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| Meeting | Ordinary meeting of Kaipara District Council |
| Date | Tuesday 22 March 2016 |
| Time | Meeting commenced at 9.00am Meeting adjourned at 10.20am Meeting re-commenced at 11.15am Meeting concluded at 11.40am |
| Venue | Meeting Room, Mangawhai Office Unit 6, The Hub, 6 Molesworth Drive, Mangawhai |
| Status | Confirmed |

Open Minutes

Membership

Chair: Commissioner John Robertson
Members: Commissioners Richard Booth and Peter Winder

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Ordinary Meeting of Kaipara District Council, Tuesday 22 March 2016**1 Opening****1.1 Present**

Commissioners J Robertson (Chair) and R Booth

In Attendance

| Name | Designation | Item(s) |
|-------------------|--|--------------------|
| Jill McPherson | Acting Chief Executive | All |
| Glennis Christie | General Manager Finance | All |
| Fran Mikulicic | General Manager Regulatory and District Planning | All |
| Curt Martin | General Manager Infrastructure | All |
| Venessa Anich | General Manager Community | All |
| Duncan McAulay | General Manager Strategy and Administration | All |
| Peter Marshall | General Manager Corporate Services | All |
| Helen Slater | Communications Manager | 5.4- |
| John Burt | Property and Commercial Advisor | All |
| Sean Mahoney | Governance Services Manager | All |
| Christine Johnson | Governance Support | All (Minute taker) |

Adjournments

The meeting was adjourned at 10.20 am until 11.15 am.

Absences

Nil.

1.2 Apologies**Moved Robertson/Booth***That the Kaipara District Council receives the apology of Commissioner Peter Winder.***Carried****1.3 Confirmation of Agenda**

The Committee confirmed the Agenda.

Item 5.1 Replaced with the tabled paper.

1.4 Conflict of Interest Declaration

Nil.

2 Deputations and presentations

Nil.

3 Confirmation of Minutes

3.1 Ordinary Meeting of Council: Minutes 22 February 2016

Governance Services Manager 1601.20

Moved Booth/Robertson

That the unconfirmed Minutes of the Ordinary meeting of Kaipara District Council held 22 February 2016, be confirmed as a true and correct record.

Carried

4 Policy

4.1 Guidelines for Private Seal Extensions

Administration Manager 2133.06/4101.01

Discussion point:

- Noted that there is community interest in this.

Moved Booth/Robertson

That Kaipara District Council:

- 1 *Receives the Administration Manager's report 'Guidelines for Private Seal Extensions' dated 09 March 2016; 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 document 'Kaipara District Private Seal Extension Guidelines 2016' and the requirements to be met, are included within the seal extensions section of Council's Kaipara District Roading Policy.*

Carried

4.2 Community Assistance Policy: Operational Discretionary Grant Recommendations March 2016

Community Funding Advisor 2109.01.02.03

Moved Booth/Robertson

That Kaipara District Council:

- 1 *Receives the Community Funding Advisor's report 'Community Assistance Policy: Operational Discretionary Grant Recommendations March 2016' dated 23 February 2016; 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 following Operational Discretionary Grants applications:*

| Organisation | Amount |
|--|--------------------|
| <i>Chamber of Commerce and Industry of Northland Inc</i> | <i>\$5,000.00</i> |
| <i>Pouto Landcare</i> | <i>\$5,000.00</i> |
| <i>White Rock Gallery</i> | <i>\$2,000.00</i> |
| <i>Dargaville Dalmatian Cultural Club</i> | <i>\$1,401.00</i> |
| <i>Northern Wairoa A&P Association Arapohue Hall</i> | <i>\$4,131.50</i> |
| <i>Kauri Coast Promotion Society</i> | <i>\$4,249.00</i> |
| <i>Dargaville and Districts Citizen's Advice Bureau</i> | <i>\$5,000.00</i> |
| <i>Wednesday Craft</i> | <i>\$600.00</i> |
| <i>Kumarani Productions</i> | <i>*\$2,620.00</i> |
| Subtotal | \$30,001.50 |
| Less <i>*Kumarani hall hire and photocopying; to be absorbed into existing budgets so cost-neutral for Council)</i> | <i>-\$2,620.00</i> |
| Total recommended allocation from Grants budget | \$27,381.50 |

Carried

5 Operational

5.1 Local Government Funding Agency Accession

General Manager Finance 2305.03

Moved Robertson/Booth

That Kaipara District Council:

- 1 *Receives the General Manager's report 'Local Government Funding Agency Accession' dated 14 March 2016; 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 its resolution to participate in the Local Government Funding Agency as a Borrower Guarantor; and*
- 4 *Authorises the Acting Chief Executive to progress implementation of the decision to join as a borrowing guarantor, to negotiate all documentation and to execute all necessary documentation with the exception of Deeds; and*

- 5 *Executes the Accession Deed to the Multi-Issuer Deed, the Accession Deed to the Notes Subscription Agreement, the Accession Deed to the Equity Commitment Deed, the Accession Deed to Guarantee and Indemnity, the Deed of Amendment and Restatement of Agency Agreement and any other Deed as required; and*
- 6 *Notes that the Acting Chief Executive has delegated authority to refinance borrowings; and*
- 7 *Notes that the Board of the Local Government Funding Agency would like the opportunity to meet with the new Council at the earliest possible date following the elections in October 2016.*

Carried

5.2 Dargaville Gardens Trust - Lease of Riverside Gardens - Taha Awa

Parks and Community Manager 2108.06.02

Moved Robertson/Booth

That Kaipara District Council:

- 1 *Receives the Parks and Community Manager's report 'Dargaville Gardens Trust – Lease of Riverside Gardens - Taha Awa' dated 27 February 2016; 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 *Delegates Council's Acting Chief Executive to finalise and sign a Deed of Lease between the Dargaville Gardens Trust and Council for the Riverside Gardens -Taha Awa legally described as Lot 1 and Lot 2 DP 12501 for 10 years, with continuing rights of renewal, for an annual rental of \$3,000 subject to a two year review.*

Carried

5.3 Budget Reallocation, Storm Damage August 2015

Roading Manager 4107.666

Moved Booth/Robertson

That Kaipara District Council:

- 1 *Receives the Roothing Manager's report 'Budget Reallocation, Storm Damage August 2015' dated 07 March 2016; 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 reallocation of the 2015/2016 budget from project 10175 Paparoa-Oakleigh Road corner easing projects to a new project for the replacement of Oparakau Road Bridge and the repairs to Mititai Road shoulder scour.

Carried

5.4 Sale of Surplus Property – Portion of Opanake Road, Dargaville – DEFERRED

Property and Commercial Advisor 5105.12

It was decided to defer this item until the next meeting.

Moved Booth/Robertson

That Kaipara District Council defers Item 5.4 'Sale of Surplus Property – Portion of Opanake Road, Dargaville' to the 26 April 2016 Council meeting.

Carried

6 Performance Reporting

6.1 Chief Executive's Report March 2016

Chief Executive: 2002.02.16/March

A copy of the Chief Executive's Report for March 2016 was circulated.

Moved Robertson/Booth

That Kaipara District Council receives the Chief Executive's Report for March 2016.

Carried

The Associate Minister arrived at this time. An adjournment was moved to allow the meeting of the Commissioners and the Associate Minister to take place.

Moved Robertson/Booth

That the meeting be adjourned (at 10.20am) and reconvene at 11.15 am.

Carried

The meeting adjourned at 10.20am until 11.15am.

7 Public Excluded Council Minute items: Tuesday 22 March 2016

The meeting went into Public Excluded session at 11.25am

Moved Booth/Robertson

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

- *Ordinary meeting of Council : Public Excluded Minutes 22 February 2016*
- *Dargaville Saleyards Deed of Renewal – Disposal of Sewage and Wastewater*
- *External Board Appointment*

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: |
|---|---|---|
| <i>Ordinary meeting of Council : Public Excluded Minutes 22 February 2016</i> | <i>Section 7(2)(i) enables any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</i> | <i>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.</i> |
| <i>Dargaville Saleyards Deed of Renewal</i> | <i>Section 7(2)(i) enables any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</i> | <i>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.</i> |
| <i>External Board Appointment</i> | <i>Section 7(2)(i) enables any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</i> | <i>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.</i> |

8 Open Council Minutes meeting Monday 22 March 2016

Moved Robertson/Booth

That the public be re-admitted to the meeting and that resolution Item 7.1 made whilst in Public Excluded be confirmed in Open Meeting. Resolution Item 7.2 be confirmed once the relevant parties have been informed. Resolution Item 7.3 once the need for confidentiality has ceased.

Carried

8.1 Ordinary meeting of Council: Public Excluded Minutes 22 February 2016 (Agenda Item 7.1)

Governance Services Manager 1601.20

Moved Booth/Robertson

That the Public Excluded Minutes of the Ordinary meeting of Council held 22 February 2016 be confirmed as a true and correct record.

Carried

8.2 Dargaville Saleyards Deed of Renewal – Disposal of Sewage and Wastewater (Agenda Item 7.2)

General Manager Infrastructure 4501.07

[Secretarial Note: Resolution Item 7.2 will be confirmed once the relevant parties have been informed.]

8.3 External Board Appointment (Agenda Item 7.3)

General Manager Corporate Services 22/SP/Chief Executive

[Secretarial Note: Resolution Item 7.3 will be confirmed once the need for confidentiality has ceased.]

9 Closure

Confirmed

Chair