
MINUTES
of the
TASMAN DISTRICT COUNCIL MEETING
Kaunihera Katoa
held
11.30am, Thursday, 2 October 2025
at
Tasman Council Chamber, 189 Queen Street, Richmond

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

In Attendance: Acting Chief Executive Officer (S Manners), Group Manager - Service and Strategy (J Ridd), Chief Financial Officer (M Drummond), Governance Manager (R Byrne) and Senior Governance Advisor (K McLean)

- 1 OPENING KARAKIA, WELCOME**
- 2 APOLOGIES AND LEAVE OF ABSENCE**
Nil
- 3 DECLARATIONS OF INTEREST**
Nil
- 4 LATE ITEMS**
Nil

Moved Councillor Mackenzie/Councillor Maru
CN25-10-1

That the confidential minutes of the Tasman District Council meeting held on Thursday 15 December 2022, be confirmed as a true and correct record.

CARRIED

6 REPORTS

5.1 Nelson Provincial Museum - Archives Research and Collections Facility

The Group Manager – Service and Strategy, John Ridd, Chief Financial Advisor, Mike Drummond and Principal Planner, Pip Jamieson, presented the report and answered questions. Discussion focused on matters including liability, mitigation of future costs, and associated cashflow.

Moved Councillor Maling/Councillor Hill
CN25-10-2

That the Tasman District Council

- 1. receives the Nelson Provincial Museum - Archives Research and Collections Facility report, RCN25-10-2; and**
- 2. notes the Tasman Bays Heritage Trust's proposal to build the new Archives, Research and Collections facility (ARC) in Richmond; and**
- 3. approves that the funding of \$1,022,000 (2025/26) and \$2,091,012 (2026/27) already provided to fund museum facilities in the Long Term Plan 2024-2034 will go towards the Archives, Research and Collections facility in Richmond; and**
- 4. approves to the release of \$1,022,000 of the \$3.1 million provisioned for the Archives Research and Collections facility in the Long Term Plan 2024-2034 to the Trust for the construction of the facility; and**
- 5. notes the request from the Trust for an early draw down of the \$2,091,012 currently in the Council's 2026/27 budget; and**
- 6. declines the request from the Trust for the early draw down of the \$2,091,012 currently in the Council's 2026/27 budget; and**
- 7. approves, as per the current Council/Tasman Bays Heritage Trust's loan agreement, for the Trust to exercise its power to borrow money or give a guarantee relating to the Archives, Research and Collections construction up to a value of \$600,000; and**
- 8. approves, as required under the Trust Deed:**
 - e) the purchase of the land in Richmond; and**
 - f) the sale of the property at 11 Church Street, Nelson; and**
 - g) the construction of the Archives, Research and Collections facility in Richmond; and**
 - h) the Trust taking out an up to 5-year term loan secured against the new facility in Richmond that does not exceed \$600,000 in total; and**
- 9. advises the Trust that any project cost over runs outside of the contingency amount included in the attached business case (Attachment 1 to the agenda report) will not be met by the Council; and**
- 10. advises the Trust that the Council's annual funding will not be increased to cover any additional operational costs in relation to the Archives, Research and Collections facility.**

CARRIED

5.2 Chief Executive Officer Financial Delegations

Acting Chief Executive Officer, Steve Manners and Procurement Specialist, Doug Moffet, presented the report and answered questions.

An amendment to the motion was moved but lapsed for the lack of a seconder.

With the agreement of the mover and seconder the inclusion of 'including a 12 month delegation review' was added to clause 2.

The motion was put by division.

That the Tasman District Council

- 1. receives the Chief Executive Officer Financial Delegations report, RCN25-10-1; and**
- 2. approves an increase in the Chief Executive Officer's financial delegation from \$1 million to \$6 million, including a 12 month delegation review, with the understanding that:**
 - 2.1 all procurement must remain within the funding already approved through by the Long-Term Plan, Annual Plan, or separate Council resolution.**
 - 2.2 the Tenders/Procurement Panel retains oversight of procurements above the Chief Executive Officer's delegation or of high strategic significance or community interest; and**
- 3. updates the Schedule of Financial Delegations to reflect the changes to the Chief Executive and Tenders/Procurement Panel delegations.**

Cr Greening called for a division.

Bryant	For
Butler	For
Daikee	For
Dowler	For
Ellis	Against
Greening	Against
Hill	For
King	For
Kininmonth	Against
Mackenzie	For
Maling	For
Maru	Against
Shallcrass	For
Walker	Against

CARRIED 9/5

6 CONFIDENTIAL SESSION

7 CLOSING KARAKIA

The meeting concluded at 12.34pm.

CONFIRMED AS A TRUE AND CORRECT RECORD BY THE CHAIRPERSON AND ACTING CHIEF EXECUTIVE UNDER STANDING ORDER 26.4:



Chairperson 8 October 2025
Tim King



Acting Chief Executive 3 October 2025
Steve Manners