

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

**Date:** Wednesday 11 December, 2019  
**Time:** 9:30 am  
**Location:** Conference Room, Northern Wairoa Memorial Hall, Dargaville

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

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**1. Opening**

**1.1 Karakia**

The meeting opened with Karakia by Cr del la Varis-Woodcock.

A minutes silence was observed for the victims of the White Island eruption.

**1.2 Apologies**

Nil

**1.3 Confirmation of agenda**

[Secretarial note: A request was made by Council staff to have the 'Dargaville Pontoon Business Case and ongoing Maintenance Costs' included as extraordinary business and included on the meeting agenda. The matter became 5.10 of the agenda meeting].

**Moved By:** Mayor Smith

**Seconded By:** Cr Vincent

That Kaipara District Council:

- a) Agrees to accept the report titled 'Dargaville Pontoon Asset' as extraordinary business, to be addressed at item 5.10.
- b) Notes that the item wasn't on the agenda as staff didn't have sufficient information at agenda close to inform the report and that it needs to be addressed at this meeting to ensure the project continues to be delivered on schedule.

**Carried**

The Council confirmed the Agenda with amendments.

**Moved By:** Mayor Smith

**Seconded By:** Deputy Mayor Curnow

That the Kaipara District Council:

- a) Confirms the agenda for the meeting held 11 December 2019, with the inclusion of item 5.10 'Dargaville Pontoon Asset' and withdrawal of item 5.2 Procurement Strategy.

**Carried**

**1.4 Conflict of interest declarations**

Nil

**2. Presentations and petitions**

**3. Minutes**

**3.1 Confirmation of open minutes 27 November 2019**

**Moved By:** Cr Wethey

**Seconded By:** Deputy Mayor Curnow

- a) That the unconfirmed Open minutes of the Kaipara District Council meeting held 27 November 2019 be confirmed as a true and correct record.

**Carried**

**4. Notice of motion**

Nil

## 5. Decision

### 5.1 Annual plan

**Moved By:** Mayor Smith

**Seconded By:** Cr Wethey

That Kaipara District Council:

- a) Requests the Chief Executive provide further information on prospective financial statements, specifically subsidies and grants, employee benefits, trade and other receivables, public debt at the February Council briefing and meeting, to determine the financials for the proposed Annual Plan 2020/21.
- b) Notes that the range presented for the total rates increase is from 4.83% (as approved in the 2018/28 Long Term Plan) to 5.49% (Option 1 recommended by staff) presented in this report.
- c) 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.

**Carried**

### 5.2 Procurement Strategy – item withdrawn

### 5.3 Telecommunications lease - Kopuru Domain, Glinks Gully

**Moved By:** Cr Wills

**Seconded By:** Cr del la Varis-Woodcock

That Kaipara District Council:

- a) Resolves that public notification of the intention to grant a telecommunications tower is not required as the Kopuru reserve, Glinks Gully, is not likely to be materially altered or permanently damaged; and the rights of the public in respect of the reserve are not likely to be permanently affected - by the granting and lawful exercise of the rights and powers contained in the licence.
- b) Approves a licence for a telecommunication tower on the Kopuru Domain at Glinks Gully to the Rural Connectivity Group.
- c) Delegates to the Chief Executive responsibility for negotiating the terms and conditions of the licence to the Rural Connectivity Group.

**Carried**

#### 5.4 2019 - 2022 Triennial Agreement

**Moved By:** Mayor Smith

**Seconded By:** Deputy Mayor Curnow

That the Kaipara District Council:

- a) Adopts the 2019 – 2022 Triennial Agreement.
- b) Delegates to the Mayor and Chief Executive the authority to approve editorial changes if required.
- c) Delegates to the Mayor the authority to sign the agreement on behalf the Kaipara District Council.

**Carried**

The meeting adjourned for at 10.30 am.

The meeting reconvened at 10.45 am.

#### 5.5 Delegations register update

**Moved By:** Cr Wilson-Collins

**Seconded By:** Cr del la Varis-Woodcock

That Kaipara District Council:

- a) Approves the revisions to the Delegation Register as specified in the six referenced documents circulated as Attachments 2 - 7 to the 'Delegations Register Update November 2019' report.

**Carried**

#### 5.6 Decision-making over the 2019/2020 Christmas recess period

**Moved By:** Mayor Smith

**Seconded By:** Deputy Mayor Curnow

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 2019 and the first meeting of Council or relevant committee in 2020 (the recess period) to the Mayor and Deputy Mayor.
- b) Notes that if it is considered necessary, an extraordinary meeting of the Council will be called during the recess period.
- c) Notes that if the urgent decision-making process is exercised, the instances will be reported to the first Council or relevant committee meeting, in 2020.

- d) Designates Cr 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**

### **5.7 Three year meeting schedule**

**Moved By:** Mayor Smith

**Seconded By:** Deputy Mayor Curnow

That Kaipara District Council:

- a) Adopts the meeting schedule for 2020, 2021 and 2022 (Attachment A).
- b) Delegates the General Manager Transformation and Engagement to re-schedule meetings and to determine venues and times, in consultation with the respective chairpersons.
- c) Delegates the Chief Executive to update Council's awards and grants policies to implement a staggered funding schedule (Attachment B).

**Carried**

### **5.8 Temporary road closure approval – Whakapirau Road culvert replacement**

**Moved By:** Deputy Mayor Curnow

**Seconded By:** Cr Vincent

That Kaipara District Council:

- a) Approves the application for the temporary road closure on Whakapirau Road at RP80 as shown on the proposed Traffic Management Diagram (attachment A of this report) from Monday 17 February 2020 from 7am to Friday 21 February 2020 at 6:00pm.
- b) Notes that this approval is conditional on the maintenance contractor informing all businesses/residents located within the road closure area with a letter drop.

**Carried**

### **5.9 Council submission on Action for Healthy Waterways**

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

**Seconded By:** Mayor Smith

That Kaipara District Council:

- a) Approves the Council submission for the Ministry for the Environment's "Action for healthy waterways (October 2019)" at Attachment A.

**Carried**

### 5.10 Dargaville Pontoon Asset

**Moved By:** Mayor Smith

**Seconded By:** Deputy Mayor Curnow

That Kaipara District Council:

- a) Notes that work is ongoing over the 19/20 Summer break to progress the delivery of the Dargaville Pontoon to agreed timeframes
- b) Agrees that the Dargaville Pontoon becomes a Council owned asset upon completion of the project
- c) Notes that if Council agree the Dargaville pontoon becomes a Council owned asset, maintenance costs of \$5,000 - \$7,500 for Year 2 (19/20) and \$10,000 - \$13,000 of Year 3 (20/21) of the Long-term Plan will be incurred, with these costs funded from current operating budgets.
- d) Agrees with the proposed establishment of a specific coastal structure maintenance budget to fund the estimated maintenance costs for wharf infrastructure developed through Provincial Growth Funding, as part of decision-making in the Long Term Plan 2021-2031.

**Carried**

The meeting adjourned at 12.28 pm.

The meeting reconvened at 1.00 pm.

[Secretarial note: a representative of the Mangawhai Tracks Trust spoke for five minutes of the goals and work to date of the organisation].

## 6. Information

### 6.1 Response to Cr Larsen's Notice of Motion – Browns Road Property

**Moved By:** Cr Larsen

**Seconded By:** Cr Wethey

That Kaipara District Council:

- a) Notes this report on the Browns Road Property as per Councillor Jonathan Larsen's Notice of Motion dated 18 September 2019.

**Carried**

## 6.2 Report on public input: Stop 5G Mangawhai Petition

**Moved By:** Cr Wethey

**Seconded By:** Cr Larsen

That Kaipara District Council:

- a) Note the commentary of the areas over which Council has jurisdiction;
- b) Requests that staff respond to the Lead Petitioner;
  - i) Regarding the areas over which Council has no jurisdiction.
  - ii) Advising that central government is the legal authority responsible for the installation of 5G technology.
  - iii) Suggesting that they submit their petition to the Ministry of Health, the Ministry of Business Innovation and Employment and the Ministry for the Environment.

**Carried**

## 6.3 Clause 20A correction of the District Plan maps for the Chases Gorge Camp at Baylys Beach

**Moved By:** Cr Vincent

**Seconded By:** Cr Joyce-Paki

That Kaipara District Council:

- a) Note the decision made under delegation to correct Appendix 13.1 of the Operative District Plan with reference to the Chases Gorge Camp at Baylys Beach.

**Carried**

## 7. Closure and Karakia

The meeting was closed with a Karakia by Cr del la Varis-Woodcock.

**This meeting closed at 2.20 pm.**

**Kaipara District Council**

**Dargaville**