Attachment A: Resolutions Register at 19 February 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	In Progress	An updated draft of the policy was presented to the February 2020 Council briefing. Further work on this has been requested from the Council to be reported to a future Council briefing.
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 (see below, ref 9).
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.

4	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	Completed	The fund opened for applications on 01 July 2019 and closed on 13 September 2019. Applications were assessed and allocated on 10 December 2019 by the Awards and Grants Committee.
5		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 3 Agrees that the \$20.05 million shall be funded through debt 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 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	GM IS	In Progress	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. Council briefing was provided in 2019. Staff are currently working through disposal options with landowners. WSP have been appointed to undertake the works.
6		5.1.15	Issues and Options: Pensioner Housing	Approves the continued investigation of alternative options for the land it owns at Fagan Place in Mangawhai, including the possibility of working with external partners Requests the Chief Executive reports the results of the investigation to Council	GM IS	In Progress	Pensioners have been informed of Council's intent. Request for Expressions of Interest was published in November 2019, and expressions received are being evaluated.
7	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	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 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	GM SGI	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

				the Reserves Act 1977, and to report back to Council			June 2019 to discuss the last remaining
				on the results of this consultation so that Council can consider any submissions received in accordance with section 120 of the Reserves Act 1977			substantive issue, which is related to the rent review clause. The Club to provide a proposed revision in near future.
8	23/08/2018	4.5	Road stopping and amalgamation: 623 Golden Stairs Road, Paparoa	3 Agrees in principle to the stopping of a portion of the section of Golden Stairs Road in Paparoa, as marked red on aerial map (see Attachment 2 to the afore mentioned report) under s116 of the Public Works Act subject to reaching prior agreement with the purchaser on the terms and conditions of the Sale and Purchase Agreement, subject to the sale price being no less than \$7,800 plus GST (if any), and that the purchaser meets all costs associated with the transaction 4 Delegates authority to the Chief Executive to finalise the sale of the stopped portion of road of the section of Golden Stairs Road in Paparoa, as marked red on aerial map (see Attachment 2 to the afore mentioned report)	GM IS	Completed	Invoice paid for \$10,880 + GST (balance outstanding for the land, KDC fees, and CPS, TPG, LINZ and Gazette Office Fees).
9	20/11/2018	4.7	Murphy Bower Stopbank Options Report	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 4 Resolves to defer the following Raupo Drainage District capital works and operational projects to fund the proposed stopbank: a) \$128,000 to come from financial year capital works projects; b) \$50,000 from Management services (identified to start hydraulic modelling); c) \$42,000 from the stopbank maintenance budget 5 Resolves to approve an additional Raupo Drainage District capital budget of \$45,000 to be loan funded	GM IS	In Progress	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.
10	28/02/2019	4.1	Notice of Motion, Councillor del la Varis- Woodcock	a) Establishes an award for Kaipara citizens (and/or organisations), who have contributed to the environmental good of the Kaipara District. b) Agrees that this award is judged on environmental leadership and actions including (but not restricted to) the protection, enhancement, and kaitiakitanga of natural resources and ecosystems; sustainability in	GM T&E	In Progress	The draft policy was reported to the February 2020 Council Briefing for feedback, with the updated policy on the February Council meeting agenda for adoption.

				enterprise, and environmental education and awareness raising c) Agrees that a committee of suitably informed and qualified members will be established for determining the award recipient(s) d) Requests that the Chief Executive i. drafts an Award Policy with the frequency (to be determined), categories, and criteria for this Kaipara Environmental Award; ii. drafts a Terms of Reference for the establishment of the aforementioned Committee; iii. brings the draft Policy and Terms of Reference back to Council for approval, with a report that includes any possible costs to council for the establishment of the Award and the Committee.			
11		5.4	Road Stopping and Inundation of an Unformed Legal Road: Roberts West Road, Dargaville	3 Agrees to the stopping of a portion of the section of Roberts West Road in Dargaville (approximately 1,538.6 metres of unformed road) as shown in Attachment 1 of the aforementioned report, under s342 of the Local Government Act 1974.	GM IS	Completed	The applicant has withdrawn their application and has been invoiced for Council's administrative costs to date.
12	28/03/2019	4.3	Notice of Motion 3, Councillor Larsen	a) That Council directs the Chief Executive to prepare a report on the feasibility of designing and building a pedestrian bridge or shared path (walking and cycling) bridge beside the Insley Street (Tomarata Road) bridge; and b) That the report include an assessment of requirements for community consultation to complete the bridge earlier than currently scheduled (after 2028) in the Mangawhai Community Plan (MCP) and any funding implications; and c) That the report be brought back to a subsequent Council meeting (to be determined by agreement abased on workload and resourcing).	GMIS	Completed	Reported to the November 2019 Council meeting.
13	02/05/2019	4.3	Taharoa Domain Bylaw 2019 – Adoption	 a) Adopts the Taharoa Domain Bylaw 2019 as presented in Attachment C to this Report. b) Delegates the Chief Executive to make the Taharoa Domain Bylaw 2019 operative when final signoff has been received by the Department of Conservation c) Delegates the Chief Executive as an authorised Officer under the Taharoa Domain Bylaw 2019 and to 	GM T&E	Completed	Council adopted the updated bBlaw at the November 2019 Council meeting.

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				exercise the powers of an Officer under Part 5 of the Reserves Act 1977. d) Delegates the Chief Executive to investigate appropriate and effective enforcement of the final Taharoa Domain Bylaw 2019, with appropriate delegations e) Delegates to the Mayor and Chief Executive the authorisation to approve minor editorial changes as discussed at the meeting.			
14	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 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	GM T&E	In Progress	Review to be undertaken 2020.
15	29/08/19	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	Update at November 2019: Currently reaching out to recruitment agencies and contacts to fill roles where there are gaps in the RPP structure. Working with team on leadership skills to ensure a customer centric approach. Update at February 2020: Implementation of recommendations is on Executive Team's priority list to be completed by June 2020. Sue advised ET that she would also put an action in to the Audit, Risk and Finance Committee.
16	26/09/19	2.1	Stop 5G in Mangawhai petition	Requests the Chief Executive investigate the issues raised in the petition that council has jurisdiction over and report back to the council	GM T&E	Completed	The response to this petition was reported to the 11 December Council meeting.
17		4.2	Notice of motion 2, Councillor Larsen	a) That Council directs the Chief Executive to prepare a report on the use of the Lincoln Downs bush block; and b) That the report include but not be limited to the proposed use as a recreation reserve for walking and mountain biking, and access options and issues. c) That the report be presented to the December 2019 Council ordinary meeting.	GM IS	Completed	Reported to the December 2019 Council meeting.
18		5.2	Kaipara District Council Dog Control Annual Report 01 July 2018 to June 2019	a) Adopts the 'Kaipara District Council Dog Control Annual report for the 12 months ending 30 June 2019' (circulated as Attachment A to the above mentioned report) and forwards it to the Secretary for Local Government, in terms of \$10A(1)\$ and \$10A(2)\$ of the Dog Control Act 1996 b) Delegates the Chief Executive and the Mayor to approve minor typographical changes that do not alter the intent of the information in the 'Kaipara District Council Dog Control Annual report for the 12 months ending 30 June 2019'	GM CE	In Progress	To be sent to the Department of Internal Affairs.

19		5.3	Kaipara Territorial Authority Annual Report under the Sale and Supply of Alcohol (Fees) Regulations 2013 – 01 July 2018 to 30 June 2019	a) Adopts the 'Kaipara Territorial Authority Annual Report – Kaipara District Licensing Committee Proceedings for the period 01 July 2018 to 30 June 2019', circulated as Attachment A to the afore mentioned report, and makes it publically available to meet the requirements of s19 of the Sale and Supply of Alcohol (Fees) Regulations 2013 b) Delegates the Chief Executive to approve minor typographical changes that do not alter the intent of the information in the 'Kaipara Territorial Authority Annual Report – Kaipara District Licensing Committee Proceedings for the period 01 July 2018 to 30 June 2019'	GM CE	In Progress	To be forwarded to the Alcohol Regulatory Licensing Agency.
20		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.
21	25/10/19	6	Ordinary meetings of Council – November and December 2019	a) Set the first Ordinary Meeting for 27 November 2019 starting at 9.30am, in the Dargaville Town Hall. b) Set the December Ordinary Meeting for 11 December 2019 starting at 9.30am, in the Dargaville Town Hall.	GM T&E	Completed	
22	27/11/19	5.1	Committee structure, membership and outside appointments for the 2019-2022 triennium	a) Notes the committee structure, chairs and members of those committees, for the 2019—2022 triennium as listed in the revised Mayor's memo tabled at the meeting (attached). b) Notes the appointment of Brenda Jackson as the Council's West Coast Ward representative on the Kaipara Community Health Trust for the term ending 30 November 2022. c) Nominates Rob Harding, Councillor Karen Joyce-Paki and Councillor Peter Wethey as Council representatives to be appointed to the Pou Tu Te Rangi Joint Management Committee by the Minister of Conservation. d) Appoints Kaipara District Council representatives to outside organisations as recommended in the revised Mayor's memo tabled at the meeting (attached).	GM T&E	Completed	
23		5.2	Committee Terms of Reference for the 2019- 2022 triennium	a) Adopts the Committee Terms of Reference for the 2019—2022 triennium as attached to this report as Attachment A. b) Delegates the Chief Executive to update Council policies to reflect the new committee structure and delegations.	GM T&E	Completed	

	c) Delegates the Mayor and Chief Executive the authority to make minor editorial changes that do not alter the intent of the Committee Terms of Reference for the 2019—2022 triennium.						
24	5.3 Elected memb remuneration	Elected member remuneration	Recommends to the Remuneration Authority that the following remuneration structure be applied: Option one		GM T&E	Completed	
			Role / Name Base annual payment	Description			
			Deputy \$55,000 Mayor – Anna Curnow	To provide leadership, assist with duties and responsibilities of the Mayor, as determined by the Mayor and Deputy Mayor.			
			Councillors \$43,489 (7)	No additional responsibilities.			
25	5.4	Code of conduct – list of investigators	a) Approves Code of Conduct Investigators for the Kaipara District Council as follows: John Laws, Paul Sill, Lynn Booker, Campbell Gourlay, Margaret Robins, LGNZ Equip Ltd.		GM T&E	Completed	
26	5.5	Dargaville de-sludging contract	a) Awards contract 928.02 to (Option 2 Geotextile dewateri \$1,472,935.14 + GST b) Delegates to the Chief Exenegotiate the terms and cond	ng) – Contract Price cutive the authority to	GM IS	Completed	Contract awarded.
27	5.6	Northern Bass temporary road closure	closure, which includes Settle shown on the proposed Traffi (attachment A of this report) f 29 December 2019 to 12:00p January 2020. b) Notes that a condition of a	a) Approves the application for the temporary road closure, which includes Settlement Road, Kaiwaka as shown on the proposed Traffic Management Diagram (attachment A of this report) from 7:00am on Sunday 29 December 2019 to 12:00pm on Wednesday 1 January 2020. b) Notes that a condition of approval being the event organiser to do a letter drop to all businesses/residents		Completed	
28	5.7	Partial Road Stopping & Disposal – 35d Taranga View Road, Mangawhai	a) Agrees that the subject lan further public works. b) Agrees to investigate the roin terms of the Local Government of Seacoast Road (0.101 potential sale and amalgamat property owner at 35d Tarang Mangawhai. c) Requests Council staff see from the Applicant to cover in costs and commence LGA stream.	d is not required for pad stopping application nent Act 1974 (LGA) of 4 ha) approximately for ion to the adjoining pa View Road, k an appropriate bond itial Council processing	GM IS	In Progress	Staff are progressing the agreement to secure a bond payment.

				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 road being stopped.	OME		
29		5.8	Taharoa Domain Bylaw	a) Adopts the Taharoa Domain Bylaws as presented in Appendix B of this report.	GM T&E	Completed	
30	11/12/19	5.1	Annual Plan	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.	GM SGI	Completed	Reported to the February 2020 Council briefing.
31		5.3	Telecommunications lease - Kopuru Domain, Glinks Gully	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.	GM IS	In Progress	Staff are finalising the licence agreement with the Rural Connectivity Group.

	T		a) Delegates to the Chief Forestitus assessed that			
			 c) Delegates to the Chief Executive responsibility for negotiating the terms and conditions of the licence to the Rural Connectivity Group. 			
32	5.4	2019 - 2022 Triennial Agreement	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.	GM T&E	Completed	The Northland Regional Council is progressing the agreement for completion prior to the statutory timeframes.
33	5.6	Delegations register update	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.	CE	Completed	
34	5.7	Decision-making over the 2019/2020 Christmas recess period	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.	GM T&E	Completed	Decisions made under delegation are being reported to the February 2020 Council meeting.
35	5.8	Temporary road closure approval – Whakapirau Road culvert replacement	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.	GM IS	Completed	
36	5.9	Council submission on Action for Healthy Waterways	a) Approves the Council submission for the Ministry for the Environment's "Action for healthy waterways (October 2019)" at Attachment A.	GM T&E	Completed	Submission was lodged following adoption by Council.
37	5.10	Dargaville Pontoon Asset	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	GM T&E	In Progress	These decisions will be incorporated into our financials for future years.

		\$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.		