
MINUTES
of the
TASMAN DISTRICT COUNCIL MEETING
Kaunihera Katoa
held
9.30am, Thursday, 20 March 2025
at
Tasman Council Chamber, 189 Queen Street, Richmond

The [video recording](#) of this meeting is available on the Council's YouTube channel

Present: Mayor T King, Deputy Mayor S Bryant, Councillors C Butler, G Daikee, B Dowler, J Ellis, M Greening (via Zoom), C Hill, M Kininmonth (via Zoom), K Maling, C Mackenzie, D Shallcrass and T Walker

In Attendance: Chief Executive Officer (L Rae), Chief Operating Officer (S Manners), Group Manager - Service and Strategy (J Ridd), Chief Financial Officer (M Drummond), Group Manager - Community Infrastructure (R Kirby), Group Manager - Environmental Assurance (K Drummond), Group Manager - Environmental Science (R Smith), Kaihautū (R Thomas), Senior Community Policy Advisor (B Wayman), Graduate Community Policy Advisor (E Garland), Team Leader – Community Policy (A Bywater), Executive Assistant and Advisor to the Mayor (R Scherer) and Senior Governance Advisor (K McLean)

1 OPENING, WELCOME

Mayor King welcomed everyone to the meeting and offered the opening karakia.

2 APOLOGIES AND LEAVE OF ABSENCE

Moved Councillor Dowler/Councillor Walker

CN25-03-1

That the apology from Councillor B Maru be accepted.

CARRIED

3 PUBLIC FORUM

Mathias Schaeffner spoke on behalf of Tasman Democracy, noting concerns around the Development and Financial Contributions policy consultation and potential increases to the Schedule of Fees and Charges.

4 DECLARATIONS OF INTEREST

Nil

5 LATE ITEMS

Nil

6 CONFIRMATION OF MINUTES

Nil

7 REPORTS

7.1 Development and Financial Contributions Policy for Consultation

Senior Community Policy Advisor, Brylee Wayman and Strategic Policy Manager, Dwayne Fletcher presented the report, which was taken as read.

Clause 8 was added to the motion, delegating approval to the Chief Executive Officer for any further minor editorial amendments to the documents prior to them being published and made available to the public.

Moved Councillor Maling/Councillor Butler

CN25-03-2

That the Tasman District Council

- 1. receives the Development and Financial Contributions Policy for Consultation report, RCN25-03-1; and**
- 2. approves the 2025 Review of Tasman District Council Development and Financial Contributions Policy 2024-2034 - Consultation Material in Attachment 1 to the agenda report; and**
- 3. approves the Draft Development and Financial Contributions Policy 2024-2034 (2025 Review) in Attachment 2 to the agenda report; and**
- 4. agrees that the Development and Financial Contributions Policy 2024-2034 (2025 Review) consultation period will run from 24 March 2025 to 28 April 2025; and**
- 5. agrees to use a consultation process involving written submissions, hearings and deliberations for the Development and Financial Contributions Policy 2024-2034 (2025 Review); and**
- 6. agrees that the Council will hear and deliberate on submissions to the Draft Development and Financial Contributions Policy and approve the final Policy; and**
- 7. confirms that no remissions will be provided for not-for-profit community facilities other than those that are exempt under section 8 of the Local Government Act 2002; and**

8. delegates to the Chief Executive Officer approval of any further minor editorial amendments to the documents prior to them being published and made available to the public.

CARRIED

7.2 Schedule of Fees and Charges 2025-2026 - For Consultation

Team Leader – Community Policy, Alan Bywater and Graduate Community Policy Advisor, Emily Garland presented the report, which was taken as read.

Discussion included:

- Charges for commercial activities in reserve areas
- LGOIMA fees
- Dog registration fees
- Holiday Park charges, and
- User pays charges.

Moved Councillor Mackenzie/Councillor Ellis

CN25-03-3

That the Tasman District Council

1. receives the Schedule of Fees and Charges 2025-2026 for Consultation report, RCN25-03-2; and
2. adopts the Statement of Proposal for the Draft Schedule of Fees and Charges 2025/2026 in Attachment 1 in the agenda report as the basis for public consultation in accordance with Sections 83 and 87 of the Local Government Act 2002, incorporating any minor amendments at the meeting.; and
3. notes that an outline of the key changes to the Draft Schedule of Fees and Charges 2025/2026 is included in the Summary of Changes in the Statement of Proposal for the Draft Schedule of Fees and Charges 2025/2026; and
4. agrees that a separate Summary of Information for the Draft Schedule of Fees and Charges 2025/2026 is not necessary to enable public understanding of the proposal; and
5. delegates to the Chief Executive Officer approval of any further minor editorial amendments to the documents prior to them being published and made available to the public; and

Consultation process

6. agrees that the Draft Schedule of Fees and Charges 2025/2026 be made available at Council offices, libraries and on the Council's website; and
7. agrees that the Draft Schedule of Fees and Charges 2025/2026 be made available to the public on or before 24 March 2025; and
8. agrees that the submission period for consultation on the Draft Schedule of Fees and Charges 2025/2026 will close at 5.00 pm, 28 April 2025; and

9. notes that the Council will hear submitters, deliberate on the submissions, and make decisions to be reflected in the final Schedule of Fees and Charges 2025/2026 to be adopted on 25 June 2025.

CARRIED

8 CONFIDENTIAL SESSION

8.1 Procedural motion to exclude the public

Moved Councillor Hill/Councillor Maling

CN25-03-4

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

8.2 Waimea Community Dam - Project Negotiations

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.

CARRIED

RESTATEMENTS

It was resolved while the public was excluded:

8.2 Waimea Community Dam - Project Negotiations

That the Tasman District Council

10. agrees that this Waimea Community Dam - Project Negotiations and Other Matters decision, report and attachments will remain confidential at this time.

Mayor King offered the closing karakia and the meeting concluded at 10:35 am.

Confirmed as a correct record of proceedings by resolution on Enter date .