

Resolutions Register update – July 2022

| 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 | <p>a) 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.</p> <p>b) Notes that the works are to be funded by Raupo Drainage Targeted Rate</p> | GM SGI | In Progress | <p>Council made further decision on this issue in November 2018. Meeting was held on 22 September 2020 to conclude matters. Raupo Drainage committee confirmed direction to progress.</p> <p>August update – Consultant has been engaged to prepare material which will be used to progress the project. Engineers estimate will be updated and a paper brought to Council to incorporate budget.</p> <p>November- to be reviewed at Nov Raupo Committee meeting and to Council later</p> <p>December- Report to Council on Chairs alternative proposal</p> <p>March update – Eros Foschieri will present at April Briefing</p> <p>April update – Eros has presented at April Briefing, further analysis needed Meeting with Mr Bowers as first step</p> <p>June update- Land has been sold and new occupants happy to have stopbank reinstated. Prices being sought</p> |
| 2 | 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>a) 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>b) 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 E&T | In Progress | <p>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.</p> <p>Sept 2021 update -Marked up LTO has been received from Club and an indication that they would like to conclude matter in the near future.</p> |

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| | | | | | | | <p>November 2021 Update- Response to marked up LTO has prepared and will be sent to Club representatives for further discussion.</p> <p>December 2021- Awaiting response from Club on marked up LTO.</p> <p>January 2022- Have had several questions from Club but no formal response as yet.</p> <p>March 2022- Response received from Club. Further matters raised being investigated.</p> <p>April 2022 - Response being prepared prior to a further meeting with the club.</p> <p>May 2022 – Clarity provided to club on historical ownership of property and matters being progressed.</p> <p>June 2022 – Meeting was held in May to discuss outstanding matters and a revised LTO has been sent to the club for comment.</p> <p>July 2022 - Awaiting response from the Club for the revised LTO</p> |
| 3 | | 5.5 | Alamar boat ramp and carpark improvements | <p>a) Approves the allocation of Financial Contributions up to \$900k for the design and construction of the boat ramp car park.</p> <p>b) Approves the Procurement Plan for the construction of the car park.</p> <p>a) Delegates award of Contract to the CEO subject to the price being within the approved budget</p> | GM SGI | In progress | <p>Procurement approach amended so that it can be advanced without the coastal walkway. This will avoid unnecessary delays</p> <p>August Update – Following design development it has been identified that the benefits of this investment do not outweigh the costs. Discussions have been held with stakeholders with regards not progressing the sealing of the road.</p> <p>October- Boat club contacted and realise increased parking needed. Masterplan for that area to be started</p> <p>March update – Full Structural Plan being completed for an extended area for future proofing of estuary access</p> <p>July update - Commute have been appointed to look at all access and car parking In Mangawhai . The report is likely to result in a number of projects which will be prioritised and discussed</p> |

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| | | | | | | | with Council by June 2023. In the short term improvements will be made to the current carpark before the summer season. Report expected Sept. |
| 4 | 25/08/2021 | 5.3 | Appeals on the Dome Valley Landfill Resource Consent. | <p>a) Notes that Kaipara District Council has joined the appeal lodged by Ngāti Whātua Ōrākei and Environs Holding Ltd (Te Uri O Hau) on the Dome Valley Landfill Resource Consent, as a s274 party.</p> <p>b) Delegates the authority to resolve appeals on the Dome Valley Landfill Resource Consent Mayor Smith (Chair), Cr Vincent, Cr Joyce-Paki.</p> <p>c) Delegates staff to attend Court-assisted mediation on behalf of Kaipara District Council and to represent Council's position during mediation with the parties.</p> | GM E&T | In progress | The full hearing is confirmed to start on 25 July 2022 over a 12 week period to 2 December 2022. KDC as a sec 274 party will give evidence on 12 August 2022. Staff are liaising with the EMs delegated responsibility for this work. |
| 5 | 25/08/2021 | 5.5 | Waipoua River Road Construction Contract Principal | <p>a) Agrees to enter into negotiations with Te Roroa, DOC and any other potential stakeholder, on a contract to fully recover the costs of both the second seal and on-going maintenance of this road. An acceptable agreement will be a prerequisite to any consideration of vesting this road to Council.</p> | GM SGI | Completed | <p>August update - [Reported through Externally Funded Programme Committee].</p> <p>Negotiations are in progress with Preferred Contractor.</p> <p>October- still to finalise second seal costs Dec- Contract awarded to Fulton Hogan and work started 3 December</p> <p>March update – meeting to be arranged with DOC to sort out the maintenance</p> <p>April update – MBIE approached for funding of second seal and CE contacting DOC re maintenance going forward</p> <p>JUne Update- Asked MBIE if these funds can go against Pouto Rd</p> <p>July Update-Project completed DOC and iwi advised Council wont be responsible for second seal</p> |

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| 6 | 24/11/2021 | 6.2 | Baylys Beach storm events report | <p>a) Notes the Report on Baylys Beach Storm Events.</p> <p>b) Requests the Chief Executive report back to the March 2022 Council Meeting with a comprehensive report detailing issues and options at Baylys Beach.</p> | GM SGI | In progress | <p>March update: Eros Foschieri leading meeting with community and report going to April Council Meeting</p> <p>April update: Further meeting with community and now prioritising a list and timeline for Council.</p> |
| 7 | 15/12/2021 | 5.1 | Objection determination drainage work on private property | <p>a) Determines to proceed with the construction of the wastewater line along Lot 50 DP 180860 to 54C and D Jack Boyd Drive Mangawhai, without any alterations, pursuant to clause 1(e) of Schedule 12 of the Local Government Act 2002, in the manner shown at Attachment A to this report.</p> | GM SGI | In progress | <p>Staff are working with the land owners to progress this decision.</p> <p>April update: Council has advised the land owners that resource should be available around December 2022 to progress this.</p> |
| 8 | 15/12/2021 | 5.3 | Parks and Open Spaces Operations and Maintenance- Procurement Plan | <p>a) Approves the Parks and Spaces Procurement Plan (Attachment A).</p> <p>b) Notes that Council staff will report back to a Council meeting on the tender results for approval prior to appointment of contractors.</p> | GM IS | In progress | <p>March update: Roll over for 4 months to enable tender documentation to be prepared</p> <p>July update: EOI's were received and evaluated, and three providers are now submitting a tender for the maintenance works.</p> |
| 9 | 15/12/2021 | 5.7 | Pahi Community Hall Society License to Occupy | <p>a) Approves a new License to Occupy (LTO) the Pahi Community Hall Society's for a period of up to 30 years.</p> <p>b) Delegates the Chief Executive responsibility for finalising the terms and conditions of the LTO documents.</p> | GM E&T | In progress | <p>KDC has now been confirmed as the administering body. The LTO will be executed once the site has been surveyed to confirm boundaries.</p> |
| 10 | 23/02/2022 | 5.3 | Waste Minimisation - Strategy for the Modernisation of Services | <p>a) Approves phase one the proposed strategy to modernise Councils Waste Minimisation activity as outlined below:</p> <p>Kerbside collection system</p> <p>Urban areas:</p> <ul style="list-style-type: none"> ▪ 120L Wheelie Bin weekly for refuse ▪ 240L Wheelie Bin fortnightly for Recycling ▪ 45L crate for kerbside sorted glass <p>Rural areas: (On existing routes)</p> <ul style="list-style-type: none"> ▪ 120L Wheelie Bin weekly kerbside collections for refuse (Collected from the farm gate) <p>Resource Recovery Parks:</p> <ul style="list-style-type: none"> ▪ Free recycling at Resource Recovery Parks ▪ Council takes control of the revenue stream, data collection and pays a contractor to manage its waste facilities ▪ Allow the contractor to retain earning's from the sale of recyclables | GM IS | In progress | <p>April update: preparing initial budget analysis for Council and then procurement plan likely August/September.</p> <p>July update: A review of the strategy and the financial analysis is underway. A position paper is planned to be presented at the Councils 31st August 2022 meeting</p> |

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| | | | | <ul style="list-style-type: none"> ▪ Procure Transfer Station management and operations services through a competitive tender process ▪ Landfill arrangements: ▪ Procure landfill arrangements through a competitive tender process to ensure Council is paying market-based rates for its landfilling arrangements. | | | |
| 11 | 23/02/2022 | 5.7 | Mangawhai Heads Volunteer Lifeguard Service Termination of Lease and License to Occupy Application | <ul style="list-style-type: none"> a) the termination of the joint Lease of Mangawhai Heads Volunteer Lifeguard Service (MHVLS). b) the new License to Occupy Agreement for Mangawhai Fishing & Boating Club. c) the Development Agreement/License to Occupy (LTO) for Mangawhai Heads Volunteer Lifeguard Service. d) Delegates the Chief Executive responsibility for finalising the terms and conditions of the LTO documents. | GM E&T | In progress | The community team are in contact with the Mangawhai Fishing and Boating Club to enact this decision. Further meetings have been held in June with both organisations. Separate draft LTOs have been provided for the organisations to assess via their respective committees. Meetings with the organisations are scheduled for 28 July to finalise agreements. |
| 12 | 23/02/2022 | 5.9 | Dargaville Water Storage – Indicative Business Case | <ul style="list-style-type: none"> a) Accepts the findings of the Indicative Business Case (Attachment A) that the Waiatua Reservoir option as detailed in that indicative business case is the most appropriate for the needs of the Dargaville Community. b) Directs staff to further advance the Waiatua option (as detailed in Attachment A) through the development of a business case. | GM IS | In progress | <p>April update: report likely to be completed around August 2022.</p> <p>July update: A draft report has been prepared and is currently being reviewed by staff.</p> |
| 13 | 30/03/2022 | 5.2 | The extension of Contract 860 - The maintenance of Parks, Reserves, Cemeteries, Public Toilets, Buildings and Dargaville Gardens 2018/2022 | a) Approves to extend the term of contract for Contract 860, The Maintenance of Parks, Reserves, Cemeteries, Public Toilets, Buildings and Dargaville Gardens 2018/2022, for a further four months to the 31 October 2022. | GM IS | Completed | |
| 14 | 27/04/2022 | 5.8 | Mangawhai shared path – Delegation to award Contract | a) Delegates the Mayor and Chief Executive authority to award Contract 1000: Mangawhai Shared Path Phase 2 – Boardwalk and Bridge Construction, subject to the Contract Price being within the approved project budget of \$5,910,000 + GST. | GM SGI | In progress | <p>Tenders being analysed</p> <p>June update-Report to Council re additional costs</p> <p>July Update- Delayed construction till later in summer, Retaining wall likely to be constructed first</p> |
| 15 | 25/05/2022 | 5.5 | Application for a temporary road closure – Arcadia Road – Rally Sprint 2022 | <ul style="list-style-type: none"> a) Approves the application for the temporary road closure which includes Arcadia Road, Paparoa on Sunday 29 May 2022 from 9.00 am to 6.00 pm. b) Notes the organiser must do a letter drop to all | GM SGI | Completed | Event held and no issues |

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| | | | | business and residents located within the road closure as a condition of this approval. | | | |
| 16 | 29/06/2022 | 5.1 | Te Kopuru Community Development Group Incorporated Development Agreement/License to Occupy Application | <p>a) Approves a Development Agreement/License to Occupy (LTO) be provided to the Te Kopuru Community Development Group Incorporated, for the area of the Te Kopuru Domain outlined in black on Attachment B</p> <p>b) Delegates the Chief Executive responsibility for finalising the terms and conditions of the Development Agreement/License to Occupy.</p> | GM E&T | In Progress | The Development Agreement/Licence to occupy is being finalised for the Te Kopuru Community Development Group to review. The site will be surveyed during July |
| 17 | 29/06/2022 | 5.2 | Annual Plan 2022/2023 | <p>a) Adopts the Annual Plan 2022/2023 (Attachment A).</p> <p>b) Delegates the Mayor and Chief Executive the authority to make minor editorial changes to the Annual Plan 2022/2023.</p> | GM E&T | Completed | The Annual plan has been published. |
| 18 | 29/06/2022 | 5.3 | Setting of Rates, Due Dates and Penalties Regime 2022/2023 | Please see the unconfirmed open minutes of this agenda due to the length and detail of the resolution. | GM SGI | Completed | Invoices being sent out |
| 19 | 29/06/2022 | 5.4 | Change of Designation D63 NZ Refining Company Ltd to Channel Terminal Services Limited | <p>a) Notes the changes outlined to the operations of Refining NZ.</p> <p>b) Approves the transfer of the Requiring Authority from NZ Refining Company Ltd to Channel Terminal Services Ltd as it pertains to Designation D63 in the Operative District Plan and the consequential changes to the conditions attached to the Designation.</p> | GM E&T | Completed | The necessary changes to the Operative District Plan have been made. |
| 20 | 29/06/2022 | 5.5 | Private Plan Change PPC 78 Estuary Estates (Mangawhai Central) Final Decision | <p>a) Agrees to amend the Operative Kaipara District Plan in accordance with the Environment Court's determination and decision at Attachments A and B.</p> <p>b) Approves Private Plan Change 78 to the Kaipara District Plan (pursuant to Clause 17 of Schedule 1 of the Resource Management Act 1991), circulated as Attachment C.</p> <p>c) Delegates the Chief Executive to publicly notify in accordance with Clause 20 of Schedule 1 of the</p> | GM E&T | Completed | The necessary changes to the Operative District Plan have been made and public notification has occurred. |

| | | | | Resource Management Act (1991) that the 'operative date' will be 22 July 2022. | | | | | | | | | | | | | | | | | | | |
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| 21 | 29/06/2022 | 5.6 | Treasury Management Policy – funding maturity profile | <p>a) Approves the external term loans maturity profile as at April 2022 in accordance with Council's Treasury Policy as follows:</p> <table border="1"> <thead> <tr> <th></th> <th>Minimum cover to Maximum cover</th> <th>Actual %</th> <th>Compliance</th> </tr> </thead> <tbody> <tr> <td>0 to 3 years</td> <td>15% to 60%</td> <td>63%</td> <td>No</td> </tr> <tr> <td>3 to 7 years</td> <td>25% to 85%</td> <td>44%</td> <td>Yes</td> </tr> <tr> <td>7 years plus</td> <td>0% to 60%</td> <td>6%</td> <td>Yes</td> </tr> </tbody> </table> <p>b) Notes that 0 to 3 years mix is out of policy by 3% and will remain out of policy until April 2023.</p> | | Minimum cover to Maximum cover | Actual % | Compliance | 0 to 3 years | 15% to 60% | 63% | No | 3 to 7 years | 25% to 85% | 44% | Yes | 7 years plus | 0% to 60% | 6% | Yes | GM SGI | Completed | Reported on quarterly. Report on covenants to lenders will provide this info to close the circle of reporting |
| | Minimum cover to Maximum cover | Actual % | Compliance | | | | | | | | | | | | | | | | | | | | |
| 0 to 3 years | 15% to 60% | 63% | No | | | | | | | | | | | | | | | | | | | | |
| 3 to 7 years | 25% to 85% | 44% | Yes | | | | | | | | | | | | | | | | | | | | |
| 7 years plus | 0% to 60% | 6% | Yes | | | | | | | | | | | | | | | | | | | | |
| 22 | 29/06/2022 | 5.7 | Māori Freehold Land Rates Postponement and Remission Policy | <p>a) Adopts the amended Māori Freehold Land Rates Postponement and Remission Policy as provided in Attachment A.</p> <p>b) Delegates the Mayor and Chief Executive the authority to approve any minor editorial changes to the Policy that do not alter the intent of the Policy.</p> <p>c) Delegates all responsibilities, duties, and powers under the Policy to the Chief Executive.</p> | GM SGI | Completed | New policy in register | | | | | | | | | | | | | | | | |
| 23 | 29/06/2022 | 5.8 | Procurement Policy adoption | <p>a) Adopts the Procurement Policy 2022 as provided in Attachment B.</p> <p>b) Rescinds the Procurement and Contract Management Manual 2014 as provided in Attachment A.</p> <p>c) Delegates the Chief Executive the authority to make any minor and inconsequential amendments to the Policy identified at this meeting.</p> | GM E&T | Completed | Policy has been finalised. Operational guidelines have been approved by the Executive Team and are in place. Education programme and training has been organised. | | | | | | | | | | | | | | | | |