

Meeting:	Ordinary meeting of Kaipara District Council
Date	Wednesday 03 August 2016
Time	Commenced 2.00pm Concluded 2.34pm
Venue	Conference Room, Northern Wairoa War Memorial Hall (Dargaville Town Hall), Hokianga Road, Dargaville
Status:	Confirmed

Minutes

Membership

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

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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	Council Minutes Ordinary meeting 28 June 2016.....	3
4	Policy	4
4.1	Treasury Policy Amendment.....	4
5	Operational	4
5.1	Harding Park/Pou Tu o Te Rangi Joint Management Committee Minutes 21 March 2016.....	4
5.2	Mangawhai Community Park Governance Committee Minutes 22 March 2016.....	4
5.3	Taharoa Domain Governance Committee Minutes 23 May 2016	5
5.4	Chief Executive Delegation: Matters Outside Scope	5
5.5	Budget Carryovers 2015/2016 : Water Services, Roading, Parks and Other.....	6
6	Performance Reporting	9
6.1	Chief Executive's Report July 2016	9
7	Public Excluded Council Minutes items: 03 August 2016	10
8	Open Council Minutes Wednesday 03 August 2016	11
8.1	Council Minutes Public Excluded: 28 June 2016 (Agenda Item 7.1).....	11
	Closure	11

Minutes Kaipara District Council, Wednesday 03 August 2016
1 Opening
1.1 Present

Commissioners John Robertson (Chair), Richard Booth and Peter Winder.

In Attendance

Name	Designation	Item(s)
Graham Sibery	Chief Executive	All
Glennis Christie	General Manager Finance	All
Curt Martin	General Manager Infrastructure	All
Duncan McAulay	General Manager Strategy and Administration	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

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 Council Minutes Ordinary meeting 28 June 2016

Governance Services Manager 1601.20

Moved Robertson/Winder

That the unconfirmed Minutes of the Ordinary meeting of Kaipara District Council held 28 June 2016, as circulated, be confirmed as a true and correct record.

Carried

4 Policy

4.1 Treasury Policy Amendment

General Manager Finance 2304.01

Moved Booth/Winder

That Kaipara District Council:

- 1 *Receives the General Manager Finance's report 'Treasury Policy Amendment' dated 15 July 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 *That the Treasury Policy be amended to include an additional section, as follows:*
"6.6 Specific Council Approval:
Any activity outside the limits set in section 6 will require specific Council approval."
; and
- 4 *Notes that an approved out of policy position will be required in the event that Council resolves to reduce the 12 month projected debt below \$63.9 million.*

Carried

5 Operational

5.1 Harding Park/Pou Tu o Te Rangi Joint Management Committee Minutes 21 March 2016

Governance Services Manager 1607.10

Moved Winder/Booth

That Kaipara District Council receives the confirmed Minutes of the Combined Harding Park/Pou Tu o Te Rangi Joint Management Committee meeting held 21 March 2016.

Carried

5.2 Mangawhai Community Park Governance Committee Minutes 22 March 2016

Governance Services Manager 1611.02

Moved Winder/Booth

That Kaipara District Council receives the confirmed Minutes of the Mangawhai Community Park Governance Committee meeting held 22 March 2016.

Carried

5.3 Taharoa Domain Governance Committee Minutes 23 May 2016

Governance Services Manager 1606.15

Moved Winder/Robertson

That Kaipara District Council receives the confirmed Minutes of the Taharoa Domain Governance Committee meeting held 23 May 2016.

Carried

5.4 Chief Executive Delegation: Matters Outside Scope

Business and Policy Analyst 2304.15

Moved Robertson/Winder

That Kaipara District Council:

- 1 *Receives the Business and Policy Analyst's report 'Chief Executive Delegation : Matters Outside Scope' dated 13 July 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 s 79 of the Act determines that it does not require further information prior to making a decision on this matter; and*
- 3 *Delegates authority to the Chief Executive to include the Health and Safety at Work Act 2015 provisions outlined in the above-mentioned report in the Delegations Register; and*
- 4 *Approves the revised Resource Management Act (RMA) Delegations, as specified in the worksheet circulated as Attachment 1 of the above-mentioned report; and*
- 5 *Delegates the authority to inspect swimming pool fencing under section 11 of the Fencing and Swimming Pools Act 1987 to the Chief Executive, and approves the following wording for inclusion in the Delegations Register:*
"Authority to inspect Swimming Pool Fencing"; and
- 6 *Delegates authority to the Chief Executive to enter into Development Agreements with developers under the Local Government Act 2002 sections 207A to 207F, and approves the following wording for inclusion in the Delegations Register:*
"The Chief Executive may enter into Development Agreements with developers for the provision, supply or exchange of infrastructure, land or money to provide network infrastructure, community infrastructure or reserves that are in or a part of the district or alter standard conditions; this includes, for example:
 - *Expenditure being within an approved budget of up to \$250,000;*
 - *Arrangements where the impact of the agreement has a zero net impact on the budget provided the gross amount is less than \$250,000; and*
 - *Authorisation of a deferred development contribution payment provided that a statutory land charge is in place.*

The provisions of sections 207A to 207F shall apply to such agreements, and authority is subject to all Development Agreements being reported to the appropriate Chair.”

; and

- 7 Delegates the authority to correct mistakes that have financial implications to the Chief Executive, and approves the following wording for inclusion in the Delegations Register:

“Authority to correct mistakes (for example invoices) that have a financial implication (for the avoidance of doubt).”

Carried

5.5 Budget Carryovers 2015/2016 : Water Services, Roading, Parks and Other

General Manager Infrastructure 4100.0

Moved Booth/Winder

That Kaipara District Council:

- 1 *Receives the General Manager Infrastructure’s report ‘Budget Carryovers 2015/2016 : Water Services, Roading and Parks and Other’ dated 21 July 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 carryover of the following budgets from the 2015/2016 financial year to the 2016/2017 financial year:*

4

Project	Budget Carryover	Comments
Water Services		
Water Supply Dargaville		
10078: Gated weir across Kaihu River or Waiatua Stream and Pipeline.	\$46,000	Contract was tendered however only one tender was received which was significantly above the Engineer’s estimate. Proposed to re-tender during winter period.
10108: Manage ex Water Source and Ahikiwi.	\$101,000	
10275: WS – Gordon Street Pipe Renewal.	\$16,000	
10605: Baylys Beach Watermain.	\$21,000	Design complete and physical works contract being tendered. Funds required to complete tender evaluation and balance towards physical works.

Project	Budget Carryover	Comments
Wastewater Dargaville		
10158 P1: AC 150mm Renewal - Victoria and Onslow Streets - 600m.	\$23,000	Favourable pricing was received. Propose to utilise savings to increase scope of 2016/2017 programme.
10165 P3: AC 150mm Renewal - Pirika, Haimona, Lorne Streets and Hokianga Road.	\$46,000	
10167 P4: AC 150mm Renewal from CCTV - Normanby Street - 650m.	\$59,000	
10277 WW Dargaville increase Pump Capacity.	\$154,000	Upgrade to PS1 has been awarded however due to lag time for delivery of pumps from overseas, the project could not be completed within the financial year.
Wastewater Mangawhai		
10413 Additional Capacity for Growth - Council Contribution 2015/2016.	\$23,000	To be utilised on minor extensions as and when required.
10515 Estuary Drive Pumping Station.	\$142,000	A contract was tendered however no bids were received. Currently pricing works through Council's O&M contractor.
Wastewater Maungaturoto		
Wastewater Treatment Pond Desludging.	\$150,000	This is an OPEX budget however will be loan funded. Alternative options are being investigated to maximise benefit of the budget.
Stormwater Mangawhai		
10415 Additional Cap Growth - Council Contribution 2015/2016.	\$37,000	Negotiations in progress.
10416 All Asset Groups Renewal and Consent Related (renewal) 2015/2016	\$25,000	
10514 Resolve Pohutukawa Place flooding issue.	\$298,000	
Roading		
C794 – Pouto Road Culvert Replacement.	\$118,000	Due to inclement weather this project has been postponed until more favorable weather conditions prevail.
C805 – Murray Road Realignment.	\$30,000	Due to inclement weather this project has been postponed until more favorable weather conditions prevail.

Project	Budget Carryover	Comments
Parks		
<i>Kai Iwi Lakes campground improvements.</i>	\$29,579	<i>Uncommitted at the time the 2015/2016 works programme was developed. Funds to be allocated once the Kai Iwi Lakes (Taharoa Domain) Reserve Management Plan is finalised.</i>
<i>Mangawhai Walkway.</i>	\$27,798	<i>Although the detailed design is completed the delay in receiving the Feasibility Study for Mangawhai Heads to campground walkway meant the project could not be completed within the financial year.</i>
<i>Alamar Crescent Traffic Study and public space improvements.</i>	\$15,600	<i>Due to the feedback from the public consultation the final concept plan will need to be amended.</i>
<i>Mangawhai Community Park.</i>	\$15,986	<i>Delays in changing lease arrangements and finalising the Pioneer Village design resulted in the works programme being delayed.</i>
Other		
<i>10063: Electronic Document and Records Management.</i>	\$34,000	<i>Scoping work has commenced however consultants have not yet been engaged. Propose to continue in 2016/2017.</i>
<i>10426: Building Renewal and Earthquake Stabilisation.</i>	\$47,000	<i>This is a long term project and it is proposed to carry forward the works to be included with the 2016/2017 programme.</i>
<i>10497: Planning and Design – Library Re-development</i>	\$7,000	<i>Design commenced however awaiting internal resource to complete the planning. Physical work budgeted in 2016/2017 so carry forward of planning phase requested.</i>
Flood protection – Raupo Land Drainage Scheme		
<i>Replacement of floodgate N°38</i>	\$80,000	<i>Contract has been approved and awarded. The works could not be undertaken due to weather.</i>

Carried

6 Performance Reporting

6.1 Chief Executive's Report July 2016

Chief Executive: 2002.02.17/July

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

Moved Winder/Booth

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

Carried

Confirmed

7 Public Excluded Council Minutes items: 03 August 2016

The meeting went into Public Excluded at 2.33pm

Moved Robertson/Booth

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

- *Council Minutes: Public Excluded 28 June 2016*

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>Council minutes Public Excluded 28 June 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>

Carried

8 Open Council Minutes Wednesday 03 August 2016

The meeting came out of Public Excluded at 2.34pm

Moved Winder/Booth

That the public be re-admitted to the meeting and Item 7.1 resolution made whilst in Public Excluded be confirmed in Open Meeting.

Carried

8.1 Council Minutes Public Excluded: 28 June 2016 (Agenda Item 7.1)

Governance Services Manager 1601.20

Moved Robertson/Booth

That the Public Excluded Minutes of the Council meeting held 28 June 2016, as circulated, be confirmed as a true and correct record.

Carried

Closure

Confirmed 23 August 2016

Chair John Robertson QSM