
MINUTES
of the
FULL COUNCIL MEETING
held
10.00 am, Friday, 18 December 2020
at
Tasman Council Chamber, 189 Queen Street, Richmond

Present: Mayor T King, Councillors S Bryant, C Butler, B Dowler, M Greening (via Zoom), K Maling, C Mackenzie, D McNamara, D Ogilvie, T Tuffnell, A Turley and T Walker

In Attendance: Chief Executive (J Dowding), Executive Assistant to the Mayor (R Scherer), Community Development Manager (S Edwards), Corporate and Governance Services Manager (M Drummond), Acting Engineering Services Manager (D Fletcher), Director, Programme Management Office (R Kirby), Environment and Planning Manager (D Bush-King) and Chief Information Officer (S Manners)

Part Attendance: Office of the Auditor-General (J Mackey), Finance Manager (M McGlinchey), Senior Policy Adviser (B Wayman), Strategic Policy Manager (S Flood), Senior Management Accountant (J Douglas), Senior Finance Accountant (C Thomas), Senior Policy Adviser (A Bywater), Programme Delivery Manager (R McGuigan), Project Manager (J Cerfontaine), Project Manager, R O'Grady and Property Services Manager (M Johannsen)

1 OPENING, WELCOME

Mayor King welcome everyone and opened the meeting with a karakia.

2 APOLOGIES AND LEAVE OF ABSENCE

Moved Cr Tuffnell/Cr Dowler

CN20-12-22

That apologies from Councillors C Hill and D Wensley be accepted.

CARRIED

3 PUBLIC FORUM

Don Grant spoke about the proposed hangar houses at Motueka aerodrome. He noted the issue regarding reserve sensitivity with the proposal and suggested how that could be managed. Mr Grant referred to similar hangar houses on aerodromes in both New Zealand and overseas. He suggested that the hangar houses would provide a number of positive community benefits while at the same time allowing members of the aviation community to “live their dream”.

4 DECLARATIONS OF INTEREST

Cr Dowler declared his interest in the Motueka Aerodrome Hangar Houses item.

5 LATE ITEMS

Moved Deputy Mayor Bryant/Cr Maling

CN20-12-23

That the late item, 8.6 – Reallocation of Budget to the Pomona Road Reservoir Project be considered at today's meeting.

CARRIED

6 CONFIRMATION OF MINUTES

Cr Greening requested that the minutes of the last meeting be amended to note that discussion took place regarding the zone of affiliation defined in the Revenue and Financing Policy Proposals for Funding the Water Supply Activity (Waimea Community Dam) report.

Moved Cr Tuffnell/Cr Dowler

CN20-12-24

That the minutes, as amended, of the Full Council meeting held on Thursday, 3 December 2020, be confirmed as a true and correct record of the meeting.

CARRIED

7 PRESENTATIONS

Nil

8 REPORTS

8.1 Adoption of Tasman District Council's Annual Report 2019/2020

Senior Policy Adviser, Brylee Wayman, Finance Manager, Matt McGlinchey and Senior Financial Accountant, Charlotte Thomas presented the report. Ms Wayman tabled an updated version of the annual report which included minor changes recommended by Audit NZ. The resolution was amended to reflect the latest version of the report.

Responding to a question, Office of the Auditor-General representative, John Mackey said that Audit New Zealand was comfortable that the financial statements and performance information in the annual report are materially accurate.

The Council staff and Audit New Zealand staff were thanked for their work in finalising the

annual report after what had been a difficult year.

**Moved Cr Mackenzie/Cr Maling
CN20-12-25**

That the Full Council:

- 1. receives the Adoption of Tasman District Council's Annual Report 2019/2020 report RCN20-12-15; and**
- 2. notes the signed report from Audit NZ tabled at the Council meeting; and**
- 3. adopts the Annual Report 2019/2020 including the audit report, tabled at the Council meeting pursuant to section 98 of the Local Government Act 2002; and**
- 4. approves the Summary Annual Report 2019/2020, provided under separate cover; and**
- 5. delegates to the Chief Executive Officer the ability to sign off any minor editorial amendments to the Annual Report and its Summary, prior to them being printed for the public and made available on the Council website.**

CARRIED

8.2 Directions for the Long Term Plan 2021-2031 Consultation Document and Development and Financial Contributions Policy

Strategic Policy Manager, Sharon Flood and Mr McGlinchey presented the report which was taken as read. Ms Flood noted that the Consultation Document is being prepared for public consultation in March 2021.

In response to a question, Corporate and Governance Services Manager, Mike Drummond confirmed that there is sufficient provision and headroom in financial strategy to accommodate cost overruns should that occur.

The Councillors discussed the following items:

- Debt limits
- Debt levels
- Number of rateable units in the District
- Low and fixed incomes in the District
- Unemployment
- Waimea Community Dam costs
- Comparisons between current costs with costs of several years ago

Cr Greening noted his concerns about the increased debt cap and advised that he would be asking for a division on the resolution.

In response to a question, Mr Drummond said that Standard and Poors are aware of the Council's intention to lift its net debt limit.

Summarising the discussion, Mayor King said that the Council had made some hard decisions this year including the decision for a zero rates revenue increase. He noted that a lot of regions throughout New Zealand are facing similar pressures to Tasman District around growth and infrastructure and some regional councils are facing significant rates increases.

He spoke about the challenges ahead for the Council including the extra workload as a result of

new Government policy especially in the areas of three-waters and freshwater reforms.

In his right of reply, Deputy Mayor Bryant thanked the staff for their work to date on the draft Long Term Plan 2021-2031. He agreed that 2020 had been a long year with a significant number of Council workshops. He also acknowledged the amount of central government stimulus funding which will help to stimulate the economy and create jobs in the District.

Cr Greening called for a division. Voting was as follows:

Bryant	For
Butler	For
Dowler	For
Greening	Against
King	For
Mackenzie	For
Maling	For
McNamara	Against
Ogilvie	For
Tuffnell	For
Turley	For
Walker	For

CARRIED

Moved Deputy Mayor Bryant/Cr Tuffnell

CN20-12-26

That the Full Council:

- 1. receives the Directions for the Long Term Plan 2021-2031 Consultation Document and Development and Financial Contributions Policy report RCN20-12-16; and**
- 2. adopts the following Financial Strategy limits to include in the Long Term Plan 2021-2031 Consultation Document:**
 - a) net external debt is limited to a maximum of \$260 million;**
 - b) maximum total rates revenue increases per annum limited to the following (excluding an allowance for growth)**
 - i) 4.5% in Years 1 to 3 (2021/2022 to 2023/2024)**
 - ii) 7.0% in Years 4 and 5 (2024/2025 and 2025/2026)**
 - iii) 4.5% in Years 6 to 10 (2026/2027 to 2030/2031); and**
- 3. adopts the Forecasting Assumptions (Attachment 1 dated 4 December 2020) as supporting information for the development of the Long Term Plan 2021-2031; and**
- 4. adopts the Community Outcomes descriptors as supporting information for the Long Term Plan 2021-2031 Consultation Document (Attachment 2 dated 4 December 2020); and**
- 5. approves suspending the annual contributions to the Council's Emergency Reserves Fund for the first four years of the Long Term Plan (years 2021/2022 to 2024/2025); and**

6. notes that in the event of an emergency, the Council may need to debt fund any costs related to any response and recovery that are over the funding available in the Emergency Reserves Fund; and
7. approves the recommended changes to the Development and Financial Contributions Policy as set out in paragraphs 4.21 to 4.24 of this report; and
8. adopts the Waimea Water and Wastewater Network Strategies and work programmes, as set out in paragraphs 4.25 and 4.28 of this report for inclusion in the Activity Management Plans and Long Term Plan Consultation Document.

CARRIED

8.3 Audit and Risk Committee Review

Mr Drummond presented the report which was taken as read.

In moving the resolution, Councillor Ogilvie said that the review will allow the Council to increase the number of independent members on the Audit and Risk Committee, a situation that is seen as best practice for most councils in New Zealand.

It was suggested that rather than appointing committee members, the Council could co-opt specialist advisers who could provide independent advice to the Audit and Risk Committee.

Moved Cr Ogilvie/Cr Walker

CN20-12-27

That the Full Council

1. receives the Audit and Risk Committee Review referral report, RFNAU20-12-1; and
2. approves the following:
 - a. filling the vacant independent member position; and
 - b. appointing an independent member as Chair; and
 - c. increasing the number of Audit and Risk Committee meetings by one meeting per annum to five meetings; and
3. adopts the Audit and Risk Committee (combined) Charter and Terms of Reference (Attachment 2); and
4. requests that following each meeting of the Audit and Risk Committee, the Chair prepares a standing item report for the next Full Council meeting. This report is to summarise activity considered through the Audit and Risk Committee.

CARRIED

8.4 Brightwater and Wakefield Water Treatment Plants - Approval to Procure Directly

Acting Engineering Services Manager, Dwayne Fletcher and Project Manager, Jack Cerfontaine presented the report which was taken as read. Mr Fletcher noted that both projects required specialist engineers to complete the works.

Moved Deputy Mayor Bryant/Cr Dowler

CN20-12-28

That the Full Council

- 1. receives the Brightwater and Wakefield Water Treatment Plants - Approval to Procure Directly report, RCN20-12-18; and**
- 2. approves adopting a fast-tracked direct procurement process, comprising a due diligence process to confirm value for money, for the projects listed in resolution (3); and**
- 3. approves the following projects for fast-track direct procurement;**
 - (a) Brightwater Water Treatment Plant Upgrade; and**
 - (b) Wakefield Water Treatment Plant Upgrade.**

CARRIED

8.5 Chief Executive's Report to Full Council

Chief Executive, Janine Dowding spoke to the report which was taken as read.

Community Services Manager, Susan Edwards provided clarification regarding the late application from the Dovedale Residents Committee for funding from the community consultation fund. She noted that the fund is targeted specifically at community associations enabling them to consult, engage and inform their communities.

Chief Information Officer, Steve Manners advised the Councillors that the Council had won a national award from Microsoft for their work in empowering employees through the DORIS project.

Ms Dowding thanked the Councillors and staff for their encouragement and support during what had been a challenging year. She also thanked the Council staff noting that next year is likely to be equally, if not more, challenging.

In his right of reply, Deputy Mayor Bryant expressed his appreciation of the work Ms Dowding had done leading and advising the Council in what has been a difficult and challenging year. The Councillors acknowledged Ms Dowding with a round of applause.

Moved Deputy Mayor Bryant/Cr Turley

CN20-12-29

That the Full Council:

- 1. receives the Chief Executive's Report to Full Council, RCN20-12-22; and**
- 2. approves the application to the Community Consultation Fund from the Dovedale Residents Committee for \$2900.**

CARRIED

8.6 Reallocation of Budget to the Pomona Road Reservoir Project

Mr Fletcher, Project Manager, Rob O'Grady and Programme Delivery Manager, Russell McGuigan presented the report which was taken as read. Mr Fletcher noted that due to a

change of project scope the costs for the work had increased.

Moved Cr Turley/Cr Mackenzie

CN20-12-30

That the Full Council:

1. receives the Reallocation of Budget to the Pomona Road Reservoir Project report report, RCN20-12-23 and
2. approves the reallocation of \$500,000 from the Hill Street water main upgrade project and \$250,000 from the 2020/21 water meter renewals project to the Pomona Road reservoir project, subject to agreement from Crown Infrastructure Partners to these changes.

CARRIED

The meeting adjourned at 11:10 am resumed for the confidential session at 11:25 am.

9 CONFIDENTIAL SESSION

9.1 Procedural motion to exclude the public

Moved Cr Dowler/Cr Tuffnell

CN20-12-31

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

9.2 Port Tarakohe Redevelopment Proposal - Government Funding

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	<p>s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.</p> <p>s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>	<p>s48(1)(a)</p> <p>The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.</p>

9.3 Motueka Aerodrome - Hangar House Development

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely	s7(2)(h) - The withholding of the information is necessary to	s48(1)(a)

to result in the disclosure of information for which good reason for withholding exists under section 7.	enable the local authority to carry out, without prejudice or disadvantage, commercial activities.	The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.
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9.4 Project Akersten

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.	s48(1)(a) - The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.

CARRIED

The Mayor concluded the meeting with a karakia. The meeting closed at 12:25 pm.

Date Confirmed:

Chair: