

MINUTES

TITLE: Tasman District Council
DATE: Wednesday 31 October 2007
TIME: 9.30 am
VENUE: Council Chamber, 189 Queen Street, Richmond.

PRESENT: Mayor R G Kempthorne, Crs T B King (Deputy Mayor), S J Borlase, S G Bryant, R G Currie, B F Dowler, J L Edgar, B W Ensor, G A Glover, M J Higgins, J L Inglis, T E Norriss, N Riley and E J Wilkins.

IN ATTENDANCE: Chief Executive (P J Wylie), Corporate Services Manager (M W Staite), Environment and Planning Manager (D C Bush-King), Accounting Manager (R Holden), Financial Accountant (B Grammer) and Administration Officer (B D Moore).

1. COMMITTEE STRUCTURE AND APPOINTMENTS

Mayor Kempthorne explained how it was proposed to retain the four Standing Committee structure with all Councillors on Standing Committees and the Mayor being ex officio.

Councillors were provided with the Standing Committee membership together with a list of Subcommittees, Council representatives and appointments and Councillor portfolios.

During the discussion of this item a further Subcommittee, being the Development Contributions Subcommittee, with a membership of the Engineering Services Committee Chair and Environment and Planning Committee Chair was added to the list of Subcommittees.

Following further discussion the list of Council representatives and appointments was amended to substitute Cr Higgins for Cr Norriss on the Nelson Regional Sewerage Business Unit and Cr Edgar for Cr Wilkins for the Positive Ageing Forum.

The list of Councillor portfolios was amended to substitute Cr Inglis for Cr Currie on the Patriotic Council. Additional portfolios added were Rural Services held by Cr Norriss, and Health held by Cr Inglis.

Cr Wilkins questioned whether a Heritage Subcommittee would be formed.

Mayor Kempthorne responded that this was not intended at this time and Mr Bush-King advised that the Grants Subcommittee would handle any grants applications.

Mayor Kempthorne said that the Suter Gallery portfolio was intended to be held by Mrs E E Henry until the Bill has passed in Parliament to allow ownership of the Suter Gallery Trust by Nelson City Council.

In a response to a question from Cr Borlase, Mayor Kempthorne explained that it was not proposed to appoint a Councillor as Convenor of Environment and Planning Consents.

**Moved Mayor Kempthorne/Cr Norriss
CN07/10/26**

**THAT the Tasman District Council Structure and Appointments as reported and amended be adopted.
CARRIED**

TASMAN DISTRICT COUNCIL STANDING COMMITTEES	
MAYOR ex-officio on all Committees	R Kempthorne
DEPUTY MAYOR	T King
COMMUNITY SERVICES	ENGINEERING SERVICES
Cr Bryant (Chair) Cr Riley (Deputy) Cr Borlase Cr Currie Cr Dowler Cr Edgar Cr Ensor Cr Glover Cr Higgins Cr Inglis Cr King Cr Norriss Cr Wilkins	Cr Norriss (Chair) Cr Dowler (Deputy) Cr Borlase Cr Bryant Cr Currie Cr Edgar Cr Ensor Cr Glover Cr Higgins Cr Inglis Cr King Cr Riley Cr Wilkins

CORPORATE SERVICES	ENVIRONMENT AND PLANNING
Cr King (Chair) Cr Bryant (Deputy) Cr Borlase Cr Currie Cr Dowler Cr Edgar Cr Ensor Cr Glover Cr Higgins Cr Inglis Cr Norriss Cr Riley Cr Wilkins	Cr Higgins (Chair) Cr Borlase (Deputy) Cr Bryant Cr Currie Cr Dowler Cr Edgar Cr Ensor Cr Glover Cr Inglis Cr King Cr Norriss Cr Riley Cr Wilkins

TASMAN DISTRICT COUNCIL SUBCOMMITTEES	
MAYOR ex-officio on all Subcommittees	R Kempthorne
COUNCIL ENTERPRISES (Reporting to Corporate Services) Cr Higgins (Chair) Cr Bryant Cr Inglis Cr Norriss Cr Riley	CREATIVE COMMUNITIES (Reporting to Community Services) Cr Borlase Cr Edgar Plus community representatives
AUDIT (Reporting to Corporate Services) Cr Borlase (Chair) Cr Currie Cr Dowler Cr Ensor Cr Glover Cr Higgins	GRANTS AND COMMUNITY FACILITY RATE (Reporting to Community Services) Cr Borlase (Chair) Cr Bryant Cr Dowler Cr Edgar Cr King
COMMUNITY AWARDS Cr Riley Cr Wilkins	CEO REVIEW (Reporting to Council) Mayor R Kempthorne Cr Borlase Cr King

COMMUNICATIONS (Reporting to Corporate Services) Cr Riley (Chair) Cr Edgar Cr Wilkins	MATURE PERSONS Cr Riley Cr Wilkins
DEVELOPMENT CONTRIBUTIONS Cr Higgins Cr Norriss	

TASMAN DISTRICT COUNCIL REPRESENTATIVES AND APPOINTMENTS	
Combined Shareholders Mayor R Kempthorne Cr King Mr P Wylie Mr M Staite	Nelson Airport Limited Council Director Cr Higgins
Port Nelson Limited Council Director Cr King	Nelson Regional Sewerage Business Unit Cr Higgins Cr Glover
Tasman Regional Sports Trust Board Mayor R Kempthorne	Nelson Tasman Business Trust Cr Ensor
Appointments Committee (Tasman Bays Heritage Trust) Mayor R Kempthorne Mr P Wylie	Nelson Tasman Physical Activity Plan Steering Group Cr Ensor Cr Glover
Positive Ageing Forum Cr Edgar	Tasman Youth Council Cr Bryant Cr Glover
Total Mobility Cr Edgar	Arts Strategy Working Group Cr Borlase
Mayors Taskforce for Jobs – Nelson Tasman Connections Steering Group Mayor R Kempthorne	Nelson Tasman Housing Forum Cr Borlase Cr Currie Mr P Wylie

Saxton Field Working Party Cr Currie Cr Edgar	Performing Arts Working Party Cr Borlase Cr King
Regional Funding Forum Cr Higgins Cr King	

COUNCILLOR PORTFOLIOS	
Aquaculture	Cr Riley
Civil Defence/Emergency Management	Cr King and Mayor R Kempthorne
Energy	Mayor R Kempthorne
Friendly Towns	Cr Wilkins
Golden Bay Patriotic Welfare Committee	Cr Riley
Health	Cr Inglis
Heritage	Cr Wilkins
LGNZ	Mayor R Kempthorne
Maori Liaison/Ethnic Affairs	Mayor R Kempthorne
Motorsport	Cr Currie
Patriotic Council	Cr Inglis
Port Nelson Trust	Cr King
Regional Animal Health	Cr Borlase
Rural Services	Cr Norriss
Strategic Water Resources	Mayor R Kempthorne, Cr King, Cr Currie and Cr Inglis
Suter Gallery	Mrs E Henry
Talking Heads	Mayor R Kempthorne and Chief Executive
Tenders	Cr Bryant, Cr Higgins and Cr Norriss
Total Mobility	Cr Edgar

2. ADOPTION OF 2006/2007 ANNUAL REPORT

Corporate Services Manager Mr M W Staite advised that Council had an unqualified audit report and he reported on the key points and referred to how the 2006/2007 annual report had been checked through by a Committee of Council before the final audit by Audit NZ.

He acknowledged the work of financial accountant Bryce Grammer specifically in regard to the presentation of this report in the format of international reporting standards.

Mr Staite referred to minor changes to the draft annual report.

Director of Audit NZ Mr Scott Tobin spoke about the audit of the annual report by Audit NZ and said that this process went comparatively smoothly. He also complimented the work in this regard by Bryce Grammer. He said that his management letter would be produced to Council for its consideration.

Cr King also thanked and congratulated Council accounting staff on their work in production of the annual report.

**Moved Crs Currie/Borlase
CN07/10/27**

**THAT Tasman District Council adopts the 2006/2007 Annual Report.
CARRIED**

**3. PROPOSED TASMAN DISTRICT COUNCIL DELEGATIONS
REGISTER REPORT EP07/10/05**

The agenda contained a report from the Chief Executive, seeking approval of the Delegations Register.

An amendment to Page 5 under the subheading Functions of Subcommittee referred to the Communications Subcommittee which is to develop and oversee the implementation of Council's communications strategy.

The Delegation Register recorded all delegations from the Tasman District Council to Standing Committees, Subcommittees, members and staff.

**Moved Crs Bryant/Higgins
CN07/10/28**

**THAT Council approves the Tasman District Council Delegations Register of 31
October 2007, as attached to report EP07/10/05.
CARRIED**

**4. NOMINATIONS FOR LGNZ REGIONAL SECTOR NATIONAL
COUNCIL**

The agenda contained a letter of 14 September 2007 from the Chief Executive of Local Government New Zealand seeking nominations for LGNZ National Council Regional Sector elections.

Moved Crs Inglis/Riley
CN07/10/29

THAT the LGNZ memorandum of 14 September 2007 be received and that voting for Zone 5 LGNZ Regional Sector representative, be delegated to Mayor Kempthorne and the Chief Executive P J Wylie.
CARRIED

5. ADOPTION OF MEETINGS SCHEDULE

The agenda contained a proposed meeting calendar for 2008 and tabled at the meeting were those proposed meetings for November and December 2007.

Cr King proposed that the full Council meeting in December be held on Wednesday 12 December and the Environment and Planning meeting be held on Thursday 13 December 2007.

The meeting dates of the Communication Subcommittee were yet to be finalised.

Moved Crs Norriss/King
CN07/10/30

THAT the meeting schedule for November 2007 to December 2008 be adopted.
CARRIED

Mayor Kempthorne thanked members for their attendance and closed the meeting at 11.05 am.

Date Confirmed:

Mayor: