
MINUTES
of the
TASMAN DISTRICT COUNCIL MEETING
Kaunihera Katoa
held
11:00am, Wednesday, 29 October 2025
at
Te Āwhina Marae
and reconvened at 9.36am, 30 October 2025
at
Tasman Council Chamber, 189 Queen Street, Richmond
and via Zoom

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

Present: Mayor T King, Councillors C Butler, J Ellis, K Ferneyhough, M Greening, J Gully, M Hume, M Kininmonth, K Maling, B Maru, D McNamara, P Morgan, T Neubauer, T Walker and D Woods

Golden Bay Board Members: C Bruning, H Dixon, A Downard-Wilke and G Knowles

Motueka Community Board Members: C Hutt, J Katene, L Lusk and D Ogilvie

In Attendance: Chief Executive Officer (L Rae), Chief Operating Officer (S Manners), Group Manager - Service and Strategy (J Ridd), Manager - Community Infrastructure (R Kirby), Group Manager - Environmental Services (R Smith), Kaihautū (R Thomas), Legal Counsel (L Townshend), Governance Manager (R Byrne), Senior Governance Advisor (K McLean) and Executive Assistant & Advisor to the Mayor (R Scherer)

1 OPENING KARAKIA, WELCOME

Tasman District Council elected members and their families, along with Council staff, were honoured with a pōwhiri to welcome them to Te Āwhina Marae. After greetings were exchanged between mana whenua and manuhiri, Chief Executive Officer, Leonie Rae officially opened the inaugural meeting of the Tasman District Council.

2 APOLOGIES AND LEAVE OF ABSENCE

Nil

3 DECLARATIONS OF INTEREST

Nil

4 LATE ITEMS

Nil

5 CONFIRMATION OF MINUTES

Nil

6 STATUTORY DECLARATIONS**6.1 Elected Members Statutory Declarations 2025 - 2028 Triennium**

Chief Executive Officer, Leonie Rae, invited Mayor-elect Tim King to declare and sign his oath of office. The following elected members were then called on to complete their oath of office and to sign their declaration certificates, which were witnessed by Mayor King:

Clarissa Bruning	Mike Kininmonth
Celia Butler	Grant Knowles
Henry Dixon	Laura Lusk
Axel Downard-Wilke	Kit Maling
Jo Ellis	Brent Maru
Kerryn Ferneyhough	Dean McNamara
Mark Greening	Paul Morgan
John Gully	Timo Neubauer
Mark Hume	David Ogilvie
Claire Hutt	Trindi Walker
John Katene	Dave Woods

7 REPORTS**7.1 Date of First Tasman District Council Ordinary Meeting of the 2025 - 2028 Triennium**

Governance Manager, Robyn Byrne, presented the report.

Moved Councillor Maru/Councillor Maling

CN25-10-3

That the Tasman District Council

- 1. receives the Date of First Tasman District Council Ordinary Meeting of the 2025 - 2028 Triennium report RCN25-10-7; and**
- 2. sets the date and time of the first ordinary Tasman District Council meeting of the 2025 – 2028 triennium, as Thursday 13 November 2025, commencing at 9.30am in the Council Chambers, 189 Queen Street, Richmond.**

CARRIED

The meeting was adjourned at 11.10am and reconvened on Thursday 30 October 2025 at 9.36am.



MINUTES
of the
RECONVENED
TASMAN DISTRICT COUNCIL MEETING
Kaunihera Katoa
held
9:36am - Inaugural meeting, Thursday, 30 October 2025
at
The Tasman District Council Chamber

Present: Mayor T King, Councillors C Butler, J Ellis, K Ferneyhough, M Greening (Zoom), J Gully, M Hume, M Kininmonth, K Maling, B Maru, D McNamara, P Morgan, T Neubauer, T Walker and D Woods

In Attendance: Chief Executive Officer (L Rae), Chief Operating Officer (S Manners), Group Manager - Service and Strategy (J Ridd), Group Manager - Community Infrastructure (R Kirby), Group Manager - Environmental Services (R Smith), Kaihautū (R Thomas), Legal Counsel (L Townshend), Governance Manager (R Byrne), Senior Governance Advisor (K McLean) and Executive Assistant & Advisor to the Mayor (R Scherer)

7.2 Election of Deputy Mayor 2025 - 2028 and Adoption of Voting System

Governance Manager, Robyn Byrne, presented the report.

Mayor King, seconded by Councillor Maling, moved the recommendation to adopt voting system B and nominated Councillor Brent Maru as Deputy Mayor.

Moved Mayor King/Councillor Maling

CN25-10-4

That the Tasman District Council

- 1. receives the Election of Deputy Mayor 2025 - 2028 and Adoption of Voting System RCN25-10-4; and**
- 2. adopts Voting System B, outlined in Clause 25(4) of the Local Government Act 2002 if required for the election or appointment of the Deputy Mayor, Chairpersons,**

**Deputy Chairpersons and membership of committees for the 2025 – 2028 triennium;
and**

3. **notes that the Mayor has declined to exercise their powers under S41A(3)(a) of the Local Government Act, and by majority vote of Council under Voting System B, elects Councillor Brent Maru as Deputy Mayor of Tasman District Council for the 2025 – 2028 triennium.**

CARRIED

7.3 Explanation of the Laws Affecting Elected Members and their Conduct

Legal Counsel, Leith Townshend, presented the report.

Moved Councillor Maru/Councillor Ellis

CN25-10-5

That the Tasman District Council

1. **receives the Explanation of the Laws Affecting Elected Members and their Conduct report RCN25-10-5.**

CARRIED

7.4 Annual Report 2024/2025 Adoption

Acting Chief Financial Officer, Matthew McGlinchey, Financial Accounting Manager, Charlotte Thomas and Senior Community Policy Advisor, Amy Smith, presented the report and tabled:

- Attachment 1- Schedule of changes
- Attachment 2 - Audit NZ- Signed Audit Report (Audit Opinion) for Summary Annual Report
- Attachment 3 - Audit NZ Signed Audit Report (Audit Opinion) for Annual report Volume 1 and Volume 2
- Attachment 4 - Mayor and CEO signed Representation Letter for Annual Report 2025
- Attachment 5 - Mayor and CEO signed Representation Letter for Summary Annual Report 2025.

Audit New Zealand, Yvonne Lang and Cynthia Jani and Audit and Risk Committee Chairperson, Graeme McGlenn, answered questions.

Councillors McNamara and Neubauer abstained from voting.

Moved Councillor Maru/Councillor Walker

CN25-10-6

That the Tasman District Council

1. **receives the Annual Report 2024/2025 Adoption report RCN25-10-8; and**
2. **receives the tabled Schedule of Changes to the Draft Annual Report and Draft Annual Report Summary, Attachments 1-3 of the agenda report; and**
3. **receives the tabled Independent Auditors Report; and**

4. receives the tabled **Statement of Compliance and Responsibility and Letter of Representation to the Auditor for the Annual Report 2025**, signed by the Mayor and the Chief Executive Officer; and
5. notes that the Audit and Risk Committee, on 1 October 2025, recommended to the Council the adoption of the 2025 Annual Report, subject to the remaining audit matters being resolved satisfactorily. These outstanding audit matters have since been satisfactorily resolved; and
6. adopts the Annual Report 2025, Attachments 1 and 2 to the agenda report, including the tabled audit report, pursuant to section 98 of the Local Government Act 2002; and
7. adopts the Annual Report Summary 2025, Attachment 3 to the agenda report, and notes that this will be audited before being made publicly available within one month of this meeting, pursuant to section 98 of the Local Government Act 2002; and
8. delegates authority to the Chief Financial Officer the ability to sign off any minor editorial amendments to the Annual Report and the Summary, prior to them being printed and made available on the Council's website.

CARRIED

- Attachment 1 Attachment 1- Schedule of changes
- Attachment 2 Attachment 2- Audit NZ- Signed Audit Report (Audit Opinion) for Summary Annual Report
- Attachment 3 Attachment 3-Audit NZ- Signed Audit Report (Audit Opinion) for Annual report Volume 1 and Volume 2
- Attachment 4 Attachment 4- Mayor and CEO signed-Representation Letter for Annual Report 2025
- Attachment 5 Attachment 5- Mayor and CEO signed-Representation Letter for Summary Annual Report 2025

7.5 Tasman District Council Schedule of Meetings to December 2025

Governance Manager, Robyn Byrne, and Senior Governance Advisor, Kelsey McLean, presented the report and answered questions.

Moved Councillor McNamara/Councillor Hume

CN25-10-7

That the Tasman District Council

1. receives the Tasman District Council Schedule of Meetings to December 2025 report, RCN25-10-9; and
2. in accordance with Clause 19 (6), Schedule 7 of the Local Government Act, adopts the Tasman District Council Schedule of proposed Meetings to December 2025, Attachment 1 to the agenda report; and
3. notes that the Schedule of Meetings to December 2025 may be amended, as required to enable Council business to be performed efficiently.

CARRIED

8 CONFIDENTIAL SESSION

Nil

The meeting concluded at 10.18am.

Confirmed as a correct record of proceedings by resolution on 13 November 2025.

That the minutes of the Tasman District Council meeting held on Wednesday, 29 October 2025, be confirmed as a true and correct record of the meeting.

Confirmed