

Meeting	Kaipara District Council
Date	Thursday 29 August 2019
Time	Meeting started at 9.32 am Meeting ended at 2.24 pm
Venue	Northern Wairoa War Memorial Hall – 37 Hokianga Road, Dargaville
Status	Confirmed

Open Minutes

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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Ordinary meeting of Kaipara District Council

Thursday 29 August 2019 in Dargaville

1 Opening

1.1 Karakia

Councillor Joyce-Paki 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, Karen Joyce-Paki and Jonathan Larsen

In Attendance

Name	Designation	Item(s)
Louise Miller	Chief Executive	1—6.3
Jim Sephton	General Manager Infrastructure	1—6.3
Darla Blake	General Manager Community Customer Services and Acting General Manger Regulatory, Planning and Policy	1—6.3
Hannah Gillespie	General Manager People and Capability	All
Jason Marris	General Manager Governance, Strategy and Democracy	All
Paul Cresswell	Financial and Corporate Planning Manager	1—6.3
Jessica Hollis	Policy and Planning Manager	1—4.1
Kim Jenyns	People and Capability Co-ordinator	1—4.1
Rachael Fox	Executive Assistant	1—4.1
Darlene Lang	Community Relationships Manager	4.3
Jenny Rooney	Funding Co-ordinator	1—4.3
Gavin Dawson	Governance Advisor	1—5.5
Lisa Hong	Governance Advisor	All (Minute-taker)

Adjournments

Reason	Start	Finish
Morning tea	10.40 am	10.51 am
Lunch	12.30 pm	1.01 pm

1.3 Apologies

Moved Curnow/Joyce-Paki

That the apology of Councillor Andrew Wade be received.

Carried

1.4 Confirmation of agenda

Moved Smith/del la Varis-Woodcock

That the agenda for the 29 August 2019 meeting be confirmed.

Carried

1.5 Conflict of interest declaration

Nil.

2 Public input

2.1 Rural Connectivity Group

Caitlin Metz and Andrew Wiseman from the Rural Connectivity Group tabled a presentation¹ and spoke in the public forum.

2.2 Dot Gorrie

Dot Gorrie spoke in the public forum.

3 Minutes

3.1 Confirmation of Open Council minutes 25 July 2019

General Manager Governance, Strategy and Democracy 1601.24

Moved Jones/Curnow

That the unconfirmed Open minutes of the Kaipara District Council meeting held 25 July 2019 be confirmed as a true and correct record.

Carried

3.2 Open Committee minutes confirmed in July 2019

General Manager Governance, Strategy and Democracy 16/Various

Moved Curnow/Wethey

That Kaipara District Council notes the confirmed Open minutes of the following committee meeting:

- *Mangawhai Community Park Governance Committee meeting held Monday 15 April 2019.*

Carried

4 Decision

4.1 Independent Planning Functions Review

Chief Executive 22/SPF/D

[Secretarial Note: Briar Belgrave (Associate, Barker & Associates) and Karl Cook (Director, Barker & Associates) tabled a presentationⁱⁱ.]

Moved Wethey/Curnow

That Kaipara District Council:

- a) *Notes the Barker & Associates' report 'Kaipara District Council – Independent Planning Functions Review July 2019' at Attachment One to this report.*
- b) *Requests the Chief Executive implement the recommendations provided by Barker & Associates and set out in Appendix 7 of the above report.*

Carried

Meeting adjourned for morning tea at 10.40 am

Meeting reconvened at 10.51 am

4.2 Budget carry-overs from 2018/2019

Financial and Corporate Planning Manager 2304

Moved Smith/Wethey

That Kaipara District Council:

- a) *Approves the carrying over of financial budgets for the unfinished projects as set out in Attachment A to the "Budget carry-overs from 2018/2019" report, totalling \$2,619,822, and for the amounts to be added to the 2019/2020 Annual Plan project budgets to enable staff to complete the identified works.*
- b) *Approves the carrying over of operational project expenditure of \$324,387 for the District Plan and for the amounts to be added to the 2019/2020 Annual Plan project budgets to enable staff to complete the identified works.*

Carried

4.3 Reserve Contributions Allocation for the Reviewed Kaiwaka Township Improvement Plan

Community Funding Co-ordinator 4705.04

Moved Larsen/Wethey

That Kaipara District Council:

- a) *Notes the reviewed Kaiwaka Township Improvement Plan available at Attachment A to the Community Funding Co-ordinator's report "Reserve Contributions Allocation for the Reviewed Kaiwaka Township Improvement Plan".*
- b) *Requests the Chief Executive investigate and deliver the identified projects below, using the \$150,000 funding allocation from the Kaiwaka and Surrounds catchment included in the 2019/2020 Annual Plan:*
 - *Installation of the Kaiwaka Sports Fitness Trail*
 - *Development of the Rangiora Road Reserve and Boat Ramp.*

- c) *Notes that remaining projects from the Kaiwaka Township Improvement Plan will be incorporated for decision-making into future Annual Plan and Long Term Plan processes.*

Carried

4.4 Elected Member Allowances and Recovery of Expenses Policy Update

General Manager Governance, Strategy and Democracy 1801.0

Moved Smith/Jones

That Kaipara District Council:

- a) *Includes the childcare allowance in the Kaipara District Council's Elected Members Allowances and Recovery of Expenses Policy in accordance with the Local Government Members (2019/20) Determination 2019.*
- b) *Delegates the Mayor and Chief Executive the authority to approve final wording in the Kaipara District Council's Elected Members Allowances and Recovery of Expenses Policy.*

Carried

4.5 Raupo Drainage Committee election 2019

Governance Advisor 4303.24/Governance

Moved del la Varis-Woodcock/Smith

That Kaipara District Council:

- a) *Appoints Ian Beattie, Greg Gent, David Hart, Grace Le Gros, Brian Madsen and Ross McKinley as the ratepayer representatives on the Raupo Drainage Committee for the 2019/2021 triennium.*

Carried

5 Information

5.1 Growth considerations and financial implications

**General Manager People and Capability
General Manager Risk, IT and Finance 22SP**

Moved Smith/Joyce-Paki

That Kaipara District Council:

- a) *Notes that the Chief Executive will recruit additional 7.5 Full Time Equivalent roles to address immediate need.*
- b) *Notes that there will be no additional financial implications, and that these roles will be self-funded or funded by additional income.*

Carried

5.2 Honorary Citizens Award 2019

Governance Advisor 2120.01.03

Moved Smith/Wethey

That Kaipara District Council:

- a) *Notes that Mayor Jason Smith has awarded an Honorary Citizens Award to Richard Drake in August 2019.*

Carried

5.3 Strategic Plan Quarterly Report April—June 2019

Administration Manager 2002.02.18/August

Moved Larsen/Curnow

That Kaipara District Council notes Strategic Plan Quarterly Report April—June 2019.

Carried

5.4 Chief Executive's report for July 2019

Chief Executive 2002.02.18/August

Moved Smith/Curnow

That Kaipara District Council notes the Chief Executive's Report for July 2019.

Carried

5.5 Resolutions Register update

Governance Advisor 1202.05

Moved Jones/Curnow

That Kaipara District Council notes the Resolutions Register dated 16 August 2019.

Carried

Meeting adjourned for lunch at 12.30 pm

Meeting reconvened at 1.01 pm

6 Public Excluded Council minute items 29 August 2019

The meeting went into public excluded session at 1.01 pm.

Moved Curnow/del la Varis-Woodcock

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

- Confirmation of Public Excluded Council minutes 25 July 2019;
- Public Excluded Committee minutes confirmed in July 2019;
- Provincial Growth Fund – Kaipara KickStart Rooding Package Funding Agreement 1; and
- Chief Executive’s Performance Review (January to June 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:
Confirmation of Public Excluded Council minutes 25 July 2019	S7(2)(g) to maintain legal professional privilege S7(2)(i) to enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	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.
Public Excluded Committee minutes confirmed in July 2019	S7(2)(i) to enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	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.
Provincial Growth Fund – Kaipara KickStart Rooding Package Funding Agreement 1	S7(2)(i) to enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	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.
Chief Executive’s Performance Review (January to June 2019)	S7(2)(a) to protect the privacy of natural persons, including that of deceased natural persons	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.

Carried

7 Open Council minutes 29 August 2019

The meeting returned to Open session at 2.23 pm.

Closure

Councillor Joyce-Paki closed the meeting with a karakia.

The meeting closed at 2.24 pm.

Confirmed 26 September 2019

Chair Mayor Jason Smith

Kaipara District Council
Dargaville

ⁱ Rural Connectivity Group's presentation to Kaipara District Council (Rural Connectivity Group, 29 August 2019)

ⁱⁱ Independent Planning Functions Review presentation (Barker and Associates, August 2019)