
Minutes

Meeting	Kaipara District Council (Ordinary)
Date	Monday 22 February 2016
Venue	Northern Wairoa Memorial Hall, Conference Room, Hokianga Road, Dargaville
Time	Commenced 9.02am Concluded 10.51am
Status	Confirmed

Membership

Chair: Commissioner John Robertson

Members: Commissioners Richard Booth and Peter Winder

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Minutes of Ordinary Meeting, Kaipara District Council, Monday 22 February 2016

1 Opening

1.1 Present

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

In Attendance

Name	Designation	Item(s)
Jill McPherson	Acting Chief Executive	All
Glennis Christie	General Manager Finance	All
Venessa Anich	General Manager Community	All
Fran Mikulicic	General Manager Planning and Regulatory	All
Curt Martin	General Manager Infrastructure	All
Duncan McAulay	General Manager Strategy and Administration	All
Peter Marshall	General Manager Corporate Services	All
Sean Mahoney	Governance Services Manager	All
Helen Slater	Communications Manager	1-6.2
Christine Johnson	Administration Support	All (Minute taker)

1.2 Apologies

Nil.

1.3 Confirmation of Agenda

The Committee confirmed the Agenda with the addition of the General Manager Community's report 'Kai Iwi Lakes Water Ski Club Inc. Assets: Delegation to negotiate' dated 17 February 2016 to be included as a Late Item in the Public Excluded section.

1.4 Conflict of Interest Declaration

Nil.

2 Deputations and presentations

Nil.

3 Confirmation of Minutes

3.1 Ordinary Meeting of Council: Minutes 26 January 2016

Governance Services Manager 1601.20

Moved Robertson/Winder

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

Carried

4 Policy

4.1 Age Friendly Kaipara

Community Planner 2108.0

Moved Robertson/Booth

That the Kaipara District Council:

- 1 *Receives the Community Planner's report 'Age Friendly Kaipara' dated 27 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 *Acknowledges 'New Zealand's Positive Ageing Strategy' and adopts features of the World Health Organisations 'Age Friendly Checklist' that are relevant to Council-related activities in the context of the smaller rural centres across the Kaipara District, to be implemented as relevant work or activities are undertaken.*

Carried

4.2 Treasury Policy Technical Amendments

General Manager Finance 2304.01

Moved Winder/Booth

That the Kaipara District Council:

- 1 *Receives the General Manager Finance's report 'Treasury Policy- technical amendments' dated 12 February 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 and the Treasury Operations Schedule be amended, as set out in the above-mentioned report's Attachment 1, to make Council's preferred debt limits the policy limits in the Treasury Policy and to dispense with the maximum limits; and*
- 4 *That the Treasury Policy and the Treasury Operations Schedule be amended, as set out in the above-mentioned report's Attachments 1 and 2, to reflect the current allocation of responsibilities and job titles in the finance area.*

Carried

4.3 Guidelines for Private Seal Extensions

Administration Manager 2133.06/GSE; 4101.01

Discussion points:

- Commissioner Robertson mentioned the community's view on targeted rates.
- It was suggested that when the distance is less than 1km Council will use engineers to get an estimate.

Moved Robertson/Winder

That the Kaipara District Council:

- 1 *Receives the Administration Manager's report 'Guidelines for Private Seal Extensions' dated 15 February 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 *Requests the Acting Chief Executive to report back to the next Council meeting with amendments as discussed.*

Carried

5 Operational

5.1 Relationship Understanding – Northland councils and the Local Government Commission

Acting Chief Executive 1908.01.02

Moved Robertson/Winder

That Kaipara District Council:

- 1 *Receives the Acting Chief Executive's report "Relationship Understanding - Northland Councils and the Local Government Commission" dated 12 February 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 *Approves the Relationship Understanding between the Northland Councils and the Local Government Commission; and*
- 4 *Approves the signing of the Relationship Understanding by the Acting Chief Executive; and*
- 5 *Agrees that progress against the work programme be reported regularly to Council.*

Carried

5.2 Local Government Commission Four Waters Research Study

Acting Chief Executive 1908.01.02

Discussion points:

- Will not start until March 2016 due to staff changes.
- Offered budget is \$250,000 for the project however will require Council staff time.
- Noted to remind the LGC of the tasks at hand.

Moved Robertson/Booth

That the Kaipara District Council:

- 1 *Receives the Acting Chief Executive's report 'Local Government Commission Four Waters Research Study' dated 12 February 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 *Supports the Local Government Commission's initial research study into the state of the Four Waters in Northland as defined by the scope in the Term of Reference attached to the above-mentioned report; and*
- 4 *Notes that the other councils of Northland have agreed to support the research study proceeding.*

Carried

5.3 Local Body Triennial Elections 2016 - Order of candidates' names

Governance Services Manager 1301.01

Moved Booth/Winder

That the Kaipara District Council:

- 1 *Receives the Governance Services Manager's report 'Local Body Triennial Elections 2016 - Order of Candidates Names' dated 12 February 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 *Resolves to adopt the alphabetical order of candidate names for the Local Body Triennial Elections to be held in October 2016.*

Carried

5.4 Fees and Charges 2016/2017 Annual Review

General Manager Planning and Regulatory 2301.07

Discussion points:

- Proposed a decrease of library interloans.

Moved Robertson/Booth

That Kaipara District Council:

- 1 *Receives the General Manager Planning and Regulatory's report 'Fees and Charges 2016/2017: Annual Review' dated 15 February 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 draft Fees and Charges 2016/2017 including the library changes tabled at the meeting as outlined in the schedule included in the Agenda for this Council meeting held 22 February 2016 (with the above-mentioned report 'Fees and Charges 2016/2017: Annual Review' as Attachment 1), for the purpose of incorporating these into the draft Annual Plan 2016/2017 and allowing community comments to be received through the special consultative procedure*

Carried

5.5 Raupo Drainage Committee Elections 2016

Governance Services Manager 4303.24/Raupo

Moved Booth/Winder

That the Kaipara District Council:

- 1 *Receives the Governance Services Manager's report 'Raupo Drainage Committee – Elections 2016' dated 07 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 *Approves the adoption of the Raupo Drainage Committee – Triennial Election Rules.*

Carried

5.6 Dargaville Arts Association Licence to Occupy Application for Municipal Building, Dargaville

Parks and Community Manager 5105.09

Discussion points:

- The Roding Business Unit is not in need of the building;
- Six month transition period.

Moved Robertson/Booth

That Kaipara District Council:

- 1 *Receives the Parks and Community Manager's report 'Dargaville Arts Association Licence to Occupy Application for Municipal Building, Dargaville' dated 15 February 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 *Approves the terms and conditions as outlined in the above-mentioned report for a Licence to Occupy with the Dargaville Arts Association Incorporated; and*
- 4 *Delegates the Kaipara District Council's Acting Chief Executive to finalise and sign the Licence to Occupy with the Dargaville Arts Association Incorporated.*

Carried

5.7 Kauri Coast Recreational Society – Development Agreement for Licence to Occupy – Funding Date

Parks and Community Manager 4702.16

Moved Robertson/Winder

That the Kaipara District Council:

- 1 *Receives the Parks and Community Manager's report 'Kauri Coast Recreational Society - Development Agreement for Licence to Occupy – Funding Date' dated 15 February 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 s79 of the Act determines that it does not require further information prior to making a decision on this matter; and*
- 3 *Amends Schedule 1 of the September 2015 Development Agreement for Licence to Occupy with the Kauri Coast Recreational Society to add under the conditions a requirement that sufficient funding is to be in place by 01 August 2016 to complete the project, otherwise the Agreement lapses; and*

- 4 *Agrees to provide a Letter of Support for Kauri Coast Recreational Society's funding application to the Lottery Funding Scheme – Community Facilities; and*
- 5 *Delegates the Kaipara District Council's Acting Chief Executive to finalise and sign the Licence to Occupy Agreement on the practical completion of the development.*

Carried

6 Performance Reporting

6.1 Chief Executive's Report February 2016

Chief Executive: 2002.02.16/Feb

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

Moved Robertson/Booth

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

Carried

6.2 Commissioners' Report to the Minister December 2015

Governance Services Manager 1909.01/Ministerial Report 2015

A copy of the Commissioners' Report to the Minister for December 2015 was circulated.

- Commissioner thanked the team on the capex.

Moved Robertson/Winder

That Kaipara District Council receives the 'Commissioners' Report to the Minister December 2015'.

Carried

6.3 Quarterly Report Second Quarter Ending 31 December 2015

Governance Services Manager 2002.02.16/QR

A copy of the Quarterly Report Second Quarter ending 31 December 2015 was circulated.

Moved Winder/Booth

That Kaipara District Council receives the Quarterly Report Second Quarter Ending 31 December 2015.

Carried

7 Public Excluded Council Minute items: Monday 22 February 2016

The meeting went into Public Excluded session at 10.35am

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 January 2016*
- *Hakaru Landfill Land Acquisition*
- *CON682 Road Maintenance : Awarding separable portion 3*
- *CON725 – Reseals 2013/2018 Continuation*
- *CON727 – Road Marking 2013/2018 Continuation*
- *Kai Iwi Lakes Water Ski Club Inc. Assets: Delegation to negotiate (Late Item as per Item 1.3)*

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 January 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>Hakaru Landfill Land Acquisition</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>CON682 Road Maintenance : Awarding separable portion 3</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>CON725 - Reseals 2013/2018 Continuation</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>CON727- Road Marking 2013/2018 Continuation</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>Kai Iwi Lakes Water Ski Club Inc. Assets: Delegation to negotiate (Late Item)</i>	<i>Section 7(2)(i) enables local authority holding 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 relevant part of proceedings of the meeting would likely to result in the disclosure of information for which good reason for withholding would exist.</i>

Carried

8 Open Council Meeting Minutes Monday 22 February 2016

Moved Robertson/Booth

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

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

Governance Services Manager 1601.20

Moved Winder/Booth

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

Carried

8.2 Hakaru Landfill Land Acquisition (Agenda Item 7.2)

Roading Manager 4203.2

[Secretarial note: Item 8.2 resolution will be made public once the relevant parties have been notified.]

8.3 CON682 Road Maintenance: Awarding separable portion 3 (Agenda Item 7.3)

Roading Manager 4107.682

[Secretarial note: Item 8.3 resolution will be made public once the relevant parties have been notified.]

8.4 CON725 – Reseals 2013/2018 Continuation (Agenda Item 7.4)

Roading Manager 4107.725

[Secretarial note: Item 8.4 resolution will be made public once the relevant parties have been notified.]

8.5 CON727 – Road Marking 2013/2018 Continuation (Agenda Item 7.5)

Roading Manager 4107.727

[Secretarial note: Item 8.5 resolution will be made public once the relevant parties have been notified.]

9 Closure

The meeting closed at 10.51am

Confirmed:

Chair: