KAIPARA DISTRICT

Kaipara te Oranganui • Two Oceans Two Harbours

Minutes of the Ordinary meeting of

Kaipara District Council

Date: **29 April 2020**
Time: **9:30 a.m. – 3:32 p.m.**
Location: **Broadcast live on Facebook**

Member 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

Confirmed

1. Opening

1.1 Karakia

Mayor Smith opened the meeting with a karakia.

1.2 Apologies

Nil.

1.3 Confirmation of agenda

[Secretarial note: Following the COVID-19 Alert Level being raised on 23 March and again on 25 March, the 25 March meeting was cancelled after the agenda for that meeting was published.

Reports 4.2, 4.4-4.7 and 5.2 have been moved from the 25 March 2020 Council meeting to this agenda. Some changes have been made to these reports to reflect more current information or to incorporate minor corrections.

Private Plan Change 78 item was decided through the urgent delegation mechanism and is not included in this agenda. The report on Forecast One was withdrawn by the Chief Executive in acknowledgement of significant economic changes to the District caused by the COVID-19 pandemic.]

Moved: Mayor Smith
Seconded: Deputy Mayor Curnow

That the Kaipara District Council confirms the agenda for the 29 April 2020 meeting.

Carried

1.4 Conflict of interest declaration

Elected member	Item
Cr Wilson-Collins	**4.1 Council response to COVID-19** - Cr Wilson-Collins disclosed an interest regarding community lease payments due to her involvement in a community organisation with a lease agreement with Council. **4.5 Community Assistance Policy Licence to Occupy Review** – Cr Wilson-Collins disclosed an interest due to her involvement in a community organisation with a Licence to Occupy agreement with Council.
Cr Vincent	**4.7 District Licensing Committee selection panel establishment and process** – Cr Vincent declared a conflict of interest as a member of the current District Licensing Committee. He left the virtual meeting and did not participate in the discussion nor vote on this item.

2. Presentations and petitions

Nil.

3. Confirmation of minutes

3.1 Ordinary Council meeting 26 February 2020

Moved: Mayor Smith
Seconded: Cr del la Varis-Woodcock

That the Kaipara District Council:

a) Confirms that the minutes of the Council meeting held on 26 February 2020 are a true and correct record.

Carried

Confirmed

3.2 Emergency Council meeting 23 March 2020

Moved: Cr Wethey
Seconded: Deputy Mayor Curnow

That the Kaipara District Council:

a) Confirms that the minutes of the Emergency Council meeting held on 23 March 2020 are a true and correct record.

Carried

4. Decision

4.1 Council response to COVID-19

[Secretarial note: The motion was taken in two parts.

Cr Wilson-Collins disclosed an interest regarding community lease payments due to her involvement in a community organisation with a lease agreement with Council.]

Moved: Mayor Smith
Seconded: Deputy Mayor Curnow

Part One

That the Kaipara District Council:

a) Recognises the impact COVID-19 pandemic has on the Kaipara community.

b) Notes the proposed comprehensive hardship relief package put forward by this report as a result of the COVID-19 pandemic.

c) Requests the Chief Executive conduct informal community engagement on the hardship relief package and the funds proposed and report the results to the May Council meeting.

A division was called, and voting was as follows:

For	**Against**
Deputy Mayor 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.

Confirmed

Moved: Mayor Smith
Seconded: Deputy Mayor Curnow

Part Two

That the Kaipara District Council:

d) Rescinds the previous Kaipara District Council Annual Plan decisions made at the December 2019 and February Council 2020 meetings, highlighted below:

11 December 2019 Council meeting

- Agrees that if the financials presented to the February Council briefing and meeting demonstrate that the total rates increase is within the range 4.83% to 5.49%, consultation on the proposed Annual Plan 2020/21 is not required as there are no significant or material differences from the 2018/28 Long Term Plan.

26 February 2020 Council meeting

- Approves the proposed Annual Plan 2020/21 be prepared on the basis that the rates increase will be 5.49% after factoring in growth (Option One in the report).

e) Approves the proposed Annual Plan 2020/21 be prepared on the basis that the general rates increase will be 3.97% after factoring in growth (Option three in the report).

f) Agrees that consultation is not required if the general rates increase of 3.97% after factoring in growth is approved (recommendation e) as there are no significant or material differences from the 2018/28 Long Term Plan.

g) Sets the Uniform Annual General Charge at $764 for the 2020/21 financial year.

An amendment motion was moved:

Moved: Cr Larsen
Seconded: Cr Wills

e) Approves the proposed Annual Plan 2020/21 be prepared on the basis that the general rates increase will be 2.83% after factoring in growth.

f) Undertakes consultation with the community if and as required.

A division was called, and voting was as follows:

For	**Against**
Cr Larsen	Deputy Mayor Curnow
Cr Vincent	Cr del la Varis-Woodcock
Cr Wills	Cr Joyce-Paki
	Cr Wethey
	Cr Wilson Collins
	Mayor Smith

The amendment motion was declared lost.

Confirmed

The substantive motion was then put:

That the Kaipara District Council:

d) Rescinds the previous Kaipara District Council Annual Plan decisions made at the December 2019 and February Council 2020 meetings, highlighted below:

11 December 2019 Council meeting

- Agrees that if the financials presented to the February Council briefing and meeting demonstrate that the total rates increase is within the range 4.83% to 5.49%, consultation on the proposed Annual Plan 2020/21 is not required as there are no significant or material differences from the 2018/28 Long Term Plan.

26 February 2020 Council meeting

- Approves the proposed Annual Plan 2020/21 be prepared on the basis that the rates increase will be 5.49% after factoring in growth (Option One in the report).

e) Approves the proposed Annual Plan 2020/21 be prepared on the basis that the general rates increase will be 3.97% after factoring in growth (Option three in the report).

f) Agrees that consultation is not required if the general rates increase of 3.97% after factoring in growth is approved (recommendation e) as there are no significant or material differences from the 2018/28 Long Term Plan.

g) Sets the Uniform Annual General Charge at $764 for the 2020/21 financial year.

A division was called, and voting was as follows:

For	**Against**
Deputy Mayor Curnow	Cr Larsen
Cr del la Varis-Woodcock	
Cr Joyce-Paki	
Cr Vincent	
Cr Wethey	
Cr Wills	
Cr Wilson Collins	
Mayor Smith	

The motion was declared carried.

The meeting was adjourned for lunch at 11:55 a.m.

The meeting reconvened at 12:31 p.m.

Confirmed

4.2 Fees and Charges 2020/21: Annual Review

Moved: Deputy Mayor Curnow
Seconded: Cr Wethey

That the Kaipara District Council:

a) Approves the proposed draft Fees and Charges 2020/2021 (Attachment A of this report) for community consultation prior to formal adoption.

Carried

4.3 Capital Projects Report April 2020

Moved: Mayor Smith
Seconded: Deputy Mayor Curnow

That the Kaipara District Council:

a) Notes the Infrastructure Report April 2020 including the proposed approach to procurement which will allow acceleration.

b) Approves the retrospective submission of the Economic Stimulus Programme.

c) Approves the Procurement Plans associated with the Economic Stimulus Programme.

Carried

4.4 Adoption of Statement of Proposal for draft Consolidated General Bylaw 2020

Moved: Cr Wilson-Collins
Seconded: Cr Wethey

That the Kaipara District Council:

a) Adopts the Statement of Proposal for the draft Consolidated General Bylaw 2020 including the draft Consolidated General Bylaw 2020 and Summary of the Statement of Proposal for consultation.

b) Delegates the Chief Executive and the Mayor the authority to make editorial changes.

c) Delegates Deputy Mayor Curnow (Chair), Councillor Larsen and Councillor Vincent to form the General Bylaws Panel to hear views, to consider both written and verbal submissions and to make recommendations on the draft Consolidated General Bylaw 2020 to Council.

Carried

Confirmed

4.5 Community Assistance Policy Licence to Occupy Review

[Secretarial note: Cr Wilson-Collins disclosed an interest due to her involvement in a community organisation with a Licence to Occupy agreement with Council.]

Moved: Cr del la Varis-Woodcock
Seconded: Cr Wethey

That the Kaipara District Council:

a) Approves the amendments to the Community Assistance Policy as provided in Attachment A of this report.

b) Delegates to the Mayor and Chief Executive the authority to make minor editorial changes that do not alter the intent of the Kaipara District Council Community Assistance Policy.

Carried

4.6 Extension of Wastewater System to Spring Street

Moved: Cr Wilson-Collins
Seconded: Cr del la Varis-Woodcock

That the Kaipara District Council:

a) Approves, in principal, the extension of the Dargaville Wastewater Scheme (DWWS) to include the Springs Street residential area and for engagement and preparatory works to be continued in the 2020/21 financial year.

Carried

Meeting adjourned for afternoon tea at 1:52 p.m.

Meeting reconvened at 2:10 p.m.

4.7 District Licensing Committee selection panel establishment and processes

[Secretarial note: Cr Vincent declared a conflict of interest as a member of the current District Licensing Committee. He left the virtual meeting and did not participate in the discussion nor vote on this item.]

confirmed

Moved: Deputy Mayor Curnow
Seconded: Cr Joyce-Paki

That the Kaipara District Council:

a) Approves the establishment of a Selection Panel made up of the Mayor, Councillor Vincent and the Chief Executive or her Delegate, with a purpose of managing the recruitment and recommendation process to the Council for the membership of the Kaipara District Licensing Committee.

Carried

Cr Vincent re-joined the meeting.

4.8 Audit, Risk and Finance Committee Terms of Reference

Moved: Cr Wethey
Seconded: Cr Wills

That the Kaipara District Council:

a) Notes the Audit, Risk and Finance Committee's recommendation on the Committee's Terms of Reference from its 12 March 2020 meeting.

b) Approves the recommended changes to the Audit, Risk and Finance Committee's Terms of Reference as shown in Attachment A.

Carried

A procedural motion was moved (at 2:30 p.m.):

Moved: Mayor Smith
Seconded: Cr Larsen

That the meeting continue beyond six hours, pursuant to Standing Orders 4.2.

A division was called, and voting was as follows:

For	**Against**
Deputy Mayor Curnow	Cr Vincent
Cr del la Varis-Woodcock	
Cr Joyce-Paki	
Cr Larsen	
Cr Wethey	
Cr Wills	
Cr Wilson Collins	
Mayor Smith	

The motion was declared carried.

Confirmed

5. Information

5.1 Response to Mangawhai Activity Zone Petition

Moved: Mayor Smith
Seconded: Cr Wethey

That the Kaipara District Council

a) Notes the information in this report in response to the Mangawhai Activity Zone petition.

An amendment motion was moved:

Moved: Cr Larsen
Seconded: Cr Vincent

b) Directs the Chief Executive to review the correspondence received from Mr Colin Gallagher in relation to the report, and to bring the final report (with any resultant amendments) back to the May Council meeting.

A division was called, and voting was as follows:

For	**Against**
Cr Larsen	Deputy Mayor Curnow
Cr Vincent	Cr del la Varis-Woodcock
	Cr Joyce-Paki
	Cr Wethey
	Cr Wills
	Cr Wilson Collins
	Mayor Smith

The amendment motion was declared lost.

confirmed

The substantive motion was then put:

That the Kaipara District Council

a) Notes the information in this report in response to the Mangawhai Activity Zone petition.

A division was called, and voting was as follows:

For	**Against**
Deputy Mayor Curnow	Cr Larsen
Cr del la Varis-Woodcock	
Cr Joyce-Paki	
Cr Vincent	
Cr Wethey	
Cr Wills	
Cr Wilson Collins	
Mayor Smith	

The amendment motion was declared carried.

5.2 Exceptions Report for February 2020

Moved: Mayor Smith
Seconded: Deputy Mayor Curnow

That the Kaipara District Council:

a) Notes the Exceptions Report for February 2020.

Carried

5.3 Exceptions Report for March 2020

Moved: Cr Wethey
Seconded: Cr del la Varis-Woodcock

That the Kaipara District Council:

a) Notes the Exceptions Report for March 2020.

Carried

confirmed

5.4 Resolutions Register update April 2020

Moved: Mayor Smith
Seconded: Deputy Mayor Curnow

That the Kaipara District Council:

a) Notes the Resolutions Register at 22 April 2020.

Carried

6. Closure

6.1 Karakia

Mayor Smith closed the meeting with a karakia.

This meeting closed at 3:32 p.m.

Confirmed **27 May 2020**

Chair **Mayor Jason Smith**

Kaipara District Council

confirmed