

# MINUTES

**TITLE:** Corporate Services Committee  
**DATE:** Thursday 24 February 2011  
**TIME:** 9.30 am  
**VENUE:** Council Chamber, 189 Queen Street, Richmond.

**PRESENT:** Cr T B King (Chair), Mayor R G Kempthorne,  
Crs T E Norriss, E J Wilkins, J L Inglis, S G Bryant,  
G A Glover, J L Edgar, B W Ensor, B F Dowler, Z S Mirfin,  
K Maling, M Bouillir

**IN ATTENDANCE:** Chief Executive (P Wylie), Corporate Services Manager  
(M W Staite), Accounting Manager (R Holden), Information  
Services Manager (P Darlington), Financial Accountant  
(B Grammer), Rating Officer (C Fraei), Executive Assistant  
(V M Gribble)

## APOLOGIES

Moved Crs Wilkins/Edgar  
FN11-02-14

THAT apologies from Cr N Riley for absence and Mayor R G Kempthorne and  
Cr M L Bouillir for lateness, be sustained.

CARRIED

## 1 CONFIRMATION OF MINUTES

### 1.1 Council Enterprises Subcommittee – 24 November 2010

Moved Crs Glover/Dowler  
FN11-02-15

THAT the minutes of the Council Enterprises Subcommittee meeting held on  
24 November 2010, containing resolutions FN10-11-08 to FN10-11-19 be received  
by the Corporate Services Committee.

CARRIED

### 1.2 Corporate Services Committee – 25 November 2010

Moved Crs Maling/Norriss  
FN11-02-16

THAT the minutes of the Corporate Services Committee meeting held on 25  
November 2010, containing resolutions FN10-11-20 to FN10-11-33 be confirmed  
by the Corporate Services Committee

CARRIED

### **1.3 Joint Shareholders Committee – 29 November 2010**

**Moved Crs Glover/Inglis  
FN11-02-17**

**THAT the minutes of the Joint Shareholders Committee meeting held on 29 November 2010 be received by the Corporate Services Committee.  
CARRIED**

### **1.4 Audit Subcommittee – 9 December 2010**

**Moved Crs Glover/Maling  
FN11-02-18**

**THAT the minutes of the Audit Subcommittee meeting held on 9 December 2010, containing resolutions FN10-12-01 to FN10-12-04 be received by the Corporate Services Committee.  
CARRIED**

## **2 REPORTS**

### **2.1 Chairperson (RFN11-02-08)**

Cr King spoke to his report contained in the agenda. He noted that the Local Authority Protection Programme fund has been downgraded again following the recent Christchurch earthquake. He anticipated that ratepayers will expect Council to have funds set aside for disasters.

**Moved Crs King/Norriss  
FN11-02-19**

**THAT the Corporate Services Committee receives the Chair's Report – RFN11-02-08.  
CARRIED**

### **2.2 Corporate Services Manager (RFN11-02-03)**

Mr Staite spoke to his report which was included in the agenda.

Cr Bryant arrived at the meeting at 9.43 am.

**Moved Crs Glover/Ensor  
FN11-02-20**

**THAT the Corporate Services Committee receives the Corporate Services Manager's Report RFN11092093, dated 15 February 2011.  
CARRIED**

### **2.3 Information Services Update (RFN11-02-02)**

Information Services Manager P Darlington was in attendance to present his report which was included in the agenda. The report updated the Corporate Services Committee on latest activity and projects in the Information Services Department.

**Moved Crs Edgar/Glover  
FN11-02-21**

**THAT the Corporate Services Committee receives the Information Services Update report (RFN11-02-02).  
CARRIED**

### **2.4 December 2010 Financial Statements including Closed Account Report (RFN11-02-06)**

Accounting Manager, R Holden and Financial Accountant B Grammer were in attendance for this item. The Six Monthly Accounts to 31 December 2010 were circulated under separate cover prior to the meeting.

Mayor Kempthorne arrived at the meeting at 10.07 am.

**Moved Crs Glover/Inglis  
FN11-02-22**

**THAT the Financial Statements and Closed Account reports for the six months ended 31 December 2010 be received by the Corporate Services Committee.  
CARRIED**

### **2.5 Loan Raising Resolution 2010/2011 (RFN11-02-04)**

Financial Accountant B Grammer was in attendance for discussion on this item. The purpose of the report contained in the agenda was to seek approval for Council loan funding for the 2010/2011 financial year.

**Moved Crs Norriss/Edgar  
FN11-02-23**

**THAT the Corporate Services Committee resolves as follows:**

- i) **The Council shall borrow up to thirty two million, nine hundred and eighty four thousand, nine hundred and twenty seven dollars (\$32,984,927) to finance the following projects identified in Council's 2010/2011 Annual Plan:**

	\$
<b>Roading:</b>	
Unsealed Road Metalling	627,300
Sealed Road Resurfacing	1,147,500
Drainage Renewals	284,070
Pavement Rehabilitation	681,870

Associated Improvements/ Structures Replacement	466,140
Bridge Renewals/Cycleways	138,504
Minor Safety Improvements	374,642
Motueka – Decks Reserve Carpark	104,490
Footpaths Rehab/K&C/Street Lighting/Litter Bins/Walkways & Seal Extensions	249,349
Road Construction Capital	589,529

**Stormwater:**

Motueka: Pool St/High St and reticulation improvements	572,366
Ruby Bay stormwater system improvements	193,548
Seaton Valley Drain upsizing and improvements	341,432
Reservoir Creek	643,046
Other Urban Drainage Areas	64,074

**Refuse:**

Eves Valley Landfill Enhancements	363,121
Richmond Resource Recovery Centre Enhancements	660,680
Mariri Resource Recovery Centre:	
Pit upgrade and enhancements	328,529
Collingwood/Takaka/Murchison Resource Recovery Centre Enhancements	531,072

**Water:**

Richmond Improvements & Upgrades	573,354
Richmond Water Treatment Plant	219,486
New Groundwater Source Richmond	314,738
Lee Valley Dam - TDC Contribution	266,283
Meter Renewals	210,562
Richmond East High Level Rising Main/Reservoir	537,204
Seismic Protection of high and low level reservoirs	426,052
Telemetry Richmond./Waimea	127,816
Motueka New Town Supply	969,452
Coastal Pipeline	130,176
Dovedale Renewals	170,421
Redwood Renewals & Improvements	312,174
Tapawera Improvements	225,083
Development Contributions Bridging Finance Loans (only if required)	1,426,572

**Wastewater:**

Motueka Renewals	132,215
Motueka Pipeline Renewals	639,078
Motueka WWTP land & resource consents	510,197
Richmond Pipeline Renewals	332,034
Takaka Upgrade	3,035,621
Mapua Wharf Pumpstation upgrade	407,782
Murchison Renewals & Improvements	305,814
Development Contributions Bridging Finance Loans (only if required)	872,163

**Coastal Structures:**

Mapua Pontoon Replacement	100,000
Port Tarakohe Marina	3,607,122

**Property:**

Main Office Buildings	1,788,762
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**Community Facilities:**

Land - Sportspark Motueka	346,167
Saxton Field Grant	390,015
Softball/Hockey Pavilion	293,296
Athletics/Cricket Pavilion	686,370
Learn To Swim Pool - ASB Aquatic Centre	1,065,130
Richmond Community Facility Grant	799,695
Brook Sanctuary Fence	293,222
Fitness Centre - ASB Aquatic Centre	175,000

**Reserve Financial Contributions:**

Mapua Waterfront Park	532,565
Reserve Financial Contributions Bridging Loan (only if required)	1,500,000

**Rivers:**

Lower Motueka Stopbank	213,026
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**Other:**

Sundry (eg computers, vehicles, Lidar)	689,018
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**\$32,984,927**

- ii) **The Chief Executive and Corporate Services Manager are authorised to request such advances on behalf of the Council in accordance with facility agreements entered into between the Council and lenders from time to time.**
- iii) **The Chief Executive and the Corporate Services Manager are authorised to negotiate the interest rate, term and maturity date of such advances.**
- iv) **Such borrowing will be secured by security stock allocated to approved lenders under the terms of the Debenture Trust Deed dated 7 July 2010 between the Council and Perpetual Trust Limited.**
- v) **The Council acknowledges that pursuant to the Debenture Trust Deed the Council has granted a security interest over rates and rates revenue in favour of Perpetual Trust Limited on behalf of stockholders.**
- vi) **The Council is satisfied that this borrowing is in accordance with the Treasury Management Policy and, in particular, the borrowing limits set out in the Treasury Management Policy.**

**CARRIED**

### 3 ACCOUNTS FOR PAYMENT

The accounts for payment for November and December 2010 and January 2011 were included in the agenda.

**Moved Crs Bryant/Wilkins  
FN11-02-24**

**THAT the accounts for payment for November and December 2010 and January 2011 be approved.  
CARRIED**

### 4 RESOLUTION TO EXCLUDE THE PUBLIC

Cr Bouillir arrived at the meeting at 10.34 am.

**Moved Crs Edgar/Maling  
FN11-02-25**

**THAT the public be excluded from the following part(s) of the proceedings of this meeting.**

**Rate Setting matters  
Richmond Pool Charitable Trust**

**The general subject of the matter while the public is excluded, the reason for passing this resolution in relation to each matter and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for passing this resolution are as follows:**

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under Section 48(1) for the passing of this resolution</b>
Rate Setting Matters	Good reason to withhold exists under section 7	Section 48(1)(a)
Richmond Pool Charitable Trust	Good reason to withhold exists under section 7	Section 48(1)(a)

**This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987, and the particular interests protected by Section 6 or 7 of the Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:**

<b>Reason to withhold information under Section 6 or 7</b>	<b>Section</b>
Enable Council to carry on without prejudice or disadvantage commercial negotiations	<b>Section 7(2)(i)</b>

Protect the privacy of natural persons, including that of deceased natural persons	<b>Section 7(2)(a)</b>
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**CARRIED**

(Refer to Confidential Minute Book resolutions numbered FN11-02-26 and FN11-02-27)

**Moved Crs Glover/Dowler  
FN11-02-28**

**THAT open meeting be resumed and the decision pertaining to Council Rate Setting (FN11-02-26) be confirmed in open meeting.**

**CARRIED**

**Moved Cr Bryant/Mayor Kempthorne  
FN11-02-26**

**THAT the Corporate Services Committee:**

- a) authorises the Corporate Services Manager to instruct Simpson Grierson to seek appropriate legislation to validate Tasman District Council's rate setting resolutions from 2003 until 2008 for consideration and approval by Council prior to proceeding with the validation action;**
- b) asks the Chief Executive and the Corporate Services Manager to report back to Council with regular updates on the validation process;**
- c) confirms this resolution in open meeting.**

**CARRIED**

The meeting concluded at 11.40 am.

Date Confirmed:

Chair: