

STAFF REPORT

TO: Chair & Members, Corporate Services Committee
FROM: M Staite, Corporate Services Manager
DATE: 8 August 2007
SUBJECT: Corporate Services Manager's Report – August 2007

1 FUNDING REQUIREMENTS

THAT the loans identified in the table to this resolution are to meet the costs of projects in the 2006/2007 Annual Plan previously adopted by Council.

THAT:

- i) The Council shall borrow the sum of Two million, one hundred and fifty one thousand three hundred and forty eight dollars (\$2,151,348) 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:

	\$
Wastewater – Kaiteriteri	694,928
Road Reconstruction – Hart Road	323,820
Road Reconstruction – McGlashen/Talbot Streets	632,600
Road Reconstruction – Croucher Street land purchase	<u>500,000</u>
	2,151,348
- 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.**

2 MEMBERS INTEREST REGISTER

Councillors were advised at the meeting of 22 February 2007 that the Interests Register would be adopted annually for inclusion in Council's Annual Report. We would expect to adopt this Register at the September 2007 meeting.

I would suggest that any Councillor who believes they may be involved in any organisation or transaction that could trigger a need for inclusion of a transaction in Council's Members Interest Register, please contact me prior to the end of August 2007.

3 STAFFING

3.1 Accounting Manager

I am pleased to advise Mayor and Councillors that Russell Holden has accepted the position of Accounting Manager. Russell is a Chartered Accountant and brings a wide-range of experience to the role. Russell commences work on 13 August 2007.

4 LONG TERM COUNCIL COMMUNITY PLAN

The LTCCP work for 2009 – 2019 is now upon us. While it seems not that long since we adopted the 2006 – 2016 LTCCP, it is now only 15 months until the first workshops will commence. Council staff are currently working through a detailed plan and timetable in order to meet the various legislative requirements. Councillors will be advised once that plan has been completed.

5 RURAL PROPERTY NUMBERING

The rural property numbering project is making good progress with 6,700 sites captured to date. It is estimated that between 2,000 and 2,500 sites are still awaiting capture. It is envisaged that this work will be completed around October 2007.

Staff are currently working on a rural address maintenance policy to ensure that the addresses are kept up to date.

6 RATES REBATE SCHEME

Changes made in 2006 to the Central Government scheme have seen more people qualifying for the rebate than in previous years. In the 2006/2007 rating year, 2,200 rebate applications were received and 1,644 rebates were approved. The total value of rebates granted for the 2006/2007 year were \$651,336.

The majority of rates rebate applications are received in the first month of the rating year and staff would expect to have the first initial wave of rate rebate applications completed by early October 2007.

Murray Staite
Corporate Services Manager