

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

**Date:** Wednesday, 31 May 2023  
**Time:** 9:34 am – 2.46 pm  
**Location:** Lighthouse Function Centre  
32 Mount Wesley Coast Road  
Dargaville

**Members Present:** Mayor Craig Jepson  
Deputy Mayor Jonathan Larsen  
Councillor Ron Manderson  
Councillor Ash Nayyar  
Councillor Pera Paniora  
Councillor Rachael Williams (by video, early departure)  
Councillor Eryn Wilson-Collins  
**Apologies:** Councillor Mike Howard  
Councillor Mark Vincent

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**1. Opening**

**1.1 Apologies**

**Moved: Deputy Mayor Larsen**

**Seconded: Mayor Jepson**

That the Kaipara District Council:

- a) Accepts the apologies of Cr Howard, Cr Vincent, and Cr Williams for early departure.

**Carried**

**1.2 Confirmation of agenda**

[Secretarial Note: Items 5.6, 5.7, 5.8 and 5.3 were moved to the front of section 5.]

**Moved: Mayor Jepson**

**Seconded: Cr Manderson**

That the Kaipara District Council:

- a) Confirms the agenda for the Meeting held 31 May 2023.

**Carried**

**1.3 Conflict of interest declaration**

Nil.

**2. Presentations and Petitions**

**2.1 Sarah Bray - Sustainable Kaipara**

**2.2 Sue Coutts - Zero Waste Network (by video)**

**2.3 Kerry Wilson - Requesting a Public Meeting regarding Dargaville Theatre and Town Hall**

**2.4 George Batistich - Oruawharo Road**

**3. Minutes**

**3.1 Confirmation of Open minutes - 26 April 2023**

**Moved: Cr Wilson-Collins**

**Seconded: Cr Nayyar**

That the Kaipara District Council:

- a) Confirms that the Open Minutes of the Council Meeting held on 26 April 2023 are a true and correct record.

**Carried**

**3.2 Confirmation of Minutes of Fees and Charges Hearings and Deliberations - 25 May 2023**

**Moved: Cr Wilson-Collins**

**Seconded: Mayor Jepson**

That the Kaipara District Council:

- a) Confirms that the Minutes of the Fees and Charges Hearings and Deliberations Meeting held on 25 May 2023 are a true and correct record.

**Carried**

**4. Notice of motion**

Nil

## 5. Decision

### 5.1 Membership of Local Government New Zealand

[Secretarial note: noted as item 5.6 on original agenda]

[Secretarial note: Mayor Craig Little and Scott Necklen, Local Government NZ were deputised to speak to this item, by video.]

**Moved: Mayor Jepson**

**Seconded: Cr Nayyar**

That the Kaipara District Council:

- a) Resigns its membership from Local Government New Zealand for the 2023/24 membership year.

[Secretarial note: A division was called by Cr Wilson-Collins.]

<b>Councillor</b>	<b><u>For</u></b>	<b><u>Against</u></b>	<b><u>Abstain</u></b>	<b><u>Absent</u></b>
Councillor Mike Howard				x
Councillor Gordon Lambeth	x			
Councillor Jonathan Larsen	x			
Councillor Ron Manderson	x			
Councillor Ash Nayyar	x			
Councillor Pera Paniora		x		
Councillor Mark Vincent				x
Councillor Rachael Williams	x			
Councillor Eryn Wilson-Collins		x		
Mayor Craig Jepson	x			
<b>Total Votes</b>	<b>6</b>	<b>2</b>		<b>2</b>

**The motion was Carried**

[Secretarial note: The Meeting adjourned at 11.25 am for a short break.]

[Secretarial note: Cr Paniora left the Meeting during the break.]

[Secretarial note: The Meeting reconvened at 11.33 am.]

## **5.2 Kaipara District Plan review – decision whether to proceed with current programme or explore other options**

[Secretarial note: noted as item 5.7 on original agenda.]

[Secretarial note: recommendation differs from the agenda.]

[Secretarial note: Cr Paniora rejoined the Meeting at 11.35 am.]

**Moved: Mayor Jepson**

**Seconded: Cr Manderson**

That the Kaipara District Council:

- a) Appoints a District Plan Working Party to continue working with staff to develop the Proposed District Plan.
- b) Appoints Councillors Lambeth, Vincent, Manderson and Larsen (Chairperson) to the District Plan Working Party.
- c) Delegates to the Mayor and Chief Executive the authority to appoint an external RMA expert to the District Plan Working Party.
- d) Notes that all Elected Members will have an opportunity to provide feedback on all recommendations brought back to Council by the District Plan Working Party (by way of Council briefings or workshops), prior to Council finalising the future direction of the District Plan.
- e) Puts the District Plan Review schedule on hold until the District Plan Working Group process has been completed.

**Carried**

**Cr Wilson-Collins voted against the motion**

## **5.3 Appointment of Commissioners for the Hearing on Private Plan Change 82 - Moonlight Heights**

[Secretarial note: noted as item 5.8 on original agenda.]

[Secretarial note: Deputy Mayor Larsen left the Meeting at 11.44 am.]

**Moved: Cr Lambeth**

**Seconded: Mayor Jepson**

That the Kaipara District Council:

- a) Delegate functions, duties, and powers under section 34A(1) of the Resource Management Act 1991 to a Hearing Panel to **hear and recommend** to

Council outcomes on Private Plan Change 82 (Moonlight Heights) and the submissions received; and

- b) Approves three Commissioners to be appointed to the Hearing Panel; and
- c) Approves the composition of the Hearing Panel as two 'Independent' Hearing Commissioners and one 'Internal' Commissioner; and
- d) Notes that staff will follow clause 4.3 of Council's Hearings Commissioner Policy when appointing Independent Hearings Commissioners.

**Carried**

[Secretarial note: Deputy Mayor Larsen rejoined the Meeting at 11.52 am.]

#### **5.4 Annual Plan 2023-24 Uniform Annual General Charge and Water Supply Charges**

[Secretarial note: noted as item 5.3 on original agenda.]

[Secretarial note: recommendation differs from the agenda.]

**Moved: Mayor Jepson**

**Seconded: Cr Lambeth**

That the Kaipara District Council:

- a) Approves the UAGC be included in the Funding Impact Statement and Rates Resolution at \$800 for the 2023-24 year (Option 2).
- b) Approves the 1<sup>st</sup> m3 charge for water supply be calculated on 15% of the costs across the water supply networks and is included at that level in the Funding Impact Statement and Rates Resolution for the 2023-24 year.

**Carried**

[Secretarial note: Cr Williams left the Meeting at 12.34 pm.]

#### **5.5 Poutō Peninsula and West Coast Speed Limit Review –Interim Speed Management Plan**

[Secretarial note: noted as item 5.1 on original agenda.]

**Moved: Mayor Jepson**

**Seconded: Cr Nayyar**

That the Kaipara District Council:

- a) Agrees that the Poutō Peninsula and West Coast Catchment – Interim Speed Management Plan, as amended and recommended by the Poutō Peninsula and West Coast Speed Limits Review Committee (Attachment A), item is reported back to the July Council Meeting.

- b) Agrees that staff work with the Hearings Panel to further refine the feedback provided at this meeting.

**Carried**

The Meeting adjourned for lunch at 1.09 pm.

The Meeting reconvened at 2.02 pm.

## **5.6 Roads of Kaipara District August 2018 to April 2023**

[Secretarial note: noted as item 5.2 on original agenda]

**Moved: Mayor Jepson**

**Seconded: Cr Larsen**

That the Kaipara District Council:

- a) Approves the road names for the new roads of Kaipara District, refer to **Attachment B.**

Alexandra Lane	Lee Place	Te Hauauru Road
Arahanga Road	Magnolia Close	Te Ngahere Lane
Awaroa Creek Rise	Manaaki Circle	Te Rawhiti Road
Barchan Rise	Minnie Casey Rise	Te Tonga Road
Barnfield Way	Mokohinau Drive	Ulrich Drive
Blackbird Place	Morepork Lane	Valley View Lane
Blue Heron Way	Noel Close	Vineyard Lane
Butler Lane	Ocean Sounds Place	Wainikau Lane
Cambridge Lane	Old Racecourse Roa	Windsor Way
Cherrywood Rise	Olea Lane	
Country Heights Tce	Olive Grove	
Eagle Ray Road	Park Crescent	
Eastview Lane	Pavilion Lane	
Garden Way	Peach Lane	
Gordon Coates Ave	Phils Way	
Grey Heron Close	Pigeonwood Place	
Gumtree Way	Pine Valley Glade	
Hancock Grove	Pinetree Close	
Hayes Lane	Pipit Place	
Hinamoki Drive	Raepare Creek Lane	
Horizon View Place	Redwood Ave	
Huamako Lane	Sampson Way	
Ivy Lane	Sand Dune Lane	
Julie Wood Walk	Shipwreck Way	
Kamea Place	Swordish Lane	
Karepo Lane		
Kauri Fields Way		

**Carried**

## 5.7 Adoption of Fees and Charges 2023-2024 Annual Review

[Secretarial note: noted as item 5.4 on original agenda]

**Moved: Cr Nayyar**

**Seconded: Cr Wilson-Collins**

That the Kaipara District Council

- a) Approves the proposed Fees and Charges for 2023/2024 as outlined in the final schedule, at Attachment A.
- b) Delegates the Mayor and Chief Executive the authority to approve minor editorial changes to the Fees and Charges 2023/2024.

**Carried**

## 5.8 Kaipara District – Waste Disposal Increases 2023

[Secretarial note: Deputy Mayor Larsen left the Meeting at 2.15 pm during questions.]

[Secretarial note: Deputy Mayor Larsen rejoined the Meeting 2.16 pm during questions.]

**Moved: Mayor Jepson**

**Seconded: Cr Wilson-Collins**

That Kaipara District Council:

- a) Approves the Dargaville and Hakaru Transfer Station user gate charges and general refuse bag price increases below, effective 1 July 2023.

General Refuse	Price (GST inclusive)
User gate charge per m <sup>3</sup>	\$75.00 per m <sup>3</sup> based on estimated volume
User general refuse (blue) bag price	\$4.10 per bag

**Carried**

## 5.9 Consolidated General Bylaw – Part 7 – Cemeteries and Crematoria

**Moved: Cr Wilson-Collins**

**Seconded: Cr Paniora**

That the Kaipara District Council:

- a) Approves the Findings Report (**Attachment A**) for Part 7 - Cemeteries and Crematoria of the Consolidated General Bylaw 2020.

- b) Determines that the voluntary review of Part 7 - Cemeteries and Crematoria of the Consolidated General Bylaw 2020 has found that a bylaw is still the most appropriate way to enable Council to control and set standards for the management and operation of cemeteries and crematoria within the district.
- c) Approves the Issues and Options Report (**Attachment B**) for Part 7 - Cemeteries and Crematoria of the Consolidated General Bylaw 2020.
- d) Agrees that developing a new Part 7 - Cemeteries and Crematoria bylaw and supporting controls document is the preferred option to respond to the Issues and Options Report in **Attachment B**.
- e) Notes that staff will commence preparation of a draft Part 7 - Cemeteries and Crematoria bylaw, and supporting controls document with the intention to bring this to the July 2023 Council briefing for input and direction.

**Carried**

#### **5.10 License to Occupy for Approval - 1085 Tangowahine Road 31 May 2023**

**Moved: Mayor Jepson**

**Seconded: Cr Nayyar**

That the Kaipara District Council:

- a) Approves the Licence to Occupy (Attachment A) enabling the Licensee to construct a 40mm alkathene pipe under Tangowahine Road for the conveyance of water from the Grantor's Property.
- b) Delegates the Chief Executive to sign this Licence to Occupy on behalf of Kaipara District Council as Licensor.

**Carried**

## **6. Information**

### **6.1 Quarterly Performance Measures Jan-March 2023**

**Moved: Mayor Jepson**

**Seconded: Cr Nayyar**

That the Kaipara District Council:

- a) Notes the Quarterly Performance Measures Report Jan-March 2023.

**Carried**



## 6.2 Exceptions Report – April 2023

**Moved: Mayor Jepson**

**Seconded: Cr Wilson-Collins**

That the Kaipara District Council

- a) Notes the Exceptions Report – April 2023.

**Carried**

## 6.3 Resolutions Register update – May 2023

[Secretarial note: Deputy Mayor Larsen left the Meeting at 2.39 pm during questions.]

[Secretarial note: Deputy Mayor Larsen rejoined the Meeting 2.40 pm during questions.]

**Moved: Cr Wilson-Collins**

**Seconded: Cr Nayyar**

That the Kaipara District Council

- a) Notes the Resolutions Register update – May 2023.

**Carried**

## 7. Recommendation to move into Public Excluded Session

**Moved: Mayor Jepson**

**Seconded: Cr Wilson-Collins**

Recommendation   Ngā tūtohunga		
a) That the following items are considered with the public excluded:		
Report Name	Reason for excluding the public	Grounds for excluding the public
Confirmation of Public Excluded Minutes 31 May 2023	Decisions and information contained in the PEX minutes will be released publicly when appropriate. Please visit the meeting website for the latest information.	<p>Grounds for excluding the public: S7(2)(b) would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.</p> <p>Grounds for excluding the public: LGOIMA Part 1, Section 7(2)(i) to enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>

**Carried**

The Meeting moved to Public Excluded session at 2.45 pm.

**8. Return to Open Session**

The Meeting returned to open session at 2.46 pm.

**9. Closure**

The Meeting closed at 2.46 pm.

Unconfirmed