

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

Date: Tuesday 14 August 2018
Time: 9.00 am
Meeting Room: Takaka Office, 78 Commercial Street,
Venue: Takaka

Golden Bay Community Board

AGENDA

MEMBERSHIP

Chairperson	A Langford
Deputy Chairperson	G Knowles
Members	D Gowland
	A Grant
	Cr S R Brown
	Cr P F Sangster

(Quorum 3 members)

Contact Telephone: 03 525 0054
Email: emma.gee@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 Golden Bay Community Board meeting held on Tuesday, 10 July 2018, be confirmed as a true and correct record of the meeting.

6 PRESENTATIONS

6.1	New Rural Boundary Setback Rules	5
6.2	Willow Street Carpark Upgrade.....	7
6.3	Age-Friendly Policy	11
6.4	Golden Bay Local Board	13

MORNING TEA 11.00AM

7 REPORTS

7.1	Chair's Report.....	15
7.2	Renewal of Community Leases - Golden Bay	41
7.3	Financial Report.....	57
7.4	Reserve Financial Contributions	61
7.5	Shower Block Takaka i-site.....	69
7.6	Developing Tasman District Council's Age-Friendly Policy.....	77
7.7	Action Sheet	109
7.8	Correspondence	115

8 CONFIDENTIAL SESSION

8.1	Procedural motion to exclude the public.....	117
8.1	Reserve Naming	117

6 PRESENTATIONS

6.1 NEW RURAL BOUNDARY SETBACK RULES

Information Only - No Decision Required

Report To: Golden Bay Community Board
Meeting Date: 14 August 2018
Report Author: Phil Doole, Resource Consents Manager
Report Number:

PRESENTATION

Phil Doole will make a presentation to the Golden Bay Community Board on new Tasman Resource Management Plan rules.

Appendices

Nil

6.2 WILLOW STREET CARPARK UPGRADE

Information Only - No Decision Required

Report To: Golden Bay Community Board
Meeting Date: 14 August 2018
Report Author: Emma Gee, Customer Services Officer
Report Number:

PRESENTATION

Jeremy Katterns and Steve Richards will make a presentation to the Golden Bay Community Board on the Willow Street Carpark Upgrade.

Appendices

1. Willow Street Carpark Upgrade

9



6.3 AGE-FRIENDLY POLICY

Information Only - No Decision Required

Report To: Golden Bay Community Board
Meeting Date: 14 August 2018
Report Author: Emma Gee, Customer Services Officer
Report Number:

PRESENTATION

Brylee Wayman will make a presentation to the Golden Bay Community Board on Tasman District Council's Age-Friendly policy.

Appendices

Nil

6.4 GOLDEN BAY LOCAL BOARD

Information Only - No Decision Required

Report To: Golden Bay Community Board
Meeting Date: 14 August 2018
Report Author: Emma Gee, Customer Services Officer
Report Number:

PRESENTATION

Tony Lawton will make a presentation to the Golden Bay Community Board on a Golden Bay Local Board.

Appendices

Nil

7 REPORTS

7.1 CHAIR'S REPORT

Information Only - No Decision Required

Report To: Golden Bay Community Board

Meeting Date: 14 August 2018

Report Author: Abbie Langford, Chair

Report Number: RGB18-08-01

1 Summary

1.1 The Chair's report is included in the agenda.

2 Draft Resolution

That the Golden Bay Community Board

1. receives the Chair's Report report RGB18-08-01

3 Items from Public Forum

- 3.1 The Board will discuss issues raised in Public Forum.

4 Village Green Melia Tree

- 4.1 The Board received an email from Lynne Hall, Horticultural Officer at Council, advising that the Melia tree on the Village Green was over 40% dead and posed a safety risk. The tree has been removed and will be replaced. There have been suggestions that the Board have some input into this, but there is a Village Green committee who should be and are making the decision in consultation with Council. Peter Finlayson from the committee is working with Council on this.

5 Local Government New Zealand Conference (LGNZ)

- 5.1 Councillor Brown to update the Board.

6 Art Bank

- 6.1 Deputy Chair Knowles would like to update the Board on the changes at the Art Bank

7 Nelson App

- 7.1 Deputy Chair Knowles would like to talk to the Board about the Nelson App that has been developed.

8 Waimea Community Dam

- 8.1 At the last meeting it was decided that we as a Board should do our own research into the Waimea Community Dam. At this stage it looks as though the project will be shelved due to a significant budget increase.

9 Grandstand Restoration

- 10.1 Council are willing to gift the grandstand and lease the land to a group who are interested in restoring and maintaining the grandstand. Council have called for interested groups to submit a restoration proposal.

There have been two workshops held so far, with interested groups and Council staff who have been able answer questions regarding process, requirements and regulations. The Board were invited to be part of this process. The workshops have been very positive, with people working together to find a way forward so that the grandstand can be restored.

10 Golden Bay Shared Recreational Facility Governance Board

- 10.1 At the July meeting the Board made a resolution stating that we were concerned about the lack of confidence that the community has in the management of the Golden Bay Shared Recreation Facility. The Board has been asked to provide evidence to the Golden Bay Shared Recreation Facility Governance Board as to why this resolution was passed.

11 Meeting Times and Standing Orders

- 11.1 Board Member Grant would like to discuss the option of informal evening meetings, where open discussions could be held. At present standing orders do not allow for this to happen in meetings, and this can mean that members of the public do not get a fair opportunity to communicate their issues.

12 Luminate Festival

- 12.1 The Luminate festival is being held on 30 Jan to 6 Feb 2019 at Canaan Downs. After the last festival we had some issues in Golden Bay with rubbish that people who attended the festival had brought into town with them and dumped as there are no rubbish facilities provided at the festival. The no rubbish facility provided is a core part of the Luminate festival to encourage festival goers to be more environmentally aware and to make sustainable choices. While this is admirable, it meant that people were simply dumping their rubbish in Takaka, Riwaka or Motueka.

I would like to prevent this from happening again, and the organisers have indicated from the last event that they would be willing to work with the Board and Council to ensure that the issue of the rubbish does not detract from a fantastic event. Please also see the attached RM090889V1 decision letter for information on rubbish disposal for the festival.

13 Attachments

- | | | |
|----|---|----|
| 1. | Report for Grandstand Workshop 23 July 2018 | 19 |
| 2. | RM090889V1 Decision Letter | 25 |

Grandstand at Golden Bay Recreation Park - Matters which TDC considers need to be addressed in a restoration proposal

Report to:	Workshop on the Grandstand
Meeting date:	23 July 2018
Authors:	Susan Edwards, Community Development Manager Dennis Bush-King, Environment and Planning Manager

1. Purpose

- 1.1 The purpose of this report is to present for discussion the matters that the Council consider need to be addressed in any restoration proposal for the Grandstand at the Golden Bay Recreation Park. The information on regulatory and compliance processes is provided in order to help inform decision making in line with the Council resolution of 28 June 2018.

2. Background

- 2.1 On 28 June 2018 Council passed the following resolution in relation to the Grandstand at the Golden Bay Recreation Park.

Moved Cr Brown/Cr Sangster

CN18-06-07

1. requests that the Chief Executive prepares a report on the Golden Bay Grandstand for discussion at a workshop with Councillors, staff and key stakeholders ahead of the next Council meeting, on the options to leave the Grandstand in-situ; and in the meantime
 2. invites the Golden Bay Restoration Society or the Golden Bay Community Grandstand Trust or any other entity to apply for a lease under the Reserves Act 1977 to allow use of the Grandstand building; and
 3. agrees that subject to a successful lease application, the Grandstand stairs be re-instated by the lessee to allow use of the facility provided that the works otherwise comply with the Building Act 2004 and any health and safety obligations; and
 4. agrees that the remaining funds allocated for demolition be made available to the lessee for restoration building works
- 2.2 An initial workshop between representatives from the A&P Association, the Golden Bay Grandstand Community Trust and the Golden Bay Grandstand Society and Councillors, Community Board members and Council staff was held on 10 July 2018. The purpose of that workshop was to hold initial discussions on what information was required for the main workshop on 23 July, the scope and conduct of, and attendance at the workshop.
- 2.3 The outcome from that initial workshop was for Council staff to prepare a report to the workshop on 23 July covering the matters which they consider need to be addressed in any proposal for the restoration of the Grandstand.

- 2.4 This report provides the information requested.
- 2.5 As information, Council has cancelled the contract with Gibbons Construction for the demolition of the Grandstand and for the completion of the car parking requirements for the new Rec Park Centre.
- 2.6 A further point for noting is that Council's insurers have asked for the Grandstand building to be secured to protect the new Rec Park Centre. The company has requested that Council boards up the lower level windows and stops access to the upper Grandstand (maybe by netting). Council is currently trying to arrange for the boarding up of the windows and for securing the upper level of the Grandstand to ensure it cannot be accessed. The cost of this is small but is a project cost. Other requests such as lighting will take more time to organise.
- 2.7 A further outcome of the meeting on 10 July was for Council staff to call for expressions of interest in the GB Weekly for a proposal to lease the footprint of the Grandstand and for future ownership and restoration of the Grandstand. Council staff arranged for the advertisement to go into the GB Weekly, as requested. The closing date for registrations of interest is 27 July 2018.
- 3. Proposal for the restoration of the Grandstand**
- 3.1 There are several legislative processes to be gone through in order to enable a lease of the footprint of the Grandstand at the Golden Bay Recreation Park and for the transfer of ownership of the Grandstand to enable its restoration and future use. The key processes are:
- 3.1.1 obtaining a consent from Heritage New Zealand to the alteration of an archaeological site under the Heritage New Zealand Pouhere Taonga Act 2014 (HNZPT Act);
- 3.1.2 undertaking a process under the Reserves Act 1977 to obtain a lease of the land occupied by the Grandstand; and
- 3.1.3 obtaining any building consent or other approvals for the restoration and use of the Grandstand.
- 4. Heritage New Zealand consent**
- 4.1 Section 42(1) of the HNZPT Act states as follows:
- "Unless an authority is granted under section 48, 56(1)(b), or 62 in respect of an archaeological site, no person may modify or destroy, or cause to be modified or destroyed, the whole or any part of that site if that person knows, or ought reasonably to have suspected, that the site is an archaeological site."
- 4.2 We are aware that the Grandstand is considered an archaeological site under the HNZPT Act, given that the original part of the grandstand was constructed in 1899. Therefore, anyone proposing to undertake work on the building will need to discuss with Heritage New Zealand what its requirements may be. From the evidence presented at the Environment Court hearing on the Grandstand, it appears likely that any work will require an authority and a conservation plan to be prepared for the work by an approved (Heritage New Zealand) conservation architect. Heritage New Zealand have the ability to apply conditions to any consent, and to require the presence of an archaeologist during any work.

- 4.3 Council's experience with HNZPT Act consents is they take a reasonable amount of work to prepare and need to be accompanied by a report by a heritage architect and archaeologist. Applications can take a few months to be processed. Heritage New Zealand will be able to advise what it requires and what its timeframe will be. Ian Bowman has been engaged by the Trust previously and is no doubt aware of the requirements as he prepared a draft conservation plan in 2016, which could be used as a starting point for discussion.
- 5. Lease under the Reserves Act 1977**
- 5.1 Section 54 of the Reserves Act 1977 states
- (1) "With the prior consent of the Minister, the administering body, in the case of a recreation reserve that is vested in the administering body, may from time to time, in the exercise of its functions under [section 40](#), to the extent necessary to give effect to the principles set out in [section 17](#),—
- (b) lease to any voluntary organisation part of the reserve for the erection of stands, pavilions, gymnasiums, and, subject to [sections 44](#) and [45](#), other buildings and structures associated with and necessary for the use of the reserve for outdoor sports, games, or other recreational activities, or lease to any voluntary organisation any such stands, pavilions, gymnasiums, and, subject to section 44, other buildings or structures already on the reserve, which lease shall be subject to the further provisions set out in [Schedule 1](#) relating to leases of recreation reserves issued pursuant to this paragraph:
- provided that a lease granted by the administering body may, with the prior consent of the Minister given on the ground that he or she considers it to be in the public interest, permit the erection of buildings and structures for sports, games, or public recreation not directly associated with outdoor recreation:
- (2) Before granting any lease or licence under subsection (1) (other than a lease or licence to which the second proviso to paragraph (d) applies), the administering body shall give public notice in accordance with [section 119](#) specifying the lease or licence proposed to be granted, and shall give full consideration in accordance with [section 120](#) to all objections and submissions in relation to the proposal received pursuant to the said section 120.
- 5.2 Sections 119 and 120 cover the requirements for public notification of any leasing proposal, the submission process, the hearing process, etc. Council, as the reserve administering authority, must give a minimum of one month for submissions. The submissions will need collating. Council will need to hold a hearing of the submission, to deliberate on them and to make decisions on the matters raised in the submissions, prior to making a decision on whether to grant any lease. The process from receipt of a proposal is likely to take 5 to 6 months.
- 5.3 **Prior to publicly notifying a lease proposal, Council will need a formal proposal from an entity for consideration. If Council receives more than one proposal it could decide to either choose one proposal to consult on or alternatively to notify both lease proposals and call for submissions on both concurrently.**
- 5.4 Any lease proposal will need to cover a range of factors, including:

- the legal entity to which the lease is to be granted;
 - proposed term of the lease agreement;
 - the use(s) to which the building will be put once it is restored, including how it will work with, and not compete with, the Rec Park Centre;
 - how it will meet the needs of users of the reserve;
 - the proposed lease area and how that area may change if/when the squash court, rear lean-to and rugby clubroom extension are removed;
 - the restoration proposal and the scope of works for restoring the Grandstand and an indication of the timeline for the work to be completed;
 - how the lessee will work with the other organisations involved with the reserve and how the restoration work undertaken will have minimal impact on other reserve or building users;
 - information on how health and safety matters will be addressed, including protecting the health and safety of other reserve users while demolition and restoration works are undertaken to comply with the Health and Safety at Work Act 2015;
 - access to the Grandstand by the public during events at the reserve, and for the A&P Show each year following restoration; and
 - any other matters that may be of public interest.
- 5.5 Council had obtained the agreement of the Squash and Rugby clubs to the demolition of their buildings, but they have not agreed to the transfer of what were their buildings to another organisation prior to demolition. Is this an issue that needs to be worked through by the proposed lessee and Council with those clubs?
- 6. Building and Resource Consents**
- 6.1 If Council agrees to the lease, the lessee will need to apply for a building consent to restore the Grandstand. Section 112 of the Building Act applies in relation to any alteration that may be intended arising from the lessee exercising the lease. In compiling an application, the lessee will be required to present:
- a fire report – the proposed use of the lower area will have an impact on whether there needs to be fire-rating between the lower and upper levels. The report will also need to cover fire egress, what fire protection measures (e.g. fire alarms) may be needed, fire rating between the Grandstand and Rec Park Centre, etc;
 - a structural engineers report – to cover the structural integrity of the remaining building when the squash courts, rear lean-to and rugby club extension are removed, etc;
 - an accessibility report – to address accessibility for people with disabilities, etc; and
 - information of any new specified systems (e.g. fire alarm, emergency lighting, signage etc.) which will trigger a requirement for a compliance schedule, and thereafter, an annual 'Building Warrant of Fitness' (BWOFF).

6.2 Other factors that will need to be addressed in the building consent are:

- car parking – as a stand-alone building the grandstand would require a specific number of carparks unless a resource consent waiver is sought and granted.

Note that the Council has to secure enough car parking spaces for the Rec Centre or otherwise amend the building consent before it can obtain a Code Compliance Certificate. While the appendages to the building remain in place this constrains our ability to provide spaces in proximity to the centre;

- provision of toilet and utility facilities for Grandstand users. The existing toilets have been decommissioned due to stormwater flowing into the gully traps during storm events and causing overflows from the sewerage system into waterways leading to the Takaka River. Council's Engineering team issued a "notice to fix" on the Reserves and Facilities team to stop the sewerage overflows. The gully traps have been filled with concrete to stop the stormwater flowing into them; and
- on the basis of present knowledge (including suspected class D soil conditions not yet determined), earthquake strengthening is likely if the occupancy load exceeds 300 people. It would be expected that any structural report will cover this issue.
- not all asbestos has been removed and the lessee will need to comply with the Health and Safety At Work (Asbestos) Regulations 2016. Council is aware that asbestos containing materials are present in the cladding to the north east elevation of the Grandstand, and the substrate to the vinyl flooring in the rear lean-to (this will be an issue to address when this part of the building is demolished).

6.3 During the site visit on 11 July, Council's building inspectors identified the following list of specific matters relating to the Grandstand building, which they consider need addressing:

- the electrics have been disconnected, the breakers removed, and many of the light switches and sockets are now in a poor state of repair (along with the associated wiring);
- the "announcers" booth at first floor level is a significant impediment to the means of escape from fire (if the Grandstand is opened to the public);
- the current condition, and therefore structural integrity, of the timber piles is unknown (could not be observed without invasive testing);
- several of the timber lintels to the rear wall of the building, under the Grandstand, are incorrectly formed, sized and poorly fixed;
- several of the primary studs to the rear wall of the building, under the Grandstand, aren't continuous to supporting elements (e.g. not bearing on lintels);
- several of the diagonal braces to the ground floor walls, under the Grandstand, are incorrectly formed, and not continuous;
- there was evidence of significant mould to the underside of the rugby clubroom flat roof plywood. This would imply the roof membrane has failed in a number of areas;
- one of the rafters to the rugby clubroom has been badly damaged (appears to have been *drilled* in two places);

- there is currently no fire separation to the underside of the Grandstand floor. There are currently significant piles of combustible materials laid across the ground floor (directly under the Grandstand);
- concerns about the support posts to the front elevation of the Grandstand that have been cut off and bolted to pairs of the flat roof joists to the rugby clubroom; and
- many of the primary structural wall framing members, under the Grandstand, show signs of borer infestation.

7. Other matters for consideration

- 7.1 Reinstallation of the stairs – the Council's resolution states that the stairs cannot go up until the lease is in place, which also means Council will have transferred the ownership of the building to the lessee. The reinstallation of the stairs may also be subject to building works that require a building consent.
- 7.2 Rec Park Centre use as a civil defence welfare centre – it is important for the parties and the public to realise that the new Rec Park Centre cannot be used as a civil defence welfare centre or for overnight stays due to concern over fire issues with the Grandstand so close. If, however, a sleeping occupancy is introduced to Rec Park Centre at any time in the future, additional fire separations, which will need to be done under a building consent, will be a matter for the Council to address.
- 7.3 Transfer of the remaining demolition budget – standard Council process is for a funding agreement to be entered into with a party receiving Council funding. Council's usual practice is to pay out on receipt of invoices by the lessee for work undertaken toward construction (or in this case, restoration) of a building. To date, Council has spent \$37,000 of the \$100,000 budget on costs incurred by Gibbons and a further \$5,000 on an asbestos report, totalling \$42,000. This leaves \$58,000, and there is a question as to whether this budget is to be used to secure the Grandstand building to meet Council's insurers requirements.
- 7.4 Retention of the Grandstand will require a formal amendment to the existing building consent for the Rec Park Centre. Council will have to arrange for this, the cost of which would need to be met from some budget?
- 7.5 The Council is aware that the Trust and A&P Society has other matters to discuss which were raised in a proposed Settlement Offer in relation to current legal proceedings. If they are to be advanced and go beyond the scope of the current Council resolution, further Council direction would be required.

RM090889V1
Writer's Direct Dial No. (03) 525 0052
Writer's E-mail: ina.holst-stoffregen@tasman.govt.nz

20 March 2012

Canaan Downs Collective Aotearoa Limited
C/- R Bracey
PO Box 278
Takaka 7142

Dear Sir/Madam

DECISION ON APPLICATION TO CHANGE CONDITIONS FOR RESOURCE CONSENT NO. RM090889V1 – TO HOLD UP TO FIVE MUSIC, ARTS AND CULTURAL EVENTS AND UP TO FIVE RETREATS AT CANAAN ON THE TAKAKA HILL

Pursuant to Section 114 of the Resource Management Act 1991 ("the Act"), please find enclosed a copy of the Council's decision on your application to change consent conditions of the resource consent referred to above.

Section 357A of the Act provides you with the right to lodge an objection with the Council in respect of this decision and/or any associated conditions. Any such objection must be made in writing setting out the reasons for the objection and must be lodged with the Council, together with a fixed fee of \$200.00 (GST inclusive), within 15 working days of receiving this letter.

At this stage the Council has not calculated the final costs of processing your application. Should the final costs exceed the deposit already paid, then as previously advised, you will be invoiced separately for these costs. Should the final costs be less than the deposit already paid, then you will receive a refund. Where the costs are equal to the deposit already paid, no further action is required. You will receive a letter shortly regarding the final costs of processing your application.

The changes to your consent take effect immediately unless you lodge an objection to this decision.

Please feel free to contact me if you have any questions regarding any aspect of your consent or its conditions. My contact details are listed at the top of this letter.

Yours faithfully

Ina Holst-Stoffregen
Consent Planner, Land

Item 7.1

Attachment 2





DECISION ON APPLICATION TO CHANGE CONSENT CONDITIONS

Resource Consent Being Changed: RM090889
 New Resource Consent Number: RM090889V1
 Consent Holder: Canaan Downs Enterprises Ltd

Pursuant to Section 104B of the Resource Management Act 1991 ("the Act"), the Tasman District Council ("the Council") hereby grants changes to the conditions imposed on Resource Consent RM090889. The changes are as follows:

Advice Note: Only those consent conditions which are changed are presented below and the changes are shown either as underlined for additions or ~~strike through~~ for deletions. For the purposes of clarity, a complete amended set of conditions for the consent is attached at the end of this decision. The revised set of conditions is hereinafter referred to as Resource Consent RM090889V1.

Condition 1 - General

The proposed series of events, up to five music, arts and cultural events and five retreats involving such activities as yoga, meditation or mountain biking each year, shall be in accordance with the application submitted, as shown on the attached plans marked ~~RM090889(A-C)~~ RM090889V1 (A - E) and dated ~~29 January 2010~~ 20 March 2012. Where there is any apparent conflict between the information provided with the application and any condition of this consent, the conditions shall prevail.

Condition 2 - Traffic

For events greater than 200 persons, not less than 20 working days prior to each event taking place, the event organiser shall submit the full details of the event in writing to Council's Co-ordinator Compliance Monitoring, including a traffic management plan that has been approved by Council's Engineering Department and the New Zealand Transport Agency.

If any signs or cones for smaller events of less than 200 persons are being placed or erected along the Canaan Road or personnel are on the road to assist with traffic management or normal day-to-day traffic is impeded in any way, a traffic management plans shall be submitted to the Council no less than 20 working days prior to the event taking place.

Condition 9 - Toilets

~~The festival organisers shall provide portaloos toilets, in accordance with the numbers required by the New Zealand Building Code, sited at strategic positions throughout the festival site.~~

Event organisers shall provide composting toilet facilities in accordance with the numbers and standards required by the New Zealand Building Code. These facilities shall be managed in accordance with the Compost Toilet Management Plan submitted with the application. Alternatively, portaloos shall be located on site in accordance with the

numbers and standards required by the New Zealand Building Code. Toilet facilities shall be sited at strategic positions throughout the festival site. The structures for the composting toilets shall be dismantled and stored or removed within 10 days of the conclusion of the event.

Advice Note:

Please note that any structure larger than 10 square metres requires a separate building consent. Please refer to the New Zealand Building Code for the specific requirements for composting toilets including grey water disposal from hand-washing facilities.

Please note that for the toilet blocks to become permanent structures, a separate resource consent is required under TRMP Rule 18.2.2.1(b) (new building in the Landscape Priority Area).

Condition 11 – First Aid

For events greater than 200 persons, a first aid/medical centre shall be provided on the festival site for the duration of the event and shall be staffed at all times by trained personnel, including not less than one registered medical practitioner. For events of less than 200 persons, a trained first aid officer and a first aid kit shall be on site and easily accessible for the duration of the event.

Condition 14 – Safety and Well-being

For events greater than 200 persons, the Consent Holder shall provide a communication network that is able to cover the festival site and provide a communication link with a New Zealand Network Utility. An official contact number for the event shall be provided to the Council's Co-ordinator Compliance Monitoring 2 days before the event.

For events of less than 200 persons, participants shall be made aware of mobile cellphone coverage on the site and a mobile cellphone shall be provided at the information point for use in case of emergency.

Condition 15 – Fire Safety

During all events, fire extinguishers shall be located on the site at appropriate locations. For events greater than 200 persons, a trained fire crew with appropriate equipment, including a mobile fire pump, shall be provided on the site for the duration of the event.

For events of less than 200 persons, a fire warden shall be appointed for the duration of the event.

Condition 16 – Helicopter

For events greater than 200 persons, a helicopter landing base shall be established and retained exclusively for that purpose for the duration of the event. No helicopters shall operate over the public areas of the site during the festival except for any emergency that may occur.

Condition 23 – Storage Area

All structures, buildings, toilets, tanks, vehicles or other equipment shall be removed from the site within 5 days of the conclusion of the event.

Event-related equipment including two water tanks shall be stored in the authorised storage area on the site as shown on the attached plan marked RM090889V1(A). This storage area shall be screened and landscaped according to the documentation submitted with this

application and as shown on the attached plan marked RM090889V1(B). All other temporary facilities such as portaloos, vehicles and other equipment that are not dismantled and/or stored shall be removed from the site within 10 days of the conclusion of the event.

REASONS FOR THE DECISION

Background to the Application and Conditions Requested to be Changed and Reasons

An application has been made pursuant to Section 127 of the Resource Management Act ("the Act") to change Condition 1 and 2, 9 and 10, 14-16 inclusive and 23 of Resource Consent RM090889, which authorises cultural events to be held at the subject site at Canaan Downs. The proposed changes relate to:

- (a) to have less stringent conditions for smaller events of less than 200 persons;
- (b) the impact of the proposed storage area; and
- (c) composting toilets and associated structures in the Landscape Priority Area (LPA).

These are discussed in more detail below:

- (a) in total, 10 events per year have been authorised under the existing consent RM090889. The variation, RM090889, will not change this. However, the proposed changes relate to events that will attract less than 200 people and will enable smaller events and retreats to be held under less stringent conditions;
- (b) a screened storage area for event-related equipment, including up to two water tanks, in the LPA;
- (c) composting toilets and associated structures on the site.

Principal Issues (Actual and Potential Effects on the Environment)

The principal issue associated with the application to change the conditions of consent involve the actual and potential effects on the environment associated with the change. I consider that the adverse effects on the environment as a result of the changes will be no more than minor for the following reasons:

- (a) The proposed changes relate to conditions regarding provisions for dealing with fires, traffic issues, first aid, communication for smaller events and storage of equipment with less than 200 persons on site. Apart from the directly adjoining landowner, the New Zealand Transport Agency, the Department of Conservation and the Rural Fire Service were consulted as affected parties and invited to comment on the proposed changes to the conditions relevant to these agencies. Written approvals have been obtained from all affected parties. General safety measures relating to fire, first aid, emergency communication and traffic remain in place, albeit at a smaller scale. For smaller events, a fire warden will be appointed to be on site who will be responsible for any open fires and fire extinguishers will be available at appropriate locations. The site has improved cellphone coverage on the Telecom network and a mobile cellphone will be available for emergencies at the information point at all times during events of less than 200 persons as well as a trained first aid person. Council's Road Safety Officer has advised that the requirement for a traffic management plan remains in place for small events of less than 200 persons if personnel, signs or cones are placed on the road to manage traffic. An upper limit on ticket sales will ensure that a maximum of 200 persons attending smaller events and retreats event will not be exceeded.

- (b) A storage area for storing event-related equipment has been permitted provided the area is sufficiently screened. To reduce the visual effect, the storage area will be screened by shade cloth and landscaped around the perimeter with native plants appropriate to this area. On-site storage reduces the need for heavy transport on the single-lane, gravel road and supports the vision of the event organisers to promote sustainable and environmentally friendly events.
- (c) Composting toilets are proposed to be provided for events held on site. A composting toilet management plan has been submitted with the application. The applicant regards composting toilets to provide a more appropriate and environmentally-friendly option than portaloos. The composting toilets are to be managed in accordance with the submitted plan that provides detailed information regarding the short-and-long-term management of the toilets. Council's Building Consent Officer has advised that the numbers and standards of toilets required for events of varying sizes are required to be in accordance with the New Zealand Building Code. All compost from the toilets, after having matured for at least 12 months, is required to be dealt with in a careful way that avoids any potential contamination of the environment. Alternatively, portaloos may be used to complement composting toilet facilities.

The structures accommodating the composting toilets are dismantled and stored as required after each use. If the applicant decides to make these structures permanent, then the toilet blocks are required to be constructed to full compliance with the New Zealand Building Code. Furthermore, a resource consent is required under TRMP Rule 18.2.2.1(b) as these are new buildings in the Landscape Priority Area.

Relevant Statutory Provisions

Section 127(3)(a) of the Act states that any application to change consent conditions is deemed to be a discretionary activity.

In considering this application, I have had regard to the matters outlined in Section 104 of the Act. In particular, I have had regard to the relevant provisions of the following planning documents:

- (a) the Tasman Regional Policy Statement (TRPS);
 (b) the Tasman Resource Management Plan (TRMP).

How the activity relates to the objectives and policies contained within the TRPS and TRMP were covered in the original decision. It is considered that the changes being sought by the Consent Holder do not change these considerations.

Part II Matters

I have taken into account the relevant principles outlined in Sections 6, 7 and 8 of the Act and it is considered that granting these changes to the conditions achieves the purpose of the Act as presented in Section 5.

Notification and Affected Parties

The Council's Resource Consents Manager has, under the authority delegated to him, decided pursuant to Section 95 of the Act that the application did not require public or limited notification.

Written approvals for the proposed changes have been provided by the parties previously determined as affected parties for RM090889.

Duration of the Consent

No change can be made to the duration of consent under Section 127 of the Act.

This change to conditions of consent is granted on 20 March 2012 under delegated authority from the Tasman District Council by:

Ina Holst-Stoffregen
Consent Planner, Land

FULL SET OF AMENDED CONSENT CONDITIONS FOR RM090889V1**General**

- 1 The proposed series of events, up to five music, arts and cultural events and five retreats involving such activities as yoga, meditation or mountain biking each year, shall be in accordance with the application submitted, as shown on the attached plans marked RM090889V1 (A - E) and dated 20 March 2012. Where there is any apparent conflict between the information provided with the application and any condition of this consent, the conditions shall prevail.

Traffic

- 2 For events greater than 200 persons, not less than 20 working days prior to each event taking place, the event organiser shall submit the full details of the event in writing to Council's Co-ordinator Compliance Monitoring, including a traffic management plan that has been approved by Council's Engineering Department and the New Zealand Transport Agency.

If any signs or cones for smaller events of less than 200 persons are being placed or erected along the Canaan Road or personnel are on the road to assist with traffic management or normal day-to-day traffic is impeded in any way, a traffic management plans shall be submitted to the Council no less than 20 working days prior to the event taking place.
- 3 The Consent Holder shall be responsible for complying with any condition or restriction that is imposed by the agencies that approve any traffic management plan.
- 4 The traffic control point shall be located on the Canaan Road, not less than 10 kilometres from the turn-off from State Highway 60 where a processing area can be established to incorporate not less than two lanes and a parking area for vehicles not entering the festival site.
- 5 The applicant shall provide sufficient processing staff, to reduce the time vehicles are stopped to a minimum and to avoid vehicles waiting on State Highway 60.
- 6 The Canaan Road shall be patrolled by security staff, who have access to a four-wheel drive vehicle capable of towing any of the vehicles that have broken down in the traffic flow from State Highway 60.
- 7 All vehicles entering the festival site shall be parked in the areas defined for parking and no private vehicles shall be permitted to enter any of the entertainment areas once the festival starts.
- 8 The organisers shall ensure there are sufficient security staff on the festival site at all times to provide effective crowd control and supervision of vehicles entering and leaving the site.

Toilets

- 9 Event organisers shall provide composting toilet facilities in accordance with the numbers and standards required by the New Zealand Building Code. These facilities shall be managed in accordance with the Compost Toilet Management Plan submitted with the application. Alternatively, portaloos shall be located on site in accordance with the numbers and standards required by the New Zealand Building Code. Toilet facilities shall

be sited at strategic positions throughout the festival site. The structures for the composting toilets shall be dismantled and stored or removed within 10 days of the conclusion of the event.

Advice Note:

Please note that any structure larger than 10 square metres requires a separate building consent. Please refer to the New Zealand Building Code for the specific requirements for composting toilets including grey water disposal from hand-washing facilities.

Please note that for the toilet blocks to become permanent structures, a separate resource consent is required under TRMP Rule 18.2.2.1(b) (new building in the Landscape Priority Area).

- 10 All waste removed from the portaloos shall be disposed of at the Nelson Sewerage Authority ponds, located on Bells Island or another site approved by Council.

Safety and Well-being

- 11 For events greater than 200 persons, a first aid/medical centre shall be provided on the festival site for the duration of the event and shall be staffed at all times by trained personnel, including not less than one registered medical practitioner. For events of less than 200 persons, a trained first aid officer and a first aid kit shall be on site and easily accessible for the duration of the event.
- 12 Adequate shelter shall be established on the festival site to provide relief from the effects of extreme heat or cold that can occur on the site.
- 13 A potable water supply shall be established and maintained for the duration of the event for all persons attending the event. The water for human consumption shall meet the bacterial standards prescribed in the New Zealand Drinking Water Standards.
- 14 For events greater than 200 persons, the Consent Holder shall provide a communication network that is able to cover the festival site and provide a communication link with a New Zealand Network Utility. An official contact number for the event shall be provided to the Council's Co-ordinator Compliance Monitoring 2 days before the event.
- For events of less than 200 persons, participants shall be made aware of mobile cellphone coverage on the site and a mobile cellphone shall be provided at the information point for use in case of emergency.
- 15 During all events, fire extinguishers shall be located on the site at appropriate locations. For events greater than 200 persons, a trained fire crew with appropriate equipment, including a mobile fire pump, shall be provided on the site for the duration of the event.
- For events of less than 200 persons, a fire warden shall be appointed for the duration of the event.
- 16 For events greater than 200 persons, a helicopter landing base shall be established and retained exclusively for that purpose for the duration of the event. No helicopters shall operate over the public areas of the site during the festival except for any emergency that may occur.
- 17 The entertainment equipment shall be operated in a manner that does not result in the aural damage of any person attending the event and the noise levels within the public entertainment areas shall not exceed 92 dBA (L₁₀).
- 18 Any food stalls on the site shall meet the Tasman District Council's requirements for street

stalls. Council reserves the right to inspect these stalls at any time during the festival.

Signage

- 19 Temporary signage may be erected as described in the Signage Schedule incorporated in the Traffic Management Plan. All signs shall be removed within 24 hours of the conclusion of the event.

Rubbish Disposal

- 20 The organisers shall undertake a rubbish removal programme of the festival site and the areas of public road used at the conclusion of the event ensuring all material is disposed of at an approved refuse disposal facility.

Formal Direction

- 21 The Consent Holder shall comply with any formal direction issued by the New Zealand Police, the New Zealand Transport Agency or an Enforcement Officer of the Tasman District Council. Access by the Council or its officers or agents, to the land subject to this consent, is reserved pursuant to Section 332 of the Resource Management Act.

Security Staff

- 22 Security staff shall take all reasonable steps to ensure glass is excluded from the festival site. Particular care shall be taken to police this in the entertainment area.

Storage of Equipment and Structures

- 23 Event-related equipment including two water tanks shall be stored in the authorised storage area on the site as shown on the attached plan marked RM090889V1(A). This storage area shall be screened and landscaped according to the documentation submitted with this application and as shown on the attached plan marked RM090889V1(B). All other temporary facilities such as portaloos, vehicles and other equipment that are not dismantled and/or stored shall be removed from the site within 10 days of the conclusion of the event.

Review of Consent

- 24 The conditions of the land use consent may be reviewed by Council in accordance with Section 128 of the Resource Management Act 1991 within a period of 1 month after the conclusion of each event, for the purpose of:
- (a) dealing with any adverse effect on the environment arising from the exercise of the application;
 - (b) requiring the applicant to adopt the best practicable option to remove or reduce any adverse effect on the environment.

Time Frame

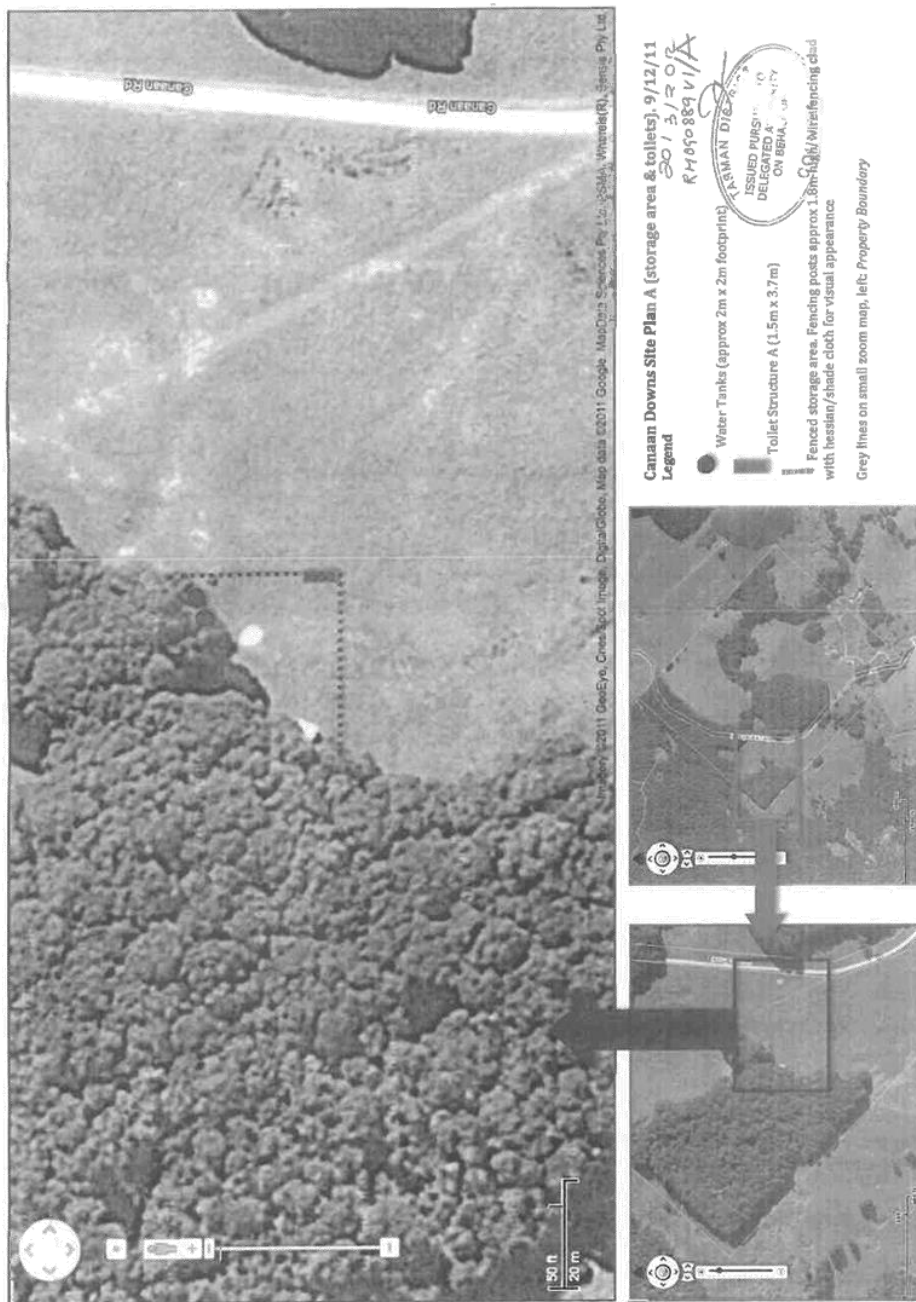
- 25 This consent shall last for a period of 10 years, expiring on 31 January 2020.

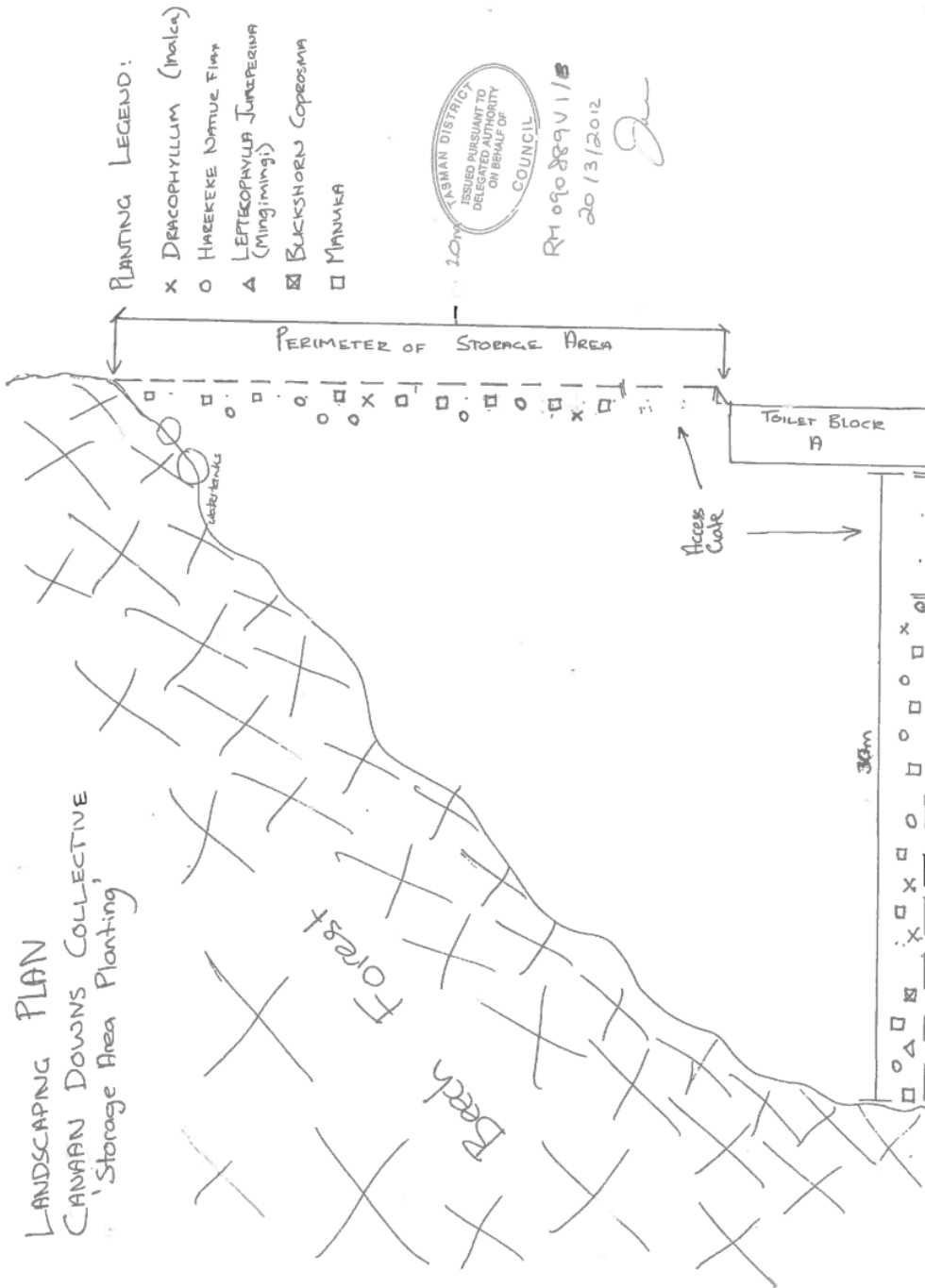
Approval of Event

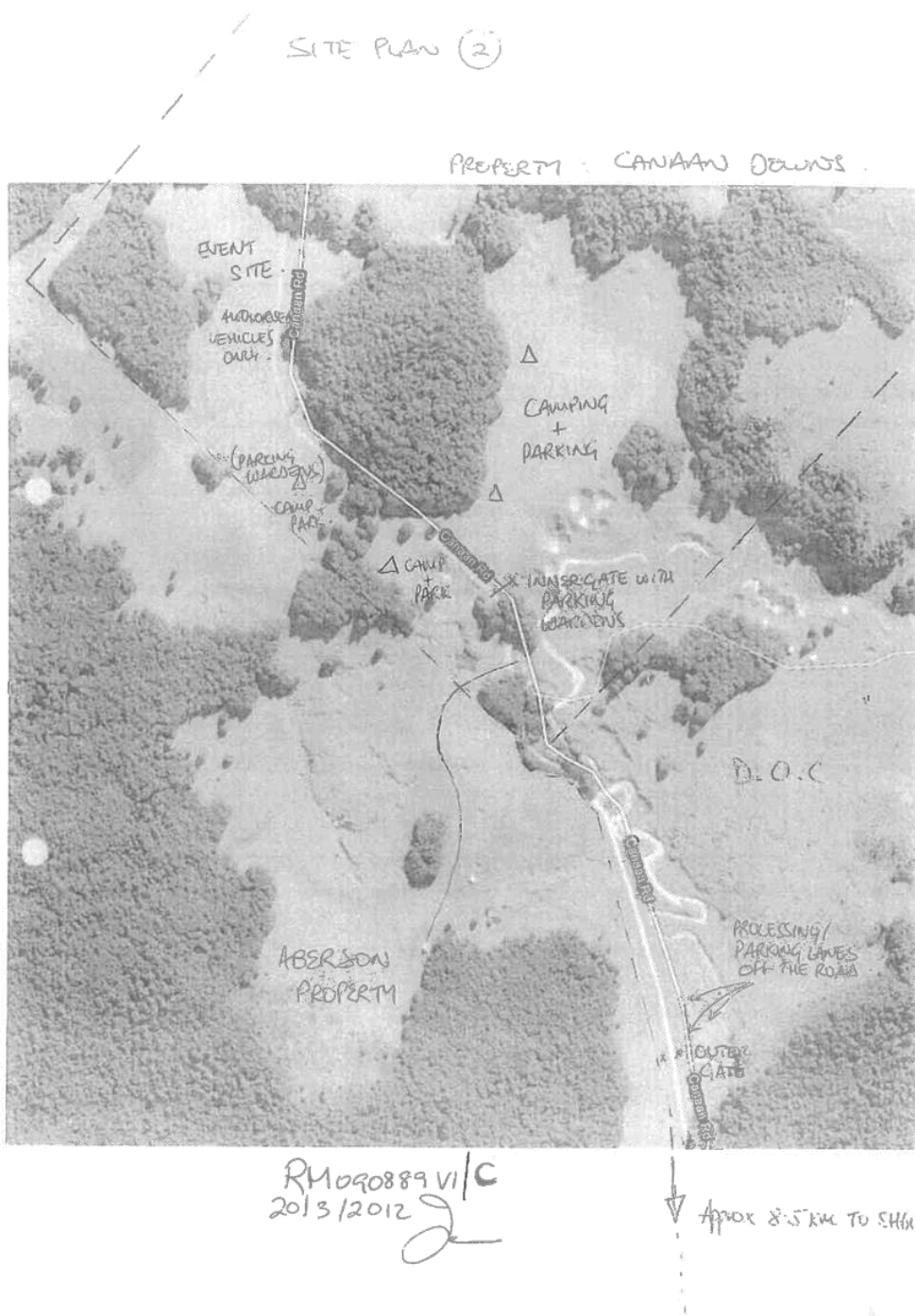
- 26 The Consent Holder shall submit notice to the Environment & Planning Manager, Tasman District Council, of any event organised, not less than 10 working days prior to the event taking place. Confirmation of the approval of the event shall be provided in writing to the Consent Holder.

ADVICE NOTES

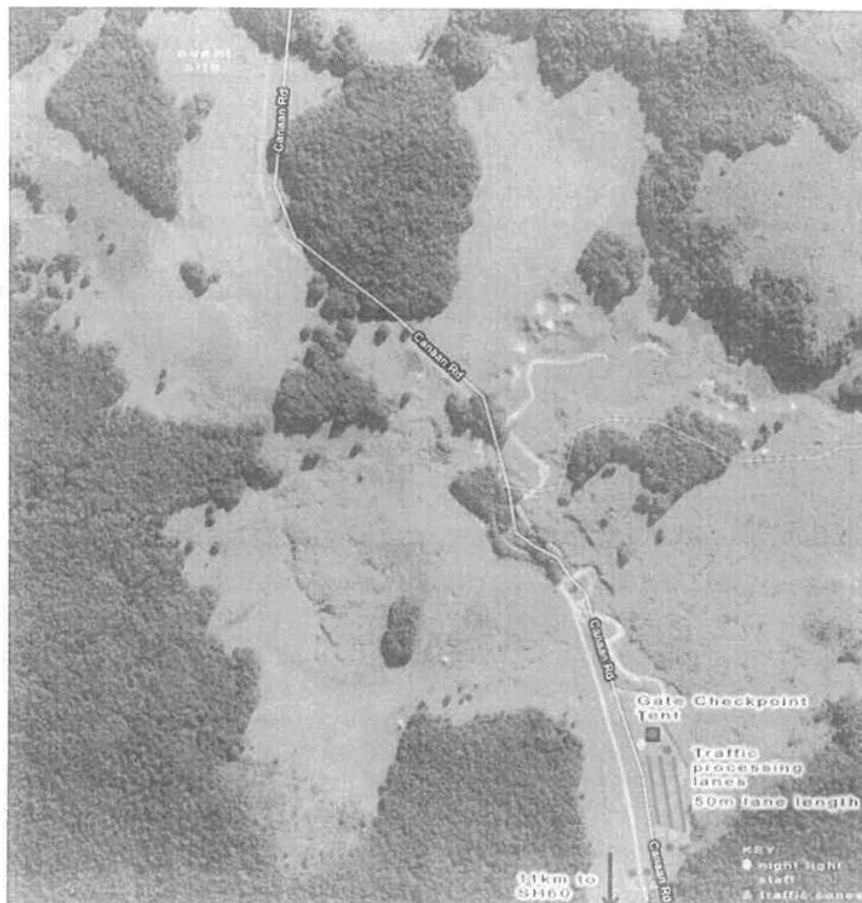
- 1 This consent is issued pursuant to the Resource Management Act 1991 and the Tasman Resource Management Plan. It does not constitute building consent and if the project involves any form of building, consent should be sought pursuant to the Building Act 1991.
- 2 Monitoring of this resource consent will be undertaken by the Council, as provided for by Section 35 of the Act and a one-off fee has already been charged for this monitoring. Should monitoring costs exceed the initial fee, Council reserves the right to recover these additional costs from the Consent Holder. Costs can be minimised by consistently complying with conditions, thereby reducing the necessity and/or frequency of Council staff visits.
- 3 This resource consent only authorises the activity described above. Any matters or activities not referred to in this consent or covered by the conditions must either: 1) comply with all the criteria of a relevant permitted activity rule in the Tasman Resource Management Plan (TRMP); 2) be allowed by the Resource Management Act; or 3) be authorised by a separate resource consent.
- 4 This consent is granted to the abovementioned Consent Holder but Section 134 of the Act states that such land use consents “attach to the land” and accordingly may be enjoyed by any subsequent owners and occupiers of the land. Therefore, any reference to “Consent Holder” in the conditions shall mean the current owners and occupiers of the subject land. Any new owners or occupiers should therefore familiarise themselves with the conditions of this consent, as there may be conditions that are required to be complied with on an ongoing basis.
- 5 The Consent Holder should note that this resource consent does not override any registered interest on the property title.











RM090889 V1 / E

7.2 RENEWAL OF COMMUNITY LEASES - GOLDEN BAY**Decision Required**

Report To:	Golden Bay Community Board
Meeting Date:	14 August 2018
Report Author:	Margot Wilson, Property Services Officer
Report Number:	RGB18-08-02

1 Summary

- 1.1 The Property Services Team has been working through Council's expired community leases. This report outlines those in Golden Bay, and provides a staff recommendation on these, for consideration by the Community Board.
- 1.2 While the majority of these leases are mentioned in their corresponding Reserve Management Plan, a small number of leases are not. Those not mentioned will require public notification. That procedure will be undertaken soon after recommendations are made by the Golden Bay Community Board to the Community Development Committee.
- 1.3 As all of these leasing organisations have served the community well and have been respectful of their lease requirements, Council staff recommend that each of these groups be offered a new five year term lease.
- 1.4 Following due consideration of this matter the Community Board will provide their recommendation to the Community Development Committee who will make the final decision.

2 Draft Resolution**That the Golden Bay Community Board**

1. receives the **Renewal of Community Leases - Golden Bay report, RGB18-08-02; and**
2. recommends to the **Community Development Committee that Council Staff proceed with offering new five year term leases to the organisations listed below, noting that these do not require public notification:**
 - a. **Collingwood Squash Club**
 - b. **Golden Bay Senior Citizens Association**
 - c. **Golden Bay Work Centre Trust**
 - d. **Golden Kids Inc Early Learning Centre**
 - e. **Pohara Bowling Club**
 - f. **Takaka Play Centre, Lake Killarney**
 - g. **Takaka Drama Society**

- h. **Takaka Golf Club**
 - i. **Takaka Scouts**
 - j. **The Order of St Johns, Golden Bay**
3. **recommends to the Community Development Committee that Council staff proceed with public notification of the intention to offer new five year term leases to the following groups requiring notification:**
- a. **Aorere Futures Trust**
 - b. **Collectible Vehicles Club of Golden Bay**
4. **Notes that the following organisations no longer require leases with Tasman District Council:**
- a. **Collingwood Tennis**
 - b. **Golden Bay Rugby Club**
 - c. **Seniornet**
 - d. **Takaka Rugby Club**

3 Purpose of the Report

- 3.1 To update the Golden Bay Community Board regarding expired and soon to expire community leases in their ward, in order for the Board to provide a recommendation to the Community Development Committee on renewals.

4 Background and Discussion

- 4.1 Over the past several years, the Council's Property Services team has been striving to maintain the full portfolio of community leases throughout the district. More recently, additional resources have been available, enabling a full inventory to be taken of leased occupations. A main priority is now to clear the backlog of expired leases.
- 4.2 Council's Delegations Register provides that it is the responsibility of the Board to "make recommendations to the Council on the granting of leases or licences on reserves and public spaces in their community". Therefore, following the Board's consideration of the leases and licences within this report, your recommendations will be to the Community Development Committee.
- 4.3 The Community groups listed here in 4.5 and 4.6 have served the local community well and have adhered to their lease requirements thus providing no reason why their occupations should not continue.
- 4.4 The result of this review will give these community groups a new, standardised occupation agreement (please refer to the attachment). Note that this document clearly outlines the obligations of both the community group and Council and their respective responsibilities

regarding various possible leasing issues thus lessening the likelihood of misunderstandings.

- 4.5 The groups requiring new leases/licences are:
- a. **Collingwood Squash Club** – Collingwood Memorial Hall (squash courts built onto Hall) – Squash Courts structure owned by the Club – current lease expired.
 - b. **Golden Bay Senior Citizens Association** – 94A Commercial St, Takaka – Building owned by Association - Tasman District Council owns the land - current lease expired.
 - c. **Golden Bay Work Centre Trust** – 82 Commercial St, Takaka – Tasman District Council owns this building and land - current lease expired.
 - d. **Golden Kids Inc Early Learning Centre** – 88 Commercial St, Takaka - Tasman District Council owns this building and land - current lease expires: 1 April 2019.
 - e. **Takaka Play Centre** – 5 Lake Crescent at Lake Killarney, Takaka – Building owned by Playcentre - current lease expires: 31 May 2019.
 - f. **Pohara Bowling Club** – Pohara Recreation Reserve – Building and greens owned by Council - current lease expired.
 - g. **Takaka Drama Society**– Golden Bay Recreation Park – Building owned by Club - current lease expired.
 - h. **Takaka Golf Club** – Clifton Recreation Reserve - Building owned by Club – Golf Course owned by Council - current lease expired.
 - i. **Takaka Scouts** – Golden Bay Recreation Park - Building owned by Scouts NZ - current lease expired. At the time of preparing this report Scouts NZ were yet to confirm if they wish the lease to be renewed. Further information will be presented at the meeting.
 - j. **The Order of St Johns, Golden Bay** – Golden Bay Recreation Park – Building owned by St John's - current lease expired.
- 4.6 With the following, public notification of the intention to grant a new lease is required as the occupation is not mentioned in the relevant management plan:
- a. **Aorere Futures Trust** – Parapara Inlet Beach Road Esplanade Reserve – Building owned by the Club - current lease expired.
 - b. **Golden Bay Collectible Vehicles Club** – Golden Bay Recreation Park – Building owned by Council - current lease expired.

- 4.7 The following organisations no longer require leases with Tasman District Council:
- a. **Collingwood Tennis** – The Club owns its own land. There is a funding agreement for the court surfaces that provides for public use.
 - b. **Golden Bay Rugby Club** – Golden Bay Recreation Park – Club now meets in the Rec Park Centre owned by Council.
 - c. **Seniornet** – Golden Bay Recreation Park – Seniornet now subleases from St John's.
 - d. **Takaka Rugby Club** – Golden Bay Recreation Park – Club no longer exists.

5 Options

- 5.1 Option One - Renewal of all leases - **This is the recommended option** as it allows the Council to have consistent conditions and provide for legal occupation of the sites. This will also ensure all parties understand their risks and obligations.
- 5.2 Option Two - Renewal of only some leases - This option ensures that some leases are renewed. Community Board members may have additional information that would inform any decision for Council to enter into a lease. The Board would then request that staff further investigate leases not approved for renewal. This option is not recommended unless the Community Board is aware of particular issues with one or more specific community groups.
- 5.3 Option three – Maintain Status Quo – This would allow the community groups to continue their occupation under their present expired agreements. This is not recommended as without a lease, there exists no legal occupation.

6 Strategy and Risks

- 6.1 These particular community uses have existed for many years, and in most cases decades. There is considered little risk in offering these groups a new occupation agreement, and allowing their work in the community to continue.
- 6.2 The documentation that will be offered will carry some slight risk. This template agreement (attached) has been prepared in consultation with the Council's legal advisors. The agreements do require the respective community groups to meet the cost of all outgoings. Most present agreements include those same obligations. However, outgoings such as rates, pan charges, water charges, etc. may start being charged for the first time as part of the general 'catch up' in community lease administration. These should have been charged in the past but were not and there is no intention of back charging. While this could occur without the new documentation, some community groups may find it challenging to meet those obligations and feel that the renewal programme is to blame.

7 Policy / Legal Requirements / Plan

7.1 The Reserves Act 1977 states the following:

- 54 *Leasing powers in respect of recreation reserves (except farming, grazing, or afforestation leases)*
- (1) *With the prior consent of the Minister, the administering body, in the case of a recreation reserve that is vested in the administering body, may from time to time, in the exercise of its functions under section 40, to the extent necessary to give effect to the principles set out in section 17,.....*
- (b) *lease to any voluntary organisation part of the reserve for the erection of..... other buildings and structures associated with and necessary for the use of the reserve for outdoor sports, games, or other recreational activities, or lease to any voluntary organisation any such stands, pavilions, gymnasiums, and other buildings or structures already on the reserve, which lease shall be subject to the further provisions set out in Schedule 1 relating to leases of recreation reserves issued pursuant to this paragraph.*

With respect to public notice, the Reserves Act states
Sec 54 (1A):

Notwithstanding subsection (1), where -

- (d) *the lease or licence is in conformity with and contemplated by that management plan, the prior consent of the Minister shall not be required before the administering body grants a lease or licence under subsection (1).*

This above section is relevant to the majority of the lease renewals proposed.

For the leases to the Aorere Trust, and Collectible Vehicles club, the following section of the Reserves Act is applicable:

Sec 54(2) Before granting any lease or licence under subsection (1) (other than a lease or licence to which the second proviso to paragraph (d) applies), the administering body shall give public notice in accordance with section 119 specifying the lease or licence proposed to be granted, and shall give full consideration in accordance with section 120 to all objections and submissions in relation to the proposal received pursuant to the said section 120.

The Tasman District Council Reserves General Policy dated September 2015 states the following:

4.2.2 Policies

- 4.2.2.1 To permit the exclusive use of part or all of any recreation reserve for regular or occasional sporting or recreational events, subject to Council approval and, where necessary, a legal mechanism such as a lease, licence or permit.

4.2.3 Methods

- 4.2.3.2 Leases and licences for long-term or regular occupations and exclusive use.

8 Consideration of Financial or Budgetary Implications

- 8.1 The existing agreements have widely varying annual rentals. Most are paying historically what was the Council's minimum annual rental of \$100 per annum. In more recent times, the minimum rental fee charged has been increased to \$200 per annum (plus GST) and this is the approved minimum set by Council at its 28 June 2018 Council meeting. In general, community groups have accepted this as reasonable, given it represents less than \$4 per week.
- 8.2 It is proposed that all community groups now pay the minimum \$200 plus GST annual rental fee. This creates some consistency, and is considered fair to all groups. The alternative is for staff to try to judge which community groups "deserve" a higher or lower rental. This would inevitably lead to questions of preferential treatment.
- 8.3 A consistent annual rental assists in defraying a small portion of staff costs to manage these leases. Apart from staff time, the initial legal costs to create the new standard lease, and the charging of outgoings, there are not considered to be any significant costs associated with this programme. The community groups are not being asked to cover the cost of preparing documentation unless they dispute the terms of the lease agreement and Council is required to seek further legal advice. The overall costs of the renewal programme have been provided for in the Property Services budgets as has the proposed income stream.

9 Significance and Engagement

9.1 Staff consider the overall level of significance of the decisions sought in this report is low. We consider that consultation is not required relating to the leases and licences which have already been through a public consultation process during the Reserve Management Plan process. The Reserves Act also states that consultation is not required in these circumstances. However, the Act requires that consultation is required for leases and licences which are not contemplated in the relevant Reserve Management Plan. Therefore, our advice is that consultation is required for these leases, as outlined earlier in this report.

Issue	Level of Significance	Explanation of Assessment
Is there a high level of public interest, or is decision likely to be controversial?	LOW TO MODERATE	In re-issuing tenancies, we assess there is likely to be little controversy. There may be some public commentary if any one group appears to be more favourably treated than another.
Is there a significant impact arising from duration of the effects from the decision?	LOW	No. Not thought to be strong impact – small possibility another citizen or group may take issue with granting of new five year lease to existing tenant.
Does the decision relate to a strategic asset? (refer Significance and Engagement Policy for list of strategic assets)	LOW	No. Not applicable.
Does the decision create a substantial change in the level of service provided by Council?	LOW	No. If renewals are approved the risk is low.
Does the proposal, activity or decision substantially affect debt, rates or Council finances in any one year or more of the LTP?	LOW	No. Slightly more income will be achieved, otherwise costs will be much the same as at present.
Does the decision involve the sale of a substantial proportion or controlling interest in a CCO or CCTO?	LOW	No. Not applicable.
Does the proposal or decision involve entry into a private sector partnership or contract to carry out the deliver on any Council group of activities?	LOW	No. Not applicable.
Does the proposal or decision involve Council exiting from or entering into a group of activities?	LOW	No.

10 Conclusion

- 10.1 The staff recommendation is that the Golden Bay Community Board recommends to the Community Development Committee the offering of new five year leases to each of the organisations listed here in 4.5 and 4.6. They also recommend offering new five year leases to the two groups with lease expiries coming due in 2019 in 4.5.

11 Next Steps / Timeline

- 11.1 The Golden Bay Community Board deliberates and makes a recommendation to the Community Development Committee.
- 11.2 At the next Community Development Committee meeting in September, these leases will be considered for renewal by the Committee.
- 11.3 Staff will be notified of the Committee's decision.
- 11.4 Council Staff will then contact the tenants to discuss their expired leases, the documentation process, and any other pertinent details. This work is anticipated to occur in September and October.
- 11.5 Agreements will be prepared and provided to the approved organisations for signing.
- 11.6 After each organisation signs and returns the documents, Council's authorised signatory will sign and date them. The anticipated final completion of these leases is expected to be in November 2018.
- 11.7 For the leases which require public notification, the public notification will occur towards the end of September. Submissions will be called over a period of one month. Council will then need to hold a hearing of submissions, prior to making a final decision to grant the lease. If the decision is to grant the lease then the process outlined in 11.4 – 11.6 above will begin.

12 Attachments

- | | | |
|----|--------------------------|----|
| 1. | Community Lease Template | 51 |
|----|--------------------------|----|

DEED of LEASE

KEY INFORMATION

DATE:	{XXX}
LESSOR:	TASMAN DISTRICT COUNCIL
LESSEE:	{XXX}
ANNUAL RENT:	\${XXX} plus GST (subject to review if applicable)
COMMENCEMENT DATE:	{XXX}
COMMON AREA:	Part of the Land outlined coloured {XXX} on the plan attached hereto (delete if not applicable)
FINAL EXPIRY DATE:	{XXX}
LAND:	{XXX} being legal description of reserve land
LEASED AREA:	Part of the Land outlined coloured {XXX} on the plan attached hereto being {XXX} m ² approximately located at {XXX}
LESSEE'S IMPROVEMENTS:	All buildings and other improvements, including but not limited to any fences, gates, and drains on the Leased Area except the Lessor's Improvements
LESSOR'S IMPROVEMENTS:	{XXX}
OUTGOINGS:	All rates and other outgoings levied in respect of the Leased Area, the Lessor's Improvements and the Lessee's Improvements, including but not limited to: <ol style="list-style-type: none"> 1. power; 2. water; 3. sewerage including pan charges; 4. stormwater; 5. refuse disposal and collection charges; 6. costs of compliance with the Building Act 2004 (and any replacement legislation) and electrical equipment testing and; 7. all other utility and service charges levied on the Leased Area from time to time; and these may be by way of apportionment, such apportionment to be calculated by the Lessor or the Lessor's valuation service provider and be based on the Leased Area occupied by the Lessee pursuant to this Lease.
PERMITTED USE:	{XXX}
PUBLIC LIABILITY INSURANCE:	\$2,000,000
RENEWAL DATE(S):	{XXX} (delete if not applicable)
RENT PAYMENT DATE(S):	Annually in advance on the first day of July in every year, commencing on the 1 st day of July {XXX} by way of automatic bank deposit into the Lessor's bank account.
RENT REVIEW DATE(S):	{XXX}
RIGHT(S) OF RENEWAL:	{XXX} of {XXX} years each (delete if not applicable)
TERM:	{XXX} years
SPECIAL CONDITIONS OF LEASE:	{continue on separate sheet if applicable}

THE LESSOR named in the Key Information is the owner of the Land described in the Key Information. The Lessor leases to the Lessee named in the Key Information and the Lessee takes on Lease the Leased Area described in the Key Information together with the right to use:

- (a) The Lessor's Improvements on the Leased Area (if any) as set out in the Key Information; and
- (b) Common Area of the Land as set out in the Key Information (if any);

FOR the Permitted Use for the Term from the Commencement Date to the Final Expiry Date and at the Annual Rent as set out in the Key Information. This Lease is granted pursuant to Section XXX of the Reserves Act 1977.

THE LESSOR AND THE LESSEE agree as set out in this Deed.

1.0 Rent and Outgoings

- 1.1 The Lessee will pay the Annual Rent in advance to the Lessor on the Rent Payment Dates together with the Outgoings described in the Key Information. All Annual Rent, and Outgoings will be paid without any deduction by direct payment to the Lessor or as the Lessor may direct.
- 1.2 On or after the Rent Review Date(s) described in the Key Information, the Lessor may review the Annual Rent payable under this Lease by providing one month's notice to the Lessee in writing. The Lessor may backdate the reviewed Annual Rent to the Rent Review Date.

2.0 Subletting of Leased Area and Lessor's Improvements

- 2.1 The Lessee will not assign, mortgage, charge or grant any lien the whole or any part of the Leased Area.
- 2.2 The Lessor recognises that the sharing of community buildings is beneficial. With the Lessor's prior written approval, the Lessee may sublet all or part of the Leased Area and Lessor's Improvements to other community groups from time to time, and recover reasonable outgoings (based on actual costs to the Lessee) provided the other community group agrees in writing to be bound by the terms of this Lease.

3.0 Liability and Insurance

- 3.1 The Lessee will keep and maintain insurance of the Lessor's Improvements and the Lessee's Improvements on the Leased Area against loss, damage or destruction by fire and such other risks as the Lessor may reasonably require.
- 3.2 The Lessee fully indemnifies the Lessor against any loss, claim, action, proceeding or demand arising out of the use by the Lessee of the Leased Area. The Lessee will keep current an insurance policy for public liability for an amount no less than the amount specified in the Key Information.
- 3.3 If requested by the Lessor, the Lessee will provide evidence of all required insurance cover.
- 3.4 The Lessor is not responsible for any damage or other loss to the Lessee's Improvements or other assets or any sublessee's assets.
- 3.5 The Lessor acknowledges that all improvements on the Leased Area at the Commencement Date (except those identified as Lessor Improvements in the Key Information) are Lessee Improvements and are not insured by the Lessor.

4.0 Obligation to Maintain Leased Area, Lessor's Improvements and Lessee's Improvements:

- 4.1 The Lessee will at its cost keep the Leased Area in a clean, tidy and safe condition, and will keep and maintain the Lessor's Improvements and the Lessee's Improvements on the Leased Area in good order, repair and condition.
- 4.2 Graffiti on the Leased Area, Lessor's Improvements or Lessee's Improvements shall be removed or painted over promptly by the Lessee at the Lessee's cost.
- 4.3 The Lessee will at its cost comply with any notice given by the Lessor to repair or maintain the Leased Area, the Lessor's Improvements or the Lessee's Improvements. Should the Lessee fail to comply with such notice then the Lessor may at its option carry out such work as it determines is reasonably necessary and recover the cost of such work from the Lessee.
- 4.4 The Lessee will notify the Lessor in writing of any substantial damage to the Leased Area.

- 4.5 The Lessee, when undertaking any “building work” (as that term is defined in the Building Act 2004) on the Leased Area will comply with all legal requirements including the obtaining of Building Consents and Code Compliance Certificates pursuant to the Building Act 2004.
- 4.6 The Lessee will keep the Leased Area free from any pests as defined by the Biosecurity Act 1993 and will comply with the provisions of the Biosecurity Act 1993.
- 4.7 The Lessee will, at the Lessee’s cost, obtain and keep current a building warrant of fitness for the Leased Area. The Lessee will if requested by the Lessor, or if required by law, obtain a seismic assessment for the Lessor’s Improvements and the Lessee’s Improvements on the Leased Area, and provide the Lessor with a copy of such assessment.
- 4.8 The Lessee will not do anything that is, or is likely to be, in the Lessor’s reasonable opinion, dangerous, a nuisance or a disturbance to other reserve users or neighbours of reserve land adjacent to the Leased Area.
- 5.0 Reserves General Policy including Smokefree Environment**
- 5.1 The Lessee will at all times comply with the Lessor’s Reserves General Policy (available on the Lessor’s website), and in particular will operate the Leased Area as a smokefree environment.
- 6.0 Health and Safety**
- 6.1 The parties will comply with their duties and obligations under:
- (a) The Health and Safety at Work Act 2015; and
 - (b) All regulations, rules, guidelines and codes of practice made under or in relation to the Health and Safety at Work Act 2015.
- 6.2 Without limiting anything in clause 6.1, the Lessee will co-operate with and assist the Lessor to comply with the Lessor’s duties and obligations pursuant to clause 6.1 including but not limited to consulting with the Lessor’s manager responsible for reserves.
- 7.0 Fires**
- 7.1 The Lessee will not light any fire on the Leased Area other than in an approved fireplace.
- 8.0 Entry by Lessor**
- 8.1 The Lessor may, after providing no less than 48 hours’ notice to the Lessee (or without notice in an emergency), enter the Leased Area for the purpose of inspection, and/or determining whether the Lessee is complying with this Lease.
- 9.0 Use of Leased Area and Lessor’s Improvements**
- 9.1 The Lessee shall use the Leased Area and Lessor’s Improvements solely for the Permitted Use described in the Key Information.
- 9.2 The Lessee will at all times comply with the requirements of any statute, regulation or bylaw including the Lessor’s Resource Management Plan in relation to the Permitted Use. The signing of this Lease by the Lessor does not constitute a consent of the Lessor other than in its capacity as owner of the Leased Area.
- 9.3 The Lessee shall not affix or paint or permit to be affixed or painted any name, sign or advertisement on or to the exterior of any building or fence on the Leased Area without the prior approval in writing of the Lessor.
- 9.4 The Lessee will not cut down any tree, bush or shrub on or in the vicinity of the Leased Area without the prior written consent of the Lessor.
- 9.5 The Lessee shall not erect any building or other structure, or alter any existing building or other structure, on the Leased Area without the prior written consent of the Lessor.
- 10.0 Expiry and/or Termination and Removal of Lessee’s Improvements**
- 10.1 If the Lessee continues to occupy the Leased Area beyond the expiry of this Lease, the Lease may be terminated by 20 working days’ notice in writing given at any time by either party to the other. Otherwise, the Lease shall be on the same terms and conditions as this Lease.
- 10.2

- 10.3 The Lessor may terminate this Lease by providing 20 working days' notice in writing if the Lessor considers the Lessee is not using, or sufficiently using, the Leased Area for the Permitted Use. The Lessor shall consult with the Lessee before making a decision to terminate the Lease under this clause.
- 10.4 The Lessor may terminate this Lease by providing 20 working days' notice in writing if the Lessee has failed to comply with the terms of the Lease or has not promptly paid the rent. Prior to terminating the Lease, the Lessor will first provide the Lessee with a reasonable opportunity of remedying any breach of conditions or non-payment of rent.
- 10.5 The Lessor may terminate this Lease if the Lessee is no longer registered as a legal entity or the Lessor believes, on reasonable grounds, that the Lessee has abandoned the Leased Area. The Lessor will provide written notice to the Lessee of its intention to terminate the Lease under this clause, and will give the Lessee a reasonable time to remedy the lack of registration, and/or the apparent abandonment of the Leased Area.
- 10.6 If the Leased Area, Lessor's Improvements or Lessee's Improvements are, in the reasonable opinion of the Lessor, rendered unusable due to a natural disaster, fire or force majeure the Lessor may terminate this Lease immediately by notice in writing to the Lessee. The Lessor will be under no obligation to grant another Lease to the Lessee at the same location even if the Lessee's Improvements are insured.
- 11.0 The Lessee will, if requested by the Lessor, remove the Lessee's Improvements on the termination of the Lease and return the Leased Area and Lessor's Improvements to a clean and tidy condition to the satisfaction of the Lessor. If the Lessee does not remove the Lessee's Improvements and leave the Leased Area in a clean and tidy condition when requested by the Lessor, the Lessor may undertake the work required and recover all reasonable costs from the Lessee, or at the Lessor's sole discretion, allow the Lessee's Improvements to remain on the Leased Area. If the Lessee does not remove the Lessee's Improvements and they are not removed by the Lessor, then ownership of the Lessee's Improvements will revert to the Lessor without compensation payable to the Lessee. The obligations under this clause shall survive the termination of this Lease.
- 11.1 Mediation of Disputes**
- 11.1 If a dispute arises between the parties regarding this Lease, the parties will, acting reasonably and in good faith, attempt to resolve the dispute. In the event the parties cannot resolve the dispute, a suitably qualified mediator will be appointed by the parties. If the parties cannot agree on who will be appointed as mediator, the appointment shall be at the recommendation of the President of the Nelson Branch of the New Zealand Law Society. Each party will act reasonably and in good faith during the mediation in a genuine attempt to resolve the dispute. The cost of engaging the mediator will be shared equally between the parties. The Lessor may require the Lessee to pay 50% of the estimated cost of the mediation in advance of the mediation.
- 12.0 Parties not Bound**
- 12.1 The Lessor and the Lessee shall not be bound by this Lease until this Lease has been signed by the Lessor and the Lessee.
- 13.0 Common Area** (delete if not applicable)
- 13.1 The Lessee will co-operate with other users of the Common Area to agree a procedure to keep the Common Area in a clean, tidy and safe condition.
- 14.0 Renewal** (delete if not applicable)
- 14.1 If the Lessee has not been in breach of this Lease and has given to the Lessor written notice to renew the Lease three calendar months before the end of the Term, then the Lessor will, at the cost of the Lessee, grant to the Lessee a renewal of this Lease for the further term commencing on the relevant Renewal Date in the Key Information.
- 14.2 A renewed Lease granted pursuant to clause 14.1 will otherwise be on the same terms and conditions as this Lease but the further term shall expire on or before the Final Expiry Date.

THE COMMON SEAL of)
TASMAN DISTRICT COUNCIL)
as Lessor was hereunto)
affixed in the presence of:)

..... Chief Executive

..... Mayor

SIGNED for and on behalf of [XXX])
as Lessee by:)
) Office Bearer
)
)
)
)
)
) Office Bearer
)
)
In the presence of:)

.....
Witness

.....
Name

.....
Address

.....
Occupation

7.3 FINANCIAL REPORT**Information Only - No Decision Required**

Report To:	Golden Bay Community Board
Meeting Date:	14 August 2018
Report Author:	Liz Cameron, Assistant Management Accountant
Report Number:	RGB18-08-03

1 Summary

- 1.1 The draft financial report for the period ending 30 June 2018 is attached (Attachment 1). The report is a draft as the Annual Report is still to be finalised and an audit undertaken.
- 1.2 The net financial position for the year-to-date is a surplus of \$10,666 over budget.
- 1.3 Overall expenditure for the year was 80% of the budget. This is mainly due to the Community Board member reimbursements for the year being well behind budget.
- 1.4 Closed account interest has been received on the surplus Golden Bay Community Board opening balance and has resulted in income of \$562.
- 1.5 The income from the Sunday Market is 100% of the full year budget.
- 1.6 The net position for the Community Board's overall funds, as at 30 June 2018, remains a positive balance of \$36,807.

2 Draft Resolution

That the Golden Bay Community Board receives the Financial Report RGB18-08-03.

3 Attachments

- | | |
|--------------------------------------|----|
| 1. Draft Financial Summary June 2018 | 59 |
|--------------------------------------|----|

TASMAN DISTRICT COUNCIL
Golden Bay Community Board
June 2018

	Month Actual	Month Budget	Month Budget%	YTD Actual	Annual Budget	Annual Budget %
Charges						
<i>Remuneration</i>						
Chairperson Monthly Salary	\$1,055	\$1,073	98%	\$12,603	\$12,871	98%
Members (3)	\$1,582	\$1,582	100%	\$17,191	\$18,984	91%
Community Board Members Reimbursements	\$0	\$1,149	0%	\$4,801	\$13,784	35%
<i>Miscellaneous</i>						
	<i>pages</i>	<i>rate</i>				
Photocopying	0	0.1		\$0	\$1,532	0%
Community Board discretionary fund	\$500	\$255	196%	\$5,637	\$3,063	184%
Community Board Expenses	\$135	\$242	56%	\$2,999	\$2,909	103%
Contingency allowance	\$0	\$85	0%	\$0	\$1,021	0%
Cost of Elections	\$27	\$27	101%	\$320	\$320	100%
Total Charges	\$3,299	\$4,540	73%	\$43,551	\$54,484	80%
<i>Less</i>						
CCB rate	-\$4,331	-\$4,349	100%	-\$51,973	-\$52,187	100%
Golden Bay Market	-\$43	-\$145	30%	-\$1,741	-\$1,734	100%
Closed Account Interest	-\$42	-\$47	90%	-\$504	-\$562	90%
Net Charges	<u>-\$1,117</u>	<u>\$0</u>		<u>-\$10,666</u>	<u>\$1</u>	

Equity

Opening Credit Balance 1 July 2017	\$26,140
Net Income June 2018	\$10,666
Closing Credit Balance 30 June 2018	<u>\$36,807</u>

Discretionary Fund

First Encounter 375 - Feeder Bus	360
Of The Diverse - Exhibition	360
GB Hammer Hardware - Solar lights	860
GB Plumbing - Metal for town banners	327
Lollo Kiki Design - Town Banners	4,020
Collingwood Area School - donation	50
Golden Bay High School - donation	50
Sale of old banners	- 890
Heritage Golden Bay - Library plaques	500

\$ 5,637

7.4 RESERVE FINANCIAL CONTRIBUTIONS**Decision Required**

Report To:	Golden Bay Community Board
Meeting Date:	14 August 2018
Report Author:	Beryl Wilkes, Senior Horticultural Officer; Richard Hollier, Reserves and Facilities Manager
Report Number:	RGB18-08-04

Summary

- 1.1 This report provides an update on:
- the current status of the Golden Bay Ward's Reserve Financial Contribution (RFC) accounts; and
 - discusses the projects for the 2018/2019 and 2019/2020 financial years.
 - the Special Purpose Committee capital project and maintenance requests for the 2018/2019 financial year.
- 1.2 The RFC accounts are made up of funds received from subdivision levies and large resource consent levies.
- 1.3 The funds received in the Golden Bay Ward stay in the Ward for the purchase of land for reserves and capital improvements to reserves and facilities.
- 1.4 The income for the 2017/2018 financial year does not cover the budgeted projects in the 2018/2019 financial year, there are proposals suggested to remedy this.

2 Draft Resolution**That the Golden Bay Community Board**

- 1. receives the Reserve Financial Contributions report RGB18-08-04; and**
- 2. approves the removal of \$100,000.00 from the Land Purchase budget from the Golden Bay Ward Reserve Financial Contributions projects in the Annual Plan 2018/2019 for that financial year; and**
- 3. approves the decision not to carry forward the underspend in the 2017/2018 budgets for following capital projects:**
 - **\$50,000.00 from the Coastcare budget**
 - **\$40,000.00 from the walkways budget;**
 - **\$24,262.00 from the gardens general budget**

and

- 4. approves the Special Purpose Committee project spend of \$44,600.00 as per the list within the report.**

3 Purpose of the Report

- 3.1 This report provides an update on the status of the Golden Bay Ward Reserve Financial Contribution (RFC) accounts, the project activity for the 2017/2018 financial year and projects for the 2018/2019 and 2019/2020 financial years.
- 3.2 To provide the Board with the Special Purpose Committee requests for capital project and maintenance requests for the 2018/2019 financial year.

4 Background and Discussion

- 4.1 Due to the difficulty of predicting the RFC account future income derived from subdivisions, the income is retained in the year it is received and allocated to capital projects in the following year.
- 4.2 There is a shortfall of \$209,320 between the actual income for the 2017/2018 financial year and the proposed expenditure in the 2018/2019 year. I have highlighted in red the budget that relates to this shortfall so that it can be discussed.

Account	Budget LTP 2018/19	Budget LTP 2019/20
Income		
RFC Income	-246,558	-252,476
Closed Account Interest	-5,165	-5,319
Total Income	-251,723	-257,795
Expense		
Valuation fees	2,550	2,606
Transfer to district wide	3,457	3,533
Sportsfield Upgrade Golden Bay Rec Park	43,452	44,408
Walkways/Esplanades Coba Holdings develop walkway	10,200	15,637
Picnic Area/Gardens General	10,200	10,424
Cemeteries Signage for Rototai Cemetery New berms, etc.	13,260	8,340
Coastcare	22,440	22,934
New reserves land purchase	158,000	158,000
Total Non Current Assets	263,559	265,881

- 4.2 Each year we request any unspent funds to be carried forward into the following financial year. The table below outlines the budgets and project activity for the 2017/2018 financial year along with the amount proposed to be carried forward. Due to the shortfall in income, I have highlighted in red the budgets for discussion in regards to this shortfall.

Account Golden Bay Ward	2017 2018 Actuals	2017 2018 Total Budget	Proposed carry forward to 2018/2019
Income			

RFC Income	-43,812	-91,918	
Closed Account Interest	-10,427	-17,937	
Total Income	-54,239	-109,855	
Expense			
Valuation fees	1,800	0	
Picnic areas general	0	26,223	26,223
Art Works Community Group Project	0	21,000	21,000
GB Gardens General	0	24,262	
East Takaka Walkway Community Group project	0	6,062	6,062
GB Small Wharf rebuild	0	40,000	40,000
Takaka Drama Society new roof	0	40,000	40,000
Transfer to District Wide	4,508	4,508	
GBay - Sportsfields Upgrade Continuing work at G/B Rec Park	17,593	15,950	
Walkways/Esplanades	0	91,315	50,000
Cemeteries	0	10,633	10,633
Coastcare	0	84,013	40,000
Playgrounds General complete Takaka Playground	127,938	133,000	
Land purchase - New reserves 2018 ext to Bydder Reserve, 2019 ext to Lake Killarney	13,339	0	
Total Non Current Assets	165,178	496,966	233,918

5 Special Purpose Committees

5.2 The Special Purpose Committees are the Volunteer Management Committees that look after the local Halls and Recreation Reserves. Each year they ask for funds to carry out capital works and major maintenance projects on the Halls and Reserves e.g. painting, new furniture, new roof etc. These projects are funded from an operating account and not from the RFC's.

5.3 The chart below outlines the requests to date for funds for the 2018/2019 financial year.

GOLDEN BAY	Project	Amount Requested
Bainham Hall	Oil floor/new kitchen unit	2,000
Collingwood Hall	Nil requested	
East Takaka Recreation Reserve	Nil requested	
Golden Bay Community Centre	Painting exterior and interior areas.	38,500
Kotinga Hall	Nil requested	
Onekaka Hall	Nil requested	
Pakawau Hall	Paint kitchen	4,100
Rockville Recreation Reserve	Nil requested	
Pohara Hall	Nil requested	
Total		44,600

6 Options

6.1 The options for the RFC's account in the 2018/2019 and 2019/2020 financial years are:

Option One – Agree to the proposed project list for the 2018/2019 and 2019/2020 financial year unchanged.

Option Two – Trim the 2018/2019 financial year budget for Land Purchase and reduce the carried forward capital budgets for Coastcare, gardens general and walkways to rectify the shortfall in income from the 2017/2018 financial year. This is the **recommended** option.

Special Purpose Committee requests

Option one – Agree to the proposed project list for the 2018/2019 financial year as per the chart in 5.3 of this report. This is the **recommended** option.

7 Strategy and Risks

7.1 There is a risk that all the project work will not be able to be undertaken due to:

- lack of staff capacity to complete all the projects;
- land purchase timing being difficult to predict.

7.2 The work plan aligns with the Council's strategic direction in terms of the provision of high quality customer services and some projects involve strong partnerships and relationships with other organisations.

8 Policy / Legal Requirements / Plan

8.1 Strict criteria apply to the use of RFC's with use being in the main restricted to:

- land purchase for reserves;
- capital improvements to reserves; and
- other capital works for recreation activities.

9 Consideration of Financial or Budgetary Implications

9.1 Due to the difficulty of predicting the future income for the RFC's accounts from proposed subdivisions, the income in the year it is received is retained and allocated to capital projects in the following year. We are then allocating a known amount of funding and not anticipating funding before it is received.

9.2 The opening balance at 1 July 2018 for the Golden Bay Ward RFC account is \$430,020.

10 Significance and Engagement

10.1 The decision I am asking the Board to make is to review the budget to align it to the income received. My view is that the decision is of medium/low significance, given that it is likely to

have low public interest and that there is sufficient funding carried forward from the 2017/2018 financial year to enable moderate and high priority projects to be completed.

Issue	Level of Significance	Explanation of Assessment
Is there a high level of public interest, or is decision likely to be controversial?	Low/Medium	The projects carried out are of interest to the Golden Bay Community some will be of more interest than others and it would often depend on the value of the project or how it would affect local residents directly.
Is there a significant impact arising from duration of the effects from the decision?	Low	
Does the decision relate to a strategic asset? (refer Significance and Engagement Policy for list of strategic assets)	No	
Does the decision create a substantial change in the level of service provided by Council?	No	
Does the proposal, activity or decision substantially affect debt, rates or Council finances in any one year or more of the LTP?	Low	Capital costs of projects charged to RFC so do not impact on rates.
Does the decision involve the sale of a substantial proportion or controlling interest in a CCO or CCTO?	No	
Does the proposal or decision involve entry into a private sector partnership or contract to carry out the deliver on any Council group of activities?	No	
Does the proposal or decision involve Council exiting from or entering into a group of activities?	No	

11 Conclusion

- 11.1 The RFC accounts are used to provide capital funding for Reserves and Facilities for the community. The income can be variable depending on what development is happening in the Golden Bay Ward. It is hard to predict the income as the timing of developments are at the whim of the developer and the economy.
- 11.2 The RFC income received by Council in the 2017/2018 financial year is used to fund budgeted projects in the 2018/2019 financial year.

- 11.3 The Special Purpose Committee projects are funded from the operating accounts and any proposed work needs to fit within the budget. The projects listed in the report fit within that budget.

12 Next Steps / Timeline

- 12.1 Work will continue on the RFC projects already approved and we will work with the Board to progress the projects, identified for the 2018/2019 financial year. Staff will work with Special Purpose Committees to enable them to carry out their projects.

13 Attachments

Nil

7.5 SHOWER BLOCK TAKAKA I-SITE**Information Only - No Decision Required**

Report To:	Golden Bay Community Board
Meeting Date:	14 August 2018
Report Author:	Stephen Richards, Reserves Officer - Community Development
Report Number:	RGB18-08-05

1 Summary

- 1.1 The Tourism Infrastructure Fund is being used to successfully install a two unit shower block at the Takaka I-site which will significantly improve the visitor experience to Golden Bay.
- 1.2 Two cubical shower units to be located beside the existing toilet block (Attachment 1: shower block site plan) and utilise the water, electrical and wastewater utilities at that location.
- 1.3 The shower unit building will occupy two existing car parks. Four recycling rubbish bins and one information sign will require relocation (Attachment 2: shower unit layout plan).
- 1.4 Adjoining landowner approval has been obtained to locate the shower unit within the permitted setback from the boundary (resource consent is not required with adjoining landowner approval).
- 1.5 Increased Water Take; resource consent application is being prepared to increase the water take from 5 m³ per day to 88 m³ per day.
- 1.6 Four Tasman District Council approved contractors have been invited to submit tender prices for installation and a building consent application is being prepared and submitted.
- 1.7 The Waitapu Bridge, Norski toilet block installation is on hold as the New Zealand Transport Agency require an upgrade of the intersection, estimated at \$50,000, before they will approve a toilet upgrade. Council has submitted an expression of interest to the Government's Responsible Camping Fund for funding to upgrade this intersection.

2 Draft Resolution

That the Golden Bay Community Board receives the TIF Funded Shower Block Takaka i-site and Toilet Block at Waitapu Bridge report, RGB18-08-05

3 Purpose of the Report

- 3.1 To update the Golden Bay Community Board on installation progress of the Takaka I-site two cubical shower unit and the Waitapu Bridge fully accessible single toilet.

4 Background and Discussion

- 4.1 On 10 August 2017 a Council workshop assessed infrastructural requirements for freedom camping at multiple Tasman and Golden Bay sites and resolved to apply for MBIE Tourism Infrastructure co-funding at eight sites.
- 4.2 In September 2017, Council submitted an application for these eight sites and they were approved by MBIE on 15 December.
- 4.3 On 10 April 2018, Council and MBIE signed a funding agreement, confirming project tasks, dates and estimated costs. The total project costs are estimated to be \$786,970, with Council's funding of the projects \$452,000.
- 4.4 Council received funding for two Golden Bay sites, Takaka I-Site shower unit and Waitapu Bridge toilet upgrade. The project budget for installation of a Permaloo two cubical shower unit at Takaka I-site is \$136,000 and Norski fully accessible, self-contained toilet at Waitapu Bridge is \$62,200 and \$10,500 for a solid waste rubbish compactor.
- 4.5 At the Takaka I-site we propose to install the two cubical shower unit beside the existing toilet block and utilise the existing underground services. Four recycling bins in this location will be relocated to the side of the shower unit.
- 4.6 Currently the water supply for the toilet block and I-site building is from a well located behind the I-site building. This domestic water right allows 5,000 litres of water per day. With the installation of the shower unit it is anticipated this volume will be exceeded during summer. We have installed a water meter and are now monitoring water usage. We have also applied to increase this water take to 88,000 litres per day.
- 4.7 Tender documents have been completed and four Tasman District Council approved contractors have been invited to submit prices for installation. Building consent plans are being prepared for installation also.
- 4.8 Installation is programmed for early November.
- 4.9 At Waitapu Bridge, consultation with New Zealand Transport Agency (NZTA) regarding the toilet block upgrade has revealed a health and safety issue with the intersection turning off the State Highway. NZTA staff have indicated an intersection upgrade is necessary before they will approve a toilet block upgrade. The estimated cost to improve the intersection to NZTA standards is \$50,000.
- 4.10 Council has submitted an expression of interest to the Government's Responsible Camping Fund for funding to upgrade this intersection.

5 Strategy and Risks

- 5.1 The Permaloo shower unit installation costs could exceed the budget.

- 5.2 The Waitapu Bridge toilet improvement works cannot proceed until the intersection has been upgraded to NZTA Policy Manual Diagram E standard. NZTA have also indicated if this upgrade work cannot occur before the 2018 summer camping season, this site must be closed for freedom camping. Adrian Humphries has been talking with NZTA about this.

6 Policy / Legal Requirements / Plan

- 6.1 The shower block installation needs to be compliant with Building Consent regulations and Resource Consent conditions.
- 6.2 The Waitapu Bridge toilet upgrade is conditional on the intersection upgrade on the State Highway.

7 Consideration of Financial or Budgetary Implications

- 7.1 We anticipate that the shower block purchase, delivery to site and installation will be achieved within the \$136,000 budget. At the time of writing this report, installation costs are not known so some risk to the budget exists. The purchase and delivery to the site is quoted at \$99,400 from Permaloo. This allows \$31,000 for installation.
- 7.2 Additionally to the budget, estimated costs for increased water right (resource consent) and improvements to the water supply well are \$11,000.

8 Significance and Engagement

Issue	Level of Significance	Explanation of Assessment
Is there a high level of public interest, or is decision likely to be controversial?	medium	Installation of shower unit expected to improve visitor experience to Golden Bay
Is there a significant impact arising from duration of the effects from the decision?		
Does the decision relate to a strategic asset? (refer Significance and Engagement Policy for list of strategic assets)		
Does the decision create a substantial change in the level of service provided by Council?		

Does the proposal, activity or decision substantially affect debt, rates or Council finances in any one year or more of the LTP?		
Does the decision involve the sale of a substantial proportion or controlling interest in a CCO or CCTO?		
Does the proposal or decision involve entry into a private sector partnership or contract to carry out the deliver on any Council group of activities?		
Does the proposal or decision involve Council exiting from or entering into a group of activities?		

9 Conclusion

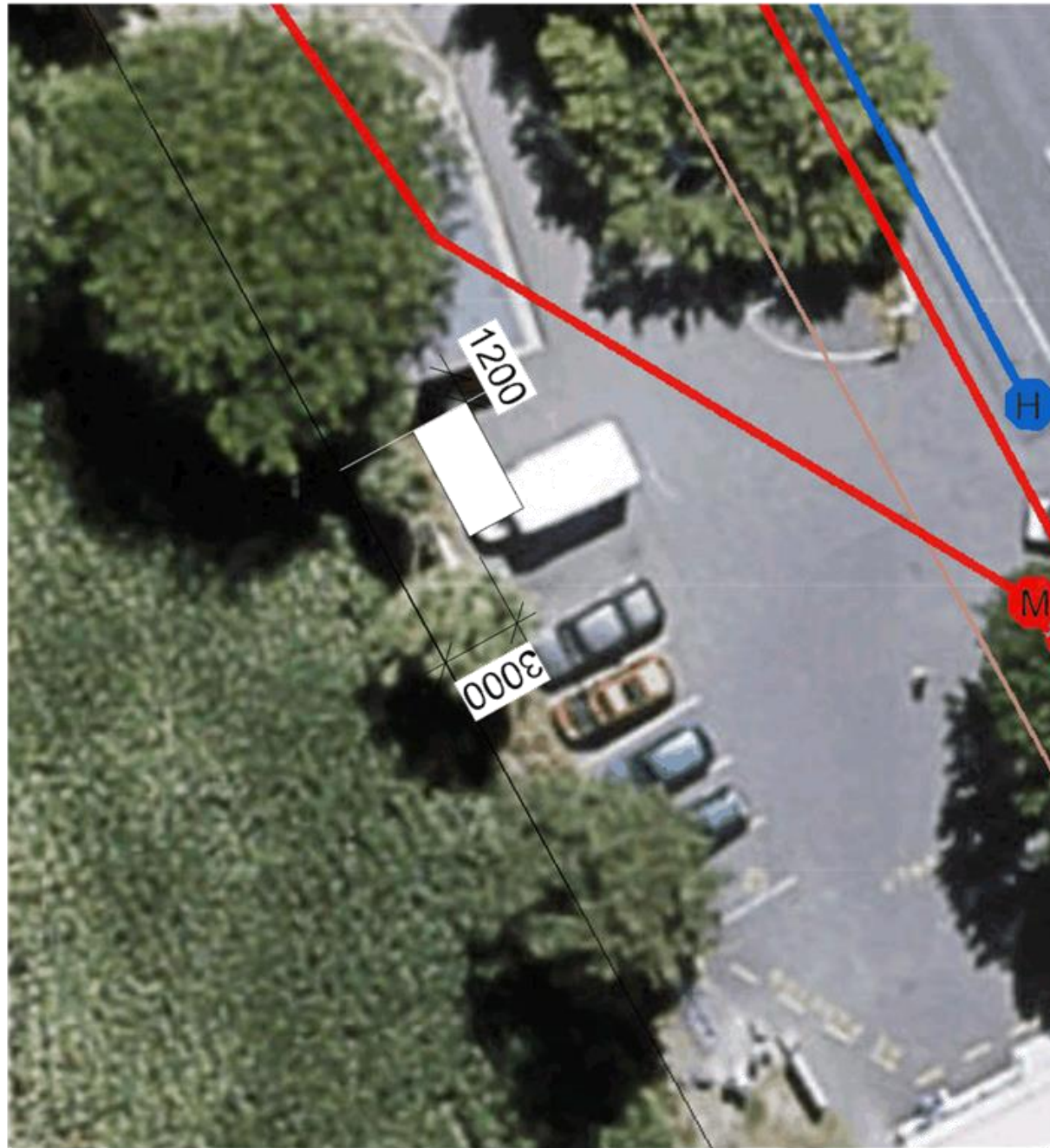
- 9.1 The installation of a two cubical shower unit is expected to improve the visitor experience to Golden Bay significantly.
- 9.2 The upgrade of the Waitapu Bridge Norski toilet block is on hold until additional funding can be found to upgrade the intersection turning off the State Highway.

10 Next Steps / Timeline

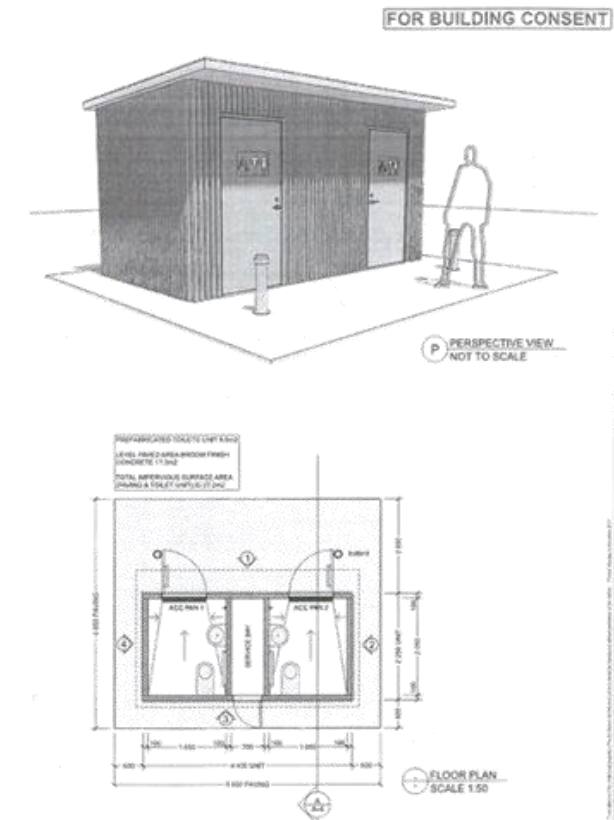
- 10.1 To complete the water permit resource consent and building consent applications and submit these for approval before 17 August.
- 10.2 The Permaloo shower unit delivery to the Golden Bay site is programmed for 31 October with installation completed before 15 November.

11 Attachments

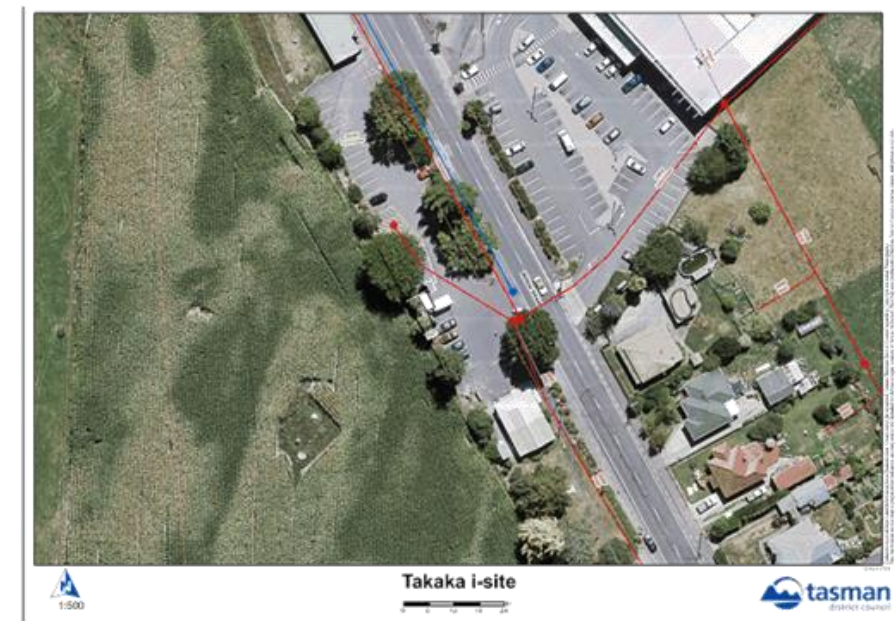
- 1. Shower Block site plan 73
- 2. Shower unit layout plan 75



Shower Cubical site position

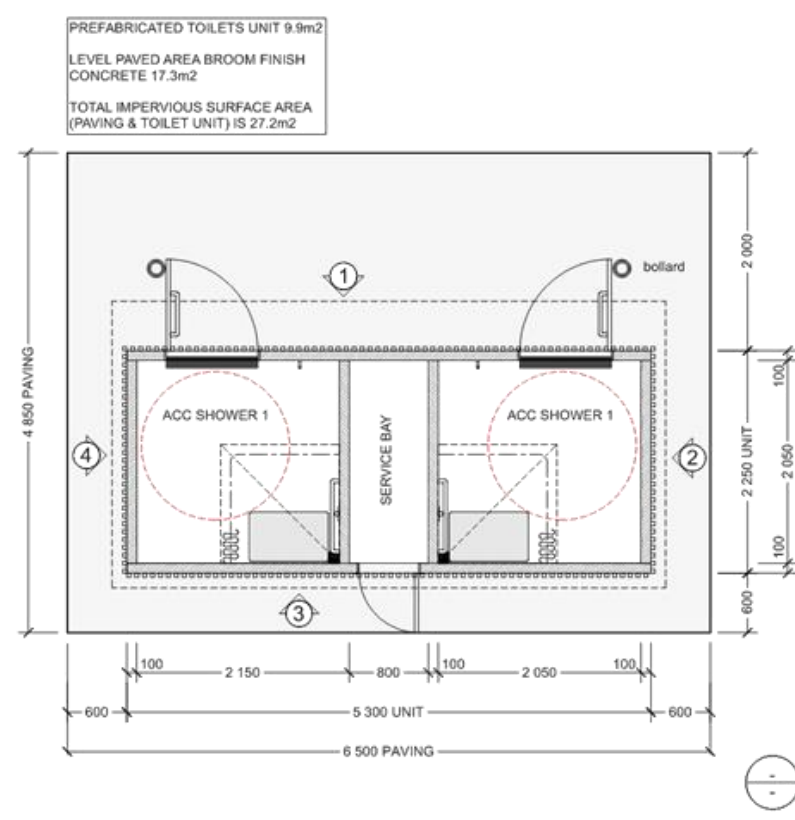
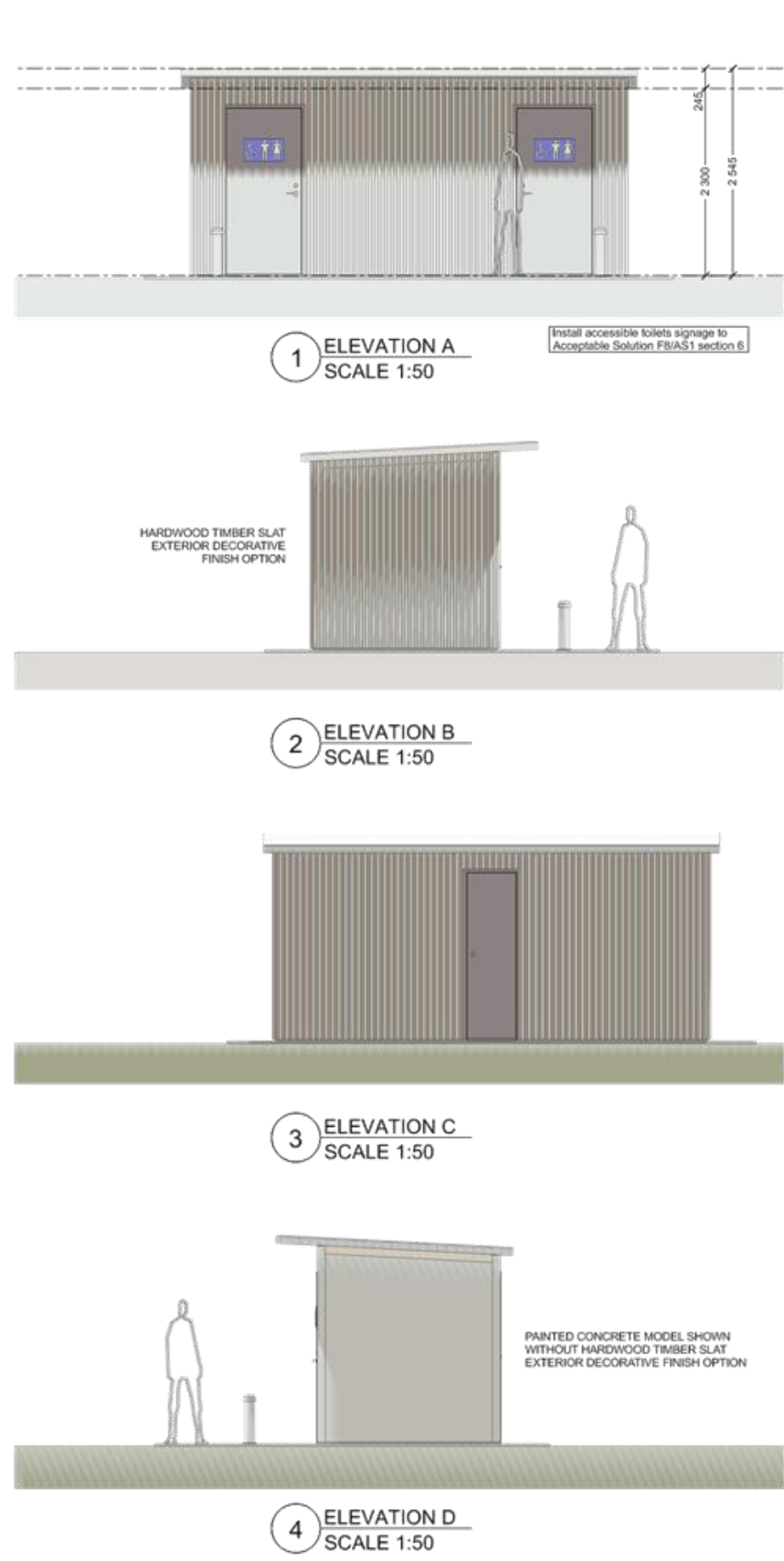


Site Plan - not to scale



Takaka I-site 2 Cubical Shower Unit
Site Plan

Date: 21/5/2018
Drawn: Stephen Richards
Scale 1: 200 @ A3



REVISIONS KEY:	
Issued for:	Date:
Structural review	
Client information	MAY 2018
Building consent	
PERMACRETE PERMANENT SOLUTIONS SINCE 1960	
Project:	PERMALOO MULTI UNIT
Model No.:	PLM ACC SH CR SB
Drawing:	PLAN & ELEVATION VIEWS
Revision:	Scale @ A2: Refer to dwg.
Dwg. No.:	A-1
<small>Build only off plans marked 'CONSENT'. Read these plans in conjunction with the specification and other consultants drawings. Please check that you are using the current edition. Refer to the drawing register and transmittal form. Contractor must verify all dimensions & locations on site. Do not scale from plans. IF IN DOUBT ASK!</small>	

7.6 DEVELOPING TASMAN DISTRICT COUNCIL'S AGE-FRIENDLY POLICY**Information Only - No Decision Required**

Report To:	Golden Bay Community Board
Meeting Date:	14 August 2018
Report Author:	Brylee Wayman, Senior Policy Advisor
Report Number:	RGB18-08-06

1 Summary

- 1.1 Tasman's population is ageing which means the number and percentage of residents aged 65 years and over is increasing. This has implications for Council as well as the wider community and economy. Council has started developing an Age-Friendly Policy to guide our planning. This will identify ways we can address the challenges and opportunities of an ageing population.

2 Draft Resolution**That the Golden Bay Community Board**

- 1. receives the Developing Tasman District Council's Age-Friendly Policy report, RGB18-08-06; and its attachment**

3 Purpose of the Report

- 3.1 The purpose of this report is to discuss the development of Council's Age-Friendly Policy and the issue of Tasman's ageing population. The attached report provides information on Tasman's demographic trends and the implications for Council activities, housing, transportation, businesses and employment.
- 3.2 Some of the information from this report will be included in a presentation at today's meeting. The purpose of the presentation is to discuss the issues for Golden Bay's older residents and to gather ideas for consideration as we draft the Age-Friendly Policy.

4 Background and Discussion

- 4.1 Tasman's population is ageing, which means we have an increasing number and percentage of residents aged 65 years and over. The number of older residents is projected to almost double over the next 20 years, increasing from 11,100 in 2018 to 20,500 by 2038. As a proportion of the total population, this age group will increase its share from 22% in 2018 to 36% by 2038, making Tasman the second-oldest population in the country. Twenty percent of our population will be aged 75 years and over. Golden Bay is projected to experience the same trends in the percentage of older residents.
- 4.2 Council is developing an Age-Friendly Policy to guide our planning for the growing the number of older residents. This will identify ways we can address the challenges and opportunities of an ageing population. This will replace the 2004 Positive Ageing Policy. We are particularly looking at areas where Council's planning and funding can improve the wellbeing of older residents, including
- Parks, reserves, and facilities
 - Public toilets
 - Transportation, including footpaths
 - Housing
 - Council buildings
 - Customer service and communication
 - Social participation, events and recreation facilities
- 4.3 The attached background paper on Tasman's demographic trends and the characteristics of our older residents is useful to inform these conversations with our community and the development of the Age-Friendly Policy.
- 4.4 We ran some community consultation in October 2017 to better understand the needs of our older residents. The main areas of concern were housing, transport services and footpaths.
- 4.5 In July and August 2018 we are gathering ideas and feedback from the community to inform a draft policy. This phase includes iwi and stakeholder consultation, focus groups, feedback forms, and an online survey.

5 Conclusion

- 5.1 Tasman’s ageing population has implications for Council as well as the wider community and economy. An Age-Friendly Policy will guide our planning for growing number of older residents. This will identify ways we can address the challenges and opportunities of an ageing population, and how we can improve the wellbeing of older residents.

6 Next Steps / Timeline

- 6.1 Once Council have approved a draft policy, there will be formal consultation in October 2018, and we plan to adopt the policy early next year

7 Attachments

- | | |
|-------------------------------|----|
| 1. Tasman's Ageing Population | 81 |
|-------------------------------|----|



Tasman's Ageing Population



A background paper on Tasman's demographic trends and on the characteristics of our older residents. This will inform planning and responding to our ageing population. The report considers the implications of an ageing population, with a particular focus on Council's activities.

July 2018

KEY FINDINGS

By 2038:

- The number of older people (65+) will almost double and will make up more than a third of Tasman's population
- One in five Tasman residents will be 75 years or over
- Younger age groups will decline
- There will be over twice as many older people as there are children
- Tasman will be the second oldest population in the country

This may mean:

- Slower population growth
- Labour market shortages and more people working past the age of 65 years
- A growing consumer group for products and services preferred by older people
- Demand for smaller, accessible houses
- More residents on limited incomes
- More residents with disabilities and health issues
- Demand for more accessible footpaths, seating and toilets
- An increasing number of volunteers
- A need to adapt the way information and services are provided

Throughout the report, we use the terms 'older people' and 'older resident' to refer to those aged 65 years and over. This is a wide age bracket and, where possible, we've provided data for those aged 65-74 years and 75 years and over. Within any age group or segment of the population, there is a range of needs, abilities, and characteristics. We acknowledge that the characteristics of future older people won't necessarily be the same as the current generation.

Front page photo: Opera in the Park, Tim Cuff

2

CONTENTS

DEMOGRAPHIC TRENDS.....	4
Tasman’s population is ageing.....	4
Why is our population ageing?	6
Tasman will be leading the country in ageing	7
All of our ethnic populations will be ageing	7
Ageing in both our urban and rural settlements.....	8
IMPLICATIONS OF AN AGEING POPULATION	9
Population growth slowing over time	9
Smaller working-age population and potential labour market shortages.....	10
More older people in employment	11
A growing consumer group	13
Demand for more houses and smaller houses	14
Demand for affordable housing to rent	15
An increasing demand for safe, warm, low-maintenance and accessible housing	16
More land needed for retirement villages	17
An increasing number of residents on limited incomes.....	17
An increasing number of residents with disabilities and health issues	18
An increasing number of residents with dementia	19
Changes in transportation needs	20
An increasing need for accessible footpaths, seating and toilets	21
Increasing demand for accessible walkways, cycleways and recreation opportunities	21
A need for opportunities for social connection.....	22
An increasing number of volunteers	23
A need to adapt the way information and services are provided	24
TECHNICAL INFORMATION.....	25
REFERENCES	27

DEMOGRAPHIC TRENDS

Tasman's population is ageing

Tasman's population is ageing, which means we have an increasing number and percentage of residents aged 65 and over¹.

In the twenty years between 1996 and 2016, the number of older residents in Tasman more than doubled and reached 20% of the population². Over that time, half of Tasman's total population increase was from this age group.

The number of older residents is projected to almost double over the next twenty years, increasing from 11,100 in 2018 to 20,500 by 2038. As a proportion of the total population, this age group will increase its share from 22% in 2018 to 36% by 2038.

Most of the increase in our older population will be from those aged 75 years and over, with their number more than doubling between 2018 and 2038. The 75+ age group will contribute 20% of the total population by 2038 and will make up over half of Tasman's older (65+) population.

Table 1: Tasman population by age group, 2018-2038

Age Group	2018	2028	2038
Under 15 years	9,500	8,800	8,500
15-39 years	11,900	12,600	11,800
40-64 years	18,800	17,700	16,300
65 years and over	11,100	16,500	20,500
65-74 years	6,600	8,500	9,000
75 years and over	4,500	8,000	11,500
Total Population	51,300	55,700	57,200

Since 2015, Tasman's older residents have outnumbered residents aged under 15. By 2028 there will be almost twice as many older people (65 years +) as there are children (<15 years). The number of residents in younger age groups is projected to decrease over the next twenty years.

¹ Refer to Technical Notes for further information on Council's population projections.

² Stats NZ, Population Estimates

Figure 1: Tasman population by age group, 2008-2043

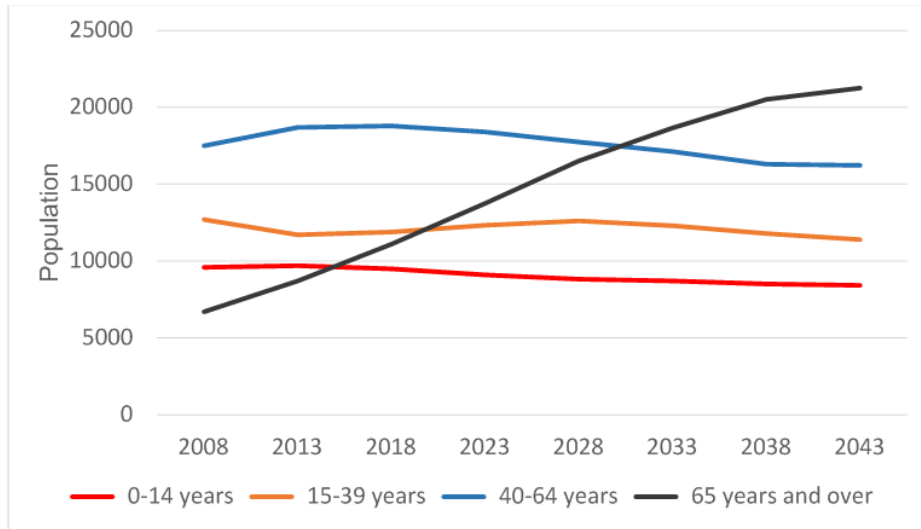
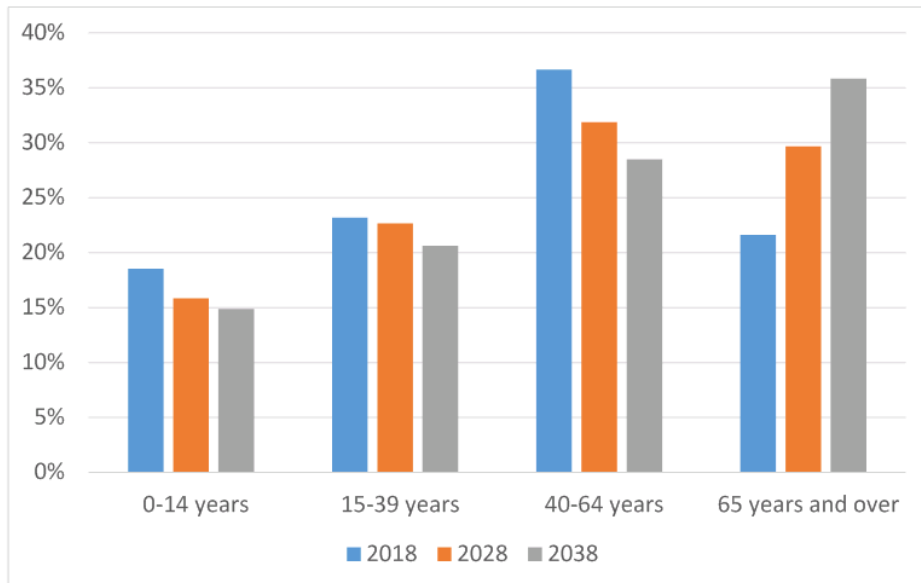


Figure 2: Tasman population share by age group, 2018-2038

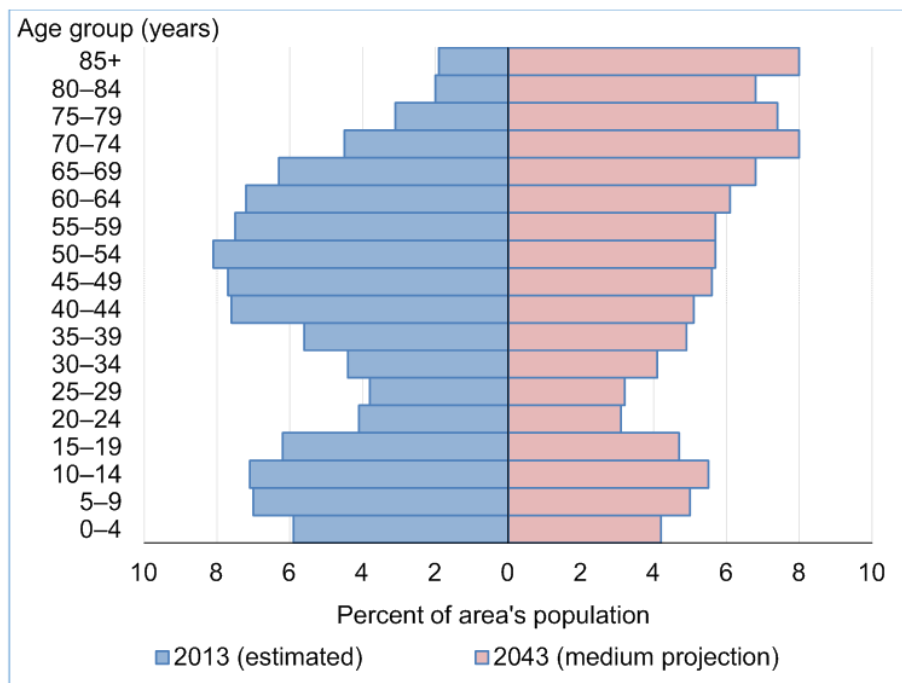


Why is our population ageing?

The main demographic factors underlying Tasman’s ageing population are:

- Increasing life expectancy
- Ageing of the baby boomer cohort (generally regarded as those born in the years 1946-1965, who started turning 65 from 2011)
- Decreasing fertility rates (women having fewer children on average, as well as a decreasing number of women of child-bearing age)
- Younger residents leaving the District for study, travel or work
- Older resident moving or returning to live in the District

Figure 3: Tasman population share by age group, 2013 and 2043



Tasman will be leading the country in ageing

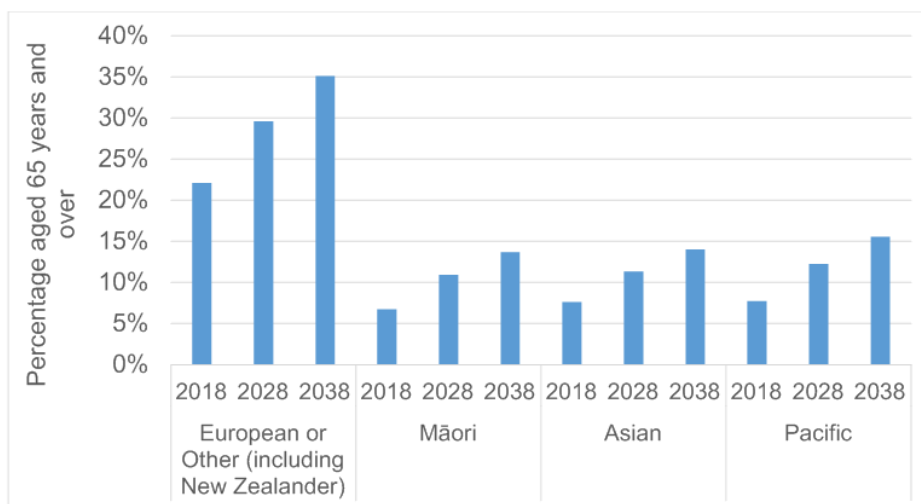
Comparing all 67 local authorities in New Zealand in 2017, the proportion of each authority’s population aged over 65 currently ranges from 10% in Wellington City to 31% in Thames-Coromandel. Tasman’s proportion (21% in 2017) was 16th highest.

However, Tasman’s proportion is projected to have the biggest increase in the future and will be the second highest by 2038³, with 36% of our population projected to be 65 years and over. Thames-Coromandel is projected to still have the highest share (42% of its population).

All of our ethnic populations will be ageing

Although our Māori, Asian and Pacific populations are much younger than our NZ European population, all ethnic groups are projected to have an increase in the proportion aged 65 and over.

Figure 4: Percentage of ethnic populations aged 65 years and over, 2018-2038



Our older population is projected to become more culturally diverse. The proportion of older Tasman residents who identify as Māori, Asian or Pacific peoples is projected to increase from 4% in 2018 to 8% in 2038.

³ Stats NZ, Medium Population Projections

Ageing in both our urban and rural settlements

The demographics of Tasman's population varies across the District. Settlements with older populations include Murchison and Motueka, where already more than a quarter of the population are aged 65 years and over. At the other end of the spectrum, the Wakefield and Brightwater communities have a younger population, with 15% currently aged 65 years and over.

By 2038, Mapua/Ruby Bay is projected to have the oldest population in the District, with 40% aged 65 years and over. The majority of Tasman's settlements will have more than a third of their population aged 65 years and over.

Table 2: Percent of population aged 65 years and over, by settlement, 2018-2038

Settlement	2018	2028	2038
Wakefield	15%	22%	31%
Brightwater	15%	22%	28%
Upper Moutere	16%	26%	36%
Tapawera	17%	24%	28%
Riwaka	17%	21%	25%
Tasman	18%	28%	36%
Coastal Tasman	18%	28%	36%
St Arnaud	20%	32%	37%
Takaka	22%	31%	36%
Collingwood	23%	34%	38%
Pohara/Ligar Bay/Tata Beach	23%	34%	38%
Richmond	23%	31%	37%
Kaiteriteri	24%	31%	34%
Marahau	24%	31%	34%
Mapua/Ruby Bay	24%	32%	40%
Motueka	27%	32%	37%
Murchison	27%	35%	39%

IMPLICATIONS OF AN AGEING POPULATION

Population growth slowing over time

Tasman's total population is expected to grow by 4,400 residents between 2018 and 2028, to reach 55,700. After 2028, our population is projected to keep growing, but at a slower rate, and is likely to plateau after 2038, at around 57,200. A key driver of this trend is the ageing population. As the population ages, older people increasingly outnumber younger people. Deaths are expected to increase while births are expected to either decline, or increase at a much slower rate.

In 2017, there were 459 births in Tasman and 372 deaths. In 2004, there were 555 births and 309 deaths.

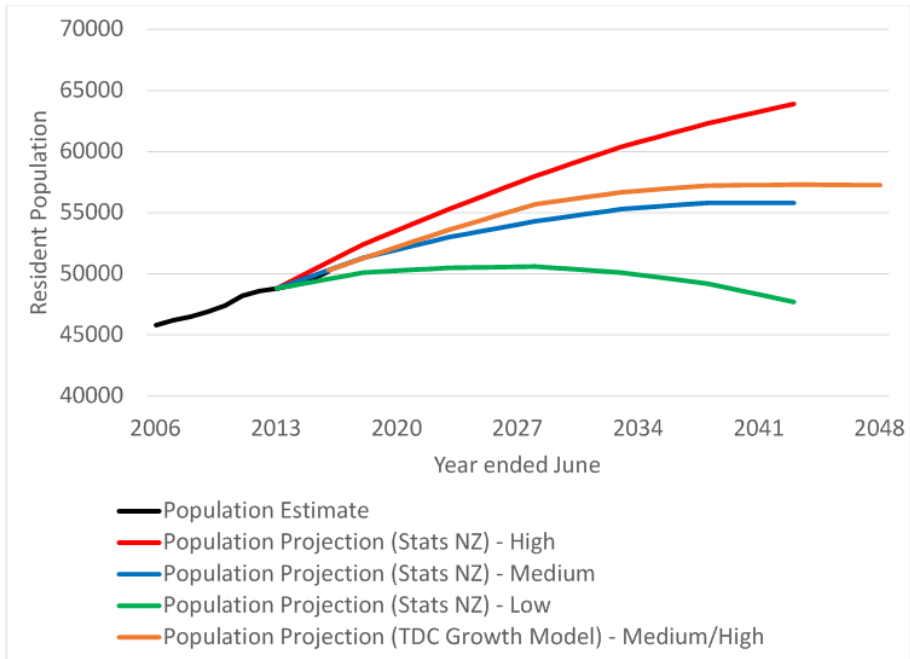
Once deaths outnumber births, by 2028, there will be a natural decline in the population, and growth will depend on Tasman's migration gains continuing (more people moving to the District than leaving).

After 2028, as the gap between births and deaths widens, population growth will slow.

The following graph shows the population growth Council is planning for, compared with the low, medium and high growth population projections for the whole District, published by Statistics New Zealand⁴.

⁴ Refer to Technical Notes for further information on population projections.

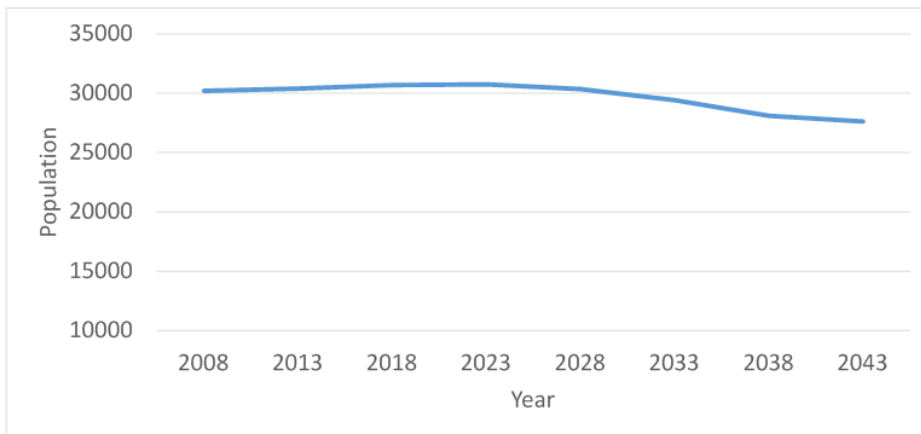
Figure 5: Tasman estimated and projected population, 2006-2048



Smaller working-age population and potential labour market shortages

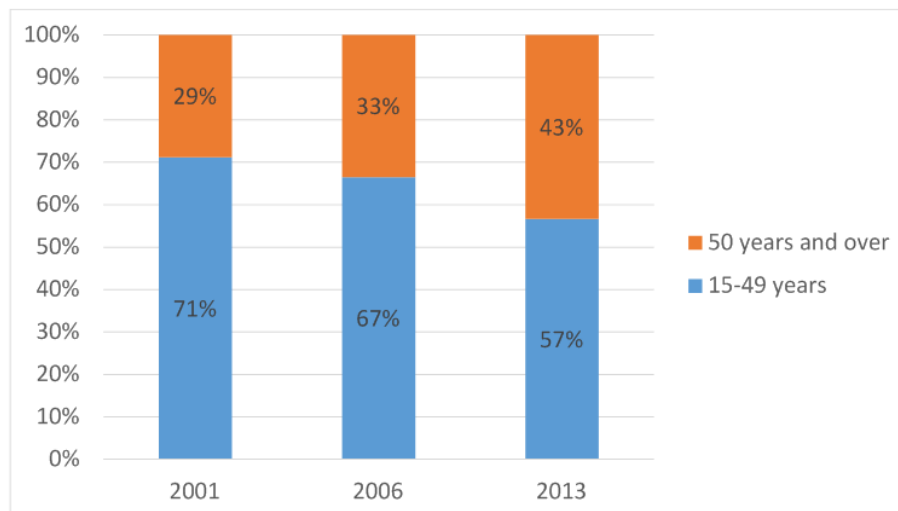
The demographic trends and projections suggest that the conventional 'working age' population (15-64) in Tasman will remain at current levels until 2028 and then decline in later years.

Figure 6: Tasman projected population, 15-64 years, 2008-2043



The portion of Tasman's workforce aged 50 years and over has increased from 29% in 2001 to 43% in 2013⁵.

Figure 7: Tasman workforce by age, 2001-2013



In particular, the primary sector and health care sector in Tasman both have relatively older workforces, with 47% and 55% aged over 50, respectively. The horticulture industry is already experiencing labour shortages. Workforce demand in the health sector is expected to grow dramatically with an ageing population⁶.

More older people in employment

Labour force participation by those aged 65 years and over is likely to become an increasingly important resource. In 2013, 8% of Tasman's workforce were aged 65 years and over, compared with 3% in 2001 and 4% in 2006.

In 2013, 22% of older Tasman residents were still in employment, with half working full-time and half working part-time. This rate was similar to the national average (21%) which is relatively high compared with other OECD countries. The participation rates for older people is 12% in Australia, 10% in the United Kingdom, and 13% in Canada.

⁵ Unless otherwise specified, all data for previous years is from Stats NZ, Census results

⁶ The National Centre of Mental Health Research, Information and Workforce Development, 2011

Research by the Office for Senior Citizens (2017) suggests that by 2031, about a quarter of older New Zealanders will continue working.

Applying these trends to Tasman's projected population suggests that Tasman's potential labour force could be boosted by approximately 4,100 older people in 2028.

Table 3: Tasman labour force, 2013-2043

	2013	2028	2043
Population aged 15-64 years	30,400	30,400	27,600
If maintain 22% participation of those aged 65 years and over	32,300	34,000	32,300
If assume 25% participation of those aged 65 years and over		34,500	32,900

Many older workers want to participate in the workforce. In one study, around a third of New Zealanders who weren't in paid work at 65 years said they would like to be employed⁷. Mature age workers looking for jobs are out of work twice as long as younger job-seekers⁸.

A study from the Ministry for Social Development (MSD) (2015) noted that participation rates vary between genders, with 45% of 65-69 year old men participating in the labour force, compared with 31% of 65-69 year old women. However, participation rates for both genders in that age group were both likely to increase.

Research by Treasury (2010) into the retirement decisions of older New Zealanders found that health is a significant factor in the decision to work or not. A 2011 report by MSD noted there can be positive effects on health and wellbeing for those who work beyond the traditional retirement age, with the mix of effects depending on the individual's circumstance, the job and the workplace. An earlier study by MSD in 2009 found that factors which would encourage older workers to stay in work included variable hours of work, more unpaid leave, work with less responsibility or physical demands, and working from home.

⁷ McPherson, 2012

⁸ NZ Human Rights Commission, 2014. For the purposes of the survey which provided these results, mature age workers were defined as being aged 50 years and over. However, the average perception of survey participants viewed older workers as being 59 years and over.

A growing consumer group

Older people will be contributing to both the local and national economy. There will be growing opportunities for businesses providing products and services tailored to the older population. Due to increased numbers of older people and an increase in the number who are working past retirement, the total value of expenditure by older people nationally is projected to rise from around \$20.7 billion per year in 2016 to around \$42.4 billion in 2031⁹.

On present patterns of expenditure, some 28 per cent of expenditure is expected to be spent on groceries, clothing and footwear, and a further 22 percent is expected to be spent on housing and housing related items. Health (11%), transport (13%) and recreation and culture (11%) are other important market segments.

However, spending varies throughout retirement, as people’s abilities and needs change.

Figure 8: Expenditure and income patterns in retirement¹⁰



⁹ Office for Senior Citizens, 2017

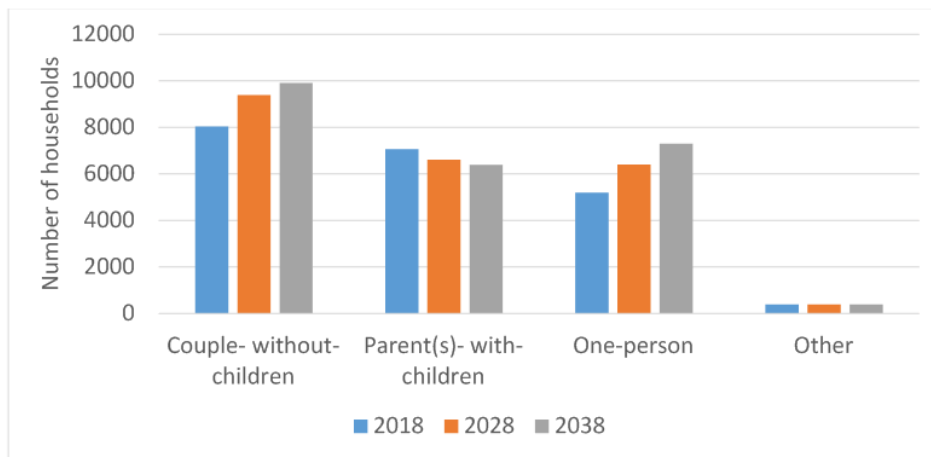
¹⁰ Churton, T, 2017

Demand for more houses and smaller houses

The ageing population is driving an increase in the number of one-person households and couple-without-children households. In 2013, 24% of older people lived on their own and 61% lived with a partner, without children.

The average household size is projected to decrease from 2.4 residents per household in 2018, to 2.3 in 2028, and 2.2 in 2038. The combination of smaller households and population growth means demand for new housing is likely to outstrip population growth, and is expected even in settlements with no population growth projected.

Figure 9: Tasman households by type, 2018-2038



Despite significant growth in Tasman’s older population and a trend for smaller households, just over half of the 2928 new houses built in Tasman between 2001 and 2013 had four or more bedrooms. About a third had three bedrooms and 11%, or 318, had one or two bedrooms.

Two-thirds of Tasman’s older residents live in single-storey stand-alone houses and 16% live in two-storey houses.

Research indicates that although older people generally prefer smaller dwellings, it is difficult for people to downsize due to a lack of affordable and/or smaller dwellings¹¹. A Council survey has revealed an interest among older people for an alternative to

¹¹ Saville-Smith, K et al, 2016; Tasman District Council, 2017

retirement villages and a need for more compact housing for elderly people wishing to downsize.¹²

As older people remain healthier for longer, they generally have a preference to 'age in place', being able to live in the community, with some level of independence, rather than in residential care. In recent years, there has been a decrease in aged residential care use in Tasman, Nelson and Marlborough, as across the rest of New Zealand, with an increase in the provision of home-based support services¹³.

In 2013, four percent of Tasman's older people lived in residential care for older people¹⁴, with more than half of these aged 85 years and over. The national rate was 5%. Nelson had the highest rate of residential care in the country, with 8% of their older residents living in residential care.

Demand for affordable housing to rent

Currently, the majority (82%) of Tasman's older residents own or partly own¹⁵ their home. While home ownership rates for older residents have been relatively constant between 2001 and 2013, the rate has been declining in younger age groups. In 2013, 76% of 40-64 year olds owned their own home, compared with 81% in 2001. For 15-39 year olds, the rate has declined from 38% to 27% over the same period.

Future generations of older people are more likely to be renting. Tasman's house prices increased sharply during 2016 and 2017, with an average increase of 14% per year. Data for March 2016¹⁶ indicates that at least 80% of first-home buyer households could not comfortably afford a typical 'first-home' priced house, and two-thirds of rental households could not comfortably afford typical rents.

There is evidence that some older people in Tasman are currently experiencing rental affordability issues, with 44% of those who rent receiving the accommodation

¹² Tasman District Council consultation on Richmond Housing Choice Plan Change, 2013

¹³ Nelson Marlborough District Health Board, 2015

¹⁴ Accommodation in this category includes rest homes, continuing care hospitals, and dementia units. It excludes independent self-care flats within a retirement village or complex.

¹⁵ Includes people whose home is in a family trust

¹⁶ Housing Affordability Measures, Ministry of Business, Innovation and Employment, reported by Tasman District Council, [Urban Development Capacity Monitoring Report](#), March 2018

supplement¹⁷. This can give rise to making difficult trade-offs in order to afford accommodation, such as adequate heating, food and transport. Lack of security of tenure in private rental properties can result in more frequent moves, impacting on the ability to age in place and make social connections.¹⁸

An increasing demand for safe, warm, low-maintenance and accessible housing

Increasing numbers of older people, many of whom will be women on their own, will require housing which is secure and easily maintained, with access to public transport, health, and other services¹⁹.

Older people are likely to spend more time in their homes. Physical barriers and poor design can make homes difficult to live in, and can compromise safety. The design and standard of housing will need to consider the physical and health effects of ageing. This will also enable people to age in place and lessen the impact of falls. Universal design²⁰, represented by Lifemark in New Zealand, ensures housing is functional and accessible for all abilities and all ages. Lifemark recognises that Tasman District will be one of the oldest nationally and is keen to encourage more universal design in new developments. Tasman's Resource Management Plan encourages this in its appended Urban Design Guide.

Cold, damp houses are directly linked to excess mortality from cardiovascular and respiratory disease amongst the elderly, and the exacerbation of conditions such as arthritis and asthma²¹.

Data²² for Nelson/Tasman/Marlborough indicates that while the majority reported no problem with dampness, 31% reported their home was sometime colder than they would like and 9% reported their home was often or always colder than they would like. About half reported that minor repairs and maintenance is needed.

¹⁷ Saville-Smith, K and James, B, 2017

¹⁸ Auckland Council, 2016

¹⁹ Stats NZ, 2013

²⁰ Refer to Technical Notes for further information

²¹ Canterbury District Health Board, 2012

²² Stats NZ, General Social Survey

More land needed for retirement villages

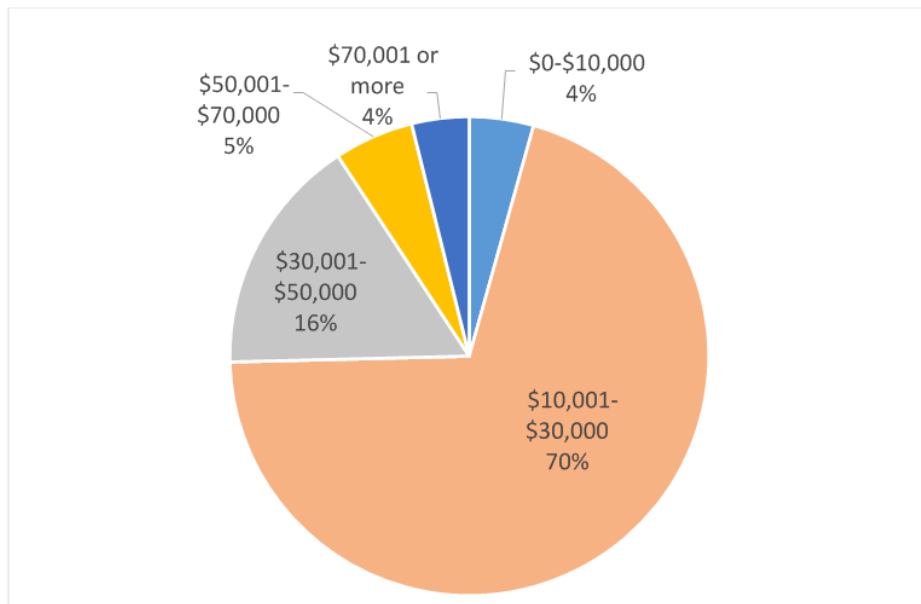
Due to the significant capital investment, the average size of retirement villages is increasing²³. As the number of people over 75 years increases, retirement villages are expected to provide more care and medical facilities.

On average, a right to occupy (RTO) a retirement village unit costs two-thirds of the price of an average 2-3 bedroom house²⁴. It is also worth noting that since it is a right to occupy the unit only, the occupier does not benefit from the full increase in capital value of the property, unlike an average house. In most retirement villages the occupier benefits from about one third of the increase in capital value. There are also monthly management fees to pay.

An increasing number of residents on limited incomes

In 2013, three-quarters of Tasman's older residents had a personal annual income below \$30,000. In 2013, 38% relied on one source of income, which in most cases would have been NZ superannuation.

Figure 10: Tasman older residents' personal income, 2013



²³ Owens, M, 2018

²⁴ Churton, T, 2017

The majority (92%) received income from NZ superannuation or veterans pension and almost half (46%) also received income from interest, dividends, rent or other investments. A quarter received income from wages/salary or from self-employment.

The increasing age of the population is likely to have an impact on residents' ability to pay for services and rating increases. In recent Long Term Plans, Council has identified rates affordability as a key issue. We've set an upper cap on rates revenue increases of 3%, excluding growth (although the rates paid on individual properties will vary and may increase by more than 3%).

Despite lower than average incomes, older people in New Zealand generally report higher net worth²⁵ and higher material and financial wellbeing²⁶. Generally, older people have accumulated net worth over their lifetime. The current cohort tend to own their own home outright and/or have retirement savings. More than two-thirds (68%) of older people in Nelson/Tasman/Marlborough²⁷ report having enough, or more than enough, income to meet everyday needs. However, 22% report having just enough and 10% report not having enough.

An increasing number of residents with disabilities and health issues

It is expected that people will spend a greater proportion of their older years in reasonable health, with severe ill-health delayed to the last few years. As life expectancy has increased, disability rates of those aged between 60 and 80 years have declined²⁸. However, the absolute number needing assistance will increase, due to the increase in the number of older people as the population ages.

The 2013 Disability Survey found that 60%²⁹ of older people in Nelson/Tasman/Marlborough/West Coast households identified as having a disability. The impairment rates for older people are significantly higher than for younger age

²⁵ Statistics NZ, Household Net Worth Statistics: Year ended June 2015

²⁶ Statistics NZ, General Social Survey

²⁷ Due to sample sizes, results are not available for Tasman separately

²⁸ A disability is defined as any limitation in activity resulting from a long-term condition or health problem. Long term is defined as six months or longer. Statistics NZ, Disability Survey.

²⁹ This data is for older people in private dwellings and does not include older people in residential care.

groups. For example, 29% of the 45-64 year age group identified as having a disability.

The most common disability was 'physical' with 47% of older people reporting mobility and/or agility impairments. Mobility impairments include having difficulty with or being unable to walk about 350 metres without resting, walk up or down a flight of stairs, carry an object as heavy as five kilograms for a 10 metre distance, move from room to room, or stand for periods longer than 20 minutes. Agility impairments includes having difficulty with or being unable to bend over to pick something up off the floor, dress or undress themselves, cut their own food, or get themselves in or out of bed.

Thirty-one percent reported a sensory impairment, which includes hearing and vision impairments. Hearing impairments includes having difficulty hearing or being unable to hear what is said in a conversation with one other person and/or a conversation with at least three other people. Vision impairments includes having difficulty seeing or being unable to see ordinary newsprint and/or the face of someone from across a room, even when wearing corrective lenses.

[An increasing number of residents with dementia](#)

Dementia is a degenerative condition that affects a person's memory and their ability to do everyday tasks. It is caused by a range of diseases, of which Alzheimer's is the best known. The prevalence of dementia increases with age³⁰.

In 2016, just over 62,000 people in New Zealand had dementia (1.3% of the population), and the number had increased 29% over the previous five years.

As the older population grows, there will be an increase in the number of people with dementia, with the total for New Zealand projected to almost triple to 170,000 by 2050, to 2.9% of the population.

This has implications for the design of physical environments, including simple layout, adequate lighting, contrasting colours, and the use of recognisable pictures in signs³¹.

³⁰ Alzheimers New Zealand, 2016

³¹ Alzheimers New Zealand, Dementia Friendly Recognition Programme

Changes in transportation needs

An ageing population is creating demand for diversification of transport types. The transport system will need to respond to the changing demographic e.g. safe pedestrian facilities (including mobility scooters) and improved public transport³².

A 2012 research report by NZ Transport Agency made the following recommendations to meet the needs of an ageing population:

- Pedestrian safety regarding both injuries from motor vehicle crashes and non-motor vehicle accidents on the road and roadside will need greater attention as the number of older pedestrians' increases.
- Encouragement to cycle should be sensibly moderated by knowledge of older cyclists' frailty and increased vulnerability to injury in the event of a crash.
- Attention is needed to make public transport and special transport more acceptable to and useable by older passengers.
- Further encouragement for people to take their transport needs into account when making housing decisions is needed.
- Urban planning needs to ensure that community services and facilities are more accessible by public transport and non-motorised forms of transport, including walking.

A Ministry of Transport report in 2009 recognised that road safety for people over the age of 75 is an emerging issue. "The road safety risk is **to** older New Zealanders rather than **from** them". They have a lower risk of being in a crash than other road users, but a higher risk of being seriously injured.

With half of Tasman's older people living in rural communities beyond Richmond and Motueka (and 37% of residents aged 75 years and over), social isolation is a higher risk for those who can no longer drive, particularly in combination with a lack of public transport or proximity to services. Council are planning to investigate further extensions to public transport services.

³² Tasman District Council, Transportation Activity Management Plan, 2018

There is a small but increasing number of older people that are using technologies such as electric bikes as their primary form of transport. This can be for a number of reasons, but the most common are to:

- reduce transportation costs
- overcome transportation distances when they could no longer drive
- incorporate transport as a form of exercise.

An increasing need for accessible footpaths, seating and toilets

The increasing number of residents with physical and/or sensory impairments has implications for the design and maintenance of our physical environment and transportation network. High quality pedestrian facilities and alternative modes of transport will support older people to continue being mobile and participating fully in society. Footpaths need to be smoother, flatter and wider. Footpaths also need to be able to accommodate mobility scooters easily.

Seating in public places allows people to stop for a rest during outings and also offer a place to connect socially. Public benches need to have arms and/or central hand rails so that older people can easily get in and out of seats, and should be in pleasant shaded areas. The configuration of seating also has the potential to positively or negatively affect social interaction.

An ageing population also has implications on the number and accessibility of public toilets.

Increasing demand for accessible walkways, cycleways and recreation opportunities

Physical activity has a strong influence on physical and mental health. Adequate levels of physical activity can reduce the risk of premature death and poor health across a number of serious diseases and conditions³³. Physical activity can improve agility, mobility and balance and reduce the risk of falling. Approximately half of Nelson/Tasman/Marlborough older people reported being physically active for at least 30 minutes on five or more days, compared with 70% of 45-64 year

³³ Ministry of Health, 2013

olds. People living in Nelson/Tasman/Marlborough reported a higher rate of physical activity than the rest of New Zealand³⁴.

National data³⁵ shows that the most popular physical activities for 65-74 year olds are walking, swimming, cycling and fishing. This reflects an overall trend towards non-organised activities, as opposed to sports code-based recreation.

For people aged over 75, the most popular activities were walking and bowls.

[A need for opportunities for social connection](#)

The majority of respondents to a 2016 Age Concern Nelson Tasman survey said loneliness and social isolation were key issues facing older people.

However, the 2014 General Social Survey³⁶ showed that in Nelson/Tasman/Marlborough, as well as generally for New Zealand, older people were less likely to feel lonely than younger age groups. Three quarters (75%) of Nelson/Tasman/Marlborough older people reported feeling lonely “none of the time” in the previous four weeks, compared with two-thirds (66%) for all age groups.

Twenty percent of older people reported feeling lonely “a little of the time” in the previous four weeks. A small number reported having felt lonely some, most, or all of the time in the previous four weeks (the small number meant the sampling error was too high for specific results to be reported).

National research by MSD³⁷ found that 10% of New Zealanders aged 65-74, and 13% of those aged over 75 feel lonely all, most, or some of the time.

The majority (96%) of older people in Nelson/Tasman/Marlborough and across New Zealand reported that the amount of contact with family and friends was “about right”³⁸.

Nevertheless, there is a growing awareness of the vulnerability of an increasing number of older people, including the experience of abuse or neglect. National

³⁴ Nelson Marlborough District Health Board, 2015

³⁵ Sport New Zealand, 2015 and 2016

³⁶ Statistics New Zealand

³⁷ MSD, 2016

³⁸ General Social Survey, Statistics New Zealand

research³⁹ found that around one in ten older people reported some form of abuse. Specific groups which face higher rates of abuse include women, Māori and those who are separated, divorced or widowed. The United Nations and the World Health Organisation define elder abuse as, “a single, or repeated act, or lack of appropriate action, occurring within any relationship where there is an expectation of trust which causes harm or distress to an older person”. Such abuse can be physical, psychological or emotional, sexual and/ or financial in nature. It can also be the result of intentional or unintentional neglect.

An increasing number of volunteers

Volunteering rates increase with age. According to the 2013 Census, 22% of Tasman’s older residents help or volunteer for organisations, groups or marae, 10% help someone in another household who is ill or has a disability and 12% look after children who aren’t living with them. Five percent look after a child who lives in the same household and 6% look after someone in the same household who is ill or has a disability.

Table 5: Unpaid activities by age, Tasman and New Zealand, 2013

Unpaid Activity	Tasman			New Zealand
	15-39 years	40-64 years	65 years and over	65 years and over
Looking after a child who is a member of own household	45%	34%	5%	6%
Looking after a member of own household who is ill or has a disability	6%	8%	6%	6%
Looking after a child who does not live in own household	18%	18%	12%	13%
Helping someone who is ill or has a disability who does not live in own household	6%	13%	10%	9%
Other helping or voluntary work for or through any organisation, group or marae	14%	19%	22%	19%

³⁹ Office for Senior Citizens, 2015

A need to adapt the way information and services are provided

The increase in the number of older residents with hearing and/or vision impairments will mean we need to provide information in a variety of ways and consider using Universal Design to make print accessible (such as font types and formatting)⁴⁰.

An increasing number of residents with dementia means it will be important to provide signage that allows for line of sight orientation, and uses both words and pictures.

There may also be a need for additional training for people working in customer service.

Nationally⁴¹, 16% of New Zealanders aged 60 and over don't have access to the internet. However, this compares with 4% of 45-59 year olds which means internet access for older people should increase over time. Cost may be a limiting factor for those on low incomes.

⁴⁰ Office for Disability Issues, 2011

⁴¹ Internet NZ, 2017

TECHNICAL INFORMATION

Which population projections are we using?

This report uses population projections from Council's Growth Model which are based on a combination of Statistics New Zealand medium and high projections for different parts of the District. Statistics New Zealand provides three population projections (low, medium, and high growth) that incorporate different fertility, mortality, and migration assumptions for each geographic area, and illustrate a range of possible scenarios.

After considering recent estimated population and dwelling growth rates, Council's Growth Model has used Statistics New Zealand's high growth projections for Richmond, Brightwater, Wakefield, Motueka, and Mapua/Ruby Bay and medium growth projections for the rest of the District, for 2018-2028. We have used medium growth projections for the whole District for 2028-2048. All projections used are Statistics NZ Subnational Population Projections 2013(base)-2043 update (released 22 February 2017).

What is meant by 'the demographic transition' and 'population ageing'?⁴²

The demographic transition refers to the shift from relatively high fertility rates and high mortality rates to, first, relatively low mortality rates, and subsequently to relatively low fertility rates. Population ageing refers to the gradual transformation of the age structure and is intrinsically linked with the demographic transition. Both the transition and ageing has occurred, or is occurring, in other countries, often at a much faster pace than being experienced in New Zealand.

Are there standard definitions of 'baby boomers', 'generation X', and 'generation Y'?⁴³

Baby boomers are usually regarded as those born in the years 1946–65, although the definition of the baby boom period varies between sources and between countries. The baby boom was associated with high fertility rates and high numbers

⁴² Stats NZ, Frequently asked questions – Population statistics

⁴³ Ibid

of births. New Zealand's annual total fertility rate was at least 3.5 births per woman during 1946–65, and at least 3.0 births per woman during 1945–72.

Generation X and generation Y are essentially marketing terms, common in the United States, and are less obviously tied to an observable demographic phenomenon unlike the baby boomers. Statistics NZ has no official or standard definition of generation X and generation Y.

If one subscribes to the 1946–65 baby boom working definition, then generation X could be the 15-year period after the baby boom (1966–80) and generation Y could be the 20-year period after generation X (1981–2000).

What is Universal Design?

A Universal Design approach designs inclusively for human diversity and various life situations, such as old age, disability, injury, childhood and pregnancy. It can apply to the design of buildings, environments, products, services and information so that they can be accessed and understood by all people, regardless of their age or ability.

Click on the following links for further information:

http://www.aucklanddesignmanual.co.nz/design-thinking/universal_design

<http://superseniors.msd.govt.nz/finance-planning/choosing-where-you-live/universal-design.html>

REFERENCES

- Alzheimers New Zealand, 2016, [Dementia Economic Impact Report 2016](#)
- Alzheimers New Zealand, [Dementia Friendly Recognition Programme: Toolkit for businesses](#)
- Auckland Council, [Seniors Housing – Issue Identification Paper](#), May 2016
- Canterbury District Health Board, 2012, [Housing, home heating and air quality: a public health perspective](#)
- Churton, Troy, 2017, [Financial Security in Retirement, public presentation, Richmond, September 2017](#)
- Internet NZ, 2017, [New Zealand perceptions of the Internet](#)
- McPherson, M., 2012, [Older Workers: Challenging Myths and Managing Realities](#)
- Ministry of Health, 2013, [Guidelines on Physical Activity in Older People](#)
- Ministry of Social Development, 2016, [The Social report 2016](#)
- Ministry of Social Development, 2009, [Non-income measures of material wellbeing and hardship: first results from the 2008 New Zealand Living Standards Survey, with international comparisons](#). Ministry of Social Development, Working Paper 01/09
- Ministry of Social Development, 2011, [Realising the economic potential of older people in New Zealand: 2011-2051](#).
- Ministry of Transport, 2009, [Safer Journeys Discussion Document](#).
- The National Centre of Mental Health Research, Information and Workforce Development, 2011, [Older adults in New Zealand: Population changes, health, service use and workforce needs](#)
- Nelson Marlborough District Health Board, 2015, [Nelson Marlborough Health Needs and Service Profile 2015](#)
- New Zealand Human Rights Commission, 2014, [Ageing Workforce in the New Zealand Crown Entity Sector](#)
- NZ Transport Agency, 2012, [Demand for transport services: impact on networks of older persons' travel as the population of New Zealand ages](#), Research Report 481
- Office for Disability Issues, 2011, [Making your communications more accessible](#)
- Office for Senior Citizens, 2015, [Towards gaining a greater understanding of Elder Abuse and Neglect in New Zealand](#)
- Office for Senior Citizens, 2017, [The Business of Ageing](#)

27

Owens, Maggie, 2018, Presentation to Age Concern conference, April 2018, Wellington

Saville-Smith, K et al, 2016, [Downsizing and the Housing Stock – Realities for Older People](#)

Saville-Smith, K and James, B, 2017, [Housing in an Ageing Society, presentation of Housing Stakeholders, Nelson, September 2017](#)

New Zealand Treasury, 2012, [Health and Retirement of Older New Zealanders](#), Working Paper 10/02

Sport New Zealand, 2015, Sport and Active Recreation in the Lives of New Zealand Adults. [2013/14 Active New Zealand Survey Results](#)

Sport New Zealand, 2016, [Active older people, 2016-2020 – a discussion document](#)

Stats NZ, 2013, How will New Zealand's ageing population affect the property market?

Stats NZ, 2013 Census of population and dwellings

Stats NZ, 2013 Disability Survey

Stats NZ, Frequently asked questions – Population statistics

Stats NZ, General Social Surveys 2008-2014

Stats NZ, Household Net Worth Statistics: Year ended June 2015

Stats NZ, Subnational Family and Household Projections 2013(base)-2038 update

Stats NZ, Subnational Population Estimates: At 30 June 2017

Stats NZ, Subnational Population Projections 2013(base)-2043 update

Tasman District Council, 2017, [Making Tasman Great for Older People – Summary of Feedback](#)

7.7 ACTION SHEET

Information Only - No Decision Required

Report To: Golden Bay Community Board
Meeting Date: 14 August 2018
Report Author: Emma Gee, Customer Services Officer
Report Number: RGB18-08-07

1 Summary

1.1 The Action sheet is attached to this report.

2 Draft Resolution

That the Golden Bay Community Board

1. receives the Action Sheet report RGB18-08-07

3 Attachments

3.1 Action Sheet

4 Attachments

1. Action Sheet

111

Action Sheet – Golden Bay Community Board

Item	Action Required	Responsibility	Completion Date/Status
Meeting Date: 13 February 2018			
Xmas Lights	Abbie to bring information and ideas to the next meeting	Abbie Langford	
Meeting Date: 13 March 2018			
Wainui Falls Car Park	Cr Sangster to speak with Engineering and landowners	Cr Sangster	10/07-Paul ongoing meetings with landowners
Meeting Date: 12 June 2018			
Memorial Park	Abbie to contact local police Kane to invite along to the next Board meeting	Abbie Langford	21/06-Discussion with Francie Wafer, should look at inviting Ken & Kane to talk to Ken's report 10/07-Kane will attend a meeting in the near future and the Board to look at reserved funds to be used for security cameras
Zatori Corner	Emma to request and update from Jeremy Katterns	Emma Gee	21/6-SR1813969 sent to Jeremy 6/7-Response from Steve Elkington "Rang and spoke to Pamela, she is keen to see shoulder levelled up and some gravel placed - Dolomite Chip. First stage from bridge at intersection back to Poplar In and Stage 2 to Cemetery. I will talk to Jeremy K to investigate" 10/07- Ongoing
Reserved funds	Dennis to obtain a staff report on reserved funds for Golden Bay	Dennis Bush-King	29/06-Not included in current Financial Report but will hopefully table the details, and include in future reports. 10/07-Dennis to provide by the next meeting

Item	Action Required	Responsibility	Completion Date/Status
Reserve Ownership	Dennis to obtain a staff report on Reserve naming of the Parapara Reserve	Dennis Bush-King	29/06- Staff report awaited. Will be submitted to GBCB as delation rests with the Board. 10/07-Beryl Wilkes to table a report at the next meeting
Town Banners	Frames are being created then will head back to Lollokiki for painting, Grant to update when ready to hang	Grant Knowles	10/07- The frames are made and will be erected by October 2018, 31 frames in total
Meeting Date: 10 July 2018			
Collingwood Walkway	Dennis to check on the status of accreted land in Collingwood Cr Sangster to take the idea to the next commercial sub-committee meeting	Dennis Bush-King Cr Sangster	
Collingwood Tennis Court	Averill to speak with the club regarding signage	Averill Grant	
Collingwood Drainage	Dennis to obtain an update from Council	Dennis Bush-King	
Local Bill for Dam Land	Dennis to ensure copies are made available at all service centres and libraries	Dennis Bush-King	13/07-Actioned for Takaka Service Centre and library
Pohara Drainage	Dennis will ask Kim Arnold to update residents from 23/7	Dennis Bush-King	
Tasman District Council Representation Review	Abbie and Emma to complete a late submission	Abbie/Emma	10/7-Late submission lodged and accepted
Council Workshops	Dennis to follow up on whether Board members can be invited to Council workshops when issues are discussed	Dennis Bush-King	
Takaka Playground Opening	The Board to support an opening	Board	
Golden Bay Local Board	Abbie to email Tony Lawton to arrange a meeting	Abbie Langford	26/07-Tony booked for a presentation at the 14/8 Board meeting

Item	Action Required	Responsibility	Completion Date/Status
GBSRF Management Board Resolution	Susan Edwards to put a report to the Community Development Committee meeting on 20 September 2018	Susan Edwards	

7.8 CORRESPONDENCE**Information Only - No Decision Required**

Report To: Golden Bay Community Board
Meeting Date: 14 August 2018
Report Author: Emma Gee, Customer Services Officer
Report Number: RGB18-08-08

1 Summary

- 1.1 A list of the inwards and outwards correspondence for July 2018 is included in this report. A copy of the correspondence is available on Council's website, along with this agenda. A copy may also be viewed at the Takaka Service Centre.

2 Draft Resolution

That the Golden Bay Community Board

- 1. receives the Correspondence report RGB18-08-08**

3 Incoming Correspondence

Date	Name	Subject
28/06/2018	Karen Pessione	Grandstand
03/07/2018	Remuneration Authority	Determining the Remuneration of Local Government Elected Members – Oversight of Issues
09/07/2018	Tony Lawton	GB Local Board
10/07/2018	Karen Brookes	Waimea Community Dam
10/07/2018	Anna Garety	Coastal Protection Structures On Council Reserves
10/07/2018	Roland Toder	Waimea Community Dam
10/07/2018	Louise Coleman	Waimea Community Dam
10/07/2018	Nigel Birse	Collingwood Walkway
10/07/2018	Graham & Denise Rogers	Pohara Drainage
10/07/2018	Suzy Hall	Ligar Bay Development
18/07/2018	Lynne Hall	Village Green
20/07/2018	Laurie Healy	Pohara Stormwater
20/07/2018	V & R Brownlie	Ligar Bay Development
23/07/2018	Susan Edwards & Dennis Bush-King	Report for Grandstand Workshop
24/07/2018	Living Wood Fair	Funding
25/07/2018	Tasman District Council	Willow Street Carpark Upgrade
26/07/2018	Graham Rimmer	Four Winds Pump Station and Rising Main
26/07/2018	Roger May	Critique & warning to Ligar Bay & Tata Beach residents
26/07/2018	Rod Langford	Resealing
27/07/2018	Sharon Flood	Long Term Plan 2018-2028 and Concurrent Consultations
01/08/2018	Lollokiki	Town Banners Extra Invoice
01/08/2018	Te Whare Mahana Trust Board	GBCB Support

4 Outgoing Correspondence

Date	Name	Subject
12/07/2018	Tasman District Council	Representation Review 2018 – GBCB Submission

8 CONFIDENTIAL SESSION

8.1 Procedural motion to exclude the public

The following motion is submitted for consideration:

THAT the public be excluded from the following part(s) of the proceedings of this meeting. The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution follows.

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

8.1 Reserve Naming

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.