

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

Date: Tuesday 20 August 2019
Time: 4.00pm
Meeting Room: Motueka Office
Venue: 7 Hickmott Place
Motueka

Motueka Community Board

AGENDA

MEMBERSHIP

Chairperson	B Maru
Deputy Chairperson	R Horrell
Members	C Hutt B Dowler Cr P L Canton Cr P H Hawkes Cr D J Ogilvie

(Quorum 4 members)

Contact Telephone: 03 528 2015
Email: verity.simpson@tasman.govt.nz
Website: 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, 16 July 2019, be confirmed as a true and correct record of the meeting.

6 PRESENTATIONS

Nil

7 REPORTS

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8 CORRESPONDENCE

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9 CONFIDENTIAL SESSION

Nil

7 REPORTS

7.1 FOOTPATH AND PEDESTRIAN IMPROVEMENTS MOTUEKA

Information Only - No Decision Required

Report To:	Motueka Community Board
Meeting Date:	20 August 2019
Report Author:	Steve Elkington, Senior Road Engineer
Report Number:	RMCB19-08-1

1 Summary

- 1.1 This report covers the footpath improvements completed in Motueka for the 2018/19 financial year and the planned footpath and road drainage improvements for the 2019/20 financial year. The report also notes the funding sources for this work.
- 1.2 Pedestrian improvement works in Motueka are also discussed.

2 Draft Resolution

That the Motueka Community Board receives the Footpath and Pedestrian Improvements Motueka Report RMCB19-08-1;

3 Purpose of the Report

- 3.1 This report provides an update of footpath upgrades completed last financial year and the work planned to footpaths, kerb and channels and sumps in Motueka for this financial year.
- 3.2 The report also discusses proposed pedestrian improvements identified by Cr Ogilvie and the proposed funding and construction timing of this work.

4 Background and Discussion

- 4.1 Table 1 below shows the footpath improvements completed in Motueka township in the 2018/19 financial year:

Road Name	Location	Description	Indicative Expenditure
Saxon Street	Eastern side path between No.14 to No.19	Old and badly cracked concrete footpath, replaced with 1.5m wide concrete path including upgraded vehicle accessways	\$35,000
Vosper Street	Western side path from Selwyn Street to Greenwood Street	New widened concrete path replaced old narrow 1m wide concrete path.	\$20,000
Greenwood Street	Northern side	Replace badly cracked footpath	\$7,000
Greenwood Street	South side	Replace badly cracked footpath	\$9,000
High Street – overhead to ground project	Western side between Poole Street to Parker Street. Note: Concrete section from Parker Street to northern end, replaced full width at Network Tasman's cost	Entire width of path resurfaced and old accessways replaced with redundant ones walled up. Pram crossings replaced.	\$56,000 (Council share)
High Street – overhead to ground project	Eastern Side	Minor footpath repaired with this project	TBC
Motueka Township – Footpath grinding	Various locations	Grind off high lips between joints of concrete slabs	\$2,000

4.2 Table 2 sets out the proposed footpath, kerb and sump works planned to be carried out this financial year:

Road Name	Location	Description	Indicative Expenditure
Fearon Street	Southern side from High Street to Saxon Street	Construct 1.8m wide path and replace kerb and channel including new sump	\$70,500
Tudor Street	Southern side in front of Mitre 10	Replace old kerb and channel and reconstruct footpath	\$17,300
Greenwood Street	Northern side from High Street towards the Pharmacy carpark	Reconstruct old concrete path. Note: NTL are looking to lay a new power cable through this section later in 2019	\$ Cost share with NTL
Boyce Street	Northern side	Replace kerb and channel	\$13,000
Wilkinson Street (provisional)	Eastern side	Replace kerb and channel	\$20,000
New footpath at Brooklyn – Motueka West Bank Road	Western side from Brooklyn Valley Road to Mickell Road	Construct 1.5m wide path including a footbridge over the Brooklyn Stream	\$95,000 Note, this work may be constructed in 2020/21 with a package of similar work
Motueka township – footpath grinding and Footpath repairs	Various locations to be determined.	Grind off high lips between joints of concrete slabs and replace sections of path	To be programmed
Thomason Avenue new soak pit	Corner of Queen Victoria Street. Required due to a single soak pit draining multiple sumps	Soak pit and pipe connection to existing soak pit in roadway	\$12,000
Package of sump improvements	To be determined	Replace sumps and install back entries to increase intake capacity	To be confirmed

4.3 Table 3 below sets out the pedestrian safety improvements identified by Cr Ogilvie. Also included is brief solution and funding source:

Road Name	Issue	Proposed Solution	Funding Source
Poole Street pedestrian improvements	Kerb crossing point to access walkway through to Memorial Park, Library, the kindergarten and Pah Street	Either kerb build-outs or speed table	Low Cost Low Risk Programme, based on ranking in matrix. (Subsidised by NZTA)
Tudor Street Pedestrian Refuge at High Street	Busy intersection with long crossing distance.	Investigate a mountable island.	Low Cost Low Risk Programme, based on ranking in matrix. (Subsidised by NZTA)
Whakarewa Street Pedestrian refuge between High Street and Coppins Place	Wide road with long crossing distance. Intersection with High Street demanding good level of confidence at busy times to cross road	Ideally, construct a pedestrian refuge to reduce the crossing distance, while keeping with in the desire line of High Street pedestrians	Low Cost Low Risk Programme, based on ranking in matrix. (Subsidised by NZTA)
Various pram ramps	New locations for pram ramps and some existing ramps are too steep or, the channel crossing requires reconstructing, or both.	Reconstruct pram ramps and crossings to meet standards, where site restrictions permit.	Low Cost Low Risk Programme, or Footpath Maintenance and Renewal budgets. (All of the above Subsidised by NZTA)

5 Discussion and Funding Source

Footpath Maintenance

- 5.1 Footpath maintenance includes replacing various short sections of path including footpath grinding.
- 5.2 The footpath sites identified for repair in Motueka will require prioritising against other repairs across the District to match available funding. One section of path for repair is in Edwin Chambers Drive, where tree roots are tilting the slabs.
- 5.3 The Council funds footpath repairs across the entire District from the footpath maintenance budget. There is no formula used to determine the amount of funding for this work on a Ward basis but simply as the need arises. However, Motueka receives a large share of this funding due to the age and condition of its paths.
- 5.4 In previous years, funding of footpath maintenance was 100% funded by Council, whereas now, NZTA subsidises this work at a Funding Assistance Rate (FAR) of 51%.

Footpath & Drainage Renewals – Including Kerbs and Sumps

- 5.5 The footpath renewal sites identified for the 2019/20 financial year have been programmed to proceed in the first six months and funded from the Council's subsidised footpath renewals budget.
- 5.6 In previous years, funding to renew footpaths was fully at the Council's expense, NZTA now subsidises this work at a FAR of 51%.
- 5.7 Kerb and channel including sump upgrades identified for this current financial year will be funded from the Council's subsidised road drainage renewals budget. Work is in hand to confirm a package of sumps for upgrading in Motueka. Last year 15 sumps were replaced with larger sump boxes and back entries.
- 5.8 The drainage renewals budget is subsidised by NZTA at a FAR of 51%.
- 5.9 A new soak pit to be installed in the wide berm of Thomason Avenue will be funded from the Council's subsidised road drainage renewals budget.

New Footpath Site- Brooklyn

- 5.10 The proposed new path including a pedestrian bridge along Motueka River West Bank Road at Brooklyn will be funded from the Council's subsidised new footpaths budget. The planned work for construction is likely to occur in the 2020/21 financial year.

Poole Street Pedestrian Safety Improvement – Opposite Walkway to Memorial Park

- 5.11 In Poole Street opposite the walkway to Memorial Park there are no pram ramps to cross over the kerb allowing pedestrians, particularly mobility scooter users and those pushing prams, to cross the road. While some pedestrians use existing vehicle access crossings, these locations are not ideal. The paths on both sides of Poole Street are too narrow to construct a ramp at safe grade and permit someone to continue along the path without traversing the steep sloping ramp. The options for providing a pedestrian facility are limited and could include, subject to investigation, kerb build outs, similar to Greenwood Street, or constructing a speed table, similar to the concept in Trewavas Street.
- 5.12 The Council's low cost low risk budget is typically the funding source for this work which NZTA subsidises at a FAR of 51%.
- 5.13 The project ranks in the Council's matrix at number 36. Unfortunately, in terms of its timing for construction, the project may be some years away.
- 5.14 An alternative funding source could be from the Motueka Community Board's Special Projects fund.
- 5.15 At this stage, Council staff intend to develop a suitable solution for pricing and will then discuss funding options with the Community Board allowing, hopefully, for this work to proceed this year.

Whakarewa Street Pedestrian Safety Improvement - Between Coppins and Manoy Streets

- 5.16 The proposed pedestrian improvement in Whakarewa Street near Manoy Street is currently ranked at 36 in the Council's low cost low risk matrix.
- 5.17 The funding of this work would also come from the Council's Low Cost Low Risk budget.
- 5.18 In terms of the timing for construction, the project may be some years away, unless the Council wishes to include this as a separate project in the next review of the Long Term Plan.

- 5.19 Due to the width of Whakarewa Street, a pedestrian refuge would be a suitable solution. However, there is also a need to consider the desire line to cross Whakarewa Street at the High Street intersection nearby, where there is probably a higher need. Therefore, the placing of the pedestrian facility is critical to ensuring greatest use.
- 5.20 An indicative cost for this work would be in the order of \$40,000, especially if kerb build-outs are added.

Tudor Street Pedestrian Safety Improvement - at High Street Intersection

- 5.21 This intersection has a wide crossing distance comprising three traffic lanes as well as turning traffic from High Street approaching from two directions. For pedestrians with less confidence and agility, as well as parents with small children, crossing the road here can be very unnerving. The ideal proposal would include a central refuge. However, this would need to be mountable, enabling large or long vehicles to turn freely.
- 5.22 This project is currently ranked at number 5 in the low cost low risk matrix and planned for construction in 2022/23, subject to developing a suitable design.
- 5.23 An indicative cost for this work would be in the order of \$40,000, especially if kerbs need altering. If a lower cost option could be safely implemented, it is possible this could be funded from the Council's "reactive safety improvements" budget which is an annual district-wide budget of \$100,000 to address emerging minor safety hazards on the road network, generally up to an individual site cost of \$10,000.

Pram Ramp Improvements – Motueka

- 5.24 Funding to upgrade pram ramps is either from the Council's footpath renewals budget when replacing the footpath or, from the low cost low risk budget, where the work is considered as a safety improvement, or where a ramp is required.
- 5.25 From the sites identified by Cr Ogilvie only two sites have existing pram ramps that are identified as too steep; these are at the intersections of Wilkinson and Wallace Streets and Thorp Street and Harbour Road.
- 5.26 Within the low cost low risk budget, a sum is set aside for reactive safety improvements where a safety issue becomes evident during the year necessitating urgent action, or due to road maintenance work where an associated safety improvement has been identified.
- 5.27 For the 2019/20 financial year the low cost low risk budget is fully committed.
- 5.28 An alternative option is for the Motueka Community Board, to fund the installation of pram ramps at those sites where one doesn't exist, through its special project fund.

<h2>6 Strategy and Risks</h2>

- 6.1 The improvements to the footpath network for Motueka Ward will improve safety of vulnerable road users and encourage less confident and able pedestrians to use the walking network. This is a key issue identified in the Council's Transportation Activity Management Plan.
- 6.2 The planned drainage improvements to the kerb and channel and sumps are due to age and impact of ponding water on the roadway. The upgrade and replacement of sumps will increase capacity to reduce risk of surface flooding and, by installing a back-entry, reduce the risk of debris blocking the inlet grate.

7 Replacement Policy /Matrix Ranking

- 7.1 Footpath renewal sites are determined from site inspection and placed in a long-term renewals programme, currently under development. The main driver is primarily the age of asset and the extent and degree of faults, with a secondary driver being deficiency, where, for example, the path is very narrow.
- 7.2 Pram ramps are replaced when the path is upgraded or on a case-by-case basis, due to poor design such as steepness or being narrow.
- 7.3 The new footpath matrix is used to record and rank construction priority of potential footpath sites. The matrix approach is objective, ensuring sites with the highest risks such as safety, linkage priority ie, destination school and hierarchy within the pedestrian network, are treated first.
- 7.4 The low cost low risk matrix is used to rank in order of priority, road improvement projects of less than \$1,000,000. The matrix provides an objective approach by ranking those projects highest that will provide the greatest safety benefits. The matrix process attributes weightings based on a number of criteria such as site crash history, the risk of and severity of injury, demand by individuals, community groups etc. The sites with the highest score, generally get constructed first.

8 Consideration of Financial or Budgetary Implications

- 8.1 The Council's budgets are set through the Long Term plan process and limited to an annual spend.
- 8.2 The budgets for road drainage and footpath works are for the entire District, so repairs and replacement tend to be determined on a needs basis, rather than by setting aside specific amounts for different ward areas.

9 Significance and Engagement

- 9.1 The selected footpath and drainage renewal sites, is based on asset replacement considerations. The replacement work usually replaces like with like and there is little interest from the general public other than from those directly affected who generally want to know timing and any short term inconvenience during construction. Prior to work starting, a letter drop to affected residents is undertaken.
- 9.2 Consultation with community boards and residents associations' was undertaken to capture their priority for local new footpath sites, before being presented to the Engineering Services Committee.
- 9.3 The review of the Long Term Plan, provides Councillors, staff and residents an opportunity to put forward projects for future funding consideration.

10 Conclusion

- 10.1 The level of funding set aside by the Council for investment in footpaths across the District is limited.

Item 7.1

- 10.2 A forward programme of footpath and road drainage renewals will help in future planning, as well as informing residents of likely timing of any works.
- 10.3 The Council proposes to continue delivering footpath maintenance, renewals and improvements in the Motueka area as priorities and funds allow, with guidance from the Motueka Community Board to help set priorities.

11 Attachments

Nil

RMCB19-08-2 MOTUEKA COMMUNITY BOARD CHAIR'S REPORT

Decision Required

Item 7.2

Report To: Motueka Community Board
Meeting Date: 20 August 2019
Report Author: Brent Maru, Chairman, Motueka Community Board
Report Number: RMCB19-08-2

1 Summary

1.1 This is the Motueka Community Board Chairman’s regular monthly report.

2 Draft Resolution

That the Motueka Community Board receives the Motueka Community Board Chairperson’s report RMCB19-08-2

3 Apologies from Jim Butler

- 3.1 I have received an email from Mr Butler who has advised that due to his current health he would like to send his apologies for future Motueka Community Board (MCB) meetings.
- 3.2 I would like to acknowledge Mr Butlers considerable contribution to the MCB over the past 20 years, he has been an absolute advocate for the ratepayers of Tasman and for the community of Motueka.

Recommended Action

Board to note.

4 Financial Report

4.1 Due to Council’s Finance Team currently working on the Annual Report, a financial report is not available to include in this agenda. The first report will be available in September and will be included in September’s agenda.

Recommended Action

Board to note.

5 Motueka Community Board Special Project 2019/20

- 5.1 Due to the August agenda being fairly light the Board will confirm as part of our meeting the draft list of Special Projects for 2019/20.

Recommended Action

Board to discuss.

6 Motueka Library Redevelopment

- 6.1 A working group meeting has been re-scheduled for Tuesday 13 August from 1.30pm to 3.00pm. An update will be discussed at the Board meeting.

Recommended Action

Board to discuss.

7 New Zealand Darts Championship

- 7.1 Motueka once again hosted the New Zealand Darts Championships at the Motueka Recreation Centre between the 4th and 9th August. The tournament was a great success and over 600 people visited Motueka during the week. The New Zealand Darts Council have confirmed the tournament will return to Motueka when the South Island hosts in 2021.

- 7.2 I had the pleasure of opening this event and presented medals to many of the champions.

Recommended Action:

Board to note.

8 Local Government New Zealand (LGNZ) – Community boards championing localism

- 8.1 Board members should have received an email provided in **Attachment 1** from LGNZ who are currently seeking New Zealander's view on "how do we give citizens and their communities a greater say in how their community develops".

- 8.2 Community boards as a more grassroots form of government are considered key to the localism agenda and as such LGNZ are seeking feedback on their discussion paper. This paper can be downloaded from the localism webpage at <https://localism.nz/>

Recommended Action:

Board to discuss.

9 Tasman Coastal Management Project

9.1 As I write this chairs report the Coastal Hazard drop in sessions scheduled for Tuesday 6th August at the Motueka Memorial Hall has not yet taken place. It is important that the Board take time to read and understand the challenges that sea level rises are projected to cause the Motueka area.

Recommended Action:

Board to discuss.

10 Tiny Houses

10.1 I have been approached by two residents in Motueka who are attempting to utilise tiny houses for an accommodation solution for members of their families. To date this has not been a positive experience and I acknowledge Mayor Kempthorne who has a meeting scheduled with one of these residents.

Recommended Action:

Board to note.

11 Thorp Bush

11.1 Cr Canton and I joined the representatives from the Motueka Cluster of the Tasman Youth Council at Thorp Bush to turn the first sod of soil.

Recommended Action:

Board to note.

12 High Street and Tudor Street Intersection

Following a presentation from Mr Kevin York at the July meeting, Engineering staff have provided in **Attachment 2** some further information for the Board.

Recommended Action:

Board to discuss.

13 Items from Board Members

13.1 Are there any items from Board members?

Recommended Action:

Board to discuss.

14 Motueka Youth Council

14.1 Are there items from Youth Council representatives?

Recommended Action:

Board to discuss.

15 Items from the Public Forum

15.1 Are there any items raised in the public forum requiring further discussion?

Recommended Action:

Board to discuss.

16 Attachments

- | | | |
|----|---|----|
| 1. | Community boards championing localism | 17 |
| 2. | High Street - Tudor Street Intersection | 19 |

From: Stephane Mino-Vercellio <stephane.mino-vercellio@lgnz.co.nz>

Date: 2 August 2019 at 12:33:40 PM NZST

To: Undisclosed recipients;;

Subject: Community boards championing localism

Tēnā koutou,

Community boards championing localism

LGNZ is seeking New Zealanders' views on a question that goes to the heart of our democracy, how do we give citizens and their communities a greater say in how their community develops. It is a conversation about localism. To facilitate this conversation LGNZ has recently published a discussion paper "Reinvigorating Local democracy: the case for localising power and decision to councils and communities" which sets out the rationale for decentralising and seeks the views of readers.

The discussion paper can be downloaded from the localism webpage at <https://localism.nz/>

Community boards, as our more grassroots form of government, are key to the localism agenda, therefore we are very keen to get your views about what should be devolved and what a less centralised country might look like.

We look forward to receiving your feedback on the discussion document and any other ideas you would like to share. The deadline for comment is mid-December and, if available, we are happy to speak to community groups or community boards on the localism agenda.

Please don't hesitate to get in touch.

Ngā mihi

On behalf of

Dr Mike Reid

Principal Policy Advisor

Local Government New

Zealand

DDI 04 924 1204 **M** 029 924

1204

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From: Mike van Enter <Mike.vanEnter@tasman.govt.nz>
Sent: Tuesday, 30 July 2019 10:47 AM
To: Richard Kirby <Richard.Kirby@tasman.govt.nz>
Cc: Jamie McPherson <Jamie.McPherson@tasman.govt.nz>
Subject: Tudor/High Street

Hi Richard,

I haven't forgotten about this request. Given it affects the state highway I had passed it on to the NZTA safety engineer for comment but I have not yet had a response.

In short, Council are planning improvements to this intersection in 2022/23. These improvements will focus on pedestrians crossing Tudor Street, but this will also change the lane layout for vehicles. The yellow hatching in this environment (with the give way at the zebra crossing) has the potential to create some uncertainty and potential safety issues. This type of change can be considered as part of our 2022/23 improvements but will need NZ Transport Agency approval.

1. Council have in our Long Term Plan a project to install a pedestrian crossing facility on Tudor Street at this intersection in 2022/23. We do not yet have a design (a pedestrian refuge will make HCV tracking difficult), but any improvements should consider issues for vehicles as well.
2. It should be noted that all our concept plans show the removal of the right turn lane. The vehicle queuing and delay will need to be considered before this can be adopted.
3. The limit line is unlikely to have much influence on where people actually stop to turn right.
4. The hatching, which is similar to NZTA's indicative layout for Pah / High Street for the through movement will not work as well with a zebra crossing and could cause uncertainty and confusion as they will move forward when they think the zebra crossing is almost clear. But that driver does not have a clear view of the zebra crossing, leading to high potential for miscommunication between the right turn out car and the car waiting before the hatched area, leading to potential safety issues. Where the layout has traffic signals (as in the NZTA indicative layout for Pah Street), the cars should have a clear view of a red overhead signal, so less uncertainty for that driver, when they need to move forward.
5. Any design will need NZTA approval.

Mike van Enter | [Engineering Services](#)
Senior Transportation Engineer
DDI 03 543 7238

TUDOR STREET INTERSECTION

SUGGESTIONS:-That the right turn lane stopping point on Tudor Street be set back instead of being level with the left turn lane stopping point.

This would help to alleviate:-

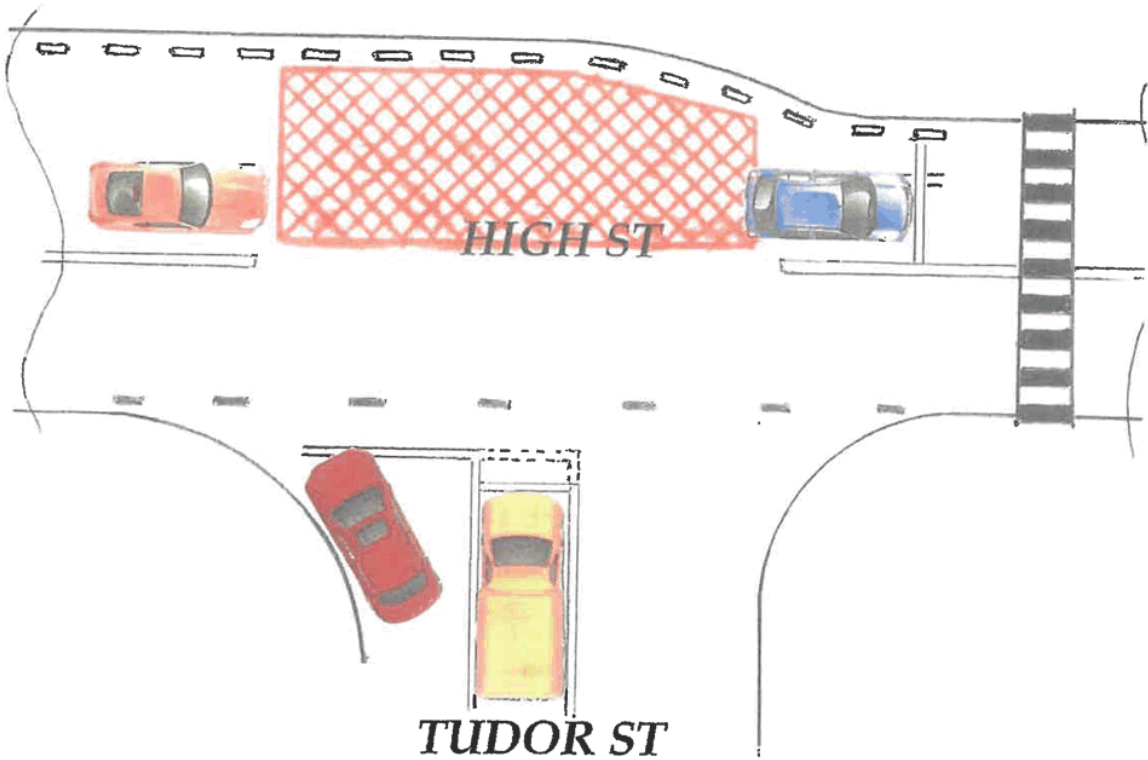
- 1.The blocking of the view of drivers in the left turn lane of traffic approaching on their right.
2. It could deter vehicles taking the right turn lane and then making a left turn across the vehicles waiting in the left lane.

To assist right turning traffic a yellow hatched box be painted on the road as shown in the diagram. (Obviously it would not operate when a truck and trailer was giving way to pedestrians.)

The pedestrian crossing was poorly positioned when it was moved from its original position.

KEVIN YORK

Tabled 16th July 2019



RMCB19-08-3 ACTION LIST

Information Only - No Decision Required

Report To: Motueka Community Board
Meeting Date: 20 August 2019
Report Author: Verity Simpson, Motueka Community Board Secretary
Report Number: RMCB19-08-3

Item 7.3

1 Summary

1.1 Attached is the Action List for the Motueka Community Board to review.

2 Draft Resolution

That the Motueka Community Board receives the Action List RMCB19-08-3 report.

3 Attachments

1. Action List

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Note – updated from the Board meeting of 16th July 2019

Item	Minute/Action	Accountable Officer	Status
April 2019	Board member Hutt to advise where the Town Centre signs should be positioned	Claire Hutt	18/06/19 Claire Hutt to follow up with Steve Elkington and Opus
May 2019	Chair Maru to arrange an on-site meeting with the Motueka Golf Club to discuss their 2020 centenary and some Stormwater issues.	Chair Maru	
June 2019	Chair Maru to invite a member of Civil Defence to a future Board meeting.	Chair Maru	20/6/19 Chair sent email
July 2019	Chair Maru and Peter Canton to arrange a meeting with Richard Hollier to discuss the proposal from Big Game Creators Group for the Motueka Skate Park	Chair Maru Cr Canton	
July 2019	Chair Maru to email Mike Drummond to request clarification on the “ <i>board related activities fund</i> ” and how they are distributed and managed.	Chair Maru	23/07/19 Chair emailed Mike Drummond
July 2019	Chair Maru to invite Board members to a workshop to create next year’s special projects list.	Chair Maru	
July 2019	Chair Maru to invite the regional manager of corrections to a meeting to discuss the lack of community service workers allocated to Motueka	Chair Maru	
July 2019	Chair Maru to contact Susan Edwards about the terms of delegation in relation to Community Housing in Motueka	Chair Maru	23/07/19 Chair sent email 23/07/19 Susan Edwards replied and confirmed that this will happen.

Item	Minute/Action	Accountable Officer	Status
July 2019	Board member Hutt to contact council concerning visibility of the pedestrian crossings on High Street.	Claire Hutt	
July 2019	Richard Kirby to discuss a design option to improve the intersection at Tudor/High Streets	R Kirby	17/07/19 Email sent to Jamie McPherson 30/07/19 Mike van Enter replied, email included in August agenda.
July 2019	Richard Kirby to discuss a request for disabled car parking on High Street, preferably outside the Westpac Bank and/or the Blood bank. Or alternatively off High Street.	R Kirby	17/07/19 Email sent to Jamie McPherson 19/07/19 Jamie replied and said Technical Officer Megan Bell has been tasked to investigate extra disability parks on High Street and liaise with affected businesses and CCS.
July 2019	Richard Kirby to find out the status of the proposed footpath along Pah Street to the Marae.	R Kirby	17/07/19 Email sent to Jamie McPherson 19/07/19 Jamie replied and said Council is seeking approval from Wakatu as the path will be located partially on their land.

RMCB19-08-3 SPECIAL PROJECTS ACTION LIST

Information Only - No Decision Required

Report To: Motueka Community Board
Meeting Date: 20 August 2019
Report Author: Verity Simpson, Motueka Community Board Secretary
Report Number: RMCB19-08-4

Item 7.4

1 Summary

1.1 Attached is the Special Projects Action List for the Motueka Community Board to review.

2 Draft Resolution

That the Motueka Community Board receives the Special Projects Action List RMCB19-08-4 report.

3 Attachments

1. Special Projects Action List

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Note – updated from the Board meeting of 16th July 2019

Approved Projects 2018/19	Funds Awarded	Status
Motueka Historic Wharf landscaping	\$3000	19/06/18: Paul Sangster presented the draft deed of Trust for the Tasman Bays Historic Wharves Trust. 21/05/19 Cr Hawkes to contact Cr Sangster. 16/07/19 \$3k to go into 19/20 pool
Play equipment for the Newhaven Reserve	\$5,000	19/03/19 Project completed, Verity to follow on payment with Glenn Thorn. 16/07/19 Completed to come off list
Thorp Bush picnic area	\$10,000	21/05/19 Motueka Reserves Management Plan adopted.
Playground upgrades	\$10,000	20/11/18 Looking at sponsorship for cost of swings. Funds to carry over as allocated to 2019/20
Enhancement of Marahau	\$10,000	28/09/18 Part-payment \$3132.65 made. 13/06/19 Part-payment \$2569.57 made. 16/07/19 Carry difference forward \$4297.78
Outdoor exercise equipment	\$10,000	16/07/19 Completed to come off list
Motueka Arts Council sculpture	\$5,000	16/07/19 Completed to come off list
Motueka Skate Park	\$10,000	16/07/19 Completed to come off list
Footpath Pah-Queen Victoria St	\$10,000	18/09/18 In Engineering Services Work Plan. Funds to carry over as allocated to 2019/20
Cycle Stand Installations	\$5,000	16/07/19 \$1k to carry over as allocated to 2019/20, balance of \$4k to release for new projects

Item 7.4

Approved Projects 2018/19	Funds Awarded	Status
Entrance Sign College St - Lighting	\$1,000	16/07/19 To come off list and funds released for new projects
Hard-Court Basketball Court	\$6,000	16/07/19 Completed to come off list
Youth Council – Rubbish Bins Project	\$2,000	16/07/19 Completed to come off list
Motueka Dump Station	\$20,000	16/7/2019 \$10,000 paid - further \$10k in 2019/20.

Attachment 1

Motueka Community Board Special Projects 2018/19 Budget

Special Projects balance as at 30 June 2018 \$62095.00

2017/18 MCB Special Projects

Thorp Bush Project	\$10,000.00	
Playground Upgrade	\$10,000.00	
Enhancement of Marahau	\$4297.78	Marahau Assn
Total proposed 2017/18 Projects	-\$24297.78	

2018/19 MCB Special Projects

Footpath Pah - Queen Victoria St	\$10,000.00	Barry
Cycle Stand installations	\$1,000.00	
Allocated 2018/19 projects	-\$11,000.00	
	\$35,297.78	
Un-allocated Funds	\$26,797.22	

8 CORRESPONDENCE

RMCB19-08-5 CORRESPONDENCE

Information Only - No Decision Required

Report To: Motueka Community Board
Meeting Date: 20 August 2019
Report Author: Verity Simpson, Motueka Community Board Secretary
Report Number: RMCB19-08-5

1 Summary

1.1 This report includes incoming and outgoing correspondence during July and August 2019.

2 Draft Resolution

That the Motueka Community Board receives the Correspondence RMCB19-08-5 report.

3 Attachments

- | | | |
|----|---|----|
| 1. | Accountability Form - nga Watene O Motueka | 35 |
| 2. | Accountability Form - Motueka Riding for the Disabled | 37 |
| 3. | Invoice TDC Litter Cart Contribution - 2018/19 | 39 |
| 4. | Accountability Form - Motueka Senior Citizens Ass | 41 |
| 5. | Accountability Form - Takaka Hill Bio-Diversity Group | 43 |



Motueka Community Board Accountability Form

Name of Organisation: Nga Watere O Motueka

We, being Officers/Accountant of the above organisation hereby certify that we received a grant from the Motueka Community Board Discretionary Fund.

The grant was spent as follows and we attach evidence of expenditure (receipts, invoices or statement signed by the organisation):

<u>Van maintenance and</u>	<u>\$ 500</u>
<u>Diesel</u>	<u>\$</u>
<u></u>	<u>\$</u>
<u></u>	<u>\$</u>

Amount allocated: \$ 500

Amount unspent: \$ —

With this grant we were able to deliver the following benefits to the community:

This money allowed the organisation to patrol our community and offer assistance to the people where it was asked of them and where they were able to assist.

Name and signature:

Signature: J. Langabe

Position: Co-ordinator

Telephone: 0211110272

Date: 20th July 2019.

Please return this form when your project is finished or within 9 months of receiving the grant to:
 Motueka Community Board Secretary
 Tasman District Council
 PO Box 123
 Motueka 7143
 (Please use a separate form for each grant received)



Motueka Community Board Accountability Form

Name of Organisation: Motueka Riding for the Disabled

We, being Officers/Accountant of the above organisation hereby certify that we received a grant from the Motueka Community Board Discretionary Fund.

The grant was spent as follows and we attach evidence of expenditure (receipts, invoices or statement signed by the organisation):

<u>Arena Sprinkler</u>	\$ <u>15,802.17</u>
_____	\$ _____
_____	\$ _____

Amount allocated: \$ 500.00

Amount unspent: \$ 500.00

With this grant we were able to deliver the following benefits to the community:

Maintaining dust levels in the Arena creating a healthy environment for horses & individuals

Name and signature: Shannon Barrett
Signature: [Signature]
Position: Manager / Grant Admin
Telephone: 021 1151720 021 1151720
Date: 19th July 2019

Please return this form when your project is finished or within 9 months of receiving the grant to:
Motueka Community Board Secretary
Tasman District Council
PO Box 123
Motueka 7143
(Please use a separate form for each grant received)



TAX INVOICE

INVOICE DATE: 10 July 2019
INVOICE NUMBER: 00000154
GST NUMBER: 061-109-110

TO:	FROM:
Attention: Verity Simpson Tasman District Council Private Bag 4 Richmond Nelson 7050 Email: Verity.Simpson@tasman.govt.nz	Our Town Motueka Incorporated C/- Bernadette Chamberlain 14 Woodland Avenue Motueka 7120 Email: bernyw Wallace@hotmail.com
DESCRIPTION	TOTAL
Cotribution towards Motueka Litter Cart wages For the financial year 01.04.2018 – 31.03.2019	\$5,000.00
Total (including GST)	\$5,000.00
TOTAL AMOUNT DUE	\$5,000.00

Please Direct Credit to Bank Account Number
03 1354 0179188 000
Our Town Motueka Incorporated



Motueka Community Board Accountability Form

Name of Organisation: Motueka Senior Citizens Assn

We, being Officers/Accountant of the above organisation hereby certify that we received a grant from the Motueka Community Board Discretionary Fund.

The grant was spent as follows and we attach evidence of expenditure (receipts, invoices or statement signed by the organisation):

<u>Fired Cassin Maintenance Services</u>	\$ <u>322-00</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____

Amount allocated: \$ 280-00

Amount unspent: \$

With this grant we were able to deliver the following benefits to the community:

Clean the roof + remove leaves from
trees in Memorial park
Clean the gutters + leaves.
Thanks!!! it prevented old people getting up
ladders + on to the roof.

Name and signature: Shirley Fraser

Signature: [Handwritten Signature]

Position: Treasurer

Telephone: 03 528-7104

Date: 26-7-19

MOTUEKA SENIOR
CITIZENS ASSN INC

Please return this form when your project is finished or within 9 months of receiving the grant to:
 Motueka Community Board Secretary
 Tasman District Council
 PO Box 123
 Motueka 7143
 (Please use a separate form for each grant received)

Fred Cassin Building Maintenance Services

FRED CASSIN

GST Number 33-944-675

8a TORU ST. MAPUA, 7005

NELSON BAYS

PH 03/540 3469

MOBILE 022 430 9630

EMAIL: frostie08@gmail.com

Tax Invoice Statement:

Account: 290

Motueka Senior Citizens

25/7/19

Pah St

Motueka

o/n clear gutters - hall

Instructions: Shirley Frater

Clear Gutters - Motueka Senior Citizens Hall

Memorial Hall Site

Pah St

Motueka

Set up ladders and harness safety. Roof to wet , worked cleaning leaves from flat roof over the front door. Removed 'Leaf Guard' netting from gutters , set up water blaster, flushed gutters , cleaned and replaced 'Leaf Guard' , found a badly sprung ridge flashing join and screwed down, removed safety.

Labour & use of harness

280.00

GST

42.00

Total Cost

\$322.00

(Payment recived with thanks 24/7/19)

MOTUEKA SENIOR
CITIZENS ASSN INC

Payment by Cheque:

Tota Cost: \$322.00

Fred Cassin , 8A Toru St, Mapua, 7005

Internet Payment : Fred Cassin Bank : NBS 03 1354 – 0354935- 000

Particulars: Motueka Senior Citizens Code: 290

Reference: Building Maintenance



Motueka Community Board Accountability Form

Name of Organisation: Takaka Hill Bio-Diversity Group (TH_BG) _____

We, being Officers/Accountant of the above organisation hereby certify that we received a grant from the Motueka Community Board Discretionary Fund.

The grant was spent as follows and we attach evidence of expenditure (receipts, invoices or statement signed by the organisation):

Purchase of Vespex Wasp poison, from Mercanto, Nelson (see attached invoice)	\$ 386.00
_____	\$ _____
_____	\$ _____
_____	\$ _____

Amount allocated: \$350.00

Amount unspent: \$0.00

With this grant we were able to deliver the following benefits to the community:

- 1) Reduction of wasp numbers on Takaka Hill walkways, used by recreational walkers, bird-watchers, trail-bikers and hang-glidors.
- 2) Enhancement of breeding survival rates for rare/protected local birds, including tom-tits and South Island robin.
- 3) Habitat and food-source protection for bees, including honey bees, bumblebees and colonies of NZ native bees
- 4) Safer venues for overnight Freedom-Camper sites at Hawkes Lookout and Bob's Lookout.
- 5) Safer roadside lay-by spaces for families travelling across the Hill with car-sick children.
- 6) Safer work conditions for traffic-control staff operating road barriers during ongoing post-Gita road repairs.

This MCB/TDC Grant funded enough Vespex to allow 14 Hills Households to set baits - this is half of the Takaka Hill territory. These Householders were instructed in proper and safe use of Vespex, how to use re-cycled materials to minimise costs, how to safely dispose of waste materials, and how to observe impact on local key-species fauna.

Name and signature: Dr Jackie COOK

Signature: 

Position: Member, Takaka Hill Bio-Diversity Group; registered Vespex user. _____

Telephone: 03 5289868 _____

Date: 08/05/2019 _____

Please return this form when your project is finished or within 9 months of receiving the grant to:
Motueka Community Board Secretary
Tasman District Council
PO Box 123
Motueka 7143
(Please use a separate form for each grant received)



TAX INVOICE

Cook, Jackie
40 Bates Road
Takaka Hill
Riwaka
Takaka Hill 7146
NEW ZEALAND

Invoice Date
14 Feb 2019

Invoice Number
181907223

GST Number
117-577-872

Merchento Limited
PO Box 2256
Stoke
Nelson 7041
accounts@merchento.com
Ph. +64 3 539 0508

Description	Quantity	Unit Price	Amount NZD
Vespex 1.5kg pail	2.00	168.00	336.00
Included applicator sticks	4.00	0.00	0.00
Included disposable bait wells	120.00	0.00	0.00
		Subtotal	336.00
		TOTAL GST	50.40
		TOTAL NZD	386.40

Due Date: 21 Feb 2019

Please pay within 7 days of invoice date.

Direct credit payments to ASB account 12-3493-0060741-00
Include account number as reference.

[View and pay online now](#)

PAYMENT ADVICE

To: Merchento Limited
PO Box 2256
Stoke
Nelson 7041
accounts@merchento.com
Ph. +64 3 539 0508

Customer Cook, Jackie

Invoice Number 181907223

Amount Due **386.40**

Due Date 21 Feb 2019

Amount Enclosed

Enter the amount you are paying above