
MINUTES
of the
FULL COUNCIL MEETING
held
9:30 am, Wednesday, 30 June 2021
at
Tasman Council Chamber, 189 Queen Street, Richmond

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

In Attendance: Chief Executive (J Dowding) (via Zoom), Executive Assistant to the Mayor (R Scherer), Executive Assistant to the Information, Science and Technology Group Manager (R Williams), Community Development Manager (S Edwards), Corporate and Governance Services Manager (M Drummond), Engineering Services Manager (R Kirby), Environment and Planning Manager (D Bush-King) and Chief Information Officer (S Manners)

Part Attendance: Acting Strategy & Policy Manager (J Neame), Office of the Auditor-General (J Mackey), Finance Manager, (M McGlinchey), Activity Planning Manager (D Fletcher), Senior Financial Accountant (C Thomas), Operational Governance Manager (T Zawodny), Community Relations Manager (C Choat), Communications Officer (D Palmer), Communications Officer (T O'Connell), Activity Planning Adviser (D Bryant), Senior Policy Adviser (A Bywater), Motueka Community Board Member (D Armstrong), Policy Officer (S Hartley) (via Zoom), Graduate Policy Adviser (J Nguyen) (via Zoom), Policy Adviser (A Gerraty) (via Zoom), Senior Policy Adviser (B Wayman) (via Zoom), Procurement and Risk Adviser (T Bullen) and Project Manager (A Stevens)

1 OPENING, WELCOME

Mayor King welcomed everyone to the meeting and presented the opening karakia.

2 APOLOGIES AND LEAVE OF ABSENCE

There were no apologies

3 PUBLIC FORUM

Nil

4 DECLARATIONS OF INTEREST

Nil

5 LATE ITEMS

Moved Cr McNamara/Cr Walker

CN21-06-13

That the Full Council:

- 1. agrees that the Late Item: Minutes of the Long Term Plan Deliberations Meeting Report be considered at this meeting; and**
- 2. notes that the reason the open and in committee minutes of the Long Term Plan Deliberations Meeting held on Monday 17 May 2021 were not on the agenda was that they were not completed at the time the agenda for this meeting was prepared; and**
- 3. notes that the minutes should not be delayed until a subsequent meeting, as they provide useful input into Council's consideration of the report to adopt the Long Term Plan 2021-2031, which is contained in this agenda and the Long Term Plan needs to be adopted before the start of the new financial year on 1 July 2021 and in order to enable the Council to strike the rates for the 2021/2022 financial year prior to 1 July 2021.**

CARRIED

6 CONFIRMATION OF MINUTES

Moved Cr Maling/Cr Wensley

CN21-06-14

That the minutes of the Full Council meeting held on Friday, 4 June 2021, be confirmed as a true and correct record of the meeting.

CARRIED

Cr Greening questioned the accuracy of the minutes of the Long Term Plan Deliberations Meeting held on 17 May 2021 regarding the discussions on the backup clause for managing the Waimea Community Dam cost overruns. It was agreed that staff would review the recording of the meeting and that the minutes would be re-presented for confirmation at a future Council meeting.

7 PRESENTATIONS

Nil

8 REPORTS

8.1 Adoption of Long Term Plan 2021-2031

Chief Executive, Janine Dowding introduced the report. She noted that the period leading up to the completion of the Long Term Plan had been extremely challenging for everyone with the continuing uncertainty around Covid-19 and the unexpected increase in costs to complete the Waimea Community Dam adding to that challenge.

Ms Dowding thanked the elected members for their direction and support to staff to finalise the Long Term Plan. She gave special mention to those staff who were closely involved in preparing the Plan noting that they had exceeded everyone's expectations. Ms Dowding acknowledged the current uncertainty in local government with the three-waters and local government reforms and the forthcoming changes to the Resource Management Act.

Acting Strategy & Policy Manager, Jenna Neame and Finance Manager, Matt McGlinchey presented the report. Mrs Neame acknowledged the assistance of the Office of the Auditor-General Director (OAG), John Mackey and his team for their work on the Long Term Plan during a tight timeframe. Mr Mackey was in attendance at the meeting via Zoom.

Mrs Neame tabled the following changes to the Long Term Plan documentation.

Volume 1

Document Page	Section	Change
16	Waimea Community Dam Allocation of Additional irrigator Capacity Costs	Updated rating \$ figures in the table for Urban Water Users and Total.
31	Financial Highlights – bullet points	Updated \$ figure for total spend on maintaining and improving the quality and quantity of services we provide to the community. Driven by the change in accounting treatment of the Waimea Community Dam (WCD) investment.
37	Waste Management and Minimisation	Minor wording changes. No change to meaning.
39	Financial Highlights – Changes to Waimea Community Dam Rating	The total project budget has not changed, however, the increase was previously stated as \$53.7m whereas it should have been \$54m. This has no funding implications as the \$300k difference was already included in our financial forecasts.
135	Council Activities Summaries – Water Supply – Key Changes to Activity or Service	The total project budget has not changed, however, the increase was previously stated as \$53.7m whereas it should have been \$54m. This has no funding implications as the \$300k

		difference was already included in our financial forecasts.
235	Accounting Information – Reporting Entity - A Cautionary Note	An additional sentence as required PBE IPSAS NZ about actual results not incorporated in forecast financial information.
239	Accounting Information – Revenue Recognition Expenditure - Payables	Wording change for PBE IPSAS 41 (NZ) – short term payables are recorded at the amount payable.
241-242	Accounting Information - Financial Assets - Other Financial Assets	Wording changes for PBE IPSAS 41 (NZ): Subsequent measurement of financial assets at FVTSD and Expected credit loss allowance (ECL). Revise wording on the section on impairment of financial assets.
244	Accounting Information – Intangible Assets - Impairment	Impairment of carbon credits policy added for consistency with the Annual Report 2020.
245	Accounting Information – Property, Plant and Equipment – Subsequent Costs – Vested Assets	Enhanced wording. Third bullet point. Addition of sentence about the valuation of roads, for consistency with the Annual Report June 2020.
246	Accounting Information – Property, Plant and Equipment – Subsequent Costs – Depreciation	Enhanced disclosure to show WCD depreciation rates.
246	Accounting Information – Property, Plant and Equipment – Revaluation	Enhanced disclosure - Additional note within the accounting policy that the WCD is not revalued but held at cost less depreciation and impairment (if any).
247	Accounting Information – Property, Plant and Equipment – Revaluation	Enhanced disclosure - Additional paragraph about WCD not being revalued and is recognised as historical cost, less depreciation and impairment (if any).
254	Accounting Information – Critical Accounting Estimates and Assumptions – Infrastructural Assets	Enhanced disclosure – As above, additional sentence WCD not being revalued but held at cost less depreciation and impairment (if any).
257-258	Accounting Information – Prospective Statement of Comprehensive Revenue and Expense	Replacement table. Immaterial rounding changes.

261-262	Accounting Information – Prospective Statement of Prospective Cashflows	Replacement table. Immaterial rounding changes.
262	Accounting Information – Prospective Statement of Changes in Net Assets/Equity	Replacement table. Immaterial rounding changes.
263-264	Accounting Information – Prospective Cashflow reconciliation	Replacement table. Immaterial rounding changes.
266	Accounting Information – Depreciation and Amortisation of expenses by Group of Activities	2020/2021 Annual Plan figures updated for Wastewater and Waste Management and Minimisation.
281	Financial Regulations Benchmarks – Balanced Budget Benchmark	Replacement Figure 10; Balanced Budget Benchmark
282	Financial Regulations Benchmarks – Essential Network Services Benchmark	Replacement Figure 11; Essential Service Benchmark re depreciation adjustment.
306 - 314	Forecasting Assumption – Waimea Community Dam	Enhanced disclosure – update the wording of assumption to clearly explain the arrangement and the assumptions.

Volume 2

Document Page	Section	Change
989	Financial Strategy – Completing the Waimea Community Dam	The total project budget has not changed, however, the increase was previously stated as \$53.7m whereas it should have been \$54m. This has no funding implications as the \$300k difference was already included in our financial forecasts.
99	Financial Strategy – Completing the Waimea Community Dam	Refers readers to the forecasting assumption in Volume 1, and removed detail here as was duplicated.

Mrs Neame noted that staff had incorporated the financial changes as directed by the Council into the final Long Term Plan.

Mayor King acknowledged Mr Mackey and his audit team noting the Council's appreciation for their contribution in helping the elected members and staff work through the audit process. He noted that development of the 2021-2031 Long Term Plan had been very challenging for councils throughout New Zealand.

Mr Mackey thanked the Mayor and agreed that the Long Term Plan had been a tough test for staff from both his office and the Council. He noted that Council staff did a great job working through all the necessary documents in a short timeframe. Mr Mackey said that the audit letter

included two “emphasis of matter” statements, one applying to all councils around the three waters reforms and the other around the uncertainty in the cost forecasts for the Waimea Community Dam.

Mr Mackey noted that the Council’s proposed capital expenditure programme was reasonable in terms of completing projects within the proposed timeframes. He also commented on the Council’s reaction to the late funding cuts from Waka Kotahi for road maintenance and said that Tasman District Council had led the way across the country in managing this issue.

In response to a question, Mr Mackey said that the OAG had taken a reasonable approach to the cost increases and supported the use of the mid-point range amount for the Waimea Community Dam.

Mr Mackey was questioned why the options for future office accommodation had not been included in the Long Term Plan budgets. In response, Mr Mackey said that the Council was yet to resolve its plans for future office accommodation and therefore there was no basis to consult with the community on the issue.

Corporate and Governance Services Manager, Mike Drummond confirmed that the options for future office accommodation will be presented to the Council for their consideration later this year. He noted that staff had included a placeholder in the Long Term Plan budgets to investigate office accommodation so that the Council can ensure it can accommodate staff numbers and meet its health and safety obligations in the short term.

Councillor Greening said that he did not support the Long Term Plan. He suggested that too many of the projects included in the plan are “nice to have” and the Council has failed to make the necessary tough decisions. He indicated that he would be calling for a division on the draft resolution.

Councillor McNamara also indicated that he would not support the Long Term Plan. He suggested that the Council is not being prudent with its funding and that the plan is deficient in scope as it does not include any allowance for future office accommodation costs.

Councillor Tuffnell noted his support for the proposed Long Term Plan. He said that the elected members had had plenty of opportunities to discuss and make decisions on what projects and work would or would not be included in the Plan.

In supporting the resolution to accept the Long Term Plan, Councillor Mackenzie acknowledged the staff and the Mayor for their contribution over many months to get the Plan in its final form. She noted that the Councillors had spent considerable time debating the Plan which includes a myriad of technical issues and commended Mayor King for his depth of knowledge and leadership in getting the Plan to this point.

Councillor Hill challenged those elected members who did not support the Long Term Plan. She noted that while it was very easy to criticise aspects of the Plan, those against it also need to offer how they would do it better. She noted her support for the Plan and acknowledged the hard mahi over the past eighteen months from both staff and the elected members.

Councillor Butler indicated her support for the Long Term Plan. She noted that the Plan recognises the very high and unprecedented growth in Richmond and that the projects within the Plan will allow for that growth.

Councillor Walker said that she does not support the Long Term Plan. While she acknowledged the mahi that had gone into preparing the Plan, she believes there is too much uncertainty about the future and that, in her opinion, the Plan does not reflect the community’s voice.

Councillor Turley also indicated that she does not support the Long Term Plan.

Deputy Mayor Bryant noted his support of the Long Term Plan. He acknowledged the work of the whole organisation including the Chief Executive, the Leadership Team and staff across every department. He said that this Plan had been the most challenging in his 21 years as a Councillor. He said that while it is easy for some Councillors to say we should have done this or done that, he noted that, in general, the community supports where the Council is going. He suggested that many in the community understand that there are challenges ahead and that this Plan is just the beginning of more work for everyone.

Mayor King also thanked those who were involved in preparing the Long Term Plan – staff, elected members and the community. He noted that the Council is entering an unprecedented time where the current local government reforms will reshape the future of councils throughout New Zealand. He noted that some councils are facing much higher rates increases and higher debt caps than the Tasman District. He suggested that while it is easy to say Tasman's debt and rate caps are too high, he believes that the community is crying out for greater investment in a range of items. While he acknowledged the Waimea Community Dam costs are an issue, there is no doubt that the dam is core to underpinning growth in the Waimea basin and boosting the regional economy. He said that while the dam had been a huge focus for the Council and the community, it needs to be noted that it is just one of many projects that the Council has committed to in supporting our District.

Councillor Wensley noted her support for the Long Term Plan. She acknowledged that while decision-making in hard times is not easy, it is the Council's duty to move on and make decisions for the community it serves. She acknowledged the hard work of everyone involved.

Councillor McNamara signalled his intention to foreshadow a new resolution if the draft resolution contained in the agenda did not pass. The foreshadowed resolution will call for an independent commissioner to be appointed to take over the Council.

In his right of reply, Councillor Maling acknowledged the work of staff and the Office of the Auditor-General in completing the Long Term Plan. He thanked his fellow Councillors who attended the many workshops and participated in the public consultation process. He said that the Council had developed a balanced Long Term Plan.

Cr Greening called for a division on Part A of the draft resolution.

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

CARRIED

Cr Greening called for a division on Part B of the draft resolution.

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

CARRIED

Moved Cr Maling/Cr Dowler

CN21-06-15

That the Full Council:

Part A:

- 1. receives the Adoption of Long Term Plan 2021-2031 report RCN21-06-14; and**
- 2. adopts the Audit Report dated 30-June 2021 tabled at the meeting for inclusion in the Long Term Plan 2021-2031; and**
- 3. adopts the Revenue and Financing Policy (pages 212 – 266 of Volume 2 of the Long Term Plan contained in Attachment 1), pursuant to section 102(1) of the Local Government Act 2002; and**
- 4. adopts the Development and Financial Contributions Policy (Attachment 2), pursuant to section 102(1) of the Local Government Act 2002; and**
- 5. adopts the following Activity Management Plans (Attachments 3-16):**
 - Transportation**
 - Water Supply**
 - Wastewater**
 - Stormwater**
 - Waste Management and Minimisation**
 - Coastal Assets**
 - Rivers**
 - Environmental Management**
 - Public Health and Safety**
 - Council Enterprises**
 - Community Facilities and Reserves**
 - Property**

- Libraries
 - Aquatic Centre; and
6. approves consequential amendments, under section 102(1) and 102(4)(b) of the Local Government Act 2002, being made to Council's Treasury Risk Management Policy to recognise the inclusion of the Holding Company for Port Nelson Ltd and Nelson Airport Ltd in the Long Term Plan 2021-2031.

CARRIED

Moved Deputy Mayor Bryant/Cr Tuffnell

CN21-06-16

Part B:

7. adopts the Long Term Plan 2021-2031 (Attachment 1, as updated by the amendments tabled at the meeting) pursuant to Section 93 of the Local Government Act 2002 including the Audit Report in Resolution 2 above; and
8. authorises the Mayor, Deputy Mayor, and the Chief Executive Officer to approve any minor edits or changes to the document, prior to publication; and
9. notes that the Long Term Plan 2021-2031 includes the Annual Plan for 2021/2022.

CARRIED

8.2 2021/2022 Rate Setting Report

Mr McGlinchey presented the report which was taken as read. He noted that the recommendations in the resolution will give effect to the Long Term Plan.

The proposed 10% rates penalty was discussed noting that the penalty had been reduced to 5% for the 2020-2021 financial year. It was suggested that the rates penalty should remain at 5%. Mr Drummond noted that the rates penalty is integral to adopting the Long Term Plan as it flows through to financials and the funding impact statements.

Mr Drummond advised that Council staff work hard with ratepayers who have difficulty in meeting their rates payments, including payment plans where penalties can be written off if the payment plan is met.

Cr Turley called for a division to amend the resolution reducing the rates penalty to 5%.

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

Wensley Against**LOST**

In response to a question, Mr Drummond said that he would provide more detailed information regarding rates penalties in the 'Quarterly-Financial' reports to the Council.

He noted that the rates rebate scheme was entirely separate from rates penalties and is managed by central government.

The meeting adjourned at 10.51 am and resumed at 11.03 am.

**Moved Deputy Mayor Bryant/Cr Tuffnell
CN21-06-17**

That the Full Council

1. receives the 2021/2022 Rate Setting Report RCN21-06-15; and
2. sets the following rates under the Local Government (Rating) Act 2002 for the financial year commencing on 1 July 2021 and ending on 30 June 2022;

Rate Type	Differential category	Categories of land on which Rate is set	Factors	Rate (GST Inc.)
General Rate		Every rateable rating unit in the District	Rate in the \$ of Capital Value	0.1971 cents

A portion of the general rate is used to replenish the Council's General Disaster Fund.

Rate Type	Differential category	Categories of land on which Rate is set	Factors	Rate (GST Inc.)
Uniform Annual General Charge (UAGC)		Every rateable rating unit in the District	Fixed amount \$ per Rating Unit	\$ 290.00

Targeted Rates

	Rate Type	Differential category	Categories of land on which Rate is set	Factors	Rate (GST Inc.)
1	Stormwater Rate		Every rateable rating unit in the District which has a land value		
		Urban Drainage Area-Stormwater Differential	Where the land is situated being rateable rating units in the Stormwater Urban Drainage Rating Area	Rate in the \$ of Capital Value	0.0459 cents
		Balance of the District-General Drainage Stormwater Differential	Where the land is situated being rateable rating units with land value, that are not in the Stormwater Urban Drainage Rating Area	Rate in the \$ of Capital Value	0.0048 cents

2 Water Supply Rates

- 2.1 Water Supply Rates – Urban Water Supply Metered Connections and Rural Water Extensions to Urban Water Schemes ("The Club")

Rate Type	Differential category	Categories of land on which Rate is set	Factors	Rate (GST Inc.)
2.1(a) Water Supply – Urban Water Supply Metered Connections (excluding Motueka Water Supply): Volumetric charge		Provision of service being the supply of metered water to those rating units in the District, which have metered water connections, excluding those connected to the Motueka Water Supply because they have a different targeted rate	Per m ³ of water supplied	\$ 2.42
2.1(b) Water Supply – Urban Water Supply Metered Connections (excluding Motueka Water Supply): Service Charge		Provision of a service being a connection to a metered water supply by rating units in the District, excluding those connected to the Motueka Water Supply	Fixed amount \$ per connection (meter)	\$ 362.56
2.1(c) Water Supply- Rural Water Extensions to Urban Water Schemes		Provision of a service being a connection to a supply of water via a rural extension to urban schemes through a lowflow restricted water connection	Extent of provision of service: 1m ³ /day (based on size of water restrictor volume). E.g. 2m ³ /day restrictor volume will be charged at two times the listed annual rate	\$714.881

The extensions that will be charged this rate are: Best Island Water Supply, Māpua/ Ruby Bay Water Supply, Brightwater/Hope Water Supply, Richmond Water Supply, Wakefield Water Supply, and any others which are referred to as the Other Rural Water Supply Extensions.

Rate Type	Differential category	Categories of land on which Rate is set	Factors	Rate (GST Inc.)
2.2 Water Supply Rates – Motueka Water Supply Metered Connections				
2.2(a) Water Supply – Motueka Water Supply Metered Connections: Volumetric charge		Provision of service being the supply of metered water to rating units connected to the Motueka Water Supply	Per m ³ of water supplied	\$ 2.32
2.2(b) Water Supply – Motueka Water Supply Metered Connections: Service charge		Provision of a service being a connection to the Motueka Water Supply	Fixed amount \$ per connection (meter)	\$ 143.14
2.3 Water Supply – Rural Connections				
2.3(a) Water Supply- Dovedale Rural Water Supply		Provision of a service being a connection to the Dovedale Rural Water Supply through a lowflow restricted water connection		
	Dovedale Differential A*		Extent of provision of service: 1m ³ /day (based on size of water restrictor volume). For example, users with a 2m ³ per day restrictor	\$ 789.12

Dovedale
Differential B*

volume will be billed two of the Differential A charge

Extent of provision of service: 1m³/day (based on size of water restrictor volume). For example, users with a 3m³ per day restrictor volume will be billed two of the Differential A charge and one of the Differential B charge

\$ 607.62

The Council has determined that a differential charge will be applied:

**Dovedale Differential A- includes the supply of water for up to and including the first 2m³ per day. This rate is charged based on the extent of provision of service using the size of restrictor volume, with a base of 1m³ per day. A differential of 1 per 1m³ per day will apply.*

**Dovedale Differential B- includes the supply of water greater than 2m³ per day. This rate is charged based on the extent of provision of service using the size of restrictor volume, with a base of 1m³ per day. A differential of 0.77 per 1m³ per day will apply.*

Rate Type	Differential category	Categories of land on which Rate is set	Factors	Rate (GST Inc.)
2.3(b) Water Supply- Redwood Valley Rural Water Supply		Provision of a service being a connection to the Redwood Valley Rural Water Supply through a lowflow restricted water connection	Extent of provision of service: 1m ³ /day (based on size of water restrictor volume). E.g. 2m ³ /day restrictor volume will be charged at two times the listed annual rate	\$ 543.21
2.3(c) Water Supply- Eighty Eight Valley Rural Water Supply - Variable Charge		Provision of a service being a connection to the Eighty Eight Valley Rural Water Supply through a lowflow restricted water connection	Extent of provision of service: 1m ³ /day (based on size of water restrictor volume). E.g. 2m ³ /day restrictor volume will be charged at two times the listed annual rate	\$ 339.63
2.3(d) Water Supply- Eighty Eight Valley Rural Water Supply- Service Charge		Provision of a service being a connection to the Eighty Eight Valley Rural Water Supply through a lowflow restricted water connection	Fixed amount \$ per rating unit	\$ 361.72
2.3(e) Water Supply- Hamama Rural Water Supply- Variable Charge		Provision of a service being a connection to the Hamama Rural Water Supply	Rate in the \$ of Land Value	0.0452 cents

	Rate Type	Differential category	Categories of land on which Rate is set	Factors	Rate (GST Inc.)
2.3(f)	Water Supply- Hamama Rural Water Supply- Service Charge		Provision of a service being a connection to the Hamama Rural Water Supply	Fixed amount \$ per rating unit	\$ 264.14
2.3(g)	Water Supply- Hamama Rural Water Supply- Fixed Charge based on set land value		Where the land is situated being rating units in the Hamama Rural Water Supply Rating Area	Rate in the \$ of set land value (which is the land value at the time capital works were completed in 2005)	0.165 cents
2.4	Water Supply Firefighting				
2.4(a)	Water Supply: Motueka Firefighting		Where the land is situated being rating units in the Motueka Firefighting Water Supply Rating Area	Fixed amount \$ per Rating Unit	\$ 38.30
2.4(b)	Water Supply: Takaka Firefighting- Capital		Every Rating Unit in the Golden Bay Ward		
		Takaka CBD Differential	Where the land is situated being rating units in the Takaka Firefighting Water Supply Commercial CBD Rating Area	Rate in the \$ of Capital Value	0.077 cents
		Takaka Residential Differential	Where the land is situated being rating units in the Takaka Firefighting Water Supply Residential Rating Area	Fixed amount \$ per Rating Unit	\$ 52.13
		Takaka Balance of Golden Bay Ward Differential	Where the land is situated being rating units in the Takaka Firefighting Water Supply Rest of Golden Bay Rating Area	Fixed amount \$ per Rating Unit	\$ 15.33
2.4(c)	Water Supply: Takaka Firefighting- Operating		Where the land is situated being rating units in the Takaka Firefighting Water Supply Commercial CBD Rating Area and Takaka Firefighting Water Supply Residential Rating Area	Fixed amount \$ per Rating Unit	\$34.00
2.5	Water Supply- Dams				

Rate Type	Differential category	Categories of land on which Rate is set	Factors	Rate (GST Inc.)
2.5(a)	Water Supply- Dams: Wai-iti Valley Community Dam	Where land is situated and the provision of service and the activities controlled under the Tasman Resource Management Plan under the Resource Management Act 1991. This rate will apply to those rating units in the Wai-iti Dam Rating Area that are permit holders under the Resource Management Act 1991 because they are able to use the amount of augmented water as permitted by their resource consent and apply it to the land in accordance with the amount and rate specified in the resource consent.	Extent of provision of service: charged at \$ per hectare as authorised by water permits granted under the Resource Management Act 1991	\$ 277.87
3	Wastewater Rate	Provision of a service. The provision of service is measured by the number of toilets and/or urinals ("pans") connected either directly or by private drain to a public wastewater system with a minimum of one pan being charged per connected rating unit		
		First toilet or urinal ("pan")	Uniform charge in the \$ for each toilet or urinal (pan)	\$ 704.18
		2-10 toilets or urinals ("pans")	Uniform charge in the \$ for each toilet or urinal (pan)	\$ 528.13
		11 or more toilets or urinals ("pans")	Uniform charge in the \$ for each toilet or urinal (pan)	\$ 352.09
4	Regional River Works Rate	Every rateable rating unit in the District.		
	River Rating Area X Differential	Where the land is situated being rateable rating units in the River Rating Area X	Rate in the \$ of Land Value	0.0555 cents
	River Rating Area Y Differential	Where the land is situated being rateable rating units in the River Rating Area Y	Rate in the \$ of Land Value	0.0555 cents
	River Rating Area Z Differential	Where the land is situated being rateable rating units in the River Rating Area Z	Rate in the \$ of Land Value	0.0128 cents

Rate Type	Differential category	Categories of land on which Rate is set	Factors	Rate (GST Inc.)
5	Motueka Business Rate	Where the land is situated being rateable rating units in the Motueka Business Rating Area A and B and the use to which the land is put. The land usage categories as set out in the Rating Valuations Rules 2008 for actual property use that will be charged for this rate include: Commercial, Industrial, Multi use commercial/ industrial, Residential- public communal/ multi use, Lifestyle- multi use, Transport, Utility services-communications, Community services- Medical and allied, and Recreational		
	Motueka Business Area A Differential	This will apply to properties with land use categories as listed above for rateable rating units in Motueka Business Rating Area A	Rate in the \$ of Capital Value	0.0385 cents
	Motueka Business Area B Differential	This will apply to properties with land use categories as listed above for rateable rating units in Motueka Business Rating Area B	Rate in the \$ of Capital Value	0.0234 cents
6	Richmond Business Rate	Where the land is situated being rateable rating units in the Richmond Business Rating Area and the use to which the land is put. The land usage categories as set out in the Rating Valuations Rules 2008 for actual property use that will be charged for this rate include: Commercial, Industrial, Multi use commercial/ industrial, Residential- public communal/ multi use, Lifestyle- multi use, Transport, Utility services-communications, Community services- Medical and allied, and Recreational	Rate in the \$ of Capital Value	0.043 cents
7	Ruby Bay Stopbank Rate	Where the land is situated being rateable rating units in the Ruby Bay Stopbank Rating Area	Fixed amount \$ per Rating Unit	\$ 1,072.38
8	Mapua Stopbank Rate	Where the land is situated being rateable rating units in the Mapua Stopbank Rating Area	Fixed amount \$ per Rating Unit	\$ 51.61

	Rate Type	Differential category	Categories of land on which Rate is set	Factors	Rate (GST Inc.)
9	Torrent Bay Replenishment Rate		Where the land is situated being rateable rating units in the Torrent Bay Rating Area A and B		
		Torrent Bay Area A Differential	Where the land is situated being rateable rating units in the Torrent Bay Rating Area A	Fixed amount \$ per Rating Unit	\$ 857.52
		Torrent Bay Area B Differential	Where the land is situated being rateable rating units in the Torrent Bay Rating Area B	Fixed amount \$ per Rating Unit	\$ 270.79
10	District Facilities Rate		Every rateable rating unit in the District	Fixed amount \$ per Rating Unit	\$ 104.75
11	Shared Facilities Rate		Every rateable rating unit in the District	Fixed amount \$ per Rating Unit	\$ 67.15
12	Museums Facilities Rate		Every rateable rating unit in the District	Fixed amount \$ per Rating Unit	\$ 61.89
13	Refuse/ Recycling Rate		Where the land is situated being rating units in the Refuse- Recycling Rating Area	Fixed amount \$ per Rating Unit	\$ 135.51
14	Mapua Rehabilitation Rate		Every rateable rating unit in the District	Fixed amount \$ per Rating Unit	\$ 5.39
15	Golden Bay Community Board Rate		Where the land is situated being rateable rating units in the Golden Bay Community Board Rating Area, which is the Golden Bay Ward	Fixed amount \$ per Rating Unit	\$ 20.07
16	Motueka Community Board Rate		Where the land is situated being rateable rating units in the Motueka Community Board Rating Area, which is the Motueka Ward	Fixed amount \$ per Rating Unit	\$ 19.26
17	Warm Tasman Rate		Provision of service which occurs when homeowners apply and are approved into the scheme which results in the installation of a wood burner and/or insulation into their property	Extent of provision of service: calculated per \$ of the total cost of the installed works and the administration fee charged over a 9 year period including GST and interest	\$ 0.1467
18.1	Waimea Community Dam- Environmental and Community Benefits Districtwide Rate		Every rateable rating unit in the district	Fixed amount \$ per rating unit	\$28.78
18.2	Waimea Community Dam- Environmental and Community Benefits ZOB Rate		Where the land is situated being rateable rating units in the Waimea Community Dam Zone of Benefit Rating Area	Rate in the \$ of Capital Value	0.0033 cents

and;

3. sets the dates and amounts for payment of rates in 2021/2022 as follows;

For rates other than volumetric metered water rates, rates are set as at 1 July and the Council invoices rates quarterly, with the instalment invoice dates being 1 August, 1 November, 1 February and 1 May. Each instalment is one quarter of the total annual rates payable for the year. Rates are due and payable to the Tasman District Council. The 2021/2022 rates instalments due dates for payment are:

Instalment 1 Due Date	20-August-21
Instalment 2 Due Date	22-November-21
Instalment 3 Due Date	21-February-22
Instalment 4 Due Date	20-May-22

Volumetric metered water rates are invoiced separately from other rates. Invoices for the majority of users are issued six monthly and invoices for larger industrial users are issued monthly.

The 2020/2021 due dates for payment are as follows:

Meters invoiced in June (may include but is not limited to meters in Murchison, Upper Takaka, Pōhara, Collingwood, meters W00898, W00897, W00906, W45268, W00910, W00899)	20-July-21
Meters invoiced in July (may include but is not limited to meters in Hope, Brightwater, Wakefield, Tapawera, meters W00898, W00897, W00906, W45268, W00910, W00899)	20-August-21
Meters invoiced in August (may include but is not limited to meters in Māpua, meters W00898, W00897, W00906, W45268, W00910, W00899)	20-September-21
Meters invoiced in September (may include but is not limited to meters in Motueka, Kaiteriteri, Riwaka, meters W00898, W00897, W00906, W45268, W00910, W00899)	20-October-21
Meters invoiced in October (may include but is not limited to meters in Richmond, meters W00898, W00897, W00906, W45268, W00910, W00899)	22-November-21
Meters invoiced in November (may include but is not limited to meters W00898, W00897, W00906, W45268, W00910, W00899)	20-December-21

Meters invoiced in December (may include, but not limited to meters in Murchison, Upper Takaka, Pōhara, Collingwood, meters W00898, W00897, W00906, W45268, W00910, W00899) 20-January-22

Meters invoiced in January (may include but is not limited to meters in Hope, Brightwater, Wakefield, Tapawera, meters W00898, W00897, W00906, W45268, W00910, W00899) 21-February-22

Meters invoiced in February (may include but is not limited to meters in Māpua, meters W00898, W00897, W00906, W45268, W00910, W00899) 21-March-22

Meters invoiced in March (may include but is not limited to meters in Motueka, Kaiteriteri, Riwaka, meters W00898, W00897, W00906, W45268, W00910, W00899) 20-April-22

Meters invoiced in April (may include but is not limited to meters in Richmond, meters W00898, W00897, W00906, W45268, W00910, W00899) 20-May-22

Meters invoiced in May (may include but is not limited to W00898, W00897, W00906, W45268, W00910, W00899) 20-June-22

Payments received will be applied to the oldest outstanding amounts first; and

4. authorises penalties to be added to rates that are not paid after the due date as follows;

For rates other than volumetric metered water rates, under Section 57 and 58 of the Local Government (Rating) Act 2002 the Council prescribes a penalty of ten percent (10%) of the amount of rate instalments remaining unpaid after the due date to be added on the following dates:

Instalment 1 Penalty Date	23-August-21
Instalment 2 Penalty Date	23-November-21
Instalment 3 Penalty Date	22-February-22
Instalment 4 Penalty Date	23-May-22

For volumetric metered water rates, a penalty of 10 percent (10%) will be added to the amount of metered water rates remaining unpaid after the due date to be added on the following dates:

Meters invoiced in June	21-July-21
Meters invoiced in July	23-August-21
Meters invoiced in August	21-September-21
Meters invoiced in September	21-October-21
Meters invoiced in October	23-November-21
Meters invoiced in November	21-December-21

Meters invoiced in December	21-January-22
Meters invoiced in January	22-February-22
Meters invoiced in February	22-March-22
Meters invoiced in March	21-April-22
Meters invoiced in April	23-May-22
Meters invoiced in May	21-June-22

On 8 July 2021, a further penalty of five percent (5%) will be added to rates (including previously applied penalties) that remain unpaid from previous years on 7 July 2021. On 10 January 2022, a further penalty of five percent (5%) will be added to any portion of previous years' rates (including previously applied penalties) still remaining unpaid on 8 January 2022.

The above penalties will not be charged on a rating unit where the Council has agreed to a programme for payment of rate arrears or where a direct debit programme is in place and payments are being honoured, in accordance with the Council's Rates Remission Policy; and

- notes that the Funding Impact Statement contained in the Long Term Plan 2021/2022 includes rating maps that apply to the rates that are set based on "where the land is situated". The Funding Impact Statement also includes differential definitions that are relevant for ratepayers to understand how the rates will be applied. The rating maps and differential definitions are adopted as part of the Annual Plan, rather than as part of the rate setting process.

CARRIED

8.3 New Delegations

Cr Wensley left the meeting at 11.29 am.

Operational Governance Manager, Trudi Zawodny and Mr Drummond presented the report which was taken as read. Mr Drummond highlighted the amount of work involved in preparing the new delegations and noted that they would help to improve the Council's efficiency and effectiveness in decision-making.

The Councillors discussed point 9.1 of the draft resolution regarding the delegation authorising the Chief Executive to approve up to 10% of the approved Activity Capital budget (included in the Annual or Long Term Plan) up to a maximum net annual value of \$1 million. It was agreed to include wording in the resolution noting that the approval "would not include a one-item transaction for \$1 million".

In response to a question, Ms Zawodny noted that the Community Board's Terms of Reference provide guidance on the actual decision-making powers of the community boards.

Responding to a question about credit card approvals, Mr Drummond explained that the process provides a "one-up" review of credit card expenditure. Finance staff also review all credit card expenditure. He noted that this approval process is typical throughout New Zealand local government. Councillor Mackenzie said that from her experience, the way we approach credit card expenditure approval is consistent with the practice used in central government

The matter of staff accommodation and the recent earthquake strengthening of the Council

Chambers was discussed. Ms Dowding noted that she will provide a report to the Council outlining the rationale for the work that was completed in the Chambers.

In response to a question regarding a proposal to increase the number of elected members on the Council's Tenders Panel, Mr Drummond said that a report will be presented to the Council in the near future regarding the composition of the Tenders Panel.

In response to a comment, Ms Zawodny agreed that the title of the Audit & Risk Committee Chairperson should be used when referring to membership of the Joint Committee, not the Councillor by name. She also noted that the environment forum should read the "climate" forum and confirmed that the Council representative at that forum is Councillor Walker with Councillor Ogilvie as the alternate.

Mayor King acknowledged Ms Zawodny who is leaving the Council. He noted her contribution to the local government proposal regarding the Golden Bay Local Board and to managing the LGOIMA processes within the Council amongst her other duties.

Moved Deputy Mayor Bryant/Cr Maling

CN21-06-18

That the Full Council

- 1. receives the New Delegations report, RCN21-06-16; and**
- 2. adopts the full Delegations Register as amended at this meeting (Attachment 1); and**
- 3. approves the provision for Temporary Delegations:**
 - 3.1 someone appointed temporarily to fill in for a more senior position inherits the delegations of that senior position for a specified period. The exercise of these types of delegations must be approved by the immediate supervisor of the delegate. They must also be time-bound, specific (i.e. financial, statutory, operational), justified and recorded in the "Temporary Delegations Register" (online).**
 - 3.2 the power of a temporary delegation can be restricted or excluded where, for example, through the operation of legislative authority, the delegation is given directly to an appointed officer.**
 - 3.3 a temporary delegation once made cannot be further sub-delegated other than by the Chief Executive Officer in the case of delegations to staff and if permissible by law.**
 - 3.4 temporary delegations may also be referred to as "acting up"; and**
- 4. approves the delegations to the Chief Executive Officer:**
 - 4.1 the Council delegates to the Chief Executive Officer all powers conferred on the Council by legislation, as captured within the Delegations Register.**
 - 4.2 unless explicitly stated in this Delegations Register, the Chief Executive Officer retains the authority to carry out all responsibilities, duties and powers listed within the Delegations Register, whether derived from the Council, its committees or any other subordinate decision-making body, directly from legislation or elsewhere.**
 - 4.3 the Council may choose to delegate any further powers, responsibilities and duties to the Chief Executive Officer, aside from those which may not be**

delegated by statute. The Chief Executive Officer has the power to delegate such powers, responsibilities and duties onto any officer he or she employs, or any other contractor or advisor if permissible by law. Any powers, responsibilities and duties delegated from the Chief Executive Officer to officers, contractors or advisors will be recorded in the Delegations Register.

- 4.5 the Chief Executive Officer, when operating within these delegations, should be mindful of the Council's Significance and Engagement Policy and give thought to whether a matter considered to be of high significance may need to be referred to an appropriate committee or in some cases to the Council.
 - 4.6 the Chief Executive Officer, when operating within these delegations, should be mindful of the Council's Climate Change responsiveness and give thought to whether a matter considered may need to be referred to an appropriate committee or in some cases to the Council.
 - 4.7 the Council has appointed the Chief Operating Officer as Acting Chief Executive Officer should the Chief Executive Officer not be available.
 - 4.8 the Chief Executive Officer may appoint one or more senior officers to undertake his or her functions and delegated authority during planned absences or sick leave; and
5. approves the Community Board Terms of Reference (attachment 2); and
 6. approves the amendment to the Saxton Field Committee Terms of Reference:
 - 6.1 iwi and stakeholders
 - 6.2 representatives from iwi, relevant sporting codes, relevant community groups, and Sport Tasman may be invited to attend Committee meetings when required; and
 7. approves the change to Councillors Delegations:
 - 7.1. All Councillors, as members of the Strategy and Policy Committee, are authorised to be a Hearings Commissioner for the purpose of hearing and considering submissions to the Tasman Resource Management Plan or a change to the Plan under Schedule 1 Clauses 8B and 10 and to make recommendations to the Strategy and Policy Committee provided they hold a current accreditation certificate.
 8. approves changes to the Tenders Panel responsibilities:
 - 8.1. a Tenders Panel may meet to award tenders for contracts and for land purchases which:
 - exceed \$1 million in value; or
 - where the type of procurement is a deviation from the Council's Procurement Policy; and
 9. approves changes to the unbudgeted capital expenditure delegations to the Chief Executive Officer:
 - 9.1. authorise up to 10% of the approved Activity Capital budget (included in the Annual or Long Term Plan) up to a maximum net annual value of \$1m, if it can

be met within the annual capital budget for the activity and that this would not include a one item transaction for \$1 million.

- 9.2. extend the delegation to Tier 2 Group Managers; and
10. approves changes to the Rates and Valuation delegations:
 - 10.1. authorises the Chief Executive Officer to write off rates in accordance with the Local Government (Rating of Whenua Māori) Amendment Act 2021.
11. Approves changes to Elected Member Payments:
 - 11.1. consider and approve Community Board member expense claims by the Group Manager assigned to the respective Board; and
12. notes the changes to Part Two – Governance:
 - 12.1. Section 2.0 - addition of “Health Act” under Use of Common Seal; and
 - 12.2. Section 4.0 - new introduction to Community Boards; and
 - 12.3. Section 5.1 – new introduction to Committee Structure and Appointments; and
 - 12.4. Section 5.2 – new introduction to Appointments to Other Organisations; and
 - 12.5. Section 5.4 – amendment to Audit and Risk Committee appointments; and
13. notes the changes to Part Three - Management
 - 13.1. Section 3.10 Bad Debts – addition of explanatory sentence “Administrative errors can be corrected without need to refer these to the Chief Executive Officer or Tier 2 Group Manager”; and
 - 13.2. Section 3.14 Schedule of Fees – addition of explanatory sentence “When these decisions are exercised they are to be recorded appropriately”; and
 - 13.3. Section 7.0 General Submissions – removal of duplicated content.

CARRIED

8.4 Adoption of the Regional Land Transport Plan

Activity Planning Adviser, Drew Bryant and Activity Planning Manager, Dwayne Fletcher presented the report which was taken as read. Mr Bryant advised that the Tasman Regional Transport Committee had recommended to the Council that it adopt the Regional Land Transport Plan at its meeting on 1 June 2021.

In response to a question, Mr Bryant noted that the Transportation Activity Management Plan includes provision for a future cycle network on Wensley Road and he envisages that some parking will need to be removed to facilitate that cycle network. He noted that the final detailed design for this cycle network is yet to be completed.

Responding to a comment about the perceived lack of patronage on local bus routes, Mr Bryant said that the budget for public transport included in the Regional Land Transport Plan accurately reflects the Council’s aims and aspirations for public transport included in the Long Term Plan.

In response to a question, Mr Bryant said that any future changes to the funding subsidy from Waka Kotahi can be managed and amended in the plan through the Tasman Regional Transport Committee.

Moved Cr Butler/Cr Turley

CN21-06-19

That the Full Council

- 1. receives the Adoption of the Regional Land Transport Plan report RCN21-06-17; and**
- 2. approves the final Te Taihu Regional Land Transport Plan 2021-31; and**
- 3. approves the submission of the final Te Taihu Regional Land Transport Plan 2021-31 to Waka Kotahi, the New Zealand Transport Agency by 30 June 2021.**

CARRIED

8.5 Adoption of the Regional Public Transport Plan

Mr Bryant and Mr Fletcher presented the report which was taken as read. There was no discussion.

Moved Cr Dowler/Cr Ogilvie

CN21-06-20

That the Full Council

- 1. receives the report Adoption of the Regional Public Transport Plan report RCN21-06-18; and**
- 2. approves the final Nelson/Tasman Regional Public Transport Plan 2021-31; and**
- 3. approves the submission of the final Nelson/Tasman Regional Public Transport Plan 2021-31 to the Waka Kotahi, New Zealand Transport Agency by 30 June 2021.**

CARRIED

8.6 Mayor's Update Report

Mayor King presented his update report which was taken as read.

He spoke about the impact on councils throughout New Zealand with the current central government reforms around three waters and the future of local government along with the changes to the current Resource Management Act. He suggested that future councils will have limited influence on parts of their current role including the provision of infrastructural assets and resource management planning.

Responding to a question, Ms Dowding said that the Leadership Team has already given considerable thought to how these reforms will affect current staff, both in terms of staff numbers and the personal ramifications for individual staff. She noted that the new Chief Operating Officer will be working on this issue when he/she commences work with the Council.

Responding to a question about the three-waters reforms, the Mayor agreed that there is more discussion to come in terms of where the Tasman District Council's water supply assets will be positioned under the new entity, Taumata Arowai. He noted that there will be some form of public consultation required on the three-waters reform. The Government's intention is to have the new entity in place in 2024 before the next Long Term Plans are due to be finalised.

Moved Cr Tuffnell/Cr Hill

CN21-06-21

That the Full Council receives the Mayor's Update Report RCN21-06-19.

CARRIED

8.7 Chief Executive's Update Report

Ms Dowding presented her report which was taken as read.

In response to a question about health and safety incidents, Ms Dowding said that the Council has an extensive process to investigate all incidents and near misses. In terms of the drone incident noted in her report, Ms Dowding said that staff followed all safety protocols.

Responding to a suggestion, Ms Dowding agreed that it would be worthwhile looking into the option of staff who use drones having access to an aviation radio to monitor air traffic.

Moved Cr Greening/Cr Walker

CN21-06-22

That the Full Council:

- 1. receives the Chief Executive's Update Report RCN21-06-20; and**
- 2. approves the appointment of Fiona Wilson, Chief Executive of the Nelson Regional Development Agency as a non-voting adviser to the Tasman Regional Transport Committee representing the community's interests in economic sustainability, replacing the former NRDA Chief Executive, Mark Rawson.**

CARRIED

8.8 Machinery Resolutions Report

The report was taken as read. It was noted that item a) "Deed of Lease for the Huia Rugby Club" should read "no charges until the building commences" and the resolution was amended to reflect that change.

Moved Cr Maling/Cr Dowler

CN21-06-23

That the Tasman District Council

- 1. receives the Machinery Resolutions report, RCN21-06-21 as amended and that the execution of the following documents under the Seal of Council be confirmed:**
 - a) Deed of Lease – Huia Rugby Club Inc. – BC 200119P – Land at Sports Park Motueka, 12 Manoy Street. Club intends to construct new clubhouse on land in near future. Community lease for \$230 incl. GST per annum. No charges until building commences.**
 - b) Deed of Lease – Aorere Futures Trust Inc. – Community lease, 5-year lease commencing on 1 February 2021 – No rights of renewal.**
 - c) Letter of Offer from Westpac NZ: multi option credit line (\$30m facility amendment). Westpac offer accepted to amend Tasman District Council's MOCL facility from \$12 expiring in Mar-22 to \$30m expiring May-26**

- d) **Deed of Encumbrance – Nelson Hops NZ Ltd. – 65 Korere-Tophouse Road, Motupiko, St Arnaud. Formalise occupation – registering it to property title.**
- e) **Deed of Lease – Riwaka Rugby Club Inc. – New 5-year community lease, \$230 incl. GST per annum**

CARRIED

8.9 Late Item: Minutes of the Long Term Plan Deliberations Meeting

This item was withdrawn from the agenda to allow staff to review the recording of the deliberations meeting minutes and make any necessary amendments.

9 CONFIDENTIAL SESSION

9.1 Procedural motion to exclude the public

Moved Cr Hill/Cr Tuffnell

CN21-06-24

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 Land Purchase - Richmond West Stormwater, Water and Active Transport Infrastructure

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)(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).	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

Mayor King thanked the Councillors for their contribution to the Long Term Plan discussions, consultation meetings and workshops. He noted that there had been some quite tense and terse situations at some public meetings which reflects the stress being felt by some members of our community.

Councillor Hill offered the closing karakia.

The meeting concluded at 12.20 pm.

Date Confirmed:

Chair: