
Kaipara District Council

Minutes

Meeting	Kaipara District Council
Date	Thursday 28 February 2019
Time	Meeting commenced at 9.33am Meeting concluded at 2.56pm
Venue	Northern Wairoa War Memorial Hall – 37 Hokianga Road, Dargaville
Status	Confirmed

Membership

Chair: Mayor Jason Smith

Members: Deputy Mayor Peter Wethey
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

Jason Marris
General Manager Governance, Strategy and Democracy

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**Minutes of the Ordinary meeting of Kaipara District Council
28 February 2019 in Dargaville**

1 Opening
1.1 Karakia

Councillor del la Varis-Woodcock opened the meeting with a karakia.

1.2 Present

Mayor Jason Smith, Deputy Mayor Peter Wethey, Councillors Anna Curnow, Victoria del la Varis-Woodcock, Libby Jones and Jonathan Larsen (item 2—close).

In Attendance

Name	Designation	Item(s)
Louise Miller	Chief Executive	All
Jason Marris	General Manager Governance, Strategy and Democracy	All
Curt Martin	Chief Operating Officer and General Manager Infrastructure	5.2—close
Sue Davidson	General Manager IT, Risk and Finance	5.1—close
Mark Schreurs	Policy Analyst	1—5.2
Bernard Petersen	Maintenance Lead	3.1—5.4
Wendy Campbell	CAR Specialist	3.1—5.4
Aran Arrieta	Roading Coordinator	3.1—5.4
Hamish Watson	Parks and Recreation Manager	5.1—5.5
Fleur Denize	Facilities Procurement and Contract Coordinator	5.2—6.2
Jenny Rooney	Funding Coordinator	5.2
Tanya Wilson	Governance Advisor	All
Lisa Hong	Governance Advisor	All (Minute-taker)

Adjournments

Reason	Start	Finish
Morning tea	10.45am	11.00am
Lunch	12.26pm	12.59pm

1.3 Apologies

Moved Smith/Curnow

That the apologies of Councillors Joyce-Paki and Wade be received.

Carried

1.4 Confirmation of Agenda

Moved Smith/Wethey

That the Kaipara District Council confirms the agenda for the meeting held 28 February 2018.

Carried

1.5 Conflict of Interest Declaration

Nil.

Councillor Larsen joined the meeting at 9.36am.

2 Deputations, Presentations and Petitions

2.1 Eugene Morgan-Coakle

Climate change and stopbanks

Eugene Morgan-Coakle tabled a climate prayer and song sheetⁱ, and spoke in the public forum regarding climate change and stopbanks.

2.2 Joanna Roberts

Mangawhai Artists Inc.

Joanna Roberts spoke in the public forum regarding the Pledge Me campaign for the Mangawhai Artists Gallery Extension to build a Community Art Workspace.

3 Minutes

3.1 Confirmation of Open Council minutes 20 December 2018

General Manager Governance, Strategy and Democracy

1601.23

Moved Smith/del la Varis-Woodcock

That the unconfirmed Open minutes of the Kaipara District Council meeting held 20 December 2018 be confirmed as a true and correct record.

Carried

3.2 Open committee minutes confirmed in December 2018 and January 2019

General Manager Governance, Strategy and Democracy

16/Various

Moved Smith/Wethey

That Kaipara District Council receives the confirmed Open minutes of the following committee meetings:

- *Audit, Risk and Finance Committee meeting held 12 September 2018;*
- *Combined Pou Tu Te Rangi Joint Management Committee and Harding Park Committee meeting held 23 October 2018; and*
- *Mangawhai Community Park Governance Committee meeting held 19 November 2018.*

Carried

4 Notice of Motion

4.1 Councillor del la Varis-Woodcock

Notice of Motion dated 28 February 2019

1701.03

[Secretarial Note: Councillor del la Varis-Woodcock tabled an amended Notice of Motionⁱⁱ.]

Moved del la Varis-Woodcock/Curnow

That the Kaipara District Council;

- a) *Establishes an award for Kaipara citizens (and/or organisations), who have contributed to the environmental good of the Kaipara District.*
- b) *Agrees that this award is judged on environmental leadership and actions including (but not restricted to) the protection, enhancement, and kaitiakitanga of natural resources and ecosystems; sustainability in enterprise, and environmental education and awareness raising.*
- c) *Agrees that a committee of suitably informed and qualified members will be established for determining the award recipient(s); and*
- d) *Requests that the Chief Executive*
 - i. *drafts an Award Policy with the frequency (to be determined), categories, and criteria for this Kaipara Environmental Award;*
 - ii. *drafts a Terms of Reference for the establishment of the aforementioned Committee;*
 - iii. *brings the draft Policy and Terms of Reference back to Council for approval, with a report that includes any possible costs to council for the establishment of the Award and the Committee.*

Carried

5 Decision

5.1 Fees and Charges 2019/2020: Annual Review

General Manager Planning and Regulatory 2301.07

Moved Smith/Curnow

That Kaipara District Council:

- 1 *Receives the General Manager Planning and Regulatory's report 'Fees and Charges 2019/2020: Annual Review' dated 11 February 2019 and its Attachment 1; 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 proposed draft Fees and Charges 2019/2020 as outlined in the schedule included in the Agenda for this Council meeting held 28 February 2019 (circulated with the above-mentioned report 'Fees and Charges 2019/2020: Annual Review' as Attachment 1), for consultation to allow community comments to be received prior to formal adoption; and*
- 4 *Delegates to the Mayor and the Chief Executive the authority to make editorial changes as discussed at the Kaipara District Council meeting held 28 February 2019.*

Carried

Meeting adjourned for morning tea at 10.45am

Meeting recommenced at 11.00am

5.2 Policy on Dogs and Dog Management Bylaw Review – Adoption of Statement of Proposal for public consultation

Policy Analyst 3502.05

Moved Smith/del la Varis-Woodcock

That Kaipara District Council:

- 1 *Receives the Policy Analyst's report 'Policy on Dogs and Dog Management Bylaw Review – Adoption of Statement of Proposal for Public Consultation' dated 08 February 2019; 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 Draft Policy on Dogs and Dog Management Bylaw, included as Attachment 1 to the aforementioned report, for public consultation; and*
- 4 *Adopts the Statement of Proposal, included as Attachment 2 to the aforementioned report, for public consultation; and*
- 5 *Establishes a Hearings Panel consisting of Mayor Smith, Councillor Curnow and Councillor Joyce-Paki and delegates them to hear any submissions received and recommend to Council amendments to the Draft Policy on Dogs and Dog Management Bylaw.*

Carried

5.3 Temporary Road Closure 23 and 24 March 2019 Dargaville, BDO Tour of Northland – Approval

Corridor Access Co-ordinator 3208.0

Moved Curnow/Jones

That Kaipara District Council:

- 1 *Receives the Corridor Access Co-ordinator's report 'Temporary Road Closure 23 and 24 March 2019 Dargaville, BDO Tour of Northland - Approval' dated 29 January 2019; 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 Dynamo Cycling and Sports Club Inc.'s application for the temporary road closure of Victoria Street (between Edward Street and Normanby Street) Dargaville - Saturday 23 March 2019 – 09.30am to 01.00pm; and Edward Street (between Victoria Street and Normanby Street) Dargaville - Sunday 24 March 2019 – 07.00am to 9.00am and, as a condition of approval, Dynamo Cycling and Sports Club Inc. is to carry out a letter drop to all residents/businesses located within the extent of the road closures at least two weeks prior to the event.*

Carried

5.4 Road Stopping and Inundation of an Unformed Legal Road: Roberts West Road, Dargaville

Roading Operations Engineer/Acting Roading Manager 4102.17

Moved Smith/del la Varis-Woodcock

That Kaipara District Council:

- 1 *Receives the Acting Roading Manager's report 'Road Stopping and Inundation of an Unformed Legal Road: Roberts West Road, Dargaville' dated 11 February 2019; and*
- 2 *Believes it has complied with the decision-making provisions of the Local Government Act 1974 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 to the stopping of a portion of the section of Roberts West Road in Dargaville (approximately 1,538.6 metres of unformed road) as shown in Attachment 1 of the aforementioned report, under s342 of the Local Government Act 1974.*

Carried

5.5 Tourism Infrastructure Fund Projects – Council Share

Parks and Recreation Manager 4702.36

Moved Wethey/Curnow

That Kaipara District Council:

- 1 *Receives the Parks and Recreation Manager's report 'Tourism Infrastructure Fund Projects – Council Share' dated 15 February 2019; 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 Parks and Recreation budgets as set out in Attachment A of this report and to debt fund the Roading component for Council's share of the Tourism Infrastructure Fund (TIF) to the value of \$138,275.*

Carried

5.6 Policy - Application of sales proceeds to debt – Adoption

General Manager Risk, IT and Finance 2304.14

Moved Smith/Curnow

That Kaipara District Council:

- 1 *Receives General Manager Risk, IT and Finance report “Policy - Application of Sales Proceeds to Debt - Adoption” dated 12 February 2018 and Attachments 1—2; 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 Application of Sales Proceeds to Debt Policy circulated with the aforementioned report; and*
- 4 *Delegates the Mayor and Chief Executive to approve minor changes as agreed at the Kaipara District Council meeting held 28 February 2019.*

Carried

The meeting adjourned at 12.26pm.

The meeting reconvened at 12.59pm.

6 Information

6.1 Forestry Sale Proceeds

General Manager Risk, IT and Finance 4901.0

Moved Smith/Jones

That Kaipara District Council:

- 1 *Receives the General Manager Risk, IT and Finance’s report “Forestry Proceeds Sale” dated 07 February 2019; and*
- 2 *Notes that the proceeds from sale of forestry assets in 2017 will be allocated to general debt, specifically to the district-wide portion of the Mangawhai Community Wastewater Scheme debt; and*
- 3 *Notes that this application of funds complies with Council’s previous decision at its 11 December 2017 meeting as part of Forecast One 2017/2018 approval, Application of Sale Proceeds to Debt Policy and Treasury Management Policy.*

Carried

6.2 Remedial Works 37 and 42 Hokianga Road, Dargaville - Weathertightness

Facilities, Procurement and Contracts Coordinator 5106.05

Moved Smith/Curnow

That Kaipara District Council receives, for information, the Facilities, Procurement and Contracts Coordinator's report "Remedial Works 37 and 42 Hokianga Road, Dargaville - Weathertightness".

Carried

6.3 2019 committee rotations: Citizens Awards Committee and Community Grants Committee

Governance Advisor 1203.01

Moved Curnow/Jones

That Kaipara District Council:

- 1 *Receives the Governance Advisor's report '2019 committee rotations: Citizens Awards Committee and Community Grants Committee' dated 21 February 2019; and*
- 2 *Notes the following appointments to the Citizens Awards Committee for 2019, with His Worship the Mayor Smith remaining as Chair:*
 - *Councillor del la Varis-Woodcock*
 - *Councillor Larsen; and*
 - *Councillor Wade*
- 3 *Notes the following appointments to the Community Grants Committee for 2019:*
 - *Councillor del la Varis-Woodcock*
 - *Councillor Wethey (Chair)*
 - *Councillor Joyce-Paki.*

Carried

6.4 Strategic Plan Quarterly Report October – December 2018

Administration Manager 2002.02.19

Moved Smith/Jones

That Kaipara District Council receives the Administration Manager's 'Strategic Plan Quarterly Report October – December 2018' and the information contained therein.

Carried

6.5 Quarterly Performance Measures for Second Quarter Ending 31 December 2018

Administration Manager 2002.02.19

Moved del la Varis-Woodcock/Smith

That Kaipara District Council receives the Administration Manager's 'Quarterly Performance Measures for Second Quarter Ending 31 December 2018' and the information contained therein.

Carried

6.6 Chief Executive's Report for the months of December 2018/January 2019

Chief Executive 2002.02.18/February

Moved Smith/Curnow

That Kaipara District Council receives the Chief Executive's Report for the months of December 2018/January 2019 and the information contained therein.

Carried

6.7 Resolutions Register and Action Tracker

Governance Advisor 1202.05

Moved Jones/Curnow

That Kaipara District Council receives the Resolutions Register and Action Tracker dated 18 February 2019 and the information contained therein.

Carried

7 Public Excluded Council minute items 28 February 2019

The meeting went into Public Excluded session at 2.54pm.

Moved del la Varis-Woodcock/Curnow

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

- *Confirmation of Public Excluded Council minutes 20 December 2018; and*
- *Public Excluded Committee minutes confirmed in December 2018 and January 2019*

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>Confirmation of Public Excluded Council minutes 20 December 2018</i>	<i>S7(2)(a) protect the privacy of natural persons, including that of deceased natural persons</i>	<i>S48(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>Public Excluded Committee minutes confirmed in December 2018 and January 2019</i>	<i>S7(2)(i) enable any local authority holding the information to carry on without prejudice or disadvantage negotiations (Including commercial and industrial negotiations)</i>	<i>S48(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

8 Open Council minutes 28 February 2019

The meeting returned to Open session at 2.55pm.

Closure

The meeting closed at 2.56pm.

Confirmed 28 March 2019

Chair Mayor Jason Smith

Kaipara District Council
Dargaville

ⁱ Climate prayer and song sheet (Eugene Morgan-Coakle)

ⁱⁱ Amended Notice of Motion (Councillor del la Varis-Woodcock, 27 February 2019)