
MINUTES
of the
TASMAN DISTRICT COUNCIL MEETING
Kaunihera Katoa
held
9.30am, Thursday, 13 November 2025
at
Tasman Council Chamber, 189 Queen Street, Richmond

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

In Attendance: Chief Executive Officer (L Rae), Chief Operating Officer (S Manners), Acting Chief Financial Officer (M McGlinchey), Group Manager – 3 Waters Entity (R Kirby), Acting Group Manager Strategy and Finance (D Fletcher), Group Manager - Environmental Services (R Smith), Kaihautū (R Thomas), Governance Manager (R Byrne) and Governance Officers (R Grover and K Myburg)

The order of items differed from the agenda.

- 1 OPENING KARAKIA, WELCOME**
- 2 APOLOGIES AND LEAVE OF ABSENCE**
Nil
- 3 PUBLIC FORUM**

3.1 Gary Polwart speaking about Tapawera Hub

Gary Polwart spoke about the Tapawera Community Hub and expressed concerns that it had created a divide within the community and that the majority of the community was opposed to the Hub. He asked that the Tasman District Council reconsider its funding towards the Hub, citing the overwhelming opposition from the community.

4 DECLARATIONS OF INTEREST

Councillor Morgan declared a pecuniary interest in item 7.6 – Non-Vesting Options for Developments.

5 LATE ITEMS

Nil

6 CONFIRMATION OF MINUTES

Moved Councillor Maling/Councillor Butler
CN25-11-1

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.

CARRIED

7 REPORTS**7.1 Establishment of Committee Structure for the 2025-2028 Term**

Chief Operating Officer, Steve Manners and Governance Manager, Robyn Byrne, presented the report, tabled the amended Joint Committee of Nelson City and Tasman District Councils interim delegations and answered questions.

The below changes to the officer's recommendation were noted:

- Clause 4 – removal of 'Tasman District Council' and inclusion of 'Nelson City Council'
- Clause 5.1 – inclusion of 'Amended to reflect Chair, Deputy Chair plus five councillors, with a Quorum of 4'
- Clause 5.2 – inclusion of 'amended'.

Councillor Greening moved an amendment to the motion, which was seconded by Councillor McNamara.

Moved Councillor Greening/Councillor McNamara

That the Tasman District Council

6. notes that 'Standing' Committee chairs and deputies are reviewed every 12 months, with the new chair and deputy roles determined by a majority vote of council (with no repeat of the same role by any councillor).

LOST

Cr Greening called for a division.

Butler	Against
Ellis	Against
Ferneyhough	Against
Greening	For
Gully	Against
Hume	Against
King	Against
Kininmonth	For
Maling	Against
Maru	Against
McNamara	For

Morgan	For
Neubauer	For
Walker	Against
Woods	For

LOST 6/9

With the agreement of the meeting, an additional clause was added to the substantive motion to reflect a review 12 months before the 2028 election.

The substantive motion was put by division.

Moved Mayor King/Deputy Mayor Maru CN25-11-2

That the Tasman District Council

- 1. receives the Establishment of Committee Structure for the 2025-2028 Term Report RCN25-11-1; and**
- 2. pursuant to Clause 30, Schedule 7 of the Local Government Act 2002, establishes the following Tasman District Council committees and subcommittees:**

Tasman District Council Standing Committees (Whole Council)

Strategy Finance and Performance Committee (SFP)

Environment Regulatory and Operations Committee (ERO)

Tasman District Council Committees

Audit and Risk Committee

Council Contracts and Procurement Committee

District Licensing Committee (operating under the Sale and Supply of Alcohol Act 2013)

Tasman District Council Subcommittees

Animal Control Subcommittee (reporting to ERO)

Community Awards Subcommittee (reporting to SFP)

Community Grants Subcommittee (reporting to SFP)

Creative Communities Subcommittee (reporting to SFP)

Golden Bay Recreation Park Management Committee (reporting to ERO)

Chief Executive Officer Review Subcommittee (reporting to Council)

Tasman District Council Forums

Information Forum (reporting to the Council, name tbc)

- 3. pursuant to Clause 30, Schedule 7 of the Local Government Act 2002 and subject to the approval of Nelson City Council, re-establishes the following joint committees:**

Joint Committees of Nelson and Tasman Councils

Civil Defence and Emergency Management Group (CDEM)

Joint Committee of Nelson City and Tasman District Councils (Joint Committee)

Joint Shareholders Committee

Nelson Regional Sewerage Business Unit

Nelson Tasman Regional Landfill Business Unit

Nelson Tasman Regional Transport Committee (operating under the Land Transport Management Act 2003)

Saxton Field Committee

Waimea Inlet Coordination Group

4. notes the intention to explore options, subject to further discussions and approval from Nelson City Council, to form two new joint bodies around the topics of climate change and joint building consent services; and
5. approves the interim delegations as tabled at the meeting for those committees, subcommittees, or joint committees meeting prior to the adoption of the Tasman District Council Delegations Register at the 11 December 2025 Council meeting:
 - 5.1 Amended Audit and Risk Committee to reflect Chair, Deputy Chair plus five councillors, with a Quorum of 4
 - 5.2 Amended Joint Committee of Nelson City and Tasman District Councils (Joint Committee); and
6. includes a review of the chair positions and committee structure no later than twelve months prior to the next election.

CARRIED

Cr Greening called for a division.

Butler	For
Ellis	For
Ferneyhough	For
Greening	Against
Gully	For
Hume	For
King	For
Kininmonth	For
Maling	For
Maru	For
McNamara	For
Morgan	Against
Neubauer	Against
Walker	For
Woods	For

CARRIED 12/3

Attachment 1 Tabled Document - Joint Committee of Tasman District and Nelson City Interim Amended Delegations

The meeting was adjourned at 10:59am and reconvened at 11:16am.

7.2 Appointment of Committee Chairs, Deputy Chairs, Membership and Other Council Appointments

Mr Manners and Ms Byrne presented the report, answered questions and outlined the below

changes to the officer's recommendation:

- Clause 3 - inclusion of Golden Bay Ward Members (Councillors Butler and Hume)
- Clause 4 – inclusion of the Motueka Ward Members (Deputy Mayor Maru, Councillors Ferneyhough and Walker)
- Clause 5 – inclusion of the tabled membership.

Moved Councillor Morgan/Councillor Maru

CN25-11-3

That the Tasman District Council

1. **receives the Appointment of Committee Chairs, Deputy Chairs, Membership and Other Council Appointments report, RCN25-11-2; and**
2. **notes that, at its reconvened inaugural meeting on 29 October 2025, the Council adopted System B, contained in schedule 7, clause 25(4) of the Local Government Act 2002 for the election or appointment of a chairperson and deputy chairperson of a committee and a representative of a local authority, which requires that a person is elected or appointed if he or she receives more votes than any other candidate during a single round of voting; and**
3. **in accordance with Section 19F of the Local Electoral Act 2001, appoints the following eligible Councillors to the Golden Bay Community Board:**
 - **Councillor Butler**
 - **Councillor Hume**
4. **in accordance with Section 19F of the Local Electoral Act 2001, appoints the following eligible Councillors to the Motueka Community Board:**
 - **Deputy Mayor Maru**
 - **Councillor Ferneyhough**
 - **Councillor Walker**
5. **elects the chairpersons and deputy chairpersons and appoints the membership of the various committees, subcommittees, joint committees and the representatives of the Council as detailed below:**

COUNCIL AND STANDING COMMITTEES	
Tasman District Council	Chairperson – Mayor Tim King Deputy Chairperson – Deputy Mayor Brent Maru All other Councillors
Strategy, Finance and Performance	Chairperson – Councillor Kit Maling Deputy Chairperson – Councillor Dave Woods Mayor and Councillors
Environment, Regulatory and Operations	Chairperson – Councillor Jo Ellis Deputy Chairperson – Councillor Celia Butler

	Mayor and Councillors
FORUMS	
Information Forum (not a committee under LGOIMA)	Chairperson – Councillor Trindi Walker Deputy Chairperson – Councillor Kerry Ferneyhough Mayor and Councillors

OTHER COMMITTEES	
Audit and Risk Committee	Mayor Tim King (ex-officio) Chairperson – appointed independent member – Graeme McGlinn 5 x Councillors: <ul style="list-style-type: none"> • Deputy Mayor Brent Maru • Councillor Paul Morgan • Councillor Dave Woods • Councillor Timo Neubauer • Councillor Celia Butler 1 x appointed independent member: <ul style="list-style-type: none"> • Analisa Elstob
Chief Executive Officer Review Subcommittee	Chairperson - Mayor Tim King Deputy Mayor Brent Maru Councillor Jo Ellis
Council Contracts and Procurement Committee	Mayor Tim King (ex-officio) Chairperson – Councillor Mike Kininmonth Councillor Dean McNamara Councillor John Gully
District Licensing Committee	Mayor Tim King (ex-officio) Chairperson – Councillor Jo Ellis Councillor Trindi Walker 3 x appointed members:

SUBCOMMITTEES

Golden Bay Recreation Park Management	<i>Mayor Tim King (ex-officio)</i> Chairperson – Councillor Mark Hume Deputy Chairperson – Councillor Celia Butler 4 x external representatives
Animal Control Subcommittee (Reporting to Environment, Regulatory and Operations)	<i>Mayor Tim King (ex-officio)</i> Chairperson – Deputy Mayor Brent Maru Councillor Trindi Walker Councillor Mike Kininmonth
Community Awards (Reporting to Strategy, Finance and Performance)	<i>Mayor Tim King (ex-officio)</i> Chairperson – Cr Mike Kininmonth Councillor Mark Hume Councillor Timo Neubauer Councillor Kerry Fernyhough
Community Grants (Reporting to Strategy, Finance and Performance)	<i>Mayor Tim King (ex-officio)</i> Chairperson – Cr John Gully Councillor Celia Butler Councillor Trindi Walker Councillor Kit Maling Councillor Mike Kininmonth
Creative Communities (Reporting to Strategy, Finance and Performance)	<i>Mayor Tim King (ex-officio)</i> Chairperson – Councillor Celia Butler Councillor Kerry Fernyhough

REPRESENTATIVES AND APPOINTMENTS	
Local Government New Zealand Zone 5	Chairperson – Mayor Tim King Chief Executive Officer
Regional Sector Group	Chairperson – Mayor Tim King Chief Executive Officer
Rural & Provincial	Deputy Mayor Brent Maru
Project Kōkiri Leadership Group	Mayor Tim King
Nelson Tasman Climate Forum	Councillor Timo Neubauer Councillor Kerry Fernyhough
Friendly Towns	Motueka appointment: <ul style="list-style-type: none"> Councillor Walker – Kiyosato

	Richmond appointment: <ul style="list-style-type: none"> • Councillor Ellis – Fujimi Machi
Iwi Liaison	Mayor Tim King Chief Executive Officer
Motueka Aerodrome Health & Safety and Operational Group	Councillor Trindi Walker 1 x Community Board member
Positive Ageing	Councillor Mike Kininmonth
Port Tarohe Health & Safety and Operational Group	Councillor Celia Butler 1 x Golden Bay Ward Liaison
Regional Accessibility Forum	Councillor Timo Neubauer
Tākaka Aerodrome Health & Safety and Operational Group	Councillor Mark Hume 1 x Golden Bay Ward
Tasman Bays Heritage Trust Appointments Committee	Mayor Tim King Chief Executive Officer
Tasman Environmental Trust	Councillor Celia Butler
Tasman Youth Council	Councillor Trindi Walker Councillor Kerry Fernyhough
Waimea South Community Facility Project Advisory Group	Councillor Mike Kininmonth Councillor Timo Neubauer

Association/Community Group	Liaison Appointee
Moutere/Waimea Ward	
Brightwater Recreation Reserve Committee	Councillor Dave Woods
Dovedale Recreation Reserve Committee	Councillor Dean McNamara
Equestrian Trust Board	Councillor Jo Ellis
Moutere Hills Recreation Reserve/Community Centre Committee	Councillor Mike Kininmonth
Ngātimoti Hall Management Committee	Councillor Dean McNamara
Ngātimoti Recreation Reserve Committee	Councillor Dean McNamara
Spring Grove Recreation Reserve Committee	Councillor Dave Woods
Waimea West Recreation Reserve Committee	Councillor Dean McNamara

Wakefield Recreation Reserve Management Committee	Councillor Dean McNamara
Wakefield Swimming Pool Committee	Councillor Dean McNamara
Richmond Ward	
Hope Recreation Reserve Committee	Councillor Kit Maling
Keep Richmond Beautiful Committee	Councillor Timo Neubauer
Richmond Bridge and Croquet Club Committee	Councillor Jo Ellis
Richmond Unlimited Committee	Councillor Timo Neubauer
Lakes/Murchison Ward	
Murchison Recreation Reserve Committee	Councillor John Gully
Stanley Brook Recreation Reserve Committee	Councillor John Gully
Tapawera Recreation Reserve Committee	Councillor John Gully
Lake Rotoiti Community Facility Committee	Councillor John Gully

CARRIED

Attachment 1 Tabled Document - Appointment table 13 November 2025

7.3 Remuneration Authority Elected Members Governance Pool Distribution 2025/26

Mr Manners and Ms Byrne presented the report and answered questions.

A motion was moved by Councillor McNamara and seconded by Councillor Greening.

Moved Councillor McNamara/Councillor Greening

That the Tasman District Council

agrees that the chair of the Environment Regulatory and Operations Committee receives remuneration equal to the chair of the Information Forum (1.15 ratio).

LOST 6/7 (show of hands)

Councillors Ellis and Walker abstained from voting.

The substantive motion was moved by Councillor Maling and seconded by Councillor Greening.

Moved Councillor Maling/Councillor Maru

CN25-11-4

That the Tasman District Council

1. receives the Remuneration Authority Elected Members Governance Pool Distribution 2025/26 Report RCN25-11-3; and
2. in accordance with the Remuneration Authority Act 1977 and clause 6 of Schedule 7 of the Local Government Act 2002, approves the allocation of the full Tasman District Council governance remuneration pool, on the following basis:
 - 2.1 additional remuneration of \$3,169 meaning a total annual remuneration of \$53,371 to councillors with no additional responsibilities (total for ten people is \$533,710); and
 - 2.2 additional remuneration of \$19,180 (\$3,169 plus \$16,011), meaning a total annual remuneration of \$69,381 to the two standing committee chairpersons (total for two people is \$138,762). Responsible for overseeing the operations of the standing committees, ensuring committee meetings are well organised, well attended and that the committee's work is accomplished; and
 - 2.3 additional remuneration of \$19,180 (\$3,169 plus \$16,011), meaning a total annual remuneration of \$69,381 to the Deputy Mayor, who is responsible for supporting the Mayor and assumes responsibility should the Mayor be unavailable; and
 - 2.4 additional remuneration of \$11,174 (\$3,169 plus \$8,005), meaning a total annual remuneration of \$61,375 to the Information Forum chairperson. Responsible for chairing information briefings, the chairperson will facilitate discussion, manage time, and ensure respectful engagement; and
3. notes that the proposal for distribution of the Tasman District Council governance remuneration pool is subject to approval by the Remuneration Authority and gazetting of the Remuneration Authority's resulting amending determination; and
4. notes that once the Remuneration Authority's Amending Determination is gazetted, councillors' remuneration will be backdated as follows:
 - 4.5 the approved additional remuneration for all councillors of \$3,169 will be backdated to the day after the date on which the official results for the Council were declared (18 October 2025)
 - 4.6 the approved additional remuneration for the positions with additional responsibilities (\$16,011 each for the two standing committee chairs, and the Deputy Mayor, and \$8,005 for the Information Forum chair) will be backdated to the day after the Council makes its formal governance remuneration pool distribution decision (14 November 2025).

CARRIED

7.4 Elected Members' Allowances and Recovery of Expenses Policy

Mr Manners and Ms Byrne presented the report and answered questions.

**Moved Councillor Ellis/Councillor Maling
CN25-11-5**

That the Tasman District Council

1. receives the Elected Members' Allowances and Recovery of Expenses Policy Report RCN25-11-4; and
2. adopts the Elected Members' Allowances and Recovery of Expenses Policy (Attachment 1 to the agenda report), which has been updated to reflect the current Remuneration Authority's Local Government Elected Members (2025/26) Determination 2025, and to include Elected Members Childcare Allowance; and
3. notes the introduction of Clause 15 in the Remuneration Authority's Local Government Elected Members (2025/26) Determination 2025 - Home Security System Allowance and
4. agrees, in principle, to the inclusion of a Home Security System Allowance in the Elected Members Allowances and Recovery of Expenses Policy, subject to a further report including eligibility criteria, funding implications, assessment protocol, approval workflow, privacy and consent.

CARRIED

The meeting was adjourned at 12:02pm and reconvened at 1.15pm.

7.5 Amendments to Delegations and Nelson Tasman Land Development Manual

Legal Counsel, Leith Townshend and Legal Advisor, Lakan Beech, presented the report and noted that clauses 7 and 8 had been added to the officer's recommendation.

**Moved Deputy Mayor Maru/Councillor Kininmonth
CN25-11-6**

That the Tasman District Council

1. receives the Amendments to Delegations and Nelson Tasman Land Development Manual report, RCN25-11-5; and
2. authorises that delegations made by a specific resolution between 26 October 2023 and 25 September 2025 to members of the Executive Leadership Team are to be held by the current members of the Executive Leadership Team, where they are currently carrying out the same role and functions as the former member; and
3. delegates authority to the Chief Executive Officer to hold and exercise those same delegations as the members of the Executive Leadership Team; and
4. 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 Three – Management Delegations and Part Four – Statutory Delegations, to reflect the changes in organisational structure; and
5. notes that no new statutory delegations are being sought; and
6. approves amending the definition of 'Engineering Manager' in the Nelson Tasman Land Development Manual to 'the Nelson City Council Group Manager Infrastructure or Tasman District Council Tier 2 Managers responsible for infrastructure or their delegates'; and
7. notes that the Local Water Done Well Entity Manager was renamed the Group Manager - 3 Waters and that all references to the Local Water Done Well Entity

Manager in report RCN25-11-5 should be read as a reference to the Group Manager – 3 Waters; and

- 8. approves removing references to the Local Water Done Well Entity Manager in Attachment 1 and delegates the same powers proposed to be delegated to the Local Water Done Well Entity Manager to the Group Manager – 3 Waters; and**
- 9. notes that the Delegations Register and Nelson Tasman Land Development Manual will be updated to reflect approved changes.**

CARRIED

7.6 Non-Vesting Option for Developments

Councillor Morgan had previously declared a pecuniary interest in item 7.6 – Non-Vesting Option for Developments and left the meeting at 1.38pm.

Acting Group Manager Strategy and Finance, Dwyane Fletcher, Corporate Counsel, Marie Callendar, Senior Infrastructure Planning Advisor, Kim Arnold and Urban Growth Co-Ordinator, Jacqui Deans (Zoom), presented the report and tabled supplementary information.

**Moved Deputy Mayor Maru/Councillor Maling
CN25-11-7**

That the Tasman District Council

- 1. receives the Non-Vesting Option for Developments report, RCN25-11-6; and**
- 2. instructs staff to:**
 - 2.1 confirm to Wakatū Incorporation (and any other developer seeking a non-vesting option) that a non-vesting option can only be achieved with an arrangement that does not impose any additional costs on ratepayers; and**
 - 2.2 continue to seek legislative change to ensure that the usual New Zealand Transport Agency, Waka Kotahi road maintenance funding will be available for any non-vested roading arrangement that may be agreed with a developer.**

CARRIED

Attachment 1 Tabled Document - Supplementary Information

Councillor Morgan returned to the meeting at 2.28pm.

7.8 Temporary Road Closure

Transportation Manager, Jamie McPherson, presented the report and answered questions.

**Moved Councillor Greening/Councillor Ferneyhough
CN25-11-8**

That the Tasman District Council

- 1. receives the Temporary Road Closure report RCN25-11-8; and**
- 2. approves temporary road closures for the Tākaka Christmas Parade, on Junction Street and Reilly Street, on Saturday 13 December 2025 from 9.30am-11.00am.**

CARRIED

7.7 Annual Biosecurity Report.

Marine and Terrestrial Biomanager, Guinevere Coleman and Senior Biosecurity Officer, Lindsey

Barber, presented the report.

Mayor King vacated the Chair and left the meeting at 2.35pm, Deputy Mayor Maru presided.

Mayor King returned to the meeting at 2.40pm and resumed the Chair.

Moved Councillor Butler/Councillor McNamara

CN25-11-9

That the Tasman District Council

- 1. receives the Annual Biosecurity Report RCN25-11-7; and**
- 2. receives the 2024-2025 Tasman Nelson Regional Pest Management Plan Review (Attachment 1 to the agenda report), the 2025-2026 Tasman Nelson Regional Pest Management Plan Operational Plan (Attachment 2 to the agenda report) and;**
- 3. approves the 2024-2025 Tasman Nelson Regional Pest Management Plan Review (Attachment 1 to the agenda report) and the 2025-2026 Tasman Nelson Regional Pest Management Plan Operational Plan (Attachment 2 to the agenda report)**

CARRIED

The meeting concluded at 2.50pm.

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