

Ordinary meeting of

Kaipara District Council

Minutes

Meeting	Ordinary meeting of Kaipara District Council
Date	Tuesday 26 January 2016
Venue	Meeting Room, Unit 6, The hub, 6 Molesworth Drive, Mangawhai
Time	Meeting commenced at 10.02am Meeting concluded at 11.41am
Status	Confirmed

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	3
3	Confirmation of Minutes	3
3.1	Ordinary Council Meeting: 15 December 2015.....	3
4	Policy	4
4.1	Register of Decisions	4
5	Operational	4
5.1	Raupo Drainage Committee Meeting : 20 August 2015	4
5.2	Audit and Risk Committee Meeting : 28 September 2015.....	4
5.3	Combined Harding Park and Pou Tu o Te Rangi Joint Management Committees : 29 September 2015.....	5
5.4	Taharoa Domain Governance Committee Meeting: 27 October 2015	5
5.5	Mayoral Fund 2015/2016	5
5.6	Mangawhai Recreational Charitable Trust Walkway Proposal	5
6	Performance Reporting	6
6.1	Chief Executive's Report January 2016.....	6
7	Public Excluded Council Minute items: 26 January 2016	7
8	Open Council meeting Minutes Tuesday 26 January 2016	8
8.1	Ordinary Council meeting Public Excluded Minutes: 15 December 2015	8
8.2	Roading In-house Business Unit Business Case (Agenda Item 7.2)	8
8.3	Road Safety Promotion Activities 2015/2018: Awarding of Joint Contract (Whangarei District Council CON15063 and Kaipara District Council CON800) (Agenda Item 7.3)	9
9	Closure	9

Ordinary Meeting of Kaipara District Council, Tuesday 26 January 2016
1 Opening
1.1 Present

Commissioners J Robertson (Chair), R Booth and P Winder

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
Sean Mahoney	Governance Services Manager	All
Christine Johnson	Governance Support	All (Minute taker)

1.2 Apologies

Nil

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 Ordinary Council Meeting: 15 December 2015

Governance Services Manager 1601.20

Moved Robertson / Booth

That the unconfirmed Minutes of the Ordinary meeting of Kaipara District Council held 15 December 2015, as circulated, be confirmed as a true and correct record.

Carried

4 Policy

4.1 Register of Decisions

Business and Policy Analyst 2304.15

Discussion:

- Ensure that any quarries on Kaipara District Council land are registered and have the appropriate Health and Safety regime in place.

Moved Robertson / Winder

That Kaipara District Council:

- 1 *Receives the Business and Policy Analyst's report 'Register of Decisions' dated 14 January 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 decisions recorded in the 'Register of Decisions' and information contained therein.*

Carried

5 Operational

5.1 Raupo Drainage Committee Meeting : 20 August 2015

Governance Services Manager 1603.20

Moved Booth / Winder

That Kaipara District Council receives the confirmed Minutes of the Raupo Drainage Committee meeting held 20 August 2015.

Carried

5.2 Audit and Risk Committee Meeting : 28 September 2015

Governance Services Manager 1610.03

Moved Booth / Winder

That Kaipara District Council receives the confirmed Minutes of the Audit and Risk Committee meeting held 28 September 2015.

Carried

**5.3 Combined Harding Park and Pou Tu o Te Rangi Joint Management Committees :
29 September 2015**

Governance Services Manager 1607.09

- Noted that Colleen Urlich was still listed as a member after her passing; and
- Confirm new appointed member.

Moved Winder / Booth

That Kaipara District Council receives the confirmed Minutes of the Combined Harding Park and Pou Tu o Te Rangi Joint Management Committee meeting held 29 September 2015.

Carried

5.4 Taharoa Domain Governance Committee Meeting: 27 October 2015

Governance Services Manager 1601.20

Moved Winder / Robertson

That Kaipara District Council receives the confirmed Minutes of the Ordinary meeting of Taharoa Domain Governance Committee held 27 October 2015.

Carried

5.5 Mayoral Fund 2015/2016

Governance Services Manager 2109.01.03

Discussion:

Moved Robertson / Winder

That Kaipara District Council receives the Governance Services Manager's report 'Mayoral Fund 2015/2016' dated 19 January 2016 and the information contained therein.

Carried

5.6 Mangawhai Recreational Charitable Trust Walkway Proposal

Community Planner 4702.13

Discussion:

- Road Safety may be a concern.

Moved Booth / Winder

That the Kaipara District Council:

- 1 *Receives the Community Planner's report 'Mangawhai Recreational Charitable Trust Walkway Proposal' dated 03 December 2015; 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 *Agrees in principle to support the establishment of a walkway and cycleway project on Council's Esplanade Reserve (legal descriptions Lot 5 DP 121358, Lot 1 DP 154785 and Lot 3 DP 120027)*
 - a. *subject to the Mangawhai Recreational Charitable Trust agreeing to be responsible for maintenance of the track;*
 - b. *that the safety of the entrance way to the track is designed completed to the satisfaction of Council; and*
 - c. *Notes that no funding commitment from Council is sought by the trust nor given by Council.*

Carried

6 Performance Reporting

6.1 Chief Executive's Report January 2016

Chief Executive: 2002.02.16/Jan

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

Discussion:

- Look to organise recognition to the engineer of Tinopai Wharf;
- Annual Plan to take place after forecast two;
- Commissioners to adopt Annual Report before Elections.

Moved Robertson / Booth

That Kaipara District Council receives the Chief Executive's Monthly Report, Parts 1 and 2 (the financial report tabled at the meeting) for January 2016.

Carried

7 Public Excluded Council Minute items: 26 January 2016

The meeting went into Public Excluded session at 11.02am

Moved Winder / Booth

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

- Ordinary meeting of Council : Public Excluded Minutes 15 December 2015;
- Roothing Unit Business Case;
- Road Safety Promotion Activities 2015/2018: Awarding of Joint Contract (Whangarei District Council CON15063 and Kaipara District Council CON800)

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:
Ordinary meeting of Council : Public Excluded Minutes 15 December 2015	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.
Roothing Unit Business Case	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.
Road Safety Promotion Activities 2015/2018: Awarding of Joint Contract (Whangarei District Council CON15063 and Kaipara District Council CON800)	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 meeting Minutes Tuesday 26 January 2016

Moved Robertson / Booth

That the public be re-admitted to the meeting and the resolutions for Items 7.1 and 7.2 made whilst in Public Excluded be confirmed in Open Meeting. The resolution for Item 7.3 be confirmed once the relevant parties have been informed.

Carried

8.1 Ordinary Council meeting Public Excluded Minutes: 15 December 2015 (Agenda Item 7.1)

Governance Services Manager 1601.20

Moved Booth / Winder

That the Public Excluded Minutes of the Ordinary meeting of Council held 15 December 2015, as circulated, be confirmed as a true and correct record.

Carried

8.2 Roothing In-house Business Unit Business Case (Agenda Item 7.2)

General Manager Strategy and Administration 4102.0/BU

Moved Winder / Booth

That the Kaipara District Council:

- 1 *Receives the General Manager Strategy and Administration's report 'Roothing In-house Business Unit Business Case' dated 15 January 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 *Notes that the in-house unit will deliver benefits above the level of the professional services contract currently in place, as outlined in the above-mentioned report; will require one time set-up costs of up to \$360,000; and will deliver annual cost savings of approximately \$270,893, inclusive of subsidy from NZTA, and inclusive of Council cost overhead allocations; and*
- 4 *While noting that further savings may be possible from reducing set-up and proposed staffing costs, approves the recruitment and expenditure outlined in the business case, circulated with the above-mentioned report, in order that Kaipara District Council has a fully functioning in-house business unit by 01 July 2016, in place of the professional services Contract 666.*

Carried

8.3 Road Safety Promotion Activities 2015/2018: Awarding of Joint Contract (Whangarei District Council CON15063 and Kaipara District Council CON800) (Agenda Item 7.3)

Roading Manager 4107.800

[Secretarial Note: The resolution for Item 8.3 will be confirmed once the relevant parties have been informed]

9 Closure

Confirmed 22 February 2016

Chair J Robertson (Commissioner)