

# STAFF REPORT

**TO:** Corporate Services Committee  
**FROM:** Corporate Services Manager  
**DATE:** 24 August 2005  
**SUBJECT:** Managers Report September 2005

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## 1. LONG TERM COUNCIL COMMUNITY PLAN

Considerable attention is now starting to be given to the LTCCP consultation process with the distribution last week of survey forms in Newsline – The Mag supplement and with Community forums commencing tonight and continuing with a wide range of special interest groups over the next couple of weeks.

Attached to today's Agenda is a copy of a document entitled 'The LTCCP Jigsaw'. At today's meeting I would like to focus on the following sections of the document.

- Project Plan, page 10
- Communication Plan, page 12
- Consultation Coordination Plan, page 14

The attached document contains steps and guidelines to be identified by Council in undertaking each of these three sections of the 'Jigsaw' and our discussion today will give a high level of Council ownership to these processes.

At subsequent meetings of this Committee or Council workshops we will consider other sections of the document. It is imperative the Councillors understand the process and follow the guidelines contained within the 'LTCCP Jigsaw' as we will be audited against these prior to our draft 2006/2016 consultation document being released for public comment.

## 2. PROJECT MANAGEMENT STRATEGY

Following discussion at the Council meeting a couple of weeks ago on aspects of project management this may be a prudent time to review our Project Management Strategy.

At today's meeting we will review the strategy on a step by step basis. The outcome will be to incorporate the revised policy in Councils draft 2006/2016 LTCCP.

Please bring your copy of the project management strategy to today's meeting. Those who do not have copies please give me a call and I will have one forwarded to you prior to meeting day.

### 3. FIREBLIGHT CONTROL RATE – WAIMEA

In its 2005/2006 Annual Plan Council has set a targeted rate for the purpose of funding the cost of Hawthorne in the Waimea area. This rate is subject to further feasibility and consultation with directly effected rate payers and can only be levied following the adoption of a further Council resolution,

At today's meeting Councillor Kempthorne will report on the outcomes from a meeting held with directly effected rate payers on Wednesday 24<sup>th</sup> August 2005 together with any recommendations made by that meeting.

### 4. FUNDING REQUIREMENTS

The following resolution is required to acknowledge a funds roll over that will take place on 19<sup>TH</sup> September 2005

**THAT a loan of \$1,108,020.41 be raised for the purpose of repaying at maturity the Tasman District Council General Renewal Loan No. 44 2005 and that such loan be known as the Tasman District Council General Renewal Loan No. 45 2005**

### 5. TREASURY MANAGEMENT POLICY

Attached to the agenda for today's meeting is a copy of Councils current Treasury Management Policy. This document is required to be reviewed prior to inclusion in Councils Draft LTCCP. It is appropriate that this document be reviewed head of the asset management plan and activity management plan reviews as section 3 of the policy refers to borrowing limits ( clause 3.2 ) and interest rate management ( clause 3.5 ). Both of these clauses will be subject to some upper limit pressure through the incorporation of projects into the asset and activity plans.

David Ward  
Corporate Services Manager