

Notice is given that an ordinary meeting of the Motueka Community Board will be held on:

**Date:** Tuesday 10 April 2012  
**Time:** 4.00 pm  
**Meeting Room:** Motueka Office  
**Venue:** 7 Hickmott Drive  
Motueka

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## Motueka Community Board

### AGENDA

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#### MEMBERSHIP

<b>Chairperson</b>	D J Ogilvie
<b>Deputy Chairperson</b>	P Hawkes
<b>Members</b>	M Chapman C Satherley Cr B F Dowler Cr J L Inglis Cr E J Wilkins

(Quorum 2 members)

Contact Telephone: 03 543 8453  
Email: [Valerie.gribble@tasman.govt.nz](mailto:Valerie.gribble@tasman.govt.nz)  
Website: [www.tasman.govt.nz](http://www.tasman.govt.nz)



## **AGENDA**

**1 OPENING, WELCOME**

**2 APOLOGIES AND LEAVE OF ABSENCE**

**Recommendation**

**THAT apologies be accepted.**

**3 PUBLIC FORUM**

**4 DECLARATIONS OF INTEREST**

**5 CONFIRMATION OF MINUTES**

**THAT the minutes of the Motueka Community Board meeting held on Tuesday, 13 March 2012, be confirmed as a true and correct record of the meeting.**

**6 PRESENTATIONS**

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**7 REPORTS**

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**8 CORRESPONDENCE**

8.1 Correspondence: March 2012 ..... 43



## 6 PRESENTATIONS

### 6.1 TASMAN YOUTH COUNCIL

Information Only - No Decision Required

**Report To:** Motueka Community Board  
**Meeting Date:** 10 April 2012  
**Report Author:** Valerie Gribble, Executive Assistant  
**File Reference:**

#### PRESENTATION

Tasman Youth Council will make a presentation to the board on their activities.

**Appendices**  
Nil



## 7 REPORTS

### 7.1 COMMUNITY BOARD CHAIR'S REPORT

Decision Required

**Report To:** Motueka Community Board  
**Meeting Date:** 10 April 2012  
**Report Author:** David Ogilvie, Motueka Community Board Chair  
**File Reference:**

### REPORT SUMMARY

#### EXECUTIVE SUMMARY

The Chair's Report on activities for the month of March 2012 is included in the agenda.

#### RECOMMENDATION/S

That the report be received.

#### DRAFT RESOLUTION

**That the Motueka Community Board receives the Community Board Chair's Report.**

**7.1 COMMUNITY BOARD CHAIR'S REPORT**

**Decision Required**

**Report To:** Motueka Community Board  
**Meeting Date:** 10 April 2012  
**Report Author:** David Ogilvie, Motueka Community Board Chair  
**File Reference:**

**1 LONG TERM PLAN – MOTUEKA MEETINGS**

- 1.1 The numbers attending the Council’s Long Term Plan presentations were disappointing. Neither the afternoon nor evening session was attended by more than ten people.
- 1.2 I don’t consider this is a question of residents and ratepayers lacking interest in the Council’s role – the opposite is true! The size of the documents, its limited availability (it is difficult to access on-site), the relevance of local Ward issues (eg Motueka River Flood Control), and the perception that “Council doesn’t listen”, may all be factors in these small attendances.
- 1.3 The Council applies itself seriously to these consultation/explanation presentations and consequently can receive the wrong messages from a small minority of residents.
- 1.4 For the future, it may be practical to prepare a Motueka Ward document based on the coming year (2012 – 2013), the first three year period (2012 – 2015) as well as the ten year period (2012 – 2022). This would need to be written prior to the public presentations and perhaps distributed as a Special Newline edition – similar to the one published in early March 2012.
- 1.5 The Motueka evening meeting had residents asking a wide-range of questions: Riwaka – Kaiteriteri Road, Stephens Bay – Tapu Bay stormwater and wastewater issues, Motueka Library development, and the Council’s increasing debt.
- 1.6 These were all important questions but there were others not asked, as a result of the low attendance.
- 1.7 The Council and Community Board need to consider other means to create improved communication and consultation.

**2 RIVER FLOWS : MARCH 2012**

March	Low	Annual Drought	High	Annual Flood Level
Woodstock	10.80 cusecs 21 March 2012	9.316 cusecs	51.52 cusecs 25 March 2012	966 cusecs
Woodmans Bend	14.70 cusecs 21 March 2012	11.239 cusecs	55.47 cusecs 25 March 2012	887 cusecs



- 2.1 We are experiencing a spell of dry weather with continuing low flows throughout the month.
- 2.2 The Motueka River is warming and anglers have reported dead trout in the river.

### **3 AMALGAMATION: NELSON CITY/TASMAN DISTRICT**

- 3.1 Voting on this issue closes on 21 April 2012 and the results will be available Monday 23 April 2012.
- 3.2 Should the decision support amalgamation, it will be necessary to develop policies and practices relating to an effective working relationship between the Motueka Community Board and the new District Council.
- 3.3 A written contract or “Memorandum of Understanding” was recommended by the Local Government Commission in the proposed Reorganisation Scheme (Paragraphs 97, 98, 99 Final Decision 30 January 2012; Schedule 3 p28 – 31 Reorganisation Scheme 30 January 2012).
- 3.4 Importantly, functions for the Community Board and funding resources are to be established.
- 3.5 In particular, deciding what constitutes a Motueka community issue distinct from a regional or district-wide issue is a crucial first stage in this process.
- 3.6 Writing a detailed Community Plan will be part of that process. Consequently, the Board’s involvement in the Transition Committee is integral to any reorganisation.

### **4 TOILET BLOCKS: MARINA AND SPORTSPARK**

- 4.1 A letter to Susan Edwards (Strategic Development Manager) is included in the correspondence.
- 4.2 It relates to the toilet for the Motueka Marina which had been approved in 2010 – 2011 but not constructed.
- 4.3 I expect a reply from Jim Frater as Property Services Manager.
- 4.4 Funding will be from the Port Motueka Endowment Fund.
- 4.5 Tenders closed with the Council for the Sportspark toilets on 6 March 2012 and are being assessed by the project manager (Don Robertson) and Council.
- 4.6 A recommendation is expected soon, with funding coming from the Motueka reserve financial contributions/development impact levies.

### **5 PROJECTS: MARCH 2012**

- 5.1 Wastewater pipe renewals programme continues in High Street, Motueka
- 5.2 New Zealand Transport Agency is currently resealing the southern end of High Street.
- 5.3 Network Tasman placed ducts within High Street for the undergrounding of the High Street power lines.
- 5.4 Mariri recycling area site works are completed.
- 5.5 Subdivisions of Te Maatu and Puketutu continuing. Work at Puketutu involving Thorp Street infrastructure and initial streetscaping planning for the accessway to the Motueka Cemetery.

- 5.6 Glenaven Reserve grass sown adjacent to drain.
- 5.7 Pioneer Park maintenance: front fence; prunings;
- 5.8 Pathway from Recreation Centre to Thorp's Bush completed.

## 6 COUNCIL AND COUNCIL COMMITTEE NOTES

### 6.1 Community Services Committee

- Riwaka Cemetery: management concerns and costs of operations were raised at the public forum. Afterwards, new trustees have put themselves forward, and the current Trusteeship will continue, Sharron Goodall as Secretary-Treasurer and with Council involvement if required. (The Community Board to maintain an overview and liaise with Mrs Goodall also, if required).
- Motueka Library: requests for proposals for architectural services for the library redevelopment closed on 6 March 2012. (The Long Term Plan has \$1.1 million allocated for the redevelopment project – its size to be doubled according the New Zealand Library standards. My personal comment is to demolish the present building and rebuild at that site. The existing library has been extended 3 or 4 times in the last 20 years and a new building is needed. Discussions ensued regarding the Motueka Library upgrade and a suggestion as to defer refurbishment until the economy picks up. It was stated that more community involvement would be appreciated and that it could be beneficial if the Motueka Community Board engaged in Long Term Plan discussions in regard to the Motueka Library upgrade. Mr Frater said the appointment of the architect was to supply a concept plan that would meet 80% of New Zealand Library Standards.
- A complaint has been referred to Community Services regarding dogs exercising through headstones at the Motueka Cemetery.
- Driver Licensing: Mrs Westley (Customer Services Manager) explained that she was trying to get Motueka reinstated as a place for practical driver licensing. (Cr Sangster had pointed out the problems for Golden Bay applicants).
- Reserves Manager's Report

Motueka Ward		
Project Update		
Site	Projects for 2011/2012	Timeframe
Decks Reserve	Historical plaques (Beryl/ Glenn)	WIP
Sanctuary Ponds	Soroptimist Group (Kathy)	Our Soroptimist volunteers have very sadly now given up the valuable work they were doing in this reserve. A thank you morning tea has been held in recognition of their many years of involvement and contributions to the reserve.
Motueka Cemetery	Rhododendron shift	As part of the Puketutu subdivision, the rhododendrons on Cemetery Road require

		shifting. This is being planned for the Autumn.
Wharf Road to York Park	Walkway extension (Kathy/Glenn)	Resource consent is being prepared for boardwalk areas.
Woodlands Canal	Walkway upgrade (Glenn/Kathy)	Work now completed.
Tapu Bay	Reserve upgrade (Steve)	On hold as material for beach replenishment is now not available.
Sportspark Motueka	Toilet and shop building (Glenn)	The building permit has been applied for; tender notice is out and will close early March.

## 6.2 Engineering Services Committee

- Riwaka – Kaiteriteri Road. The Turners Bluff work has been suspended following a significant archaeological find. The Council is considering other alignment options.
- Riwaka – Kaiteriteri Road (north of Turners Bluff). A design for road alignment has been completed. Geotechnical investigations are not to proceed as funding for the construction is deferred beyond 2022.
- Footpath – Rowling Road to Martin Farm Road (western side). It is hoped that construction can be funded this 2011 – 2012 year.
- Groyne – A report from Tonkin and Taylor – practicable options report was received. (This was discussed at the later meeting in Motueka.)
- Wastewater compliances, solid waste centre, waste minimisation hearing, Coastal Tasman Environment Court hearing were outlined.

## 6.3 Council

- The Council, in reviewing its representation in time for the 2013 triennial elections, resolved to retain the current number of councillors, the current ward boundaries, the current election of councillors by ward, the ward names, and the current two community boards. (This resolution, assuming that the Councils' amalgamation does not proceed, retains the status quo.)

## 7 STREET RENAMING – HIGH STREET NORTH, MOTUEKA

- 7.1 As per the correspondence item, a letter was sent to residents and property owners of High Street North.
- 7.2 A change of name was supported by a majority of respondents and two names were suggested – Pounamu Drive and Lyndhurst Drive.
- 7.3 Wakatu Incorporation promoted “Pounamu Drive” as it represented the significant Tangata Whenua interest in the area.
- 7.4 “Lyndhurst” was recommended by Wilkins and Staples family interests to commemorate the name of an historic family farm in the area.

## 8 LITTER CONTROLS

- 8.1 The litter matter remains difficult.
- 8.2 A recommendation will be made available at the April 2012 meeting, after discussion with the Periodic Detention Supervisor.

## 9 REPORTS/AGENDAS

These are items relevant to Motueka which may be of interest to Board Members who are not Councillors.

- 9.1 New Zealand Transport Agency/Tasman District Council Liaison Meeting Agenda 16 March 2012.
- 9.2 Martin Farm Road, Kaiteriteri, proposed footpath (approximately 200 metres @ 1.5 metres wide. Limestone gravel).
- 9.3 High Street and Lowe Street wastewater renewal.
  - 9.3.1 Sewer replacement finished at the manhole outside 339 High Street.
  - 9.3.2 New Zealand Transport Agency will “cement stabilise” the full width of the south bound lane along the length of the sewer.
- 9.4 Extract from Engineering Services agenda:
  - 9.4.1 Riwaka – Kaiteriteri Road (Turners Bluff)
  - 9.4.2 Port Motueka Groyne – Jakkett Island Erosion Management.
- 9.5 Extract from Environment and Planning Agenda (29 March 2012)
  - 9.5.1 Appendix 1: Water Meters (template letter)
  - 9.5.2 Appendix 2: Comments and submission on the Kaiteriteri Recreation Reserve Development Plan.
- 9.6 Better Local Government: 8 point reform programme from May 2012
  - 9.6.1 NZ Government: March 2012

## 10 MEETINGS

### 10.1 Meeting with Beryl Wilkes, Kathy Tohill-Curnow (6 March 2012)

Inspection and discussion of a number of matters involving Parks and Reserves:

- Thorp’s Bush – pathway, areas for planting, moving picnic table;
- Wharf Road path – plantings planned for autumn
- Beach Reserve – broaden the camping opportunities
- Motueka Quay – landscaping and historic wharf proposals
- Glenaven Drive – Neighbourhood Park area being re-sown
- Memorial Park – Library, playground, boundary fence, storage shed
- Wallace Street – sculpture, plantings
- Deck’s Reserve – plaques, possible site for Library/Council
- Ledger Goodman Reserve – play equipment site

## 10.2 Meeting with Motueka River Care Group (27 March 2012)

A well-attended meeting (11 residents with Council, MWH (NZ) Ltd and Taylors Contracting). Giles Griffiths (Transportation Assets Engineer, Tasman District Council) gave a presentation with questions and discussion following. The main items:

- Who owns the rivers? Crown – iwi – private? Important essential aspect of river management and especially gravel removal.
- Importance of removing gravel as a flood control method was queried.
- Removing crack willow. (15km annually) was queried, both as a flood control method, necessary shade for fish, stabilising the banks for river management.
- Impact on upstream afforestation and native vegetation on the Motueka River flow. Would the Emissions Trading Scheme have any impact?
- Questions on Riwaka River, Moutere, Hamilton and Scotts Drains.
- Staff explained the 285 km of “classified” rivers; the X-Y-Z rating and funding systems; the Rivers disaster funds.
- Taylors acknowledged that their work programme was currently behind schedule, but gave assurances it would catch up by 30 June, given a reasonably dry period in the next three months. Work in Golden Bay and Waimeas had become a priority. (Note: Rick Lowe of MWH (NZ) Ltd will prepare a detailed report of the meeting.)

### Meeting with Stephen Richards (28 March 2012)

Met at Cemetery Road to discuss transplanting of Rhododendrons onto the access from Puketutu into the Cemetery. There are approximately 35 Rhododendrons (different varieties) which will be too many for the access.

Stephen suggested using the balance within the Cemetery, as part of the landscape/car parking upgrade. There are approximately 35 Cypress trees which will be transplanted, also native trees (mainly pittosporum varieties) but the flowering cherries will be left.

Stephen will liaise with Truebridge Callender Beach Ltd and Wahanga Ltd to work within the resource consent and Environment Court conditions for the access to the cemetery.

Additional to this issue is the planned landscaping improvement for the Motueka Cemetery (\$10,000 allocation in the 2011 – 2012 Motueka reserve fund contributions/development impact levies; possibly some money from 2009 – 2010 allocation). Stephen will have a proposal for the May 2012 meeting of the Community Board.

Final work on the Motueka Quay landscaping is to happen in April 2012 with plantings, a gravelled area for car parking, bordered by a concrete nib-kerb (rather than timber border).

### Meeting with Mark Wentworth (23 March 2012)

There is a letter in correspondence detailing Mark’s requests for improvements he is working on in the Memorial Hall. The finished product will be remarkable and provide Motueka with an auditorium and stage of a high standard.

Mark has a long list of sponsors and is requesting \$10,000 - \$12,000 from the Community Board. (Mark noted the projected surplus as detailed in a local paper, which could be erased by the \$2 reduction in the Community Board rate.)

With three months before the financial year ends it may be premature to guarantee that amount. The board can ask Mark to apply at our June 2012 (or July 2012) meeting and any decision would depend on whether the Council retains the Board's rate at the current \$14.46 (incl GST).

A recommendation will be brought forward to the June 2012 meeting, when details of the Board's projected surplus and the 2012 – 2013 Community Board rate will be known.

<b>11 MEETINGS AND ACTIVITIES MARCH 2012</b>	
1	Tasman District Council's Long Term Plan 2012 – 2022 announced.
3	Met with Ken Eccles re lease (or purchase) of extra security cameras for Motueka
5	Enquiry re details of the Kaiteriteri Stormwater Urban Drainage Area. Met with Lloyd Kennedy re various Motueka issues; library, development impact levies/reserve fund contributions, Riwaka Cemetery, Museum
6	Met with Beryl Wilkes and Kathy Tohill-Curnow to inspect Motueka parks and discuss reserves matters.
7	Contacted Sharron Goodall re Riwaka Cemetery Management and Trustees. Annual grass cost between \$10,000 and \$15,000. Contacted Community Constable Rob Crawford re Motueka Police choices for the security cameras. He pointed out poor lighting in central High Street.
8	Attended Community Services committee meeting. Meeting of Festival of Lights committee; concern re numbers.
10	Attended Riwaka River meeting conducted by Barbara Stuart (Landcare NZ) at the Resurgence. Health of river, farming activities, recreational and river flows.
11	Attended Sandy Bay FireSmart Trust meeting at Tokongawa (Pam Holyoake's).
12	Our Town Motueka meeting: Jacqui Taylor's farewell as Our Town Co-ordinator.
13	Motueka Community Board monthly meeting.
15	Attended Engineering Services Committee.
19	Attended Joint Waste Management and Minimisation Plan Hearings in Nelson. (5 – 10 minute summary of the Board's submission and questions). Attended Keep Motueka Beautiful Committee meeting.
20	Met with Andrew Bridger and Kate Markham (Abel Tasman Educational Trust) re possible liaison with the Community Board (eg litter collection, plantings, hanging baskets) and community groups. Attended Tasman Bay Promotions Association monthly meeting. Attended Long Term Plan public meetings in afternoon and evening. Various issues raised – Tapu Bay stormwater, Kaiteriteri road, domestic water, Council debt.
21	Met with Maureen Hutton (SeniorNet) and Joanne (Toy Library) re common issues. Attended Motueka Cycle Trail committee meeting.

	Festival of Lights committee meeting.
22	Contacted Steve Elkington re the Concrete and Metals contract for High Street South path. Community Board meeting re the Long Term Plan
23	Contacted John Kerridge (Motueka Cycle Trail committee) re the proposed cycle trail routes in Motueka. Met Mark Wentworth re Memorial Hall stage and curtain upgrades. Met Hon Damien O'Connor re local issues: High Street lights, Local Government proposals, Council amalgamation.
27	Lower Motueka River – Rivercare Group meeting (10 residents plus Council/MWH (NZ) Ltd/Taylors staff). Community Board meeting re the Long Term Plan (2012 – 2022) including Annual Plan (2012 – 2013).
28	Met Stephen Richards (Reserves Officer) re proposals for Motueka Cemetery; transplanting of shrubs/trees; new access to the cemetery within the Puketutu subdivision, cemetery plantings, car parking, kerbing. Attended Tasman Area Community Association monthly meeting.
29	Attended Motueka Event meeting. Community Board informal meeting re the Long Term Plan and Annual Plan.

<b>12 DRAFT RESOLUTION</b>
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**That the Motueka Community Board receives the Community Board Chair's Report.**

**Appendices**

Nil





## 7.2 DISCRETIONARY FUND APPLICATION : RIWAKA CEMETERY TRUSTEES

Decision Required

**Report To:** Motueka Community Board  
**Meeting Date:** 10 April 2012  
**Report Author:** Valerie Gribble, Executive Assistant  
**File Reference:**

Item 7.2

### REPORT SUMMARY

#### EXECUTIVE SUMMARY

To consider an application from Riwaka Cemetery Trustees for a grant of \$500 from the Motueka Discretionary Fund.

#### RECOMMENDATION/S

That the draft resolution be confirmed.

#### DRAFT RESOLUTION

**That the Motueka Community Board grant the Riwaka Cemetery Trustees \$500.00 from the Motueka Discretionary Fund for cleaning and painting the front fence of the Riwaka Cemetery.**

## 7.2 DISCRETIONARY FUND APPLICATION : RIWAKA CEMETERY TRUSTEES

Decision Required

**Report To:** Motueka Community Board  
**Meeting Date:** 10 April 2012  
**Report Author:** Valerie Gribble, Executive Assistant  
**File Reference:**

### 1 PURPOSE

- 1.1 To consider an application from Riwaka Cemetery Trustees for a grant from the Motueka Community Board Discretionary Fund.

### 2 DISCUSSION

- 2.1 The grant has been applied for to enable the cleaning and painting of the front fence at the Riwaka Cemetery.
- 2.2 A representative of the Riwaka Cemetery Trustees will be in attendance to speak to the application.

### 3 FINANCIAL

- 3.1 Up to the end of February 2012, grants totalling \$1,662 have been made from the Motueka Discretionary Fund.

### 4 DRAFT RESOLUTION

**That the Motueka Community Board grant the Riwaka Cemetery Trustees \$500.00 from the Motueka Discretionary Fund for cleaning and painting the front fence of the Riwaka Cemetery.**

## Appendices

1. Discretionary Application - Riwaka Cemetery Trustees

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RECEIVED  
29 MAR 2012

# Motueka Community Board

C/- Tasman District Council  
Motueka Service Centre  
7 Hickmott Place  
P.O. Box 123  
Motueka 7161  
Phone 03 528 2022



## Discretionary Fund Application Form

Name of Applicant:	Riwaka Cemetery Trustees
Address of Applicant:	c/- Mrs SJ Goodall, 5 Goodall Rd, Riwaka
Telephone Number:	5288449
History of community group or individual represented:	late 1980s
Amount applied for: (under \$500)	\$500.00
Details of project:	To clean a paint front fence
Who/What will benefit in Motueka community from the project:	Residents & Passersby of Cemetery
Description of voluntary time and money contributions/donations:	All work done at the Cemetery is done voluntarily apart from Sextons fees
Outline other attempts to raise funding:	—
Intended use of funds: (Quotes to be provided)	To clean a paint front fence

Signed: [Signature]  
(Criteria over page)

Date: 28.03.12

Item 7.2

Attachment 1

**Discretionary Fund Guidelines**

- There is a \$500 maximum for applications for non Motueka Community Board initiated projects.
- Funds to be allocated through quarterly funding rounds.
- Applications should be made two weeks before Motueka Community Board considers quarterly funding allocations.
- Applicants may be given less than they apply for.
- Projects must be completed within nine months of receiving funding.
- Successful applicants report back to Motueka Community Board on the project and how the funding was used, within nine months of receiving funding. Community Board support staff to follow this up.
- Exceptional and unique circumstances will be considered.

Applications are to be handed in to Motueka Office, 7 Hickmott Place, Motueka or emailed to [MCB@tasman.govt.nz](mailto:MCB@tasman.govt.nz)

Applicants will be expected to speak to their application at Community Board meeting.

**The Motueka Community Board will make allocations from its fund to support projects relevant to the following 3 categories:**

**Category A: Projects**

A pool of \$4,654 pa will be available for community projects. These projects should as a rule benefit the Motueka community as a whole rather than individuals.

**Category B: Board Activities**

A pool of \$1,000 pa will be available for Board related activities, which may include such items as attendance at conferences or training workshops, advertising and communication, undertaking community surveys/questionnaires, and hosting functions

**Category C: Youth Development Fund**

A pool of \$1,000 pa will be available for youth-related activities. This may include events organised by youth, for youth, or on behalf of youth.

If funds earmarked for Categories **B** and **C** are unused at the time of the final funding round of the financial year, these funds shall be released into the general fund, and may be offered to previous unsuccessful, but worthy applications, and/or utilised in Board initiated projects.

Application forms are available from Motueka Office, online, [tdc.govt.nz/index.php?MotuekaCommunityBoard](http://tdc.govt.nz/index.php?MotuekaCommunityBoard) and at the Motueka library.

**Existing Discretionary Fund Guidelines**

- Applications should be made before an event
- Applicants may be given less than they apply for
- Report back to community board on how project went.
- Exceptional and unique circumstances will be considered

Applications should be made at the beginning of each calendar month, to be addressed at that month's meeting. A decision is to be made within six weeks. Applications are to be handed in to Motueka Service Centre. Community Board meeting are the second Tuesday of each month at 4.30 pm. Applicants will be expected to speak to their application at Community Board meeting. Application forms are able to be picked up from Motueka Service Centre, as well as available on the internet, and at the library.

The Motueka Community Board will make allocations from its fund in accordance with the following criteria.

**Category A: Projects**

A pool of \$4,654 pa will be available for community projects. These projects should as a rule benefit the Motueka community as a whole rather than individuals. Requests for funding should be in writing and presented to the board at an open meeting.

**Category B: Board Activities**

A pool of \$1,000 pa will be available for Board related activities, which may include such items as attendance at conferences or training workshops, advertising and communication, undertaking community surveys/questionnaires, and hosting functions.

**Category C: Youth Development Fund**

A pool of \$1,000 pa will be available for youth-related activities. This may include events organised by youth, for youth, or on behalf of youth.



### 7.3 FEBRUARY 2012 FINANCIAL REPORT

Decision Required

**Report To:** Motueka Community Board  
**Meeting Date:** 10 April 2012  
**Report Author:** Murray Staite, Corporate Services Manager  
**File Reference:**

Item 7.3

#### **REPORT SUMMARY**

##### **EXECUTIVE SUMMARY**

The February 2012 accounts are included in the agenda.

##### **RECOMMENDATION/S**

That the report be received.

##### **DRAFT RESOLUTION**

**That the Motueka Community Board receives the February 2012 financial report.**

### 7.3 FEBRUARY 2012 FINANCIAL REPORT

**Decision Required**

**Report To:** Motueka Community Board  
**Meeting Date:** 10 April 2012  
**Report Author:** Murray Staite, Corporate Services Manager  
**File Reference:**

#### 1 FEBRUARY 2012 FINANCIALS

- 1.1 Attached is the Motueka Community Board income and expenditure statement for January 2012.
- 1.2 If any member has any questions on these financials, please contact me prior to the meeting to enable collation of the necessary information.

#### 2 DRAFT RESOLUTION

**That the Motueka Community Board receives the February 2012 financial report.**

#### Appendices

1. February 2012 Financials

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**TASMAN DISTRICT COUNCIL**  
**Motueka Community Board**  
**February 2012**

	Month Actual	Month Budget	Month Budget %	YTD Actual	Annual Budget	YTD Budget %
<b>Charges</b>						
<i>Remuneration</i>						
Chairperson Monthly Salary	\$911	\$1,027	89%	\$7,269	\$12,323	59%
Members(3)	\$1,366	\$1,540	89%	\$10,904	\$18,480	59%
<i>Council Staff</i>						
	Month					
	<i>hrs</i>	<i>rate</i>				
Senior Staff	3	172				
Professional Staff	0.5	110				
Secretarial	15.5	70				
	\$516	\$971	53%	\$3,268	\$11,647	28%
	\$55	\$189	29%	\$1,348	\$2,266	59%
	\$1,085	\$991	109%	\$4,655	\$11,897	39%
<i>Miscellaneous</i>						
	<i>pages</i>	<i>rate</i>				
Photocopying	2196	0.1				
	\$220	\$95	232%	\$1,211	\$1,138	106%
Community Board discretionary fund	\$0	\$468	0%	\$1,622	\$5,614	29%
Board Related Activities	\$0	\$83	0%	\$621	\$1,000	62%
Youth Development Fund	\$0	\$83	0%	\$0	\$1,000	0%
Contingency allowance	\$0	\$129	0%	\$0	\$1,545	0%
Cost of Elections	\$83	\$83	100%	\$664	\$1,000	66%
Special Projects	\$0	\$1,819	0%	\$7,000	\$21,824	32%
<b>Total Charges</b>	<b>\$4,235</b>	<b>\$7,478</b>	<b>57%</b>	<b>\$38,562</b>	<b>\$89,734</b>	<b>43%</b>
<i>Less</i>						
Income from Motueka Market	-\$2,479	\$0	0%	-\$4,636	\$0	\$0
Ratepayer Association Offset	-\$1,386	-\$1,386	100%	-\$11,088	-\$16,629	67%
CCB Rate	-\$5,409	-\$5,409	100%	-\$43,271	-\$64,905	67%
<b>Net Charges January 2012</b>	<b>-\$5,039</b>	<b>\$683</b>	<b>151%</b>	<b>-\$20,433</b>	<b>\$8,200</b>	<b>-109%</b>

**Equity**

Opening Credit Balance 1 July 2011	\$ 38,375
Less balance of Reserve Funds Committed for Engineering Works	-\$ 10,000
Net Income February 2012	\$ 20,433
Closing Credit Balance 29 February 2012	<u>\$ 48,808</u>

**Discretionary Fund**

Afternoon tea for elderly	440
Sponsorship Good Vibes fireworks display	500
Motueka Online annual domain renewal fee	182
Grant for Hanging Basket	500
	<u>1622</u>



## 7.4 SPECIAL PROJECTS : MOTUEKA COMMUNITY BOARD

Decision Required

**Report To:** Motueka Community Board  
**Meeting Date:** 10 April 2012  
**Report Author:** David Ogilvie, Motueka Community Board Chair  
**File Reference:**

### REPORT SUMMARY

#### EXECUTIVE SUMMARY

To consider special projects to be funded with Board's \$5 levy.

#### RECOMMENDATION/S

That the draft resolution be confirmed.

#### DRAFT RESOLUTION

**That the Motueka Community Board confirms the expenditure of \$13,000 from its accounts to fund the upgrade of the High Street South footpath. (Note: this involves a widening of the path to 2.5 metres and applying a two-coat 4 and 6 chip seal for approximately 400 metres north from 559 High Street South to link with the existing footpath near Toad Hall.)**

**7.4 SPECIAL PROJECTS : MOTUEKA COMMUNITY BOARD**

Decision Required

**Report To:** Motueka Community Board  
**Meeting Date:** 10 April 2012  
**Report Author:** David Ogilvie, Motueka Community Board Chair  
**File Reference:**

**1 PURPOSE**

- 1.1 To consider allocation of funds from the Board's \$5 per rateable unit levy (plus \$15,000 from 2010 – 2011 surplus).

**2 PRESENT SITUATION/MATTERS TO BE CONSIDERED**

- 2.1 The allocation of funds from the Board's \$5 per rateable unit levy (plus \$15,000 from 2010 – 2011 surplus):

- Mobile Scooter/Pram Crossings	\$7,500
- Queen Victoria Street path from Whakarewa Street	\$12,000
- Security Cameras	\$5,316
- High Street South path	<u>\$12,000</u>
	\$36,816

- a) The Council's Engineering Services Department agreed to pay any extra funding required for the Queen Victoria Street path. (Probably \$1,000 plus the cost of a timber border.)
- b) The High Street South path will cost \$13,000 and the extra cost will come from the Community Board's 2011 – 2012 surplus (projected to be \$20,000 - \$25,000).

**3 DRAFT RESOLUTION**

**That the Motueka Community Board confirms the expenditure of \$13,000 from its accounts to fund the upgrade of the High Street South footpath. (Note: this involves a widening of the path to 2.5 metres and applying a two-coat 4 and 6 chip seal for approximately 400 metres north from 559 High Street South to link with the existing footpath near Toad Hall.)**

**Appendices**

Nil

**7.5 MOTUEKA PROJECTS/ACTIVITIES/INTERESTS 2011 – 2012.**

**Decision Required**

**Report To:** Motueka Community Board  
**Meeting Date:** 10 April 2012  
**Report Author:** David Ogilvie, Motueka Community Board Chair  
**File Reference:**

**Item 7.5**

**REPORT SUMMARY**

**EXECUTIVE SUMMARY**

The agenda contained a list of Motueka Projects/Activities/Interests 2011 – 2012.

**RECOMMENDATION/S**

That the report be received.

**DRAFT RESOLUTION**

**THAT the Motueka Community Board receives the Motueka Projects/Activities/Interests 2011 – 2012.**

**7.5 MOTUEKA PROJECTS/ACTIVITIES/INTERESTS 2011 – 2012.****Decision Required**

**Report To:** Motueka Community Board  
**Meeting Date:** 10 April 2012  
**Report Author:** David Ogilvie, Motueka Community Board Chair  
**File Reference:**

**1 PURPOSE**

To update Community Board members on current Motueka projects and activities.  
 \*page numbers relate to the 2011-2012 Annual Plan.

No	Subject	TDC Department, Manager, Staff	Progress/Action
1	Domestic Water *P79-88  Funding by: Motueka Water Account - Rate - Metered charges	Jeff Cuthbertson Kim Arnold  Engineering Services (Peter Thomson)	Water main along Poole Street (\$300,000)  Motueka reticulation dependent on government subsidy and community support (\$20m approx)  Ongoing management/maintenance (\$195,984)  Review the Water and Sanitary Service Assessment (2005 Draft)  Coastal Tasman Area water supply pipeline, investigation and design (\$1,046,665).  The Public Health Risk Management Plan (PHRMP) for the Kaiteriteri Domestic Water Supply scheduled for completion. (Requirement of Health Act 2007). Any non- compliance to be remedied in a future work programme.

2	<p>Stormwater P97 – 104</p> <p>Motueka UDA; District Area</p> <p>Funding by: Stormwater UDA rates</p>	<p>Jeff Cuthbertson David Stephenson</p> <p>Engineering Services (Peter Thomson)</p>	<p>Complete stormwater quality management plan (SQMP)</p> <p>Motueka Reticulation Improvements (\$98,738)</p> <p>High Street (Poole Street to Fearon Street)</p> <p>Poole Street – upgrade existing stormwater pipes along Poole Street and High Street to link with the 1300 stormwater pipe in Fearon Street. (\$508,637)</p> <p>Little Kaiteriteri – Upgrade manholes and extend pipe to prevent surge. Torlesse Drive and Rowling Road. (\$275,043)</p> <p>Ongoing management (\$231,269)</p>
3	<p>Wastewater P89 – 95</p> <p>Motueka Wastewater UDA</p> <p>Funding by: Water closet fee \$633.55 inc GST</p>	<p>Jeff Cuthbertson Kim Arnold</p> <p>Engineering Services (Peter Thomson)</p>	<p>Motueka Treatment Plant upgrade (\$500,000)</p> <p>Complete replacement of High Street main (\$422,792)</p> <p>Upgrade Breaker Bay pump station (\$80,187); Honeymoon Bay electrics (\$96,642).</p> <p>Ongoing management and maintenance</p>
4	<p>Solid Waste P105 – 109</p> <p>Refuse; Recycling Promotion waste minimisation</p> <p>Funding by: a) General Rates b) Refuse/Recycling rate (\$127.73) inc GST</p> <p>Mariri Resource Recovery Centre</p>	<p>David Stephenson</p> <p>Engineering Services (Peter Thomson)</p>	<p>Prepare a Waste Management and Minimisation Plan (to replace the current Waste Management Plan)</p> <p>Kerbside recycling and solid waste collection services.</p> <p>Mariri Resource Recovery Centre: Ongoing management and maintenance (\$784,221). General site works (\$284,264)</p>

	Funding by: a) General Rates b) Fees & Recoveries		
5	Rivers P111 – 118  Funding by: a) Riverworks rates b) Lower Motueka Stopbank Rate Area A \$0.00966 inc GST per \$ of land value Area B \$0.00184 inc GST per \$ of land value	Philip Drummond  Engineering Services (Peter Thomson)	Annual Operating Management Plan (AOMP) includes vegetation clearing and rockwork in the “classified” Lower Motueka, Moutere (\$343,135) and Riwaka Rivers (\$103,586).  Lower Motueka River Flood control investigation and design (\$153,591).
6	Transportation P58 – 68  Funding by: a) General Rate b) NZTA subsidy District Total Funding \$28.87m	Gary Clark Steve Elkington Selwyn Steedman  Engineering Services (Peter Thomson)	Turner’s Bluff realignment on the Riwaka to Kaiteriteri Road (\$650,000)  Wharf Road walkway  Ongoing maintenance of all transportation activities.  New footpaths, kerb and channel, minor safety improvements
7	Coastal Structures P69 – 73  Total Funding: \$1.76m	Gary Clark Jim Frater  Engineering Services (Peter Thomson)	Remedial work on erosion at Jackett Island (\$150,000)  Ongoing maintenance and management of wharves and jetties at Motueka, Riwaka, Marahau and Torrent Bay.
8	Airport P74 – 77  Funding by: Fees and General Rates	Gary Clark Jim Frater  Engineering Services (Peter Thomson)	Ongoing maintenance and management of the Motueka Airport Review Activity Management Plan, Asset Management Plan and Emergency Plan (\$15,000)
9	Environment and Planning P33 – 55  Funding by: a) General Rates b) Fees and Recoveries	Dennis Bush-King Steve Markham Rose Biss Phil Doole Rob Francis Pauline Webby	Motueka Central and West Strategic Development Plan; prepare plan change, consultation, submissions and hearings  Review Regional pest



	<p>District total funding \$13,689,305</p>		<p>Management Strategy</p> <p>Complete Part IV of the TRMP – Rivers and Lakes</p> <p>Water Resource investigations</p> <p>Process resource consent applications; monitor compliance</p> <p>Implement Environmental Education Strategy</p> <p>Discharge statutory functions in public health, building, rural fires etc</p> <p>Review Motueka Water Management Zone (Variation 66) (Appeal resolution pending; Mediation; Court hearing possible)</p> <p>Rural Futures: rural policy review arising from Rural Futures feedback</p> <p>Indigenous bio-diversity management and action plan for advocacy.</p> <p>Update text and maps of Regional Coastal Plan for operative status</p> <p>Kina to Marahau Landscape Study (strategic development review)</p>
<p>10</p>	<p>Library P121 – 128</p> <p>Funding by: General Rates</p> <p>District Total Funding \$2.6m</p>	<p>Glennis Coote Helen McCubbin</p> <p>Community Services (Lloyd Kennedy)</p>	<p>Investigate options for increasing the Motueka Library floor area (at 453m<sup>2</sup> is 50% of LIANZ standard)</p> <p>Ongoing delivery of library services</p> <p>Increase in book numbers</p> <p>Renovation of the website to allow for delivery of digital services</p>

11	<p>Community Grants and Cultural Services and Community Recreation P129 – 138</p> <p>Funding by: General Rates Total District Funding \$1.43m</p>	<p>Mike Tasman-Jones</p> <p>Community Services (Lloyd Kennedy)</p>	<p>Administer various contestable funds</p> <p>Allocation of funding to Motueka Museum</p> <p>Support of regional recreation programmes and community events</p> <p>Completion of a youth strategy</p>
12	<p>Parks and Reserves P141 – 148</p> <p>Community Buildings and Facilities P151 – 169, 191</p> <p>Funding by: a) General Rates b) Fees and Recoveries c) District Facilities Rate</p> <p>Total District Funding \$15.06m</p>	<p>Beryl Wilkes Glenn Thorn Kathy Tohill-Curnow Steve Richards Francie Wafer</p> <p>Community Services (Lloyd Kennedy)</p>	<p>Ongoing management and maintenance</p> <p>Prepare a Reserves Strategy</p> <p>Complete a Community Halls Strategy</p> <p>Investigate and plan for a pool for Motueka (to be built in 2012 – 2013) (\$750,000 for 2011/2012).</p>
13	<p>Motueka Reserve Financial Contributions P193 – 197</p> <p>Funding by: 5.5% levy for subdivisions and developments</p>	<p>Community Services (Lloyd Kennedy)</p>	<p>Refer to separate projects sheet</p>

## 2 DRAFT RESOLUTION

**THAT the Motueka Community Board receives the Motueka Projects/Activities/Interests 2011 – 2012.**

### Appendices

Nil

**7.6 SERVICE REQUESTS REPORT.**

**Decision Required**

**Report To:** Motueka Community Board  
**Meeting Date:** 10 April 2012  
**Report Author:** David Ogilvie, Motueka Community Board Chair  
**File Reference:**

**Item 7.6**

**REPORT SUMMARY**

**EXECUTIVE SUMMARY**

A list of service requests for March 2012 is attached.

**RECOMMENDATION/S**

That the report be received.

**DRAFT RESOLUTION**

**THAT the Motueka Community Board receives the Service Requests Report.**

**7.6 SERVICE REQUESTS REPORT.**

**Decision Required**

**Report To:** Motueka Community Board  
**Meeting Date:** 10 April 2012  
**Report Author:** David Ogilvie, Motueka Community Board Chair  
**File Reference:**

**1 PURPOSE**

A list of service requests submitted by the Motueka Community Board is attached for Community Board Members' information.

**2 DRAFT RESOLUTION**

**THAT the Motueka Community Board receives the Service Requests Report.**

**Appendices**

1. Service Requests

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SR No:	Date Raised	Location	Subject	Status From Dept	Progress	Date Completed	Requested By
2-18995	7/03/12	Thorp Street	Between 81 and 83 Thorp Street there is a piece of roadworks that has not been resealed. Approximately 6-10 metres		programmed in to roading maintenance		DO
2-18996	7/03/12	Woodlands Avenue	The walkway signs between Hurfam St and Woodlands Ave need to be set in concrete. They are often pointing the wrong way.			28/03/12	DO
2-18997	7/03/12	High Street - Whakarewa Street corner	The sportpark direction sign on the corner of High and Whakarewa Streets has been twisted and partly broken.			8/03/12	DO
2-18998	7/03/12	Chr Atkins & Parker Streets	There is a deepening pothole and the seal is breaking up in the centre of this intersection		programmed in to roading maintenance		DO
45273	7/03/12	Thorps Bush	One of the swings in Thorps Bush has been broken. Mr Ogilvie would like it to be replaced with a toddler's swing with a harness etc		Glenn Stevens advised this is not possible as the seat is frequently vandalised in this playground		DO

EMot Comm Bd SR: Lynnda Quartly 29/03/2012



## 7.7 ACTION ITEMS REPORT

Decision Required

**Report To:** Motueka Community Board  
**Meeting Date:** 10 April 2012  
**Report Author:** David Ogilvie, Motueka Community Board Chair  
**File Reference:**

Item 7.7

### REPORT SUMMARY

#### EXECUTIVE SUMMARY

The agenda contains a list of Action items – current issues.

#### RECOMMENDATION/S

That the report be received.

#### DRAFT RESOLUTION

**THAT the Motueka Community Board receives the Action Items Report.**

## 7.7 ACTION ITEMS REPORT

Decision Required

**Report To:** Motueka Community Board  
**Meeting Date:** 10 April 2012  
**Report Author:** David Ogilvie, Motueka Community Board Chair  
**File Reference:**

### 1 PURPOSE

To consider current action items.

### 2 DISCUSSION

1. Action Items – Current Issues

#### Council

1. Proposal for the Union of Tasman District and Nelson City. Local Government Commission. Final Re-organisation Scheme in February 2012; Voting in April 2012
2. Draft Long Term Plan February 2012 for submissions. Close 3 April 2012.
3. Motueka Airport: governance and operational management.
4. Relationship with Community Boards; delegations, speaking rights, officer support.

#### Corporate Services

1. End of year financial statements and balance sheets:
  - a. Port Motueka Endowment Fund

#### Environment and Planning

1. Motueka Central & West Structure Plan. Further consultation programmed, following mediation on leasehold issues.
2. Riwaka Piggery – odour, noise and effluent concerns.
3. Creation of an industrial-zoned area along Wharf Road; meetings with Iwi and Department of Conservation.
4. Tasman Resource Management Plan rules re “forestry slash” and “skid sites”.

#### Engineering Services

1. Motueka Transport Study – priorities, projects planned, New Zealand Transport Agency liaison and funding support. Meeting of New Zealand Transport Agency/Tasman District Council on 16 March 2012
2. Lower Motueka River Flood Control. Next stage involves the consultation and submission process in the Long Term Plan.
3. Domestic Water issues – Coastal pipeline with Environment Court, mediation process and formal hearing February 2012.
4. Kaiteriteri – Riwaka Road : timetable for upgrade
  - a. Turners’ Bluff project – completion suspended (archaeological find)
  - b. Rowling Road to Martins Farm Road footpath, set for 2012 - 2013



5. Improved street lighting to Engineering Services standard, particularly in commercial and central Motueka areas.
6. Motueka River Management: Rivercare Group meeting on Annual Operating Management Programme (AOMP) due in March 2012.
7. Litter:
  - a. Maintenance of litter bins; additional bins
  - b. Litter collection issue
8. Shared paths:
  - a. Fearon Street to Staples Street, along Thorp Street
  - b. Staples Street
  - c. High Street South
9. Cycle lanes in Motueka:
  - a. Pah Street, Grey Street, Whakarewa Street, Woodlands Avenue
10. Footpath
  - a. High Street South
  - b. Pah Street (to the marae)
  - c. Queen Victoria Street (Whakarewa Street to the marae)
11. Infrastructure upgrade: Wastewater Pipe Renewals
  - a. High Street, Lowe Street and Wratt Street
  - b. Moffatt Street, Boyce Street, York Street area
  - c. Thorp Street/Greenwood Street intersection
12. Stormwater issues:
  - a. Thorp Street north;
  - b. Riwaka : Little Sydney Flooding
  - c. Whakarewa Street/Queen Victoria Street corner
  - d. Maintenance of the open drains
13. Financial details of roading expenditure in the Motueka Ward over recent years.
14. Parker Street. Is there a programme to upgrade Parker Street?
15. Walkway from Te Maatu to Poole Street.
16. Walkway from River Bridge debris
17. Port Motueka Groyne; Erosion at Jackett Island

### **Community Services**

1. Glenaven Reserve – drainage upgrade
2. Tapu Bay Reserve Coastcare project – Community Services staff to speak with Engineering Services staff about the availability of “sand re-nourishment” material from the Turners Bluff re-alignment works. (4000 m<sup>3</sup> required).
3. Motueka Quay parking and landscape plan – resource consent approved. Project to be completed March 2012
4. Deck’s Reserve plaques – sponsors being sought.
5. Motueka Library. RDT Pacific (Don Robertson) contracted to prepare the feasibility report for this development. Building to increase by 617m<sup>2</sup> to meet NZ Libraries Association standards based on the population the Library serves.
6. Playground equipment – Deck’s Reserve, Memorial park, Ledger Goodman Reserve. Maintenance programme
7. Motueka and Lower Moutere Cemetery improvements.
8. Memorial park:
  - a. Boundary fence
  - b. Storage facility repainted

9. National Cycleway:
  - a. Route from Mapua to Motueka/Riwaka
  - b. Kaiteriteri, Motueka Valley
10. Motueka Tennis Courts:
  - a. Perimeter nets funding
  - b. Stormwater ponding on walkway
11. Motueka River “reserve” areas – public access
12. Moutere Inlet – Forum concept (similar to Waimea)
13. Motueka Entry – “overall” plan for the area from the Moutere River bridge to Clock Tower corner. A strategic landscape plan
14. Development Levies : Reserves – 2010 to 2011 actual expenditure compared with the 2010 – 2011 budget. Consideration of expenditure for any surplus 2012 – 2013 programme queries
15. Thorp’s Bush: fence off the central path.
16. Kaka Beach Sculpture: installation timetable

### General

1. “Small projects” – allocation of funding, accountability
2. Community Litter Collection
3. Security cameras
4. School travel survey
5. Street re-naming: High Street North, Wharf Road.

<b>3 DRAFT RESOLUTION</b>
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**THAT the Motueka Community Board receives the Action Items Report.**

### Appendices

Nil

## 8 CORRESPONDENCE

### 8.1 CORRESPONDENCE: MARCH 2012

Decision Required

**Report To:** Motueka Community Board  
**Meeting Date:** 10 April 2012  
**Report Author:** David Ogilvie, Motueka Community Board Chair  
**File Reference:**

### REPORT SUMMARY

#### EXECUTIVE SUMMARY

The inwards and outwards correspondence for March 2012 is included in the agenda.

#### RECOMMENDATION/S

That the correspondence be received.

#### DRAFT RESOLUTION

**That the Motueka Community Board receives the March 2012 correspondence.**

**8.1 CORRESPONDENCE: MARCH 2012**

**Decision Required**

**Report To:** Motueka Community Board  
**Meeting Date:** 10 April 2012  
**Report Author:** David Ogilvie, Motueka Community Board Chair  
**File Reference:**

**1 PURPOSE**

1.1 To receive the correspondence for the information of the Board.

**2 DRAFT RESOLUTION**

**That the Motueka Community Board receives the March 2012 correspondence.**

**Appendices**  
Nil