

MINUTES

TITLE: Corporate Services Committee
DATE: Wednesday 12 April 2006
TIME: 11.30 am
VENUE: Loney Hall, Wensley Road, Richmond
PRESENT: Cr E M O'Regan (Chair), Mayor J C Hurley, Crs N Riley, P K O'Shea, S G Bryant, R G Currie, M J Higgins, E J Wilkins, J Inglis, T E Norriss
IN ATTENDANCE: Accounting Manager (M W Staite), Chief Executive (R G Dickinson), Environment and Planning Manager (D C Bush-King), Minute Secretary (V M Gribble)

APOLOGIES

Moved Crs Higgins/O'Shea
FN06/04/13

THAT apologies for Crs Borlase, King, and Kempthorne for absence and Cr Norriss for lateness, be sustained.
CARRIED

Cr O'Regan advised the meeting that Corporate Services Manager, David Ward, had been hospitalised and asked that flowers be sent to him wishing him a speedy recovery.

1. CONFIRMATION OF MINUTES

1.1 Corporate Services Committee – 24 November 2005

Moved Crs Henry/Inglis
FN06/04/14

THAT the minutes of the Corporate Services Committee meeting held on 24 November 2005, containing resolutions numbered FN05/11/05 to FN05/11/21 be confirmed as a true and complete record of the proceedings of that meeting.
CARRIED

1.2 Information and Publicity Subcommittee – 23 November 2005

Moved Crs Henry/O'Shea
FN06/04/15

THAT the minutes of the Information and Publicity Subcommittee meeting held on 23 November 2005, containing resolutions numbered FN05/11/01 to FN05/11/03 be confirmed as a true and complete record of the proceedings of that meeting.
CARRIED

1.3 Information and Publicity Subcommittee – 18 January 2006

Moved Crs O'Shea/Henry

FN06/04/16

THAT the minutes of the Information and Publicity Subcommittee meeting held on 18 January 2006, containing resolutions numbered FN06/01/01 to FN06/01/02 be confirmed as a true and complete record of the proceedings of that meeting.

CARRIED

1.4 Information and Publicity Subcommittee – 15 March 2006

Moved Crs Henry/O'Shea

FN06/04/17

THAT the minutes of the Information and Publicity Subcommittee meeting held on 15 March 2006, containing resolution number FN06/03/01 be confirmed as a true and complete record of the proceedings of that meeting.

CARRIED

2. CHAIRPERSON'S REPORT

Cr King's report was contained in the agenda.

Cr O'Regan said the LTCCP process has been a very costly, lengthy and frustrating process.

Cr Riley agreed with Cr O'Regan and said the LTCCP must have been prepared at a huge cost to the ratepayer.

Cr Higgins said the work that has been done on the LTCCP is good management practice. The standard of knowledge throughout the organisation is far better for having done this and provides more certainty going forward. We have a better idea of what our real costs are likely to be. He considers it is money well spent.

Cr Higgins commented on the item in Cr King's report on the museum. The funds forwarded to the museum were given on the expectation they would be repaid. He questioned the effort Mr Marriott has made in obtaining funds for the museum. The original \$600,000 advanced was also understood to be a loan, but was subsequently converted to a grant. We've put a lot of money in and the assurances given haven't been matched with the outcomes. He asked for further advice on the matter.

Cr O'Shea said the Trust Board takes these matters seriously. The Trust has put out an annual report for the last five years. We have been working with the shareholding Councils since last November on the matter. She said the Trust has raised over 30% of the cost of the project.

Cr Currie expressed concern about the museum situation. He considered Council should be kept informed.

**Moved Crs Higgins/Currie
FN06/04/18**

**That Council request the Chief Executive to report on the status of the Provincial Museum as soon as possible.
CARRIED**

Cr O'Shea did not vote on the matter.

**Moved Crs O'Regan/Bryant
FN06/04/19**

**THAT the Chairperson's Report for March 2006 be received.
CARRIED**

Cr O'Shea acknowledged the huge effort put in by staff in preparing the Long Term Council Community Plan.

Mr Dickinson acknowledged the work put in by staff on the preparation of the Long Term Council Community Plan.

3. CORPORATE SERVICES MANAGER'S REPORT

3.1 Loan Roll Over

The following recommendation is required to acknowledge a funds roll over that took place on 20 March 2006, for a three month period.

**Moved Crs O'Regan/Higgins
FN06/04/20**

**THAT a loan of \$1,661,353.75 be raised for the purpose of repaying at maturity the Tasman District Council General Renewal Loan No 47, 2006 and that such loan be known as the Tasman District Council General Renewal Loan No 48, 2006.
CARRIED**

3.2 Funding Requirements

**Moved Crs Henry/Higgins
FN06/04/21**

THAT:

i)		The Council shall borrow the sum of six million, seven hundred and sixty six thousand and three hundred and forty six dollars (\$6,766,346) 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:	
			\$
		Wensley Road Roding	140,000
		Brightwater Reservoir	296,320
		Upgrade Sunbelt, Motupipi and Hiawatha Pumping stations	1,975,000
		Richmond Trunk Main	3,405,026
		Murchison Sewerage Upgrade	800,000
		Dovedale Water Upgrade	<u>150,000</u>
			6,766,346
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 Rates Rebate Scheme

The Agenda contained an information sheet prepared by Department of Internal Affairs giving an overview of the rates rebate scheme that will come into effect on 1 July 2006.

3.4 Local Government Law Reform Bill

A description of the proposed contents of the Local Government Law Reform Bill was contained in the agenda.

Mr Dickinson said the Bill is going to a select committee. He said a lot of the 1974 Local Government Act still applies and hasn't been integrated into the new Act.

Cr Henry asked the Environment and Planning Manager to decide whether a submission should be made on the development contributions in respect of reserves.

Moved Crs Henry/Riley
FN06/04/22

THAT the Environment and Planning Manager investigate the item in regard to the calculation of development contributions in respect of reserves and he report to the Deputy Chair of Corporate Services and, if necessary, he be authorised to make a formal submission.

CARRIED

3.5 Bethany Park Trust Board Agreement Variation

Council has acted as guarantor for the Bethany Park Trust Board on a loan raised over ten years ago for works undertaken at a property owned by them at Kaiteriteri.

Cr Higgins said the loan was for the purpose of funding the sewerage connections for Bethany Park. They have met all obligations to date.

Moved Crs Higgins/Wilkins
FN06/04/23

THAT Council agrees to vary the facility agreement between Bethany Park Trust Board and ASB Bank, acknowledging that this variation is directly as a result of a change in the Trust Board's banking arrangements.

CARRIED

Moved Crs O'Regan/O'Shea
FN06/04/24

THAT the Corporate Services Manager's report for April 2006, be received.
CARRIED

4. DEVELOPMENT CONTRIBUTIONS CONCERN

The agenda contained a report from the Environment and Planning Manager on this matter.

Cr Norriss arrived at 12.07 pm.

Cr O'Regan asked if there was a reserve contribution paid at the time of subdivision.

Mr Bush-King said no contribution had been paid, but works done in the subdivision were vested in the Council.

**Moved Crs Currie/Henry
FN06/04/25**

THAT:

- a) the report be received
 - b) the Committee agree not to make any adjustment to the development contribution of \$14,697.15 owed by Mr F Davidson, and
 - c) Staff be directed to advise Mr Davidson accordingly
- CARRIED**

5. ACCOUNTS FOR PAYMENT

**Moved Crs Bryant/Inglis
FN06/04/26**

**THAT accounts for payment for February and March 2006 be approved.
CARRIED**

The meeting concluded at 12.10 pm.

Date Confirmed:

Chair: