

Kaipara District Council

Meeting	Ordinary meeting of Kaipara District Council
Date	Monday 23 May 2016
Time	Commenced 10.00am Concluded 11.06am
Venue	Northern Wairoa War Memorial Hall, Conference Room, Hokianga Road, Dargaville
Status	Confirmed

Minutes

Membership

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

Seán Mahoney
Governance Services Manager
09 439 3602
smahoney@kaipara.govt.nz

Contents

1	Opening.....	3
1.1	Present.....	3
1.2	Apologies	3
1.3	Confirmation of Agenda	3
1.4	Conflict of Interest Declaration	3
2	Deputations and presentations	4
3	Confirmation of Minutes.....	4
3.1	Council Minutes Ordinary Meeting 26 April 2016	4
4	Policy.....	4
4.1	Annual Plan 2016/2017 Consultation Document feedback, overview of feedback process.....	4
5	Operational	5
5.1	Raupo Drainage Committee: Confirmed Minutes 03 December 2015	5
5.2	Audit and Risk Committee: Confirmed Minutes 07 December 2015	5
5.3	Audit and Risk Committee: Minutes 18 April 2016	5
5.4	Fees and Charges 2016/2017: Annual Review	6
6	Performance Reporting	6
6.1	Chief Executive's Report May 2016.....	6
6.2	Quarterly Report March 2016	6
6.3	Ministerial Report March 2016	7
7	Public Excluded Council Minute items: Monday 23 May 2016.....	8
8	Open Council Minutes Monday 23 May 2016	10
8.1	Ordinary meeting of Council: Public Excluded Minutes 26 April 2016 (Agenda Item 7.1).....	10
8.2	Audit and Risk Committee Public Excluded Minutes 07 December 2015 (Agenda Item 7.2)	10
8.3	Audit and Risk Committee Public Excluded Minutes 18 April 2016 (Agenda Item 7.3).....	10
8.4	Contract 706 Extension: Eastern and Western Waste and Recyclables Collection, Disposal and Transfer Station Operation (Agenda Item 7.4).....	10
8.5	2016/2017 Insurance renewal approval delegation (Agenda Item 7.5).....	11
9	Closure.....	11

Ordinary Meeting of Kaipara District Council, Monday 23 May 2016
1 Opening
1.1 Present

Commissioner J Robertson (Chair)

Commissioners R Booth and P Winder (apology for lateness)

In Attendance

Name	Designation	Item(s)
Jill McPherson	Acting Chief Executive	All
Glennis Christie	General Manager Finance	All
Fran Mikulicic	General Manager Planning and Regulatory	All
Curt Martin	General Manager Infrastructure	All
Venessa Anich	General Manager Community	All
Peter Marshall	General Manager Corporate Services	All
Helen Slater	Communications Manager	All
Sean Mahoney	Governance Services Manager	All
Christine Johnson	Governance Support	All (Minute taker)

Adjournments

Nil.

Absences

Nil.

1.2 Apologies

Moved Robertson/Booth

That Kaipara District Council receives the apology of Commissioner Winder for lateness.

Carried

1.3 Confirmation of Agenda

The Committee confirmed the Agenda.

1.4 Conflict of Interest Declaration

Nil.

2 Deputations and presentations

Nil.

3 Confirmation of Minutes

3.1 Council Minutes Ordinary Meeting 26 April 2016

Governance Services Manager 1601.20

Moved Robertson/Winder

That the unconfirmed Minutes of the Ordinary meeting of Kaipara District Council held 26 April 2016, as circulated, be confirmed as a true and correct record.

Carried

4 Policy

4.1 Annual Plan 2016/2017 Consultation Document feedback, overview of feedback process

Communications Manager 2302.20.02

Moved Booth/Winder

That Kaipara District Council:

- 1 *Receives the Communications Manager's report 'Annual Plan 2016/2017 Consultation Document feedback, overview of feedback process' dated 17 May 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 *Receives the feedback and determines that it has considered all feedback, both written and verbal, to Council's Consultation Document for the Annual Plan 2016/2017; and*
- 4 *Instructs the Acting Chief Executive to respond to all those persons/organisations that provided feedback including the responses to feedback points as noted in the circulated feedback forms (Attachment 1 of the above-mentioned report); and*
- 5 *Notes where appropriate the feedback has been entered into the Council's Service Request for operational resolution of the matter raised; and*
- 6 *Notes that officers will advise those who requested to be heard in support of their feedback that no hearings are scheduled, and their feedback is acknowledged and has been considered, and where relevant addressed through service requests; and*

7 Notes that submissions not included in the report will be included for report back at the June 2016 Council meeting.

Carried

5 Operational

5.1 Raupo Drainage Committee: Confirmed Minutes 03 December 2015

Governance Services Manager 1603.20

Moved Booth/Winder

That Kaipara District Council receives the confirmed Minutes of the Raupo Drainage Committee meeting held 03 December 2015.

Carried

5.2 Audit and Risk Committee: Confirmed Minutes 07 December 2015

Governance Services Manager 1610.03

Moved Booth/Robertson

That Kaipara District Council receives the confirmed Minutes of the Audit and Risk Committee meeting held 07 December 2015.

Carried

5.3 Audit and Risk Committee: Minutes 18 April 2016

Governance Services Manager 1610.03

Moved Booth/Robertson

That Kaipara District Council resolves to confirm the Minutes of the Audit and Risk Committee meeting held 18 April 2016.

Carried

5.4 Fees and Charges 2016/2017: Annual Review

General Manager Planning and Regulatory 2301.07

Moved Winder/Booth

That Kaipara District Council:

- 1 *Receives the General Manager Planning and Regulatory's report 'Fees and Charges 2016/2017: Annual Review' dated 16 May 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 proposed Fees and Charges 2016/2017 as outlined in the schedule included in the Agenda for this Council meeting 23 May 2016 (circulated with the above-mentioned report 'Fees and Charges 2016/2017: Annual Review' 16 May 2016, as Attachment 1), for the purpose of setting the 2016/2017 Fees and Charges.*

Carried

6 Performance Reporting

6.1 Chief Executive's Report May 2016

Chief Executive: 2002.02.16/May

Moved Robertson/Winder

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

Carried

6.2 Quarterly Report March 2016

Quarterly Report: 2002.02.16/QR

Discussion point:

- CE forum agreed that the priorities are currently the roading business unit and digital enablement for the district.

Moved Robertson/Winder

That Kaipara District Council receives the circulated Third Quarterly Report to March 2016.

Carried

6.3 Ministerial Report March 2016

Commissioners Executive: 1909.01

Moved Winder/Booth

That Kaipara District Council receives the circulated Ministerial Report to March 2016.

Carried

Confirmed

7 Public Excluded Council Minute items: Monday 23 May 2016

The meeting went into Public Excluded session at 11.00am

Moved Robertson/Winder

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

- *Ordinary meeting of Council : Public Excluded Minutes 26 April 2016;*
- *Audit and Risk Committee Meeting: Public Excluded Minutes 07 December 2015;*
- *Audit and Risk Committee Meeting: Public Excluded Minutes 18 April 2016;*
- *Contract 706 Extension: Eastern and Western Waste and Recyclables Collection, Disposal and Transfer Station Operation; and*
- *Insurance Renewal Strategy.*

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 26 April 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>Audit and Risk Committee: Public Excluded Minutes 07 December 2015.</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>Audit and Risk Committee: Public Excluded Minutes 18 April 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>

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>Contract 706 Extension: Eastern and Western Waste and Recyclables Collection, Disposal and Transfer Station Operation.</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>Insurance Renewal Strategy.</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>

Carried

Confirmed

8 Open Council Minutes Monday 23 May 2016

Moved Booth/Winder

That the public be re-admitted to the meeting and that resolution 7.1, 7.2, 7.3 and 7.5 made whilst in Public Excluded be confirmed in Open Meeting. Resolution 7.4 be confirmed once the relevant parties have been informed.

Carried

8.1 Ordinary meeting of Council: Public Excluded Minutes 26 April 2016 (Agenda Item 7.1)

Governance Services Manager 1601.20

Moved Robertson/Booth

That the Public Excluded Minutes of the Ordinary meeting of Council held 26 April 2016 be confirmed as a true and correct record.

Carried

8.2 Audit and Risk Committee Public Excluded Minutes 07 December 2015 (Agenda Item 7.2)

Governance Services Manager 1601.04

Moved Booth/Winder

That the Public Excluded Minutes of the Audit and Risk Committee held 07 December 2015 be received.

Carried

8.3 Audit and Risk Committee Public Excluded Minutes 18 April 2016 (Agenda Item 7.3)

Governance Services Manager 1601.04

Moved Booth/Robertson

That the Public Excluded Minutes of the Audit and Risk Committee held 18 April 2016 be confirmed as a true and accurate record.

Carried

8.4 Contract 706 Extension: Eastern and Western Waste and Recyclables Collection, Disposal and Transfer Station Operation (Agenda Item 7.4)

Roading Manager 4107.706

[Secretarial note: Item to be confirmed in open meeting once the relevant parties have been informed.]

8.5 2016/2017 Insurance renewal approval delegation (Agenda Item 7.5)

Corporate and Financial Planning Manager 5105.10

Moved Booth/Winder

That Kaipara District Council:

- 1 *Receives the Corporate and Financial Planning Manager's report 2016/2017 Insurance Renewal approval delegation' dated 17 May 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 authority to Commissioners Robertson, Booth and Winder to approve the final insurance renewal package for the 2016/2017 year.*

Carried

9 Closure

The meeting closed at 11.06am

Confirmed 28 June 2016

Chair J Robertson QSO