

MINUTES

TITLE: Corporate Services Committee
DATE: Thursday 14 December 2006
TIME: 12.15 pm
VENUE: Tasman Council Chambers, 189 Queen Street,
Richmond

PRESENT: Cr T B King (Chair), Mayor J C Hurley, Crs S G Bryant,
N Riley, E E Henry, R G Kempthorne, P K O'Shea,
E M O'Regan, M J Higgins, J L Inglis, T E Norriss,
N Riley, S J Borlase

IN ATTENDANCE: Chief Executive (R G Dickinson), Minute Secretary
(V M Gribble)

1 CONFIRMATION OF MINUTES

1.1 Corporate Services Committee – 20 September 2006

Moved Crs O'Regan/Riley
FN06/12/21

THAT the minutes of the Corporate Services Committee meeting held on 20 September 2006, containing resolutions numbered FN06/09/18 to FN06/09/31 be confirmed as a true and complete record of the proceedings of that meeting.
CARRIED

1.2 Council Enterprises Subcommittee – 20 September 2006

Moved Crs Bryant/Riley
FN06/12/22

THAT the minutes of the Council Enterprises Subcommittee meeting held on 20 September 2006, containing resolutions numbered FN06/09/04 to FN06/09/17 be confirmed as a true and complete record of the proceedings of that meeting.
CARRIED

1.3 Information and Publicity Subcommittee – 20 September 2006

Moved Crs Henry/Kempthorne
FN06/12/23

THAT the minutes of the Information and Publicity Subcommittee meeting held on 20 September 2006, containing resolutions numbered FN06/09/01 to FN06/09/03 be confirmed as a true and complete record of the proceedings of that meeting.
CARRIED

1.4 Information and Publicity Subcommittee – 18 October 2006

**Moved Crs Henry/O'Shea
FN06/12/24**

THAT the minutes of the Information and Publicity Subcommittee meeting held on 18 October 2006, containing resolutions numbered FN06/10/01 to FN06/10/07 be confirmed as a true and complete record of the proceedings of that meeting.

CARRIED

1.5 Audit Subcommittee – 19 October 2006

**Moved Crs O'Regan/Higgins
FN06/12/25**

THAT the minutes of the Audit Subcommittee meeting held on 19 October 2006, containing resolutions numbered FN06/10/08 to FN06/10/10 be confirmed as a true and complete record of the proceedings of that meeting.

CARRIED

1.6 Council Enterprises Subcommittee – 2 November 2006

**Moved Crs Inglis/Riley
FN06/12/26**

THAT the minutes of the Council Enterprises Subcommittee meeting held on 2 November 2006, containing resolutions numbered FN06/11/01 to FN06/11/10 be confirmed as a true and complete record of the proceedings of that meeting.

CARRIED

2 CHAIRPERSON'S REPORT – DECEMBER 2006

Cr King thanked department managers and Murray Staite for the work in preparing the paperwork for the draft 2007/2008 Annual Plan workshops.

**Moved Crs Riley/Inglis
FN06/12/27**

THAT the Chairperson's report for December 2006 be received.

CARRIED

3 CORPORATE SERVICES MANAGER'S REPORT – DECEMBER 2006

3.1 Funds Rollover

The following recommendation is required to acknowledge a funds rollover which will take place on Wednesday 20 December 2006, for a three month period.

**Moved Crs Kempthorne/Borlase
FN06/12/28**

THAT a loan of \$2,088,728.46 be raised for the purpose of repaying at maturity the Tasman District Council General Renewal Loan No 50, 2006, and that such loan be known as the Tasman District Council General Renewal Loan No 51, 2006.

CARRIED

3.2 Funding Requirements

The following loans have been included in Council's 2005/2006 or 2006/2007 Annual Plans. Works have commenced, or are about to commence, on the listed projects below, thus the requirement to pass the appropriate resolution to allow staff to raise the approved loans.

**Moved Crs Kempthorne/Borlase
FN06/12/29**

THAT:

i)		The Council shall borrow the sum of seven million and eight hundred and nineteen thousand two hundred and fifty five dollars (\$7,819,255) from (Bank).																								
ii)		The loan documentation shall comprise the following:																								
	a)	Existing deed of charge entered into between Tasman District Council, Bank of New Zealand, National Bank of New Zealand, Westpac and ASB Bank Ltd.																								
	b)	A letter of offer from Westpac.																								
iii)		The Mayor and the Chief Executive are authorised to sign the loan documentation on behalf of the Council.																								
iv)		The Chief Executive is authorised to sign a certificate, pursuant to s122ZG(3) of the Local Government Act 1974.																								
v)		The loan advance of dollars shall be used to finance the following projects identified in Council's Annual Plans:																								
		<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;"></th> <th style="width: 20%; text-align: right;">\$</th> </tr> </thead> <tbody> <tr> <td>Subsidised Roding Loan 2006/2007</td> <td style="text-align: right;">1,832,531</td> </tr> <tr> <td>Traffic Services Loan 2006/2007</td> <td style="text-align: right;">164,585</td> </tr> <tr> <td>Minor Safety Loan 2006/2007</td> <td style="text-align: right;">293,134</td> </tr> <tr> <td>Footpaths New 2006/2007</td> <td style="text-align: right;">166,000</td> </tr> <tr> <td>Water Murchison 2006/2007</td> <td style="text-align: right;">148,600</td> </tr> <tr> <td>Wastewater Motueka 2006/2007</td> <td style="text-align: right;">834,700</td> </tr> <tr> <td>Chip Seal Renewals 2006/2007</td> <td style="text-align: right;">639,540</td> </tr> <tr> <td>Seal Widening 2006/2007</td> <td style="text-align: right;">167,365</td> </tr> <tr> <td>All Weather Pavement Treatment 2006/2007</td> <td style="text-align: right;">739,500</td> </tr> <tr> <td>Footpaths Rehabilitation 2006/2007</td> <td style="text-align: right;">100,000</td> </tr> <tr> <td>Road construction 2006/2007</td> <td style="text-align: right;">500,000</td> </tr> </tbody> </table>		\$	Subsidised Roding Loan 2006/2007	1,832,531	Traffic Services Loan 2006/2007	164,585	Minor Safety Loan 2006/2007	293,134	Footpaths New 2006/2007	166,000	Water Murchison 2006/2007	148,600	Wastewater Motueka 2006/2007	834,700	Chip Seal Renewals 2006/2007	639,540	Seal Widening 2006/2007	167,365	All Weather Pavement Treatment 2006/2007	739,500	Footpaths Rehabilitation 2006/2007	100,000	Road construction 2006/2007	500,000
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vi)	The Council shall charge rates revenue as security for the loan and the performance of its obligations pursuant to the loan documentation.	
vii)	The Council acknowledges that by charging rates revenue, the Council is deemed to have made a special rate of such amount each year, on the rateable value of every rateable property in the district, as is sufficient to provide in that year for the payment of its commitments in respect of the loan or loan documentation during that year plus 10% thereof until the loan is repaid or the obligations incurred under the loan documentation are fully performed.	
viii)	The Council has considered the risks and benefits to the Council of the loan and loan documentation and of the security to be given in relation to the loan and loan documentation.	
ix)	The Council is satisfied that the general terms and conditions of the loan and loan documentation and of the security to be given in relation to the loan and loan documentation are in accordance with the borrowing management policy adopted by the Council and, in particular, the limits and guidelines set out in that borrowing management policy.	
x)	The Council delegates to the Chief Executive and the Corporate Services Manager the authority to further determine the precise terms and conditions of the loan, loan documentation and security, to be negotiated at the best current terms and conditions, such terms and conditions to be advised to the Council following the raising of the loan.	

CARRIED

3.3 Port Nelson Ltd Share Buy-Back Dividend Investments

**Moved Crs Borlase/Henry
FN06/12/30**

THAT the following investments of the \$12.5 million Port Nelson Ltd share buy-back be confirmed:

ASB Bank for a term of six months at 7.70% - \$4 million
ASB Bank for a term of nine months at 7.76% - \$4 million
National Bank of New Zealand for a term of twelve months at 7.85% -
\$4.5 million
CARRIED

3.4 Acknowledgement

Mr Ward thanked Bob Dickinson on behalf of Corporate Services staff and himself for his management of Council and wished Bob and Jill all the best for the future.

Cr Norriss asked that all staff involved in the annual plan process be thanked for their help.

Cr O'Shea thanked David Ward for his work.

Cr King said Council has been the beneficiary of a lot of work that David Ward has undertaken at a National level and he thanked David and Murray Staite for their work.

Moved Crs Norriss/Bryant
FN06/12/31

THAT the Corporate Services Manager's Report for December 2006 be received.
CARRIED

4 REVIEW OF CLOSED ACCOUNTS

Mr Ward said the accounts would be discussed in detail at a meeting early in the new year.

Cr O'Regan noted that the camping ground dividend is not noted. He said in the original financial planning for the Aquatic Centre \$1.2 m was to come from Richmond DILs account and to some extent Waimea/Lakes.

5. ACCOUNTS FOR PAYMENT -

Moved Cr Kempthorne/Mayor Hurley
FN06/12/32

THAT the accounts for September, October and November 2006 be approved for payment.
CARRIED

Mayor Hurley expressed concern about amounts being paid for the community board by-election and Eco Fest.

6. ACKNOWLEDGEMENT

Cr King expressed appreciation for the support and advice Mr Dickinson has given to him and Council as a whole and wished him all the best for the future.

The meeting concluded at 12.10 pm.

Date Confirmed:

Chair: