

Resolutions Register update June 2020

Ref	Meeting Date	Item Number	Item Name	Resolution	Assigned	Status	Comments
1	11/07/2017	1.7.2	Notice of Motion 2, Councillor Larsen	1) That the Chief Executive develop a policy for the appointment of independent commissioners; and 2) That the policy include: a) the process for Council appointment to, and removal from the list of commissioners; and b) standardising of commissioner remuneration; and c) the requirement for Council approval of appointments of commissioners for resource consent hearings, and a procedure for appointment including: i) an alphabetical acceptance and refusal process to remove bias; and ii) a public register recording the process followed in point a); and iii) a process allowing applicants to refer disputes over appointments decisions to Council for resolution; and iv) mechanisms to allow qualified elected members to sit on hearing panels if Council decides to do so. 3) That the Chief Executive work with a committee to be recommended by the Mayor in developing the policy and procedure 4) That any related current delegations be amended to reflect policy 5) That the policy be presented to Council for approval at 09 October 2017 meeting.	GM T&E	Completed	A new policy was adopted at the May 2020 council meeting.
2	26/09/2017	6.6	Stopbank reinstatement - land known as Section 73 75 part 44 Block XV of the Tokatoka Survey District	3 Delegates responsibility to the interim Chief Executive to complete any associated works for the stopbank reinstatement of Raupo Drainage District flood protection based on feedback from community consultation and expert advice 4 Notes that the works are to be funded by Raupo Drainage Targeted Rate	GM IS	In Progress	Council made further decision on this issue in November 2018.
3	11/12/2017	6.5	Mangawhai Museum Partial Surrender of Lease	3 Approves the Partial Surrender of the Lease by the Mangawhai Museum 4 Approves the grant to the Mangawhai Museum of a non-exclusive licence to use the surrendered area for the use permitted in its lease 5 Delegates to the Acting Chief Executive responsibility for the finalisation of the Deed of Partial Surrender of Lease	GM IS	In Progress	The Deed of Partial Surrender can be finalised now with updated plans. However, the Museum has since advised they now want a new lease rather than a partial surrender. The Museum agreed to sign the new lease if Council seals carpark area they are surrendering. This was reported to the Mangawhai Community Park Governance Committee on 15 July 2019. The Committee deferred making a decision until more information on stormwater implications was known.

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4	23/05/2018	5.1.3	Issues and Options: Reserve Contributions	<p>2 Adopts the Reserve Contributions (use of) Policy as consulted on in the Consultation Document for the Long Term Plan 2018/2028 effective from 01 July 2018</p> <p>3 Continues to fund the existing \$100,000 p.a. budgets (\$150,000 for Mangawhai Park for 2018/2019 year only) for each of the three priority parks from reserve contributions as a priority over other reserve projects (and without being required to participate in the contestable funding round), until an alternative funding source is arranged, subject to each governance committee providing a business plan that conforms to the funding criteria of the policy</p> <p>4 Directs the Chief Executive to advertise the contestable funding round in July 2018 in accordance with the new policy</p> <p>5 Directs the Chief Executive to investigate the provision of alternative funding sources for the region's priority parks and other reserves on completion of the reviews of the Reserves and Open Spaces Strategy (ROSS) and the Reserve Management Plans to ensure there will be sufficient funding for their capital works programmes</p>	GM T&E GM SGI GM IS	In Progress	Resolutions 2-4 have been completed.
5		5.1.7	Issues and Options: Mangawhai Community Wastewater Scheme	<p>2 Approves the inclusion of \$20.05 million in the Long Term Plan 2018/2028 for the upgrade and extension of the Mangawhai Community Wastewater Scheme to accommodate new connections</p> <p>3 Agrees that the \$20.05 million shall be funded through debt</p> <p>4 Agrees that the growth portion of \$20.05 million debt servicing and financing be levied on future connections with the associated revenue raised from development contributions</p> <p>5 Notes that investigations of future disposal options to provide additional disposal capacity will be undertaken concurrently and a preferred option recommended to Council for approval</p>	GM IS	In Progress	Investment in the ongoing upgrade of the plant includes the completion of blowers in 2020. WSP have been appointed to update the investment strategy which is likely to include the provision of a retention tank in the short term and disposal to adjacent land. Staff are looking to amend existing consent to increase capacity for future disposal as an initial option (estimate existing farm has 8-10 years' capacity). Staff will then progress acquiring the necessary resource consents for the preferred long term disposal option.
6	26/07/2018	4.11	Mangawhai golf course Reserve status exchange and Golf Club surrender of lease / variation of lease or grant of new licence	<p>3 Approves the surrender of the Mangawhai Golf Club lease on Lot 33 DP 185449 and the driving range Licence to Occupy and agrees in principle to approve a new Licence to Occupy for the Mangawhai Golf Club in accordance with the Community Assistance Policy</p> <p>4 Directs the Chief Executive to publically notify Council's intention to grant the Mangawhai Golf Club a new Licence to Occupy as required in section 119 of the Reserves Act 1977, and to report back to Council on the results of this consultation so that Council can consider any submissions received in accordance with section 120 of the Reserves Act 1977</p>	GM IS	In Progress	Public notification was done in August 2018, with no objections received. Staff are in negotiation with the Golf Club on terms and conditions of the surrender and Licence to Occupy (LTO). Council's lawyers drafted an LTO for the Golf Club's consideration. Revised LTO was sent in May 2019. Meeting was held with the Golf Club in June 2019 to discuss the last remaining substantive issue, which is related to the rent review clause. The Club to provide a proposed revision in near future.

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7	20/11/2018	4.7	Murphy Bower Stopbank Options Report	<p>3 Resolves that the Murphy Bower stopbank located on SECT 73 75 PT 44 BLK XV TOKATOKA SD is remediated as per Option C of the aforementioned report – the remediation of the stopbank along the approximately 300m long section outlined under New Stop Bank and the upgrade of the existing section of the stopbank as highlighted by the area marked under Option 2 as per Fig 1 in Appendix A of the aforementioned report, without associated ground improvements i.e. construct the proposed stopbank to a standard no less than the existing stopbanks within the Raupo Drainage District at an estimated cost of \$375,000 + GST</p> <p>4 Resolves to defer the following Raupo Drainage District capital works and operational projects to fund the proposed stopbank:</p> <p>a) \$128,000 to come from financial year capital works projects;</p> <p>b) \$50,000 from Management services (identified to start hydraulic modelling);</p> <p>c) \$42,000 from the stopbank maintenance budget</p> <p>5 Resolves to approve an additional Raupo Drainage District capital budget of \$45,000 to be loan funded</p>	GM IS	In Progress	<p>Meeting with landowner was requested but not accepted. Details were sent to landowner's legal advisors. If no agreement can be reached with the landowner regarding approval to enter private property to undertake the works, then Council will need to proceed with statutory process to obtain authority to enter property to construct the public works. No contact from the landowner as promised on 31 May. KDC engaged legal representation.</p> <p>Negotiations with landowner are reaching conclusion. Statutory process to commence by 01 July 2020.</p>
8	27/06/2019	4.4	Policy on Dogs and Dog Management Bylaw 2019 – Adoption	<p>a) Adopts the Policy on Dogs and Dog Management Bylaw 2019 as presented in Attachment C to the circulated "Policy on Dogs and Dog Management Bylaw 2019 – Adoption" report</p> <p>b) Directs the Chief Executive to undertake a review of the effectiveness of the Policy on Dogs and Dog Management Bylaw 2019, 12 months after its adoption and to report back to Council on the review findings</p>	GM T&E	In Progress	Bylaw implementation was delayed by 6 months, so 12 months of evidence not yet collected to provide robust and sufficient information. Will report to Council following the completion of 12 months of the bylaw being implemented, in March 2021.
9	29/08/2019	4.1	Independent Planning Functions Review	b) Requests the Chief Executive implement the recommendations provided by Barker & Associates and set out in Appendix 7 of the above report	CE	In Progress	Implementation remains on the Executive Team's priority list and will be reported to the September meeting of the Audit, Risk and Finance Committee.
10		5.5	Development contributions for first response or community organisations	<p>a) Notes the status quo with regard to development contributions charged to a first response or community organisation and that, in this instance, no remission been given and they be directed to apply for the applicable grant on their building and resource consent</p> <p>b) Requests the Chief Executive review the Development Contributions Policy for consistent approaches for both first response services; and community organisations</p>	GM SGI	In Progress	<p>Fire Service has been contacted and understands it can apply for grants.</p> <p>Review of the Development Contributions will be part of the 2021/2031 Long Term Plan process.</p>
11	27/11/2019	5.7	Partial Road Stopping & Disposal – 35d Taranga View Road, Mangawhai	<p>a) Agrees that the subject land is not required for further public works.</p> <p>b) Agrees to investigate the road stopping application in terms of the Local Government Act 1974 (LGA) of</p>	GM IS	In Progress	Staff are progressing the agreement to secure a bond payment.

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				<p>part of Seacoast Road (0.1014 ha) approximately for potential sale and amalgamation to the adjoining property owner at 35d Taranga View Road, Mangawhai.</p> <p>c) Requests Council staff seek an appropriate bond from the Applicant to cover initial Council processing costs and commence LGA stopping process</p> <p>d) Confirms that the applicant is to meet all costs involved with road stopping application.</p> <p>e) Requests Council staff firstly seek Ministerial approval for the partial stopping in accordance with Sec 342 pf the LGA and if Ministerial approval granted;</p> <p>i. Authorise Council officers to initiate the road stopping process for the road land in accordance with Section 342 and the Tenth Schedule of the Local Government Act 1974.</p> <p>ii. Approve the disposal of the (subject land) to the Owners of 35d Taranga View Road subject to a successful road stopping process.</p> <p>f) Delegates the Chief Executive the authority to negotiate the terms of sale, impose any reasonable covenants, and enter into a sale and purchase agreement in respect of the road land with the adjoining owner, 35d Taranga View Road, Mangawhai, provided any such agreement is conditional upon the road being stopped.</p>			
12	11/12/2019	5.3	Telecommunications lease - Kopuru Domain, Glinks Gully	<p>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.</p> <p>b) Approves a licence for a telecommunication tower on the Kopuru Domain at Glinks Gully to the Rural Connectivity Group.</p> <p>c) Delegates to the Chief Executive responsibility for negotiating the terms and conditions of the licence to the Rural Connectivity Group.</p>	GM IS	In Progress	Staff are finalising the licence agreement with the Rural Connectivity Group.
13		5.10	Dargaville Pontoon Asset	<p>a) Notes that work is ongoing over the 19/20 Summer break to progress the delivery of the Dargaville Pontoon to agreed timeframes</p> <p>b) Agrees that the Dargaville Pontoon becomes a Council owned asset upon completion of the project</p> <p>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</p>	GM T&E	In Progress	<p>a) Evaluation recommendation has been approved - there are two areas of clarification remaining. When resolved a contract will be issued.</p> <p>b) Noted - Confirmed</p> <p>c) Noted - Confirmed</p> <p>d) These decisions will be incorporated into our financials for future years.</p>

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				\$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.			
14	26/02/2020	4.5	Kaihu raw water supply	a) Approves that financial assistance by way of loan be given to identified affected dwelling owners in the Kaihu area to allow them to install water tanks on their property. b) Notes that statutory land charge will not be required where the land is Maori land.	GM SGI	In Progress	Loan documentation being prepared now that new quotes have been confirmed.
15		4.6	Rose Marsden Cottage Lease	a) Approves a surrender of the Lease of the Rose Marsden Cottage by Plunket NZ b) Approves a Licence to Occupy the Rose Marsden Cottage for Te Whai Community Trust. c) Delegates to the Chief Executive responsibility for negotiating the terms and conditions of the Deed of Surrender and Licence to occupy agreement.	GM IS	In Progress	Staff are preparing an LTO for the Te Whai Trust.
16	23/03/2020	2	Decision-making arrangements: COVID-19 Pandemic	a) Notes that the Department of Internal Affairs is currently investigating drafting an Order in Council to amend the statutory requirement for a physical quorum to be present to constitute local authority meetings, allowing for meetings of Council to be held electronically b) Notes that if such an Order in Council were to be enacted, Kaipara District Council may further require an additional, more flexible urgent decision-making process c) Delegates the power to make urgent decisions on behalf of the Council or its committees, to the Mayor, Deputy Mayor and Councillor Wethey (or a substituted elected member should one of the three members listed become incapacitated) d) Notes that the above delegation (c) will only be used for decisions which; i. are urgent, and ii. are recommended to decision-makers by the Chief Executive, and iii. are to be made in a period where it is not possible to convene a physical or electronic Council meeting due to the COVID-19 situation and iv. Council is statutorily able to delegate	GM T&E	Completed	The COVID-19 Response (Urgent Management Measures) Legislation Act 2020 was passed on 25 March 2020 to enable local authorities to hold virtual meetings while COVID-19 epidemic notice is in force. The decision made during this period is reported in the June 2020 Council meeting agenda.

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				<p>e) Notes that when the urgent decision-making process is exercised, instances will be reported to the first subsequent Council or relevant committee meeting</p> <p>f) Notes that where statute states that decision-making cannot be delegated, arrangements will be made to delay the decision until a Council meeting can be convened in a manner that ensures the health and wellbeing of people involved</p> <p>g) Approves the budgeted financial delegation of the Chief Executive be increased to up to \$1 million to ensure contractual arrangements can continue to be met and established, only when it is not possible to convene a decision making meeting of Council, and the matter is of a time critical and urgent nature</p> <p>h) Agrees that the above delegation (g) is provided for expenditure that is included in the Council's current approved Long-term Plan and budgeted for the year it is to be spent over the period</p> <p>i) Approves an unbudgeted financial delegation of up to \$100,000 for the Chief Executive to ensure efficient management of unforeseen operational expenses due to COVID-19</p> <p>j) Agrees that all delegations (recommendations c, g and i) will remain in force until the pandemic is declared over, or advice is received from the Government instructing all government agencies and authorities to return to normal business status, or Council decides to do so</p> <p>k) Notes that the delegation provided to Councillor Curnow in December 2019 to declare a state of local emergency in the event the Mayor may be unavailable, remains in force.</p>			
17	29/04/2020	4.2	Fees and Charges 2020/21: Annual Review	a) Approves the proposed draft Fees and Charges 2020/2021 (Attachment A of this report) for community consultation prior to formal adoption.	GM SGI	Completed	Feedback was sought from the community.
18		4.3	Capital Projects Report April 2020	<p>a) Notes the Infrastructure Report April 2020 including the proposed approach to procurement which will allow acceleration.</p> <p>b) Approves the retrospective submission of the Economic Stimulus Programme.</p> <p>c) Approves the Procurement Plans associated with the Economic Stimulus Programme.</p>	GM IS	Completed	Procurement Business Case was approved at the May 2020 Council meeting.
19		4.4	Adoption of Statement of Proposal for draft Consolidated General Bylaw 2020	<p>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.</p> <p>b) Delegates the Chief Executive and the Mayor the authority to make editorial changes.</p>	GM T&E	In Progress	The Statement of Proposal has been confirmed and is out for public consultation. Submissions close on 19 June 2020.

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				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.			
20		4.6	Extension of Wastewater System to Spring Street	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.	GM IS	In Progress	Project team and brief to be established and executed in July 2020
21		4.7	District Licensing Committee selection panel establishment and processes	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.	GM T&E	In Progress	Candidates have been shortlisted and are now being interviewed. The selection panel will assess and recommend appointments to the July Council meeting.
22	27/05/2020	5.1	Council Response to Covid-19	<p>a) Establishment of a Hospitality and other Licences Fund of \$200,000 in the 19/20 year. This would provide grants up to \$1500 against license fees for hospitality and other license holders.</p> <p>b) Establishment of a Covid 19 Agility Fund in the 19/20 year of \$325,000 to</p> <ul style="list-style-type: none"> - Provide a grant for rates to community and sports groups up to \$500 - Provide a grant for rates to businesses of up to \$500 - Provide a grant of up to \$1000 for professional advice for their business (up to a maximum of 50 applicants) <p>c) Provision of a credit for</p> <ul style="list-style-type: none"> - Six months on leases to community groups leasing Council land (March 2020 to August 2020) - Six months interest to the Mangawhai museum on its community loan (March 2020 to August 2020) - Two months on leases to campsite operators on council land up to a maximum of \$1000 	GM SGI	In Progress	
23		5.2	Adoption of the Spatial Plan for Key urban areas of Dargaville, Maungaturoto and Kaiwaka	<p>a) Adopts the Spatial Plan for the Key Urban Areas of Dargaville, Maungaturoto and Kaiwaka as a policy for the development of these areas and a guide for development</p> <p>b) Notes that the Spatial Plan remains a living document where justified amendments will be considered</p> <p>c) Delegates the Mayor and Chief Executive the authority to make minor editorial amendments to the Spatial Plan for the Key Urban Areas of Dargaville, Maungaturoto and Kaiwaka</p>	GM T&E	In Progress	Elected Member feedback has been sent to the consultants to incorporate. Once these changes have been made, the document will be sent to the Mayor and CE for approval. The final document will be published on the website for the public.

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24		5.3	Adoption of the Draft Mangawhai Spatial Plan for Consultation	a) Adopts the Draft Spatial Plan for Mangawhai (Attachment A to this report) for consultation with the public	GM T&E	In Progress	Elected Member feedback has been incorporated. Consultation will commence in late June or early July.
25		5.4	Procurement Plan Approval for Accelerated Projects	a) Notes the procurement approach, plans and outline business cases provided within this report. b) Approves an exception from the requirement to provide a formal business case. c) Approves the recommended procurement approach for 1. Kaihu Valley Trail 2. Mangawhai Community Programme – 2020 Shared Path Package 3. Kaipara Kickstart - Pouto Road 4. Kaipara Kickstart - Waipoua River Road 5. Shovel Ready Package	GM IS	Completed	Detailed Procurement Plans will be executed through approved delegations.
26		5.5	Submission on the Dome Valley Landfill Plan Change and Resource Consent applications in Auckland	a) Retrospectively approves the submissions on the Dome Valley Plan Change and the Resource Consents on the Auckland Unitary Plan (Attachments A and B to this report).	GM T&E	Completed	Retrospective decision has been sent to Auckland Council. Auckland Council has confirmed the receipt and consolidated with the previous submissions.
27		5.6	Hearing Commissioners Policy Adoption	a) Adopt the draft Hearing Commissioners Policy as tabled. b) Delegates to the Mayor and the Chief Executive the authority to make minor editorial changes that do not change the intent of the policy.	GM T&E	In Progress	Elected member feedback received has been incorporated. The final policy will be provided to the Mayor and Chief Executive for approval. Staff are working through implementation of the policy.
28		5.7	Temporary Road Closure Approval – Spirit of Matariki 2020	a) Approves the application for the temporary road closure of Victoria Street, Dargaville between 1'6 – 36 Victoria Street, Dargaville and the Victoria reserve outside the Band Rotunda and Central Hotel as shown on the proposed Traffic Management Diagram (Attachment A to this report) on Saturday 27 June 2020 from 12:30pm to 07:00pm. A condition of approval being the event organiser to do a letter drop to all businesses/residents located within the road closure. b) Notes that the agreement above will be subject to the Ministry of Health's guidelines on public events, and that this information be included in the letter drop to affected residents/businesses.	GM IS	Completed	Applicant has decided to opt for a different option to the road closure for this event. Road closure has been cancelled and will not be implemented.