

STAFF REPORT

TO: Mayor and Councillors
FROM: David Ward
DATE: 17 February 2006
SUBJECT: Corporate Services Manager's Report – February 2006

1 FUNDING REQUIREMENTS

THAT the loans identified in the table to this resolution are to meet the costs of projects in the 2005/2006 Annual Plan previously adopted by Council.

i		The Council shall borrow the sum of two million, one hundred and forty seven thousand eight hundred and sixty six dollars (\$2,147,866) 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, WestpacTrust and ASB Bank Ltd.	
	b	A letter of offer from WestpacTrust.	
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:	
		Capital Asset Fund All-weather Sealed Roads Takaka Treatment Plant Upgrade	\$ 350,000 532,350 <u>1,265,516</u> <u>2,147,866</u>
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 RURAL PROPERTY NUMBERING

As reported to the Corporate Services meeting of 24 November 2005, it is proposed to undertake a rural property numbering exercise within the Lakes/Murchison Ward during the first half of the 2006 calendar year.

Brochures have been circulated to all property owners within the Ward detailing the process and the cost (copies of these brochures have been given to Ward Councillors and the Ward Ratepayer Associations).

Council's records indicate that there are approximately 1,200 properties within the Ward. It is proposed to engage Rural Property Numbering (Allan Parker) to undertake the project which will commence mid-March 2006 and be completed by 30 June 2006. We anticipate that the work will commence in the area surrounding Murchison.

The completed Golden Bay rural property numbering exercise saw numbers attached to 1,685 properties at a cost to Council of \$29,608. This cost is fully recovered from the rate of \$30 per property. Ongoing maintenance costs associated with numbering in the Golden Bay Ward will be charged against the rate received for this exercise.

Recommendation

THAT Rural Property Numbering be engaged to undertake a rural property numbering exercise in the Murchison/Lakes Ward, the exercise to commence in March 2006 and be completed by 30 June 2006.

3 MOTUEKA CLOCK TOWER TRUST

At the Council meeting of June 2005, it was resolved "*That for the 2005/2006 financial year Council considers grants to meet the cost of loan repayments for the Motueka Clock Tower Trust and it be included in the 2006/2007 LTCCP for possible solutions.*"

To date no grant money has been found to assist with the cost of this loan. The purpose of this agenda item is to allow discussion on if, or how, any cost of loan repayment may be included in the 2006/2007 (and beyond) LTCCP. Included amongst the suggestions received have been Council taking responsibility for the loan and funding from general rate, or alternatively, a separate rate being charged over the Motueka Ward to recover the cost of the loan. The Motueka Community Board is in favour of consideration of allocation of DILs funding (subject to confirmation by Community Services) to assist the Trust in their efforts to meet payments for this project.

The current balance of the loan is \$142,571. The loan expires in 2023. Annual repayments against the loan are \$13,993.

4 MEMBERS INTEREST REGISTER

Following is an extract from a report I presented to the Corporate Services Committee meeting in February 2005, detailing the background to and requirements for the establishment of a Members Interest Register.

The Audit Office has recommended that the Council establish a Members Interests Register. It is proposed that the register record the names of all members and the existence of a pecuniary interest in a stated matter. However, there is no obligation at law to disclose the nature or extent of a pecuniary interest, so a member cannot be forced to expand upon the nature of his or her pecuniary interest in the interests register. Furthermore, recording a member's interest in a register does not take the place of the minutes of the meeting. Here is still an obligation on you to disclose a pecuniary interest at the meeting at which the matter is discussed and to ensure that your declaration, and abstention from voting and discussion, is recorded in the minutes of the meeting. Simply recording it in the interests register is not sufficient.

The Act also places restrictions on being involved in contracts with the Council. I remind you that you cannot be a member of the Council, Community Board or a committee of Council or a Community Board if the total payments made by the Council in respect of a particular contract in which you are concerned or interested, exceeds \$25,000. The prohibition is not restricted to contracts to which you are a party. It extends to contracts between the Council and a company in which you or your spouse have an interest. Once again, there are exceptions to the general rule, but they are limited and if you are in any doubt, I suggest that you raise the matter with either the Chief Executive or myself.

There were no additions made to the Members Interest Register following discussion at this meeting. We are however statutorily bound to review members interests on a regular basis and accordingly request that elected members give consideration to the statutory requirements and notify the Corporate Services Manager no later than 28 February 2006 should they wish to formally note any associations in Council's Members Interest Register.

5 WEBSITE UPDATE

Council staff from all departments are engaged in a wide-ranging review of the contents of Council's website and have scheduled a number of enhancements to the website through the first half of the 2006 calendar year. Those enhancements at the top of the priority list are detailed as follows:

- Environmental pages structure
- Installation of Ecokids pages
- Prepare linkages to Landcare ICM
- Commence installation of TRMP maps
- Launch of the Libraries website
- Install Tasman meteorological page
- Begin building and testing air quality pages

David Ward
Corporate Services Manager