Kaipara te Oranganui • Two Oceans Two Harbours

Minutes of the Ordinary meeting of

Kaipara District Council

Date: **Wednesday 16 December 2020**
Time: **9.30 am – 1.35 pm**
Location: **Mangawhai Domain**
75 Moir Street
Mangawhai

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

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1. Opening

1.1 Karakia

Mayor Smith opened the Meeting with a Karakia.

1.2 Apologies

There were no apologies.

1.3 Confirmation of agenda

Moved: Mayor Smith
Seconded: Deputy Mayor Curnow

That the Kaipara District Council confirms the agenda for the Meeting held 16 December 2020.

Carried

Confirmed

1.4 Conflict of interest declaration

[Secretarial note: Cr Wills made several declarations throughout the Meeting. These have been included in secretarial notes at each item where this occurred.]

2. Presentations and petitions

2.1 Petition in support of the Kaihu Valley Trail

Sadie Cogan made a presentation to the Council which outlined the perceived benefits of the project and the approach used to gather the signatures.

Moved: Cr Wilson-Collins
Seconded: Cr Joyce-Paki

That the Kaipara District Council:

a) Receives the petition in support of the Kaihu Valley Trail (**Attachment A**).

b) Notes that Council staff will report back at the 16 December 2020 Council Meeting.

Carried

3. Minutes

Moved: Cr Wills
Seconded: Cr Vincent

That the Kaipara District Council:

a) Approves the Ordinary Council Minutes of 25 November 2020 as true and accurate record (agenda item 3.1).

b) Notes the Minutes of the Raupo Drainage Committee dated 19 November 2020 (agenda item 3.2.1).

Carried

4. Notice of motion

There were no Notices of Motion.

Confirmed

5. Decision

5.1 Report on Petition in support of the Kaihu Valley Trail

Moved: Cr Wilson-Collins
Seconded: Cr Joyce-Paki

That the Kaipara District Council:

a) Notes that a Kaihu Valley Trail project team has been set up with project governance provided by the newly established Externally-Funded Projects Committee.

b) Notes that council staff will engage further with the community about the project.

Carried

5.2 2019-2020 Annual Report Adoption

Moved: Mayor Smith
Seconded: Deputy Mayor Curnow

That the Kaipara District Council:

a) Notes the Audit, Risk and Finance Committee has recommended adoption of the 2019/2020 Annual Report.

b) Adopts the 2019/2020 Annual Report circulated as Attachment A.

c) Delegates the Chief Executive and the Mayor to approve minor typographical changes that do not alter the intent of the information in the 2019/2020 Annual Report.

d) Notes that an audit report will be provided upon adoption of the 2019/2020 Annual Report.

Carried

Confirmed

5.3 Mangawhai Spatial Plan - adoption

Moved: Cr Wethey
Seconded: Deputy Mayor Curnow

That Kaipara District Council:

a) Adopts the Spatial Plan for Mangawhai as a policy for the development of this area and a guide for development.

b) Notes that the Spatial Plan remains a living document where justified amendments will be considered for Council approval.

c) Delegates the Mayor and Chief Executive the authority to make minor editorial amendments to the Spatial Plan for Mangawhai.

Carried

The Meeting adjourned for morning tea at 11.07 am.

The Meeting reconvened at 11.19 am.

5.4 Adoption of the Kaipara District Spatial Plan - Ngā Wawata 2050 - Our Aspiration

[Secretarial note: Cr Wills declared a conflict of Interest in Chapter 5 of the Kaipara District Spatial Plan.]

Moved: Mayor Smith
Seconded: Deputy Mayor Curnow

That Kaipara District Council:

a) Notes that the *Key Urban Areas Spatial Plan – Dargaville, Maungatūroto, and Kaiwaka* was adopted in May 2020 and that the *Mangawhai Spatial Plan* has been adopted at this 16 December 2020 Council meeting.

b) Adopts Parts A, B and C of the Kaipara District Spatial Plan (included at Attachments A and B to this report) as specified below:

i. Part A (Attachment A)

ii. Part B (Attachment B) relating to the sub-regions of;

- North Kaipara;
- Central Kaipara and West Coast;
- Poutō Peninsula;

Confirmed

- Kaipara Harbour and East Coast.

iii. Part C (Attachment B).

c) Notes that the adoption decisions from recommendations a) and b) above creates the complete *Kaipara District Spatial Plan - Ngā Wawata 2050 - Our Aspirations.*

d) Notes that the *Kaipara District Spatial Plan - Ngā Wawata 2050 - Our Aspirations* remains a living document where justified amendments will be considered for Council approval.

e) Delegates the Mayor and Chief Executive the authority to make minor editorial amendments to the Spatial Plan.

Carried

Cr Wills abstained

5.5 Waste Contract Renewal 2020/21 - this item was removed from the agenda under Standing Order 9.9

5.6 Streetlight Renewal and Maintenance Contract

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

That the Kaipara District Council:

a) Approve the Procurement Plan for CON20071 - Streetlight Renewals & Maintenance works.

b) Authorises the Chief Executive to award the contract and enter into a funding agreement with Whangarei District Council for the KDC's separable portion of the contract up to a maximum of $1,000,000.00 excluding GST (one million dollars).

Carried

Confirmed

5.7 Adoption of draft Financial Contributions Policy for inclusion in Long Term Plan

Moved: Mayor Smith
Seconded: Cr Vincent

That the Kaipara District Council:

a) Approves the draft Financial Contributions Policy for inclusion in the draft Long Term Plan (Attachment A).

b) Authorises the Chief Executive to make minor edits or changes to the Policy to correct any spelling errors or make typographical edits, and/or to reflect decisions made by Council at this meeting.

Carried

5.8 Rates Postponement and Remission Policy Adopt for Consultation

Moved: Cr Curnow
Seconded: Cr Wilson-Collins

That the Kaipara District Council:

a) Approves the draft Rates Postponement and Remission Policy for consultation (Attachment A).

b) Authorises the Chief Executive to make minor edits or changes to the Policy to correct any spelling errors or to make typographical edits, and/or to reflect decisions made by Council at this meeting.

Carried

5.9 Adoption of Revenue and Financing Policy for inclusion in the Long Term Plan

Moved: Mayor Smith
Seconded: Cr Wethey

That the Kaipara District Council:

a) Approves the draft Revenue and Financing Policy for inclusion in the draft Long Term Plan (Attachment A), and incorporates the feedback outlined in the report and presented at the meeting.

b) Authorises the Chief Executive to make minor edits or changes to the Policy to correct any spelling errors or make typographical edits, and/or to reflect decisions made by Council at this meeting.

Carried

Confirmed

The Meeting adjourned for lunch at 12.39 pm.

The Meting reconvened at 1.07 pm.

5.10 Recruitment of the Independent Chairperson of the Audit, Risk and Finance Committee

Moved: Mayor Smith
Seconded: Cr Wills

That the Kaipara District Council:

a) Notes that the current Chairperson of the Audit, Risk and Finance Committee has resigned from the role, effective 1 February 2021.

b) Delegates the authority to shortlist, interview and recommend to Council the appointment of a preferred candidate to be the Independent Chair of the Audit, Risk and Finance Committee to with Deputy Mayor Curnow, Cr Wilson-Collins, and Cr Wethey acting Chairperson.

c) Notes the draft recruitment process to be undertaken as follows:

   a. Advertising will occur via seek/website and other professional forum in late January 2021 for 3 to 4 weeks

   b. Shortlisting and interviews by the delegated panel in February

   c. Panel recommends the preferred candidate to the March Council meeting for appointment.

Carried

5.11 Urgent decision-making over the Christmas-New year recess period

Moved: Mayor Smith
Seconded: Cr Joyce-Paki

That the Kaipara District Council:

a) Delegates the power to make urgent decisions on behalf of the Council or its committees between the last scheduled meeting in December 2020 and the first meeting of Council or relevant committee in 2021 (the recess period) to any two of either the Mayor or Deputy Mayor and one other Councillor.

b) In the event the Mayor and Deputy Mayor are both absent at the same time, delegates the power to make urgent decisions on behalf of Council or its committees over the recess period to any two Councillors.

Confirmed

c) Notes that if it were to be considered necessary, an extraordinary or emergency meeting of the Council would be called during the recess period.

d) Notes that if the urgent decision-making process is exercised, the instances will be reported to the first Council or relevant committee meeting, in 2021.

e) Delegates Councillor Curnow the authority under section 25(5) of the Civil Defence Emergency Management Act 2002 to declare a state of local emergency in the event the Mayor is unavailable over the recess period.

Carried

6. Information

6.1 Kaipara Community Health Trust – Mayoral Appointments

Moved: Mayor Smith
Seconded: Cr Larsen

That the Kaipara District Council:

a) Notes that the Mayor has appointed Christine Herald as the West Coast ward representative on the Kaipara Community Health Trust, effective 1 December 2020, for a 3-year term.

b) Notes that the Mayor has re-appointed James Foster as the Dargaville Ward representative on the Kaipara Community Health Trust, effective 1 December 2020, for his final 3-year term.

Carried

[Secretarial note: The Council congratulated all Council staff on the work positive and effective performed throughout the year.]

7. Closure

7.1 Karakia

Mayor Smith closed the Meeting with a Karakia.

The meeting closed at 1.35 pm.

Confirmed