

Minutes of the Ordinary meeting of  
**Kaipara District Council**

**Date:** 24 June 2020  
**Time:** 9:30 a.m. – 1:32 p.m.  
**Location:** Conference Room, Northern Wairoa Memorial Hall, Dargaville

Members present: Mayor Jason Smith  
Deputy Mayor Anna Curnow  
Councillor Victoria del la Varis-Woodcock  
Councillor Karen Joyce-Paki  
Councillor Jonathan Larsen  
Councillor Mark Vincent  
Councillor Peter Wethey  
Councillor David Wills  
Councillor Eryn Wilson-Collins

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**1. Opening**

**1.1 Karakia**

Cr Wilson-Collins opened the meeting with a karakia.

**1.2 Apologies**

Nil.

**1.3 Confirmation of agenda**

**Moved: Mayor Smith**

**Seconded: Deputy Mayor Curnow**

That the agenda for the 24 June 2020 meeting be confirmed.

**Carried**

**1.4 Conflict of interest declaration**

Member	Item
Cr Joyce-Paki	4.5 3 Waters Operations and Maintenance Contract 798 Extension – Cr Joyce-Paki disclosed that a family member was a previous employee of Broadspectrum.

## 2. Presentations and petitions

### 2.1 Rose Coles, Taharoa Domain trout release

Rose Coles spoke in the public forum.

### 2.1 Phil Durham (Chair, Fish and Game Northland), Taharoa Domain trout release

Phil Durham spoke in the public forum and tabled a letter<sup>i</sup>.

## 3. Confirmation of minutes

### 3.1 Open Council meeting 27 May 2020

**Moved: Cr del la Varis-Woodcock**

**Seconded: Cr Joyce-Paki**

That the Kaipara District Council:

- a) Confirms that the open minutes of the Council meeting held on 27 May 2020 are a true and correct record, with minor editorial changes made at the meeting.

**Carried**

## 4. Decision

### 4.1 Long Term Plan 2021/2031: Vision and Community Outcomes

**Moved: Mayor Smith**

**Seconded: Cr Wills**

That the Kaipara District Council:

- a) Adopts the Vision, Mission and Community Outcomes (located at Attachment A) for inclusion in the 2021/31 Long Term Plan.
- b) Delegates the Mayor and Chief Executive the authority to make minor editorial changes to the Vision, Mission and Community Outcomes for the Long Term Plan 2021/2031.

**Carried**

[Secretarial note: Council expressed their thanks to the Chief Executive for facilitating this work with elected members.]

#### **4.2 Fees and Charges 2020/2021**

**Moved: Mayor Smith**

**Seconded: Deputy Mayor Curnow**

That the Kaipara District Council:

- a) Approves the proposed Fees and Charges for 2020/2021 as outlined in the draft schedule, appended to the report as **Attachment A**.
- b) Delegates the Mayor and Chief Executive the authority to approve minor editorial changes the Fees and Charges 2020/2021.

**Carried**

#### **4.3 Annual Plan 2020/2021**

**Moved: Mayor Smith**

**Seconded: Deputy Mayor Curnow**

That the Kaipara District Council:

- a) Adopts the Annual Plan 2020/2021 (Attachment A to this report).
- b) Delegates the Mayor and Chief Executive the authority to make minor editorial changes to the Annual Plan 2020/2021.

**Carried**

**Cr Larsen requested that his vote against be recorded.**

**Meeting adjourned for morning tea at 11:17 a.m.**

**Meeting reconvened at 11:32 a.m.**

#### **4.4 Setting of Rates, Due Dates and Penalties Regime 2020/2021**

**Moved: Mayor Smith**

**Seconded: Deputy Mayor Curnow**

That the Kaipara District Council:

- a) Receives the report from the General Manager Sustainable Growth and Investment, "Setting of Rates, Due Dates and Penalties Regime 2020/2021", meeting date 24 June 2020.
- b) Notes that it is required to make the resolution publicly available on the Council's internet site.
- c) Notes that the Setting of Rates Due Dates and Penalties Regime 2020/2021 report has been reviewed by Council's lawyers.

- d) Sets the rates, due dates for payment and penalties regime for the 2020/2021 financial year, as follows:

### **Rates resolution for the 2020/2021 financial year**

The following rates are set for the period commencing on the first day of July 2020 and ending on the last day of June 2021. All rates and amounts are GST inclusive unless otherwise stated.

#### **A. General rate**

Under Section 13 of the Local Government (Rating) Act 2002 (the Act), a General Rate set for all rateable land within the district based on the land value of the land and at different rates in the dollar for different categories of land as set out in the table below.

Area	Differential category*	Rate in the Dollar (including GST)
Rest of district	Residential and small sized lifestyle properties	0.002777
	Other	0.004305
Mangawhai Harbour Restoration Area	Residential and small sized lifestyle properties	0.002815
	Other	0.004334

\* The definitions of these differential categories can be found in the Funding Impact Statement - Rating Tools section of Council's Annual Plan 2020/2021.

#### **B. Uniform Annual General Charge**

Under Section 15 of the Act, a uniform annual general charge on all rateable land within the district of \$764.00 (including GST) per Rating Unit.

#### **C. Targeted rates for Wastewater – networks**

Under Section 16 of the Act, targeted rates for Wastewater in each of the networks referred to in the table below, for operating and maintaining Wastewater treatment plants and pump stations and reticulation repairs and minor upgrades, including renewals and extensions of the respective systems.

The rates are set on a differential basis based on the use to which the land is put and the provision or availability to the land of the Wastewater service provided by, or on behalf of, Council.

Each targeted rate is calculated as:

1. Properties not connected to the Wastewater network as at 30 June 2020, but capable of being connected (being situated within 30 metres of a public sewerage drain to which it is capable of being effectively connected, either directly, or through a private drain) "serviceable":
  - a. A fixed amount per Separately Used or Inhabited Part of a Rating Unit (SUIP) for all units used primarily as a residence; and
  - b. A fixed amount per Rating Unit for all other units.
2. Properties that are connected to the Wastewater network as at 30 June 2020 "connected":
  - a. A fixed amount per SUIP for all units used primarily as a residence; and
  - b. For all other units:

- i. A fixed amount per Rating Unit; and
- ii. A charge per pan (urinal or water closet) for each pan after the second.

Wastewater Network*	Differential Category*	Charge per Rating Unit (including GST)	Charge per SUIP (including GST)	Charge per pan (after the second) (including GST)
Dargaville	Residence and connected	-	\$920.07	-
	Residence and serviceable	-	\$690.05	-
	Other and connected	\$920.07	-	\$460.03
	Other and serviceable	\$690.05	-	-
Glinks Gully	Residence and connected	-	\$1,298.99	-
	Residence and serviceable	-	\$974.24	-
	Other and connected	\$1,298.99	-	\$649.50
	Other and serviceable	\$974.24	-	-
Kaiwaka	Residence and connected	-	\$1,150.52	-
	Residence and serviceable	-	\$862.89	-
	Other and connected	\$1,150.52	-	\$575.26
	Other and serviceable	\$862.89	-	-
Mangawhai	Residence and connected	-	\$1,356.99	-
	Residence and serviceable	-	\$1,017.74	-
	Other and connected	\$1,356.99	-	\$678.49
	Other and serviceable	\$1,017.74	-	-
Maungaturoto Township and Maungaturoto Station Village	Residence and connected	-	\$1,258.66	-
	Residence and serviceable	-	\$944.00	-
	Other and connected	\$1,258.66	-	\$629.33
	Other and serviceable	\$944.00	-	-
Te Kopuru	Residence and connected	-	\$667.86	-
	Residence and serviceable	-	\$500.90	-
	Other and	\$667.86	-	\$333.93

	connected			
	Other and serviceable	\$500.90	-	-

*\* The definitions of each network, differential categories and a SUIP can be found in the Funding Impact Statement - Rating Tools section of Council's Annual Plan 2020/2021.*

#### **D. Targeted rates for Wastewater – capital contributions**

Under Section 16 of the Act, targeted rates for all rateable land connected or capable of connection to the Mangawhai wastewater network as at 30 June 2013, based on where the land is situated, as defined on maps in the Appendix of the Annual Plan 2020/2021. The targeted rates for each of the four defined areas (A, D, E and F) are as follows:

Targeted rate*	Fixed amount per Rating Unit (including GST)
Mangawhai Wastewater Capital Contribution A	\$676.00
Mangawhai Wastewater Capital Contribution D	\$569.95
Mangawhai Wastewater Capital Contribution E	\$606.31
Mangawhai Wastewater Capital Contribution F	\$643.26

*\* The full definitions of the land subject to each targeted rate can be found in the Funding Impact Statement - Rating Tools section of Council's Annual Plan 2020/2021.*

#### **E. Targeted rates for Stormwater – networks**

Under Section 16 of the Act, targeted rates for Stormwater in each of the following networks, for the purpose of running and maintaining each Stormwater network. The rate is the amount per dollar of the land value for all land situated in the respective Stormwater network.

Stormwater Network*	Rate in the Dollar (Land Value) (including GST)
Baylys	0.002242
Dargaville	0.002808
Kaiwaka	0.000899
Mangawhai	0.000904
Te Kopuru	0.001358

*\*The full definitions of the land subject to each targeted rate can be found in the Funding Impact Statement - Rating Tools section of Council's Annual Plan 2020/2021.*

#### **F. Targeted rate Land Drainage – Raupo**

Under Section 16 of the Act, a targeted rate for all rateable land within the Raupo Land Drainage scheme, at different rates in the dollar for different categories of land based on where the land is situated. The rate is an amount per dollar of the land value of the land.

This rate is to fund work undertaken to maintain and improve the current capacity of the land drainage network and stop banks.

Differential Category*	Rate in the Dollar (Land Value) (including GST)
Raupo District A	0.002780
Raupo District B	0.000234
Raupo Township	0.003349

\* The full definitions of the land subject to each targeted rate can be found in the Funding Impact Statement - Rating Tools section of Council's Annual Plan 2020/2021.

### G. Targeted rates for Land Drainage – other schemes

Under Section 16 of the Act, targeted rates for Land Drainage in each of the following schemes, for the purpose of maintaining and improving the capacity of the land drainage network and stop banks. The rate is an amount per dollar of the land value for all land situated in the respective Land Drainage scheme.

Land Drainage Scheme*	Rate in the Dollar (Land Value) (including GST)
Aoroa	0.001401
Arapohue No1	0.000692
Arapohue No2	0.000463
Aratapu Village	0.000459
Awakino Point	0.000618
Awakino Valley	0.000559
Greenhill	0.000375
Hoanga	0.002017
Horehore	0.000629
Kaihu	0.000456
Kopuru Swamp	0.001305
Koremoa	0.000543
Mangatarā	0.000450
Manganui	0.000114
Mititai	0.000852
Notorious	0.000818
Oruariki	0.001201
Otiria	0.001065
Owairangi	0.000491
Tangowahine No1	0.000445
Tangowahine No2	0.000763
Tangowahine Valley	0.000151
Tatarariki 1	0.000439
Tatarariki 2	0.001519
Tatarariki 3	0.000844
Te Hapai	0.002049
Tikinui	0.000902
Whakahara	0.000383

\* The definitions of each land drainage scheme can be found in the Funding Impact Statement - Rating Tools section of Council's Annual Plan 2020/2021.

## H. Targeted rates for Water Supply

Under Sections 16 and 19 of the Act, targeted rates for Water Supply in each of the networks referred to in the table below, for operating and maintaining the Water Supply network. In particular, the costs associated in treating the water for domestic consumption.

The rates are set on a differential basis based on the provision or availability to the land of the water supply service provided by, or on behalf of, Council. Each targeted rate is calculated as:

Metered properties as at 30 June 2020:

1. A scale of charges based on the per cubic metre amount of water consumed.  
Other properties (except in the Mangawhai water supply network, where there is no rate set for "other properties"):
2. A fixed amount per rating unit.

Networks	Metered properties*		Other properties*
	Volumetric charge (up to and including the first cubic metre) (including GST)	Volumetric charge (per cubic metre beyond the first cubic metre) (including GST)	Fixed amount per Rating Unit (including GST)
Dargaville	\$124.23	\$2.96	\$93.17
Glinks Gully	\$364.97	\$1.55	\$273.73
Mangawhai	\$124.23	\$3.67	N/A
Maungaturoto (Station Village)	\$297.97	\$4.08	\$223.47
Maungaturoto (Township)	\$285.28	\$4.24	\$213.96
Ruawai	\$227.85	\$5.45	\$170.89

\* The full definitions of each network can be found in the Funding Impact Statement - Rating Tools section of Council's Annual Plan 2020/2021.

## I. Targeted rate for Mangawhai Harbour Restoration

Under Section 16 of the Act, a targeted rate for all rateable land within the Mangawhai Harbour Restoration area of \$80.00 (including GST) per Rating Unit. A map of the Mangawhai Harbour Restoration area can be found in the Appendix of Council's Annual Plan 2020/2021.

## J. Targeted rate for Ruawai Tokatoka Hall

Under Section 16 of the Act, a targeted rate for all rateable land within the Ruawai Tokatoka Hall targeted rate area of \$38.00 (including GST) per Rating Unit. A map of the Ruawai Tokatoka Hall targeted rate area can be found in the Appendix of Council's Annual Plan 2020/2021.

## K. Targeted rate for Forestry Roding

Under Section 16 of the Act, a targeted rate for all rateable land within the Forestry Roding targeted rate area of 0.0076293 (including GST) per dollar of the land value for all land situated in the area. A map of the Forestry Roding targeted rate area can be found in the Appendix of Council's Annual Plan 2020/2021.



## L. Due dates

Under Section 24 of the Act, the rates, except targeted rates for metered water supply, will be payable in four equal instalments with the following due dates:

Instalment 1	20 August 2020
Instalment 2	20 November 2020
Instalment 3	20 February 2021
Instalment 4	20 May 2021

Metered water rates will be billed twice during the year. The due date for each billing is the 20th of the month following the delivery of the invoice. The billing and due dates for each area are:

Billing month	Area	Payment due date
July 2020 January 2021	Dargaville (Hokianga Road and side streets) and Glinks Gully	20 August 2020 20 February 2021
August 2020 February 2021	Dargaville (Station and Beach Roads) and Mangawhare	20 September 2020 20 March 2021
September 2020 March 2021	Dargaville (Township East)	20 October 2020 20 April 2021
October 2020 April 2021	Dargaville (Awakino Road and Main Street) and Ruawai	20 November 2020 20 May 2021
November 2020 May 2021	Dargaville (Ranfurly, Plunket and Tirarau Streets); Maungaturoto Railway; Maungaturoto Township and Mangawhai	20 December 2020 20 June 2021
December 2020 June 2021	North Dargaville to Kaihu, Awakino Point and Baylys	20 January 2021 20 July 2021

## M. Penalties

Under Sections 57 and 58 of the Act:

- a) A penalty of 10% of the rates (other than water-by-meter rates) assessed in the 2020/2021 financial year that are unpaid after the due date for each instalment will be added on the relevant penalty date for each instalment stated below, except where a ratepayer has entered into an arrangement by way of direct debit authority, or an automatic payment authority, and honours that arrangement. For each instalment the date the penalty will be added is as follows:
 

Instalment 1	21 August 2020
Instalment 2	21 November 2020
Instalment 3	21 February 2021
Instalment 4	21 May 2021; and
- b) A penalty of 10% of the amount of all rates (including any penalties) other than water-by-meter rates from any previous financial years that are unpaid on 01 July 2020 will be added on 01 July 2020; and
- c) A penalty of 10% of the amount of all rates to which a penalty has been added under b) and which remain unpaid will be added on 05 January 2021; and
- d) A penalty of 10% of the amount outstanding for water by meter rates charged per invoice will be added on the relevant penalty date for each billing month

and area stated below, except where a ratepayer has entered into an arrangement by way of direct debit authority, or an automatic payment authority, and honours that arrangement. For each billing month and area, the date the penalty will be added is as follows:

Billing month	Area	Penalty date
July 2020 January 2021	Dargaville (Hokianga Road and side streets) and Glinks Gully	21 August 2020 21 February 2021
August 2020 February 2021	Dargaville (Station and Beach Roads) and Mangawhare	21 September 2020 21 March 2021
September 2020 March 2021	Dargaville (Township East)	21 October 2020 21 April 2021
October 2020 April 2021	Dargaville (Awakino Road and Main Street) and Ruawai	21 November 2020 21 May 2021
November 2020 May 2021	Dargaville (Ranfurly, Plunket and Tirarau Streets); Maungaturoto Railway; Maungaturoto Township and Mangawhai	21 December 2020 21 June 2021
December 2020 June 2021	North Dargaville to Kaihu, Awakino Point and Baylys	21 January 2021 21 July 2021

- e) Delegates authority to the Revenue Manager and the Revenue Operations Officer to apply penalties to unpaid rates according to the resolutions above.

**Carried**

#### **4.5 3 Waters Operations and Maintenance Contract 798 Extension**

**Moved: Cr Larsen**

**Seconded: Cr Wills**

That the Kaipara District Council

- a) Approves Contract 798 - 3 Waters Operations and Maintenance Contract extension by 12 months from 01 July 2021 to 30 June 2022 for a nominal amount of \$2,263,432.92 (excluding GST).

**Carried**

#### **4.6 Rotu intake slip repair**

Pursuant to Standing Orders 9.9, the Chief Executive withdrew this item from the agenda.

#### **4.7 Risk Management Framework – Risk Appetite**

**Moved: Deputy Mayor Curnow**

**Seconded: Cr Joyce-Paki**

That the Kaipara District Council

- a) Approves the Risk Appetite Statements for inclusion in the Council's Risk Management Framework (these are the statements in Appendix 5 of the attached Risk Management Framework [*Attachment A to the report*]).

- b) Delegates the Mayor and Chief Executive the authority to make minor editorial changes to the Risk Management Framework.

**Carried**

**Cr del la Varis-Woodcock requested that her vote against be recorded.**

## **5. Information**

### **5.1 Urgent decision made during COVID-19 shutdown**

**Moved: Mayor Smith**

**Seconded: Cr Wethey**

That the Kaipara District Council:

- a) Notes the urgent decision made by Mayor Smith, Deputy Mayor Curnow and Councillor Wethey during the COVID-19 pandemic, as delegated by Council on 23 March 2020 and attached to this report as **Attachment A**.

**A division was called, and voting was as follows:**

<b><u>For</u></b>	<b><u>Against</u></b>
Cr Curnow	Cr del la Varis-Woodcock
Cr Joyce-Paki	
Cr Larsen	
Cr Vincent	
Cr Wethey	
Cr Wills	
Cr Wilson-Collins	
Mayor Smith	

**The motion was declared carried.**

**Meeting adjourned for lunch at 12:32 p.m.**

**Meeting reconvened at 1:00 p.m.**

### **5.2 Exceptions Report for May 2020**

**Moved: Cr Vincent**

**Seconded: Cr Wilson-Collins**

That the Kaipara District Council:

- a) Notes the Exceptions Report for May 2020.

**Carried**

### 5.3 Resolutions Register update June 2020

Moved: Cr Joyce-Paki

Seconded: Cr Wills

That the Kaipara District Council:

- a) Notes the Resolutions Register at 15 June 2020.

**Carried**

## 6. Recommendation to move into public excluded session

Moved: Cr Vincent

Seconded: Cr Wilson-Collins

That the following item is considered with the public excluded:

Item	Grounds for excluding the public
Confirmation of public excluded minutes 27 May 2020	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (Section 7(2)(i))

**Carried**

## 7. Public excluded

Meeting moved into public excluded session at 1:25 p.m.

Meeting returned to open session at 1:27 p.m.

## 8. Closure

### 8.1 Karakia

Cr Wilson-Collins closed the meeting with a karakia.

Meeting closed at 1:32 p.m.

Confirmed 29 July 2020

Chair Mayor Jason Smith

**Kaipara District Council**

<sup>i</sup> Letter from Northland Fish and Game Council (tabled at the meeting)