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**MINUTES**  
of the  
**TASMAN DISTRICT COUNCIL MEETING**  
**Kaunihera Katoa**  
held  
**9.30am, Thursday, 8 May 2025**  
at  
**Tasman Council Chamber, 189 Queen Street, Richmond**

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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 (via Zoom), G Daikee, B Dowler, J Ellis, M Greening (via Zoom), C Hill (via Zoom), M Kininmonth, K Maling, C Mackenzie, B Maru, D Shallcrass and T Walker

**In Attendance:** Chief Executive Officer (L Rae), Chief Operating Officer (S Manners) (via Zoom), 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) (via Zoom), Senior Governance Advisor (K McLean), Executive Assistant and Advisor to the Mayor (R Scherer), Financial Performance Manager (M McGlinchey), Management Accounting Manager (P Egan), Team Leader – Water Safety and Quality (E McKenzie), Waters and Wastes Manager (M Schruer), Corporate Counsel (M Callander), Transportation Manager (J McPherson), Project Manager (M Brown), Project Manager (J Cerfontaine), General Counsel (L Townshend), Legal Advisor (L Beech), Reserves and Facilities Manager (G Reburn), Reserves Officer – Contracts and Projects (T Strange), Risk and Assurance Advisor (A Clarke), Community and Policy Advisor (A Smith) and Communications and Change Manager (C Choat).

The order of items was different to the published agenda.

## **1 OPENING, WELCOME**

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

## **2 APOLOGIES AND LEAVE OF ABSENCE**

Nil

## **3 PUBLIC FORUM**

- 3.1** Maxwell Clark discussed programmes, reduced costs, Richmond parking and irrigators. He tabled a Waimea Irrigators LTD document, which is available on the Council's website in the Minutes Attachment document.

Attachment 1 Public Forum - Maxwell Clark - Waimea Irrigators LTD Document

### **3.2 Presentation of Petition - Murchison Community Members - Concerns regarding the closure of toilets at Wakefield**

Mike Bryan presented a petition on behalf of Club Murchison members regarding the proposed closure of the toilet block at Wakefield. The petition is available on the Council's website in the Minute Attachments document.

## **4 DECLARATIONS OF INTEREST**

Nil

## **5 LATE ITEMS**

Nil

## **6 CONFIRMATION OF MINUTES**

**Moved Councillor Mackenzie/Councillor Maling**  
**CN25-05-1**

**That the minutes of the Tasman District Council meeting held on Thursday, 27 March 2025, be confirmed as a true and correct record of the meeting.**

**CARRIED**

**Moved Councillor Daikee/Councillor Kininmonth**  
**CN25-05-2**

**That the minutes of the Tasman District Council meeting held on Thursday, 17 April 2025, be confirmed as a true and correct record of the meeting.**

**CARRIED**

**Moved Councillor Mackenzie/Councillor Maling**  
**CN25-05-3**

**That the minutes of the Tasman District Council meeting held on Wednesday, 30 April 2025, be confirmed as a true and correct record of the meeting.**

**CARRIED**

**Moved Councillor Ellis/Councillor Kininmonth**  
**CN25-05-4**

**That the confidential minutes of the Tasman District Council meeting held on Thursday, 27 March 2025, be confirmed as a true and correct record of the meeting.**

**CARRIED**

**Moved Deputy Mayor Bryant/Councillor Daikee**  
**CN25-05-5**

**That the confidential minutes of the Tasman District Council meeting held on Thursday, 17 April 2025, be confirmed as a true and correct record of the meeting.**

**CARRIED**

## **7 REPORTS**

### **7.1 Revocation of Community Infrastructure Consideration of Operational Cost Savings 2024/2025 decision of 27 March 2025 Council meeting**

Chief Executive Officer, Leonie Rae presented the report which was taken as read.

**Moved Deputy Mayor Bryant/Councillor Maru**  
**CN25-05-6**

**That the Tasman District Council**

- 1. receives the Revocation of Community Infrastructure Consideration of Operational Cost Savings 2024/2025 decision of 27 March 2025 Council meeting report RCN25-05-2; and**
- 2. revokes the following part of the previous decision (CN25-03-16), made at the 27 March 2025 Council meeting regarding Community Infrastructure Consideration of Operational Cost Savings 2024/2025:**

***That the Tasman District Council***

***...***

- 5. *approves the following levels of service reductions in Reserves and Facilities activity for the remainder of the 2024/2025 year:***

- 5.1 *the removal of Rubbish Bins from Reserves, potentially saving \$229,000 per annum; and***
- 5.2 *reducing the cleaning frequency of 14 public toilets saving \$75,000 per annum; and***
- 5.3 *the temporary closure of three public toilets and the discretion to temporarily close more on a seasonal basis if identified as low use, saving \$12,000 per annum; and***
- 5.4 *reducing annual bedding displays (planting) in formal gardens saving \$84,000 per annum; and***

**5.5 *reducing conservation shrub maintenance saving  
\$159,000 per annum; and***

...

3. **notes that the Reserves and Facilities activity will absorb these costs and continue to make operational decisions to reduce ongoing costs.**

**CARRIED**

**7.2 Quarterly Financial Report - to 31 March 2025**

Management Accounting Manager, Paul Egan and Chief Financial Officer, Mike Drummond presented the report which was taken as read.

**Action** Mr Egan agreed to circulate the information regarding revaluations of the Council's three water assets, to the Council.

**Moved Councillor Maling/Councillor Mackenzie**

**CN25-05-7**

**That the Tasman District Council**

1. **receives the Quarterly Financial Report - to 31 March 2025 report, RCN25-05-3.**

**CARRIED**

**7.3 2024/25 Forecast Overspend**

Financial Performance Manager, Matt McGlinchey and Mr Drummond presented the report which was taken as read.

Mr Drummond tabled an email regarding advice the Council had received about the current market position for ETS credits, noting that the Council may have insufficient credits to achieve the proposed revenue for the sale of credits.

With the agreement of the mover and seconder, the motion was amended as follows:

- Clause 2 – removal of 'underspends' and inclusion of 'surplus'
- Clause 4 – inclusion of 'a floor price of \$55.00 and'

**Moved Councillor Mackenzie/Councillor Maru**

**CN25-05-8**

**That the Tasman District Council**

1. **receives the 2024/25 Forecast Overspend report RCN25-05-4; and**
2. **notes the forecast surplus in the following activities:**
  - 2.1 **Flood Protection and River Control work \$152,000**
  - 2.2 **Public Health & Safety \$317,000; and**
3. **approves the forecast unbudgeted operational expenditure in the following activities:**
  - 3.3 **Coastal Structures \$52,000**
  - 3.4 **Reserves and Facilities \$321,000**

- 3.5 Governance \$100,000
- 3.6 Waste Management and Minimisation \$1.85 million
- 3.7 Stormwater \$525,000
- 3.8 Transportation, Roads and Footpaths \$770,000
- 3.9 Wastewater \$995,000
- 3.10 Water Supply \$2.3 million; and
- 4. confirms the sale of approximately \$3 million of unencumbered emissions trading scheme credits prior to 30 June 2025, subject to a floor price of \$55.00 and professional advice on staging the sales to achieve the best overall price.
- 5. delegates to the Chief Executive Officer and Chief Financial Officer the authority to enter into the sale of the unencumbered emissions trading scheme credits and sign any associated document required to give effect that sale; and
- 6. approves the allocation of the proceeds of the proposed \$3.0 million emissions trading scheme sales against debt financing costs as follows:
  - 6.11 Reserves and Facilities \$500,000
  - 6.12 Transportation, Roads and Footpaths \$500,000
  - 6.13 Wastewater \$1.0 million
  - 6.14 Water Supply \$1.0 million; and
- 7. approves use of Waste Disposal Levy funding for transport of recyclable materials, public place recycling, development of waste policy and diversion of hazardous waste from landfill; and
- 8. approves that the final 2024/2025 Operational deficit, forecast to be \$3.5 million is financed through additional borrowing and repaid over the following five years commencing in 2025/2026.

#### **CARRIED**

Attachment 1 Tabled Document - Market Position ETS Credits

The meeting adjourned at 10:36am and resumed at 10:52am.

#### **7.6 Wakatū Non-Vesting Option**

General Counsel, Marie Callander presented the report which was taken as read.

With the agreement of the mover and seconder, the motion was amended and the wording 'in June 2025' was removed from clause 5.

**Moved Councillor Maling/Councillor Maru**

**CN25-05-9**

**That the Tasman District Council**

- 1. receives the Wakatū Non-Vesting Option Report, RCN25-04-8; and
- 2. approves Council staff and the Council's external legal advisors (at the landowner's cost) preparing the final form of an easement instrument and any other documents necessary for the grant of the easement (Easement Documents) to be entered into

(as an alternative to vesting the land in the Council) in relation to a portion of the land at 11 Poole Street owned by The Proprietors of Wakatū Incorporated; and

3. approves the Council entering into the Easement Documents and that the Easement Documents may be executed by:
  - i. (in the case of agreements) the Chief Executive Officer; and
  - ii. (in the case of deeds) two elected members; and
4. approves the Chief Executive Officer doing such other things in connection with the Easement Documents as the Chief Executive Officer may consider necessary (on advice from the Council's external legal advisors); and
5. notes staff are continuing to discuss with Wakatū Incorporation about a solution to the shortfall in funding for road maintenance due to New Zealand Transport Agency Waka Kotahi not providing road maintenance funding for private roads over Māori corpus land. Staff expect to be able to bring a report to the Council about these discussions; and
6. notes staff are continuing to advocate with New Zealand Transport Agency Waka Kotahi for a solution for funding its share of road maintenance costs under a non-vesting arrangement for leasehold subdivisions.

**CARRIED**

#### **7.4 Hamama Water Supply - Approval for Renewal Expenditure**

Water and Wastes Manager, Mike Schruer presented the report which was taken as read.

**Moved Councillor Hill/Councillor Mackenzie**

**CN25-05-10**

**That the Tasman District Council**

1. receives the Hamama Water Supply - Approval for Renewal Expenditure report, RCN25-04-6; and
2. approves unbudgeted Capital expenditure of \$20,000 from the Hamama Water Supply account balance of \$56,720; and
3. notes that the Hamama Water Supply Committee has not confirmed when the expenditure will be incurred, so \$20,000 will be allocated as a spend in the 2024/2025 financial year and any outstanding funding from 2024/2025 will be included in the carry forward report for 2025/2026.

**CARRIED**

#### **7.5 Chlorination Exemption for Upper Tākaka Water Supply**

Mr Schruer and Team Leader – Water Quality and Safety, Evan McKenzie presented the report which was taken as read.

**Moved Councillor Butler/Councillor Kininmonth**

**CN25-05-11**

**That the Tasman District Council**

1. receives the Chlorination Exemption for Upper Tākaka Water Supply report, RCN25-05-7; and
2. approves the compliance approach of seeking an exemption from the requirement to provide for residual disinfection of the Upper Tākaka Water Supply.

**CARRIED**

## **7.7 Tapawera Community Hub Location**

Project Manager, Martin Brown and Group Manager – Service and Strategy, John Ridd presented the report which was taken as read.

An alternative to the officers recommendation was moved and seconded with changes to clauses 3,4 and 5.

**Moved Deputy Mayor Bryant/Councillor Mackenzie**

**CN25-05-12**

**That the Tasman District Council**

1. receives the Tapawera Community Hub Location report RCN25-05-9; and
2. confirms continuation of the Tapawera Community Hub project, acknowledging a contingent of the local community does not support this development; and
3. notes that the review of the draft Lakes-Murchison Reserve Management Plan, which includes information and consultation questions on potential Tapawera Community Hub locations at Tapawera Memorial Park, was publicly notified on 11 April 2025, with submissions closing on 16 June 2025 and hearings and deliberations scheduled for 3 July 2025; and
4. acknowledges that the Council will consider all feedback received through the draft Lakes-Murchison Reserve Management Plan consultation process before making a final decision on the preferred location for the Tapawera Community Hub, including whether it is appropriate for the facility to be located on Council land identified in the report; and
5. agrees that preliminary work to inform the future concept design (e.g. needs analysis, funding options) may commence, but that detailed design of the facility will not begin until after the Council has considered the outcomes of the draft Lakes-Murchison Reserve Management Plan consultation and made a final decision on the preferred location.

**CARRIED**

Councillor Greening called for a division.

<b>Bryant</b>	<b>For</b>
<b>Butler</b>	<b>For</b>
<b>Daikee</b>	<b>For</b>
<b>Dowler</b>	<b>For</b>
<b>Ellis</b>	<b>For</b>
<b>Greening</b>	<b>Against</b>
<b>Hill</b>	<b>For</b>
<b>King</b>	<b>For</b>

Kininmonth	For
Mackenzie	For
Maling	For
Maru	For
Shallcrass	For
Walker	For

**CARRIED 13/1**

### **7.8 Lower Queen Street Bridge Upgrade - Temporary Bypass Considerations**

Transportation Manager, Jamie McPherson and Project Manager, Jack Cerfontaine presented the report which was taken as read.

**Moved Councillor Daikee/Councillor Maling**

**CN25-05-13**

**That the Tasman District Council**

- 1. receives the Lower Queen Street Bridge Upgrade - Temporary Bypass Considerations report, RCN25-05-10; and**
- 2. approves the construction of the temporary bypass to accommodate the construction of the new Lower Queen Street bridge over Borck Creek.**

**CARRIED**

### **7.9 Amendments to Delegations Register**

General Counsel, Leith Townshend and Legal Advisor, Lakan Beech presented the report which was taken as read.

**Action** Mr Lakan agreed to work with Regulatory staff regarding the inconsistency of the delegation relating to the destruction of dogs.

**Moved Councillor Mackenzie/Councillor Maling**

**CN25-05-14**

**That the Tasman District Council:**

- 1. receives the Amendments to Delegations Register Report, RCN25-05-11; and**
- 2. approves the proposed additions and changes to delegations as set out in Attachment 1 to the agenda report, being an extract from the Council's Delegation Register with additions and changes to Part Four – Statutory Delegations; and**
- 3. notes that the Delegations Register will be updated to reflect approved changes.**

**CARRIED**

### **7.10 Section 17A Service Delivery Review - Community Facilities**

Reserves and Facilities Manager, Grant Reburn and Reserves Officer – Contracts and Projects Tony Strange presented the report which was taken as read.

**Moved Councillor Mackenzie/Councillor Butler**



**CN25-05-15**

**That the Tasman District Council**

1. receives the **Section 17A Service Delivery Review - Community Facilities report RCN25-05-12**; and
2. approves that, following the section 17A review of Community Facilities as contained in Attachment 1 to the agenda report, that the governance, funding and delivery of the Community Facilities activity remains unchanged; and
3. notes that the delivery of the Community Facilities activity will continue to be reported to the Operations Committee.

**CARRIED**

**7.11 2025 Tasman District Council Election - Order of Candidate Names on Voting Documents for 2025 Election and Electoral System for 2028 Election**

Governance Manager, Elaine Stephenson presented the report which was taken as read.

Option b – ‘pseudo-random order of surnames’ was agreed to be included to clause 2 of the officer’s recommendation.

**Moved Councillor Maling/Councillor Walker**

**CN25-05-16**

**That the Tasman District Council**

1. receives the **2025 Tasman District Council Election - Order of Candidate Names on Voting Documents for 2025 Election and Electoral System for 2028 Election report RCN25-05-13**; and
2. agrees that pursuant to Regulation 31 of the Local Electoral Regulations 2001, the names of candidates on the voting documents in the Tasman District Council 2025 triennial elections, and for any subsequent by-elections, for Mayor, Councillors and Community Board members of the Tasman District Council are arranged in pseudo-random order of surname; and
3. agrees that a decision on the electoral system for the 2028 Tasman District Council triennial election should be made by the incoming Council for the 2025 – 2028 triennium.

**CARRIED**

**7.12 Local Government Act 2002 - Section 17A Review Policy**

Risk and Assurance Advisor, Amy Clarke presented the report which was taken as read.

**Moved Councillor Mackenzie/Councillor Ellis**

**CN25-05-17**

**That the Tasman District Council**

1. receives the **Local Government Act 2002 - Section 17A Review Policy Report RCN25-05-14**; and

2. approves the Section 17A Policy (Attachment 1 to the agenda report); and
3. delegates to the Chief Executive and the Council's Group Managers the authority to approve section 17A reviews and exemptions when the whole-of-life contract value or the total annual cost of the service or function (whichever is greater) is less than their financial delegation; and
4. delegates to the Council's Standing Committees authority to approve section 17A reviews and exemptions where the whole-of-life contract value or the total annual cost of the service or function (whichever is greater) exceeds the Chief Executive Officer or Group Manager's financial delegations.

**CARRIED**

### **7.13 Local Government Funding Agency Nominating Councils**

Chief Financial Officer, Mike Drummond presented the report which was taken as read.

**Moved Councillor Dowler/Councillor Maling**

**CN25-05-18**

**That the Tasman District Council**

1. receives the Local Government Funding Agency Nominating Councils report, RCN25-05-15; and
2. confirms that Tasman District Council will offer itself as a Nominating Local Authority for re-election to the Shareholders' Council at the 2025 Local Government Funding Agency Limited Annual General Meeting.

**CARRIED**

### **7.14 Chief Executive's Update**

Chief Operating Officer, Leonie Rae presented the report which was taken as read.

**Moved Mayor King/Deputy Mayor Bryant**

**CN25-05-19**

**That the Tasman District Council**

1. receives the Chief Executive's Update report, RCN25-05-16.

**CARRIED**

### **7.15 Mayoral Update Report**

Mayor, Tim King presented the report which was taken as read.

**Action:** Mayor King to write to the Minister of Health confirming the Council's support for the upgrade of the Nelson Hospital and emphasising that the hospital is required to support a significant urban-rural population in Nelson-Tasman.

**Moved Mayor King/Councillor Maling**

**CN25-05-20**

**That the Tasman District Council**

- 1. receives the Mayoral Update Report. RCN25-05-17.**

**CARRIED**

#### **7.16 Annual Plan 2025/2026 Consultation Document Report**

Community Policy Advisor, Amy Smith and Communications and Change Manager, Chris Choat presented the report which was taken as read.

**Moved Councillor Hill/Councillor Maling**

**CN25-05-21**

**That the Tasman District Council**

- 1. receives the Annual Plan 2025/2026 Consultation Document Report RCN25-05-18; and**
- 2. adopts the following supporting information for the Annual Plan 2025/2026 consultation document as required by section 95A(4) of the Local Government Act 2002:**
  - prospective financial information (financial accounts, funding impact statement, financial regulations benchmarks and reserve funds (Attachment 1 to the agenda report);**
  - prospective funding impact statement (rates) (Attachment 2 of the agenda report); and**
- 3. agrees that the consultation document in Attachment 3 to the agenda report provides a fair representation of the changes from Year 2 of the Long Term Plan 2024-2034 and as proposed in the Annual Plan 2025/2026; and**
- 4. adopts the consultation document in Attachment 3 to the agenda report incorporating any minor amendments at the meeting for release as the basis for community consultation during the period 12 May to 25 May 2025 in accordance with sections 82, 82A, 95 and 95A of the Local Government Act 2002; and**
- 5. delegates to the Mayor and the Chief Executive Officer approval of any minor edits to the supporting information and consultation document prior to them being published and made available for public consultation; and**
- 6. approves a concurrent consultation exercise on the introduction of limited paid parking within the Richmond CBD.**

**CARRIED**

#### **8 CONFIDENTIAL SESSION**

Nil

The meeting concluded at 12.57 am.

Confirmed as a correct record of proceedings by resolution on 19 June 2025.

Confirmed