignment on Council's behalf.*

Carried**6.14 Dargaville Arts Association Licence to Occupy Variation for Municipal Building, Dargaville****Parks and Community Manager 5105.09****Moved Geange/Del la Varis-Woodcock**

That this item, 'Dargaville Arts Association Licence to Occupy Variation for Municipal Building, Dargaville', lie on the table to be brought back to Council with a review of all Licences to Occupy.

Carried**6.15 Waste Management and Minimisation Plan 2017/2022 Adoption****Roading and Solid Waste Manager 3215.0****Moved Geange/Wethey***That Kaipara District Council:*

- 1 *Receives the Roading and Solid Waste Manager's report 'Waste Management and Minimisation Plan 2017/2022 Adoption' dated 11 October 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 *Accepts the report and recommendations of the Waste Management and Minimisation Plan Hearings Panel from its meeting on 12 September 2017; and*
- 4 *Having considered the report and recommendations of the Waste Management and Minimisation Plan Hearings Panel, accepts those recommendations and adopts the amended Waste Management and Minimisation Plan 2017/2022, noting that section 1.3 'Current status of plan' will be updated to reflect Council's decision.*

Carried

6.16 Kaipara District Council schedule of meetings for 2018

Democratic Services Manager 1203.01

Moved Larsen/Geange

That this item, Kaipara District Council schedule of meetings for 2018, lie on the table until the December 2017 meeting.

Carried

7 Public Excluded Council minute items: 14 November 2017

Council went into Public Excluded session at 12.07 pm.

Moved Geange/Wethey

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

- Confirmation of Minutes 26 September 2017
- Electricity – Contract Extension
- Chief Executive Recruitment - Verbal

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 26 September 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.
Electricity – Contract Extension	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.
Chief Executive Recruitment (Verbal)	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 Tuesday 14 November 2017

Council went into Open Session at 12.25 pm.

Moved Gent/Wethey

That the public be re-admitted to the meeting and Item 8.1 resolution made whilst in Public Excluded be confirmed in Open Meeting, and Item 8.2 resolution be confirmed in Open Meeting once the relevant parties have been informed.

Carried

8.1 Council Minutes Public Excluded: 26 September 2017 (Agenda item 7.1)

Moved Gent/Wethey

That the Public Excluded minutes of the Council meeting held 26 September 2017 be confirmed as a true and correct record.

Carried

8.2 Electricity – Contract Extension (Agenda item 7.2)

[Secretarial Note: Resolution be confirmed in Open Meeting once the relevant parties have been informed.]

8.3 Chief Executive Recruitment (Verbal) (Agenda item 7.3)

[Secretarial Note: this was a verbal report in Public Excluded session, in which all staff, including the minute-taker, were asked to leave the room.]

Closure

The meeting concluded at 12.25 pm.

Confirmed 11 December 2017

Chair Deputy Mayor Wethey

**Kaipara District Council
Dargaville**