

Resolutions Register update July 2020

Ref	Meeting Date	Item Number	Item Name	Resolution	Assigned	Status	Comments
1	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.
2	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.
3	23/05/2018	5.1.3	Issues and Options: Reserve Contributions	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 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 4 Directs the Chief Executive to advertise the contestable funding round in July 2018 in accordance with the new policy 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	GM T&E GM SGI GM IS	In Progress	Resolutions 2-4 have been completed.
4		5.1.7	Issues and Options: Mangawhai Community Wastewater Scheme	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	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

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				<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>			<p>provision of a retention tank in the short term and disposal to adjacent land.</p> <p>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).</p> <p>Staff will then progress acquiring the necessary resource consents for the preferred long term disposal option.</p>
5	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	<p>Public notification was done in August 2018, with no objections received.</p> <p>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.</p>
6	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 20 July 2020.</p>
7	27/06/2019	4.4	Policy on Dogs and Dog Management Bylaw 2019 – Adoption	a) Adopts the Policy on Dogs and Dog Management Bylaw 2019 as presented in Attachment C to the	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

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				circulated "Policy on Dogs and Dog Management Bylaw 2019 – Adoption" report 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			information. Will report to Council following the completion of 12 months of the bylaw being implemented, in March 2021.
8	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.
9	26/09/2019	5.5	Development contributions for first response or community organisations	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 b) Requests the Chief Executive review the Development Contributions Policy for consistent approaches for both first response services; and community organisations	GM SGI	In Progress	Fire Service has been contacted and understands it can apply for grants. Review of the Development Contributions will be part of the 2021/2031 Long Term Plan process.
10	27/11/2019	5.7	Partial Road Stopping & Disposal – 35d Taranga View Road, Mangawhai	a) Agrees that the subject land is not required for further public works. b) Agrees to investigate the road stopping application in terms of the Local Government Act 1974 (LGA) of part of Seacoast Road (0.1014 ha) approximately for potential sale and amalgamation to the adjoining property owner at 35d Taranga View Road, Mangawhai. c) Requests Council staff seek an appropriate bond from the Applicant to cover initial Council processing costs and commence LGA stopping process d) Confirms that the applicant is to meet all costs involved with road stopping application. 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; 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. ii. Approve the disposal of the (subject land) to the Owners of 35d Taranga View Road subject to a successful road stopping process. 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	GM IS	In Progress	Staff are progressing the agreement to secure a bond payment.

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				road being stopped.			
11	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	Completed	The licence agreement with the Rural Connectivity Group has been executed.
12		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 \$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.</p> <p>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.</p>	GM T&E	In Progress	<p>a) The contract is in the process of final approval and 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>
13	26/02/2020	4.5	Kaihu raw water supply	<p>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.</p> <p>b) Notes that statutory land charge will not be required where the land is Maori land.</p>	GM SGI	In Progress	Loan documentation being prepared now that new quotes have been confirmed.
14		4.6	Rose Marsden Cottage Lease	<p>a) Approves a surrender of the Lease of the Rose Marsden Cottage by Plunket NZ</p> <p>b) Approves a Licence to Occupy the Rose Marsden Cottage for Te Whai Community Trust.</p> <p>c) Delegates to the Chief Executive responsibility for negotiating the terms and conditions of the Deed of Surrender and Licence to occupy agreement.</p>	GM IS	Completed	LTO for the Te Whai Trust and surrender Deed with Plunk
15	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. Fees and charges adopted

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16	27/05/2020	4.4	Adoption of Statement of Proposal for draft Consolidated General Bylaw 2020	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.	GM T&E	In Progress	Final proposed Bylaw is scheduled to be presented to Council for consideration at the September 2020 Council meeting.
17		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
18		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	Completed	Panel has recommended five candidates to be appointed to the DLC at the July Council Meeting.
19		5.1	Council Response to Covid-19	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. b) Establishment of a Covid 19 Agility Fund in the 19/20 year of \$325,000 to - 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) c) Provision of a credit for - 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	Completed	Grants being applied for and being obtained. Business community appreciative of the help
20		5.2	Adoption of the Spatial Plan for Key urban areas of Dargaville, Maungaturoto and Kaiwaka	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	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

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				b) Notes that the Spatial Plan remains a living document where justified amendments will be considered 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, Maungatūroto and Kaiwaka			document will be published on the website for the public.
21		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	Completed	Notification for public comments occurred on 6 July 2020 with feedback closing 31 July 2020
22		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	Completed	Elected member feedback received has been incorporated and the final policy has been approved by the Mayor and Chief Executive. Review of the commissioner pool is reported to this council meeting.
23	24/06/2020	4.1	Long Term Plan 2021/2031: Vision and Community Outcomes	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.	GM T&E	In Progress	All LTP preparation and planning work will be aligned to the vision, mission and outcomes.
24		4.2	Fees and Charges 2020/2021	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.	GM SGI	Completed	
25		4.3	Annual Plan 2020/2021	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.	GM SGI GM T&E	Completed	Editorial changes have been made and the final Annual Plan approved and published within statutory timeframes.
26		4.4	Setting of Rates, Due Dates and Penalties Regime 2020/2021	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	GM SGI	Completed	

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	01/07/2020			of June 2021. [Please refer to the minutes for the complete resolution.]			
27		4.5	3 Waters Operations and Maintenance Contract 798 Extension	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).	GM IS	Completed	Award letter issued to Broadspectrum who have subsequently accepted the extension.
28		4.7	Risk Management Framework – Risk Appetite	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.	GM T&E	Completed	
29		2.1	Rotu intake slip repair	a) Approves a total budget of \$665,280 which includes \$90,480 for Contingency, Project Management and Monitoring, Surveillance and Quality Assurance (MSQA). b) Approves the award of the Rotu Intake Slip Repair Contract to United Civil Limited for \$574,799.99 plus GST. c) Approves the additional expenditure i. to be loan funded in 2020-2021 with a subsequential recovery from an increase in the general rate of \$99,792 in 2021-2022 and a \$188,496 increase in the water charges in each of the 2021-2022, 2022-2023 and 2023-2024 years. d) Notes that the additional unbudgeted operational expenditure of \$665,279.99 exceeds the guidelines (\$300,000) when assessing significance under the Significance and Engagement Policy. e) Agrees that although the decision is significant, due to the urgent nature of this work Council will not engage with the community but inform the public of the decision. f) Delegates the Chief Executive to inform United Civil of the Council decision and execute the contract.	GM IS	In Progress	
30		2.2	COVID-19 Response – Te Tai Tokerau Worker Redeployment Package	a) Approves Kaipara District Council entering into an agreement with Whangarei District Council and Ministry of Business, Innovation and Employment to receive \$2.87m of funding to be used for local worker redeployment. b) Delegates the Chief Executive to finalise the terms and conditions of the agreement.	GM IS	Completed	Contract executed.