
Minutes

Meeting	Reserve Contributions Committee
Date	Thursday 18 January 2018
Time	Meeting commenced at 9.00 am Meeting concluded at 9.59 am
Venue	Northern Wairoa War Memorial Hall – 37 Hokianga Road, Dargaville
Status	Unconfirmed

Membership

Chair: Councillor Jonathan Larsen

Members: Councillor Victoria Del la Varis-Woodcock, Councillor Andrew Wade

Staff and Associates:

Acting Chief Executive, General Manager Community, General Manager Planning and Regulatory,
General Manager Infrastructure, Administration Assistant (Minute-taker)

Linda Osborne
Administration Manager

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Unconfirmed

**Minutes of the Ordinary meeting of the Reserve Contributions Committee
Thursday 18 January 2018, Dargaville**

1 Opening
1.1 Present

Councillors Jonathan Larsen (Chair), Victoria Del la Varis-Woodcock and Andrew Wade.

In Attendance

Name	Designation	Item(s)
Peter Wethey	Deputy Mayor (Ex-Officio)	All
Peter Tynan	Acting Chief Executive	All
Venessa Anich	General Manager Community	All
Fran Mikulicic	General Manager Planning and Regulatory	All
Curt Martin	General Manager Infrastructure	All
Rick Groufsky	Financial Services Manager	All
Lisa Hong	Administration Assistant	All (minute-taker)

Adjournments

Nil.

2 Apologies

Nil.

3 Confirmation of Agenda

The Committee confirmed the Agenda.

4 Conflict of Interest Declaration

Nil.

5 Confirmation of Minutes

5.1 Reserves Contributions Committee Minutes 03 November 2017

Administration Manager 1616.01

Moved del la Varis-Woodcock/Wade

That the unconfirmed minutes of the Reserves Contributions Committee meeting held on 03 November 2017 be confirmed as a true and accurate record.

Carried

6 Terms of Reference

6.1 Reserve Contributions Policy Review Committee Terms of Reference

Democratic Services Manager 1203.01

The Reserve Contributions Policy Review Committee Terms of Reference was circulated.

[**Secretarial Note:** The Committee noted that full Council has yet to adopt the Committee's Terms of Reference and was advised by staff that it will be adopted as a part of variation in Terms of Reference.]

7 Policy

7.1 Reserve Contributions (use of) Policy: Implications of draft reviewed Policy

General Manager Community 2304.17

Moved del la Varis-Woodcock/Wade

That the Reserve Contributions Committee:

- 1 *Receives the General Manager Community's report 'Reserve Contributions (use of) Policy: Implications of draft reviewed Policy' dated 04 January 2017, and its Attachments 1 and 2, and the information contained therein; 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 provisions of s79 of the Act determines that it does not require further information, further assessment of options or further analysis of the costs and benefits of different options prior to making a decision on this matter; and*
- 3 *Recommends to Council to provide for alternative funding for capital projects through the Long Term Plan process.*

Carried

7.2 Reserve Contributions (use of) Policy: Adoption of reviewed Policy

Policy Planner 2304.17

Moved Wade/del la Varis-Woodcock

That the Reserve Contributions Committee:

- 1 *Receives the Policy Planner's report 'Reserve Contributions (use of) Policy: Adoption of reviewed Policy' dated 01 December 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 *Recommends to the Kaipara District Council the reviewed Reserve Contributions (use of) Policy as amended at the Committee's meeting on 18 January 2018 to the above-mentioned report; and*
- 4 *Recommends to the Kaipara District Council that the reviewed Policy is consulted on as part of the draft Long Term Plan process;*
- 5 *Recommends to the Kaipara District Council that the review of Reserves and Open Space Strategy (ROSS) is prioritised.*

Carried

[**Secretarial Note:** The draft Policy is to be amended to reflect the following:

- Under eligibility criteria, section 5.1.e, condition 'Within each catchment' be removed to read 'Consideration will be given to projects that add amenity to the parks and reserves that are lacking in amenities'; and
- Replacement of section 6, distribution of reserve contributions, with the following wording 'Council will generally apply funds in the locality in which they are generated, but where sufficient developed reserves exist, may apply up to 20% of the funds in other parts of the district'.]

8 Closure

The meeting closed at 9.59 am.

Confirmed

Chair

**Kaipara District Council
Dargaville**