

## STAFF REPORT

**TO:** Chairman & Members, Corporate Services Committee  
**FROM:** David Ward  
**DATE:** 19 April 2005  
**SUBJECT:** Corporate Services Manager's Report – April 2005

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### 1 Funding Requirements

The following recommendation is required to confirm the uplifting of new loans for items that have been identified in Council's LTCCP for the 2004/2005 financial year. Generally, construction on these projects has already commenced. The purpose of this recommendation is to formalise the draw down of funds to meet final project costs.

**Recommendation:**

**That:**

i)		The Council shall borrow the sum of five million four hundred and eighty five thousand three hundred and thirty five dollars (\$5,485,335)
ii)		The loan documentation shall comprise the following:
	a)	Existing deed of charge entered into between Tasman District Council, Bank of New Zealand, National Bank of New Zealand, WestpacTrust and ASB Bank Ltd.
	b)	A letter of offer from WestpacTrust.
iii)		The Mayor and the Chief Executive are authorised to sign the loan documentation on behalf of the Council.
iv)		The Chief Executive is authorised to sign a certificate, pursuant to s122ZG(3) of the Local Government Act 1974.
v)		The loan advance of dollars shall be used to finance the following projects identified in Council's Annual Plans:
		\$
		Area Wide Pavement Treatment 439,110
		Aorere Bridge 178,760
		Cooks Creek Bridge 211,970
		Redwood Water Scheme 246,466
		Rural 3 DILs 1,148,992
		Sewerage Kaiteriteri Replace Main 666,000
		Sewerage Pohara Stage 3 788,000
		Sewerage Takaka 729,037

		<b>Sewerage Takaka RNLs</b> <b>Hamama Water Main and Road Resealing</b> <b>Fire Blight, Motueka</b> <b>Water Mapua Reservoir and Pipeline</b> <b>Water Mapua Pipe Replacement</b>	<b>231,000</b> <b>110,000</b> <b>100,000</b> <b>450,000</b> <u><b>186,000</b></u>
			<b>5,485,335</b>
vi)		<b>The Council shall charge rates revenue as security for the loan and the performance of its obligations pursuant to the loan documentation.</b>	
vii)		<b>The Council acknowledges that by charging rates revenue, the Council is deemed to have made a special rate of such amount each year, on the rateable value of every rateable property in the district, as is sufficient to provide in that year for the payment of its commitments in respect of the loan or loan documentation during that year plus 10% thereof until the loan is repaid or the obligations incurred under the loan documentation are fully performed.</b>	
viii)		<b>The Council has considered the risks and benefits to the Council of the loan and loan documentation and of the security to be given in relation to the loan and loan documentation.</b>	
ix)		<b>The Council is satisfied that the general terms and conditions of the loan and loan documentation and of the security to be given in relation to the loan and loan documentation are in accordance with the borrowing management policy adopted by the Council and, in particular, the limits and guidelines set out in that borrowing management policy.</b>	
x)		<b>The Council delegates to the Chief Executive and the Corporate Services Manager the authority to further determine the precise terms and conditions of the loan, loan documentation and security, to be negotiated at the best current terms and conditions, such terms and conditions to be advised to the Council following the raising of the loan.</b>	

## **2 Rural Property Numbering**

Following our last report to the Committee on this subject, I am able to advise that the proposed road name change exercise in Golden Bay has been actioned, with a letter being sent to all affected parties on 18 March 2005. To date there have only been a small number of responses, either written or verbal, with submissions to the proposed changes closing on 22 April 2005.

Following consideration of these submissions, we propose to proceed with the allocation of rural property numbers throughout the Golden Bay Ward. The process will require:

- a contract being prepared between Rural Property Numbering and Tasman District Council, exclusive to the Golden Bay Ward
- a procedural document (appendix to the contract) defining how Council requires the contractor to allocate property numbers, together with timeframe and remuneration
- the preparation of an information brochure to be forwarded to all affected property owners advising them of the process and cost, where applicable
- preparation of media statements (largely extracted from the information brochure) but emphasising **that those who already have a rural property identification number will not be required to pay the one-off rate**

Following completion of the rural property number allocation in the Golden Bay Ward, a full report will be made to the Corporate Services Committee with the recommendation that rural property numbering be undertaken in the Lakes/Murchison and Moutere/Waimea Wards during the 2005/2006 financial year.

### **Recommendation**

**That Council engage Rural Property Numbering to allocate property numbers within the Golden Bay Ward to those properties/rating units specifically identified on a special rating map.**

### **3 June 2005 Meeting**

Would Committee members please note that the Corporate Services Committee meeting set down for 9 June 2005 has been cancelled, for the following reasons:

- in the two weeks leading up to the meeting, Corporate Services staff will be exclusively involved in analysing, copying, distributing and other issues associated with submissions to the draft annual plan;
- the week following, full Council is scheduled to meet on at least three occasions to hear annual plan submissions, and then to reconvene during the week of the 20<sup>th</sup> for our first discussion on submission responses and any suggested annual plan variations.

The following meeting of the Corporate Services Committee scheduled for 21 July 2005 will include an evaluation of rating remissions for the 2005/2006 financial year.

### **4 Fire Blight Control – Waimea Region**

At the Corporate Services Committee meeting of 24 March 2005, Council agreed to proceed with a programme of eradicating fire blight within a defined rating area. Subsequent to that meeting, an information brochure has been prepared for circulation to property owners within the affected area. At today's meeting, Cr Kempthorne will provide details of the proposed methodology, the timeframe and rating options that will be presented to the property owners during the draft annual plan consultation process.

## **5 Draft Annual Plan Consultation**

Copies of Council's 2005/2006 draft Annual Plan have now been circulated to the public for perusal and submission. A series of public meetings is being held, commencing on 3 May 2005 and concluding on 17 May 2005. At today's meeting we will discuss those issues that are intended to be highlighted at these public meetings and identify political attendance at each of the seven scheduled meetings.

David Ward  
Corporate Services Manager