

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

**Date:** Tuesday 12 March 2019  
**Time:** 9.30am  
**Meeting Room:** Collingwood Fire Station  
**Venue:** Tasman Street, Collingwood

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## Golden Bay Community Board

### AGENDA

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#### MEMBERSHIP

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

(Quorum 3 members)

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## 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, 11 December 2018, be confirmed as a true and correct record of the meeting.

### 6 PRESENTATIONS

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## 6 PRESENTATIONS

### 6.1 DOGS AT TATA BEACH

Information Only - No Decision Required

**Report To:** Golden Bay Community Board  
**Meeting Date:** 12 March 2019  
**Report Author:** Emma Gee, Customer Services Officer  
**Report Number:**

#### PRESENTATION

Lisa Savage will make a presentation to the Golden Bay Community Board on Dogs at Tata Beach.

#### Appendices

Nil



## 6.2 GOLDEN BAY ENGINEERING UPDATE

Information Only - No Decision Required

**Report To:** Golden Bay Community Board  
**Meeting Date:** 12 March 2019  
**Report Author:** Emma Gee, Customer Services Officer  
**Report Number:**

### PRESENTATION

Robert Deck will provide an update to the Golden Bay Community Board on the Dangerous Kitchen seating, Motupipi Street Pedestrian Refuge, the wooden rail at the Takaka playground and Collingwood walkway.

### Appendices

Nil



### 6.3 FOREST AND BIRD 2019 SHOREBIRDS CAMPAIGN

Information Only - No Decision Required

**Report To:** Golden Bay Community Board  
**Meeting Date:** 12 March 2019  
**Report Author:** Emma Gee, Customer Services Officer  
**Report Number:**

#### PRESENTATION

Cynthia McConville from Forest and Bird Golden Bay will make a presentation to the Golden Bay Community Board on Forest and Bird 2019 Shorebirds Campaign.

#### Appendices

Nil



## 6.4 DOG CONTROL BYLAW

Information Only - No Decision Required

**Report To:** Golden Bay Community Board  
**Meeting Date:** 12 March 2019  
**Report Author:** Emma Gee, Customer Services Officer  
**Report Number:**

### PRESENTATION

Linda O'Connor will make a presentation to the Golden Bay Community Board on the current Dog Control Bylaw.

### Appendices

Nil



## 7 REPORTS

### 7.1 CHAIRS REPORT

**Information Only - No Decision Required**

**Report To:** Golden Bay Community Board  
**Meeting Date:** 12 March 2019  
**Report Author:** Emma Gee, Customer Services Officer  
**Report Number:** RGBCB19-03-1

#### 1 Summary

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

#### 2 Draft Resolution

**That the Golden Bay Community Board receives the Chairs Report RGBCB19-03-1**

**3 Purpose of the Report**

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

**4 Special Thankyou**

- 4.1 Chair Langford would like to thank Council staff for all their efforts during the recent civil defence emergency.

**5 Special Projects Funding**

- 5.1 Chair Langford would like to discuss advertising the Special Projects Fund and also if the Board would like to use any of the fund to put towards Council projects as part of the annual budget process. Applications for the first round of funding will need to be read and assessed for discussion at the April meeting.

**6 Golden Bay A & P Show**

- 6.1 Chair Langford would like to congratulate the A & P Show Committee for another successful show, it was a fantastic day and enjoyed by hundreds. Chair Langford had the opportunity to witness exactly how hard the Committee work to set up the show and the clean up afterwards. The Committee do a great job working with and coordinating a wide range of people. Chair Langford really enjoyed the show and had a great time. Chair Langford would like to thank the hard working Committee and that we are lucky to have such a great event for Golden Bay.

**7 Dogs**

- 7.1 Chair Langford has been contacted regarding the bylaw that prohibits dogs on Commercial Street between the hours of 9am and 5pm. Members of the community are unhappy with this aspect of the bylaw and wish to see it removed. Recently there was a post on the Facebook Takaka Noticeboard regarding dogs on Commercial Street and the majority of comments were strongly in favour of having the bylaw reviewed and removed. Chair Langford has spoken to Adrian Humphries, Regulatory Services Manager, and he has advised that Council would need to hear from the community regarding their opinion. If the community wish for the bylaw to be amended then Mr Humphries would approach Council for permission to bring the review forward. Mr Humphries suggested that a petition would be a good way for himself and Council to understand the level of support.

**8 Dark Sky Initiative**

- 8.1 Deputy Chair Knowles would like to discuss the possibility of Golden Bay (or parts of Golden Bay) becoming a Dark Sky Sanctuary, below is some information about sanctuary's, and Deputy Chair Knowles will update us on the process and requirements at the meeting.

- 8.2 The International Dark-Sky Association's (IDA) dark sky places program was founded in 2001, and has anointed 100 'dark sky' places globally since then, the locations distinct by whether they are a sanctuary, a reserve, a park or community. Other sanctuaries are NZ's Great Barrier Island, Cosmic Campground in New Mexico, US; Gabriela Mistral in Chile's Valle del Elqui, and Rainbow Bridge National Monument in Utah, US. What they have in common is their remoteness, and a striking view of the sky, unpolluted by light. All eyes are now looking to the Stewart Island/Rakiura night sky with the Island officially recognised for its exceptional night sky quality. The International Dark Sky Association (IDA) has confirmed that Stewart Island/Rakiura has been successful in its application for the establishment of an International Dark Sky Sanctuary. IDA Dark Sky Places Program Manager Adam Dalton said the successful accreditation, which makes Stewart Island/Rakiura the fifth Dark Sky Sanctuary, and only the second island sanctuary, in the world, will have significant benefits for the Southland region. "Stewart Island/Rakiura's pristine night skies are a rare treasure and through the sanctuary's enacted policies the area will remain a resource in a world where access to the night sky is becoming increasingly scarce," Dalton said. Alongside highlighting Stewart Island/Rakiura's exceptional night sky quality, Dalton said the application demonstrated strong community and institutional support. "We at the IDA sincerely appreciate the work of all the project's many stakeholders. Without their incredible efforts, this designation would not have been possible," he said. The application was prepared by an independent consultant and Venture Southland in conjunction with the Stewart Island Promotion Association. Venture Southland GM for Business and Strategic Projects Steve Canny said he was thrilled with the result which promotes the Southland region as a top night sky destination. "Achieving this accolade will bring a significant increase in tourism, increase employment on the island, encourage preservation of the unspoiled natural environment and have economic benefits for the whole region," Canny said. Stewart Island Promotion Association representative Anita Geeson agreed that the future was looking bright for Stewart Island/Rakiura. "The international recognition of a Dark Sky Sanctuary status adds to the attraction for potential visitors, offers opportunities to island tourism operators, and acknowledges the value that the Stewart Island/Rakiura community places on environmental protection," Geeson said. Geeson said the process to becoming accredited involved a collaborative effort between Southland District Council, Department of Conservation, Stewart Island/Rakiura Community Board, Venture Southland, Rakiura Maori Lands Trust, iwi and the Stewart Island Promotion Association. To oversee the administration and advancement of Dark Sky principles on the Island, a Memorandum of Understanding between key parties has been established demonstrating unified commitment and support for the Sanctuary. Venture Southland commissioned an assessment of the Stewart Island/Rakiura night sky in 2017 as part of a project to assess astro-tourism opportunities in Southland. The results of the assessment showed the Island to be a place of outstanding sky quality, achieving the levels required to be classified as a Dark Sky Sanctuary. This outcome, along with the strong level of community support evident, put in motion the process to apply for the successful Dark Sky Sanctuary accreditation.

## **9 Festivals in Golden Bay**

- 9.1 There has been a lot of concern around the community regarding the recent festivals held in Golden Bay. There is the added complication of a legal precedent which has been set by Council v Alien Nation, where it was ruled that if the event was a recreational activity, no resource consent was required. If an event is selling tickets or charging for entry it is deemed a commercial event which would trigger the need for a resource consent. Staff

have approached some event organisers and advised them of this. Chair Langford would like further discussion and investigation around this.

**10 Board Member Update**

10.1 Chair Langford would like to hear any updates from Board members.

**11 Attachments**

Nil

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

<b>Report To:</b>	Golden Bay Community Board
<b>Meeting Date:</b>	12 March 2019
<b>Report Author:</b>	Liz Cameron, Assistant Management Accountant
<b>Report Number:</b>	RGBCB19-03-2

**1 Summary**

- 1.1 The financial report for the period ending 31<sup>st</sup> January 2019 is attached (Attachment 1).
- 1.2 The net financial position for the year-to-date is a surplus of \$4,223.
- 1.3 Overall expenditure for the year was 51% of the budget, which is slightly behind the year-to-date budget spend (being 58% through the financial year).
- 1.4 Closed account interest earned on the Golden Bay Community Board opening surplus is \$421 (YTD).
- 1.5 YTD income from the Saturday Market totals \$832.
- 1.6 The net position for the Community Board's overall funds, as at 31 January 2019, is a surplus balance of \$41,029.

**2 Draft Resolution**

**That the Golden Bay Community Board receives the Financial Report RGBCB19-03-2**

**3 Attachments**

- |                                   |    |
|-----------------------------------|----|
| 1. Financial Summary January 2019 | 19 |
|-----------------------------------|----|



**TASMAN DISTRICT COUNCIL**  
Golden Bay Community Board  
January 2019

	Month Actual	Month Budget	Month Budget%	YTD Actual	Annual Budget	Annual Budget %
<b>Charges</b>						
<b>Remuneration</b>						
Chairperson Monthly Salary	1,087	1,071	101%	7,593	12,852	59%
Members (3)	1,589	1,622	98%	11,101	19,467	57%
Community Board Members Reimbursements	79	655	12%	5,326	7,854	68%
<b>Miscellaneous</b>						
	<i>pages</i>	<i>rate</i>				
Photocopying	0	0.1				
Community Board discretionary fund	-	1,105	0%	3,643	13,260	27%
Community Board Expenses	221	197	112%	1,436	2,366	61%
Contingency allowance	-	68	0%	-	816	0%
Cost of Elections	-	20	0%	245	245	100%
<b>Total Charges</b>	<b>2,976</b>	<b>4,777</b>	<b>62%</b>	<b>29,343</b>	<b>57,319</b>	<b>51%</b>
<b>Less</b>						
CCB rate	4,593	4,605	100%	32,313	55,259	58%
Golden Bay Market	435	128	340%	832	1,535	54%
Closed Account Interest	61	44	139%	421	525	80%
<b>Net Charges</b>	<b>2,113</b>	<b>9,553</b>		<b>4,223</b>	<b>-</b>	

**Equity**

Opening Surplus/(Deficit) Balance 1 July 2018	36,807
Net Income Surplus/(Deficit) January 2019	4,223
Closing Surplus/(Deficit) Balance 31 January 2019	<u><u>\$41,029</u></u>

**Discretionary Fund**

Paint for Banners	139
Frames for Banners	2,373
Golden Bay High School prizegiving	100
Collingwood Area School prizegiving	100
Street Tinsel	431
Donation Santa Parade & Carols	500

\$ 3,643



**7.3 GOLDEN BAY COMMUNITY BOARD REVIEW OF DELEGATIONS REPORT****Decision Required**

<b>Report To:</b>	Golden Bay Community Board
<b>Meeting Date:</b>	12 March 2019
<b>Report Author:</b>	Susan Edwards, Community Development Manager
<b>Report Number:</b>	RGBCB19-03-3

**1 Summary**

- 1.1 At its meeting on 13 November 2018, the Board asked to hold a workshop to discuss whether it wished to ask Council for additional delegations. The Board's current delegations are contained in the Delegations Register – the relevant section is attached as Attachment 1.
- 1.2 On 18 December 2018 Dennis Bush-King and I met with the Board Chair and members Grant and Knowles in a workshop to discuss potential additional delegations the Board could seek from Council. Board members discussed a report prepared for the Motueka Community Board meeting held on the same day as the workshop. The Motueka Community Board was seeking additional delegations from Council.
- 1.3 There is an opportunity for both Boards to seek new delegations from Council, including those supported by the Motueka Community Board, which covered the following areas:
- 1.3.1 power to recommend to Council the budget allocation for Special Purpose Committees and Reserve Financial Contributions in the Boards respective wards;
- 1.3.2 power to recommend to Council the budget allocation for the footpath renewal and maintenance programme;
- 1.3.3 power to make recommendations to the Community Development Committee on proposals to declare land within the Boards respective wards as reserve and/or to classify reserves under the Reserves Act; and
- 1.3.4 power to make recommendations to the Community Development Committee on draft content for inclusion in the draft reserve management plans for parks and reserves within the Boards respective wards.
- 1.4 The Motueka Community Board also considered opportunities to be involved in working parties relating to major capital works projects occurring in its ward (e.g. Motueka Library project) and to be consulted on key policy matters (e.g. Older Persons Housing review), which will also impact on its ward. Formal delegations for such matters would not be included in the Delegations Register.
- 1.5 This report discusses the matters raised by the Golden Bay Community Board at its workshop in December.

**2 Draft Resolution**

**That the Golden Bay Community Board:**

- 1. receives the Golden Bay Community Board Review of Delegations Report ; and**
- 2. recommends to Council that the following additions are made to section 8.2 of the Delegations Register for the Golden Bay Community Board responsibilities:**
  - “8.2.9 that the Golden Bay Community Board makes recommendations to the Council on the use of the Special Purpose Committee funding requests and allocation of Reserve Financial Contributions received from subdivisions and developments in the Board’s ward, for inclusion in the Annual Plan and Long Term Plan processes.”; and**
  - “8.2.10 that the Golden Community Board makes recommendations to Council’s Engineering Services Committee on the annual work programme priorities for new and renewal footpaths within the Board’s ward, for consideration and potential inclusion in the District-wide annual work programme.”; and**
  - “8.2.11 that the Golden Bay Community Board works with staff on preparing recommendations to the Community Development Committee on proposals to declare land within their ward as reserve and/or to classify reserves under the Reserves Act 1977.” and**
  - “8.2.12 that the Golden Bay Community Board works with staff on preparing recommendations to the Community Development Committee on draft content for inclusion in the draft reserve management plans for the parks and reserves within their ward.”**
- 3. recommends to the Community Development Committee that the Golden Bay Community Board be consulted during the review of Council’s Older Persons Housing.**

**3 Purpose of the Report**

- 3.1 The purpose of this report is to enable the Board to identify any additional delegation that you may wish to seek from Council.

**4 Background and Discussion**

- 4.1 At its meeting on 13 November 2018, the Board asked to hold a workshop to discuss whether it wished to ask Council for additional delegations.
- 4.2 During the Local Government Commission presentation to the Board on local boards, a member of the public raised the issues of the current delegations to the Boards. As you are aware, a proposal for a Golden Bay Local Board has been submitted to the Local Government Commission. The Commission will consider the proposal through a formal process under the Local Government Act 2002. Council can still amend the delegations it gives the Boards, even though the Local Board proposal is underway.
- 4.3 From my investigations, it seems that the last time Council undertook a major review of the delegations to the two Community Boards, was back in August 2011, at which time Council added delegations to the Boards' responsibilities. There has been the opportunity for Boards and Council to review the delegations regularly since that time, as part of each review of/amendment to the Delegations Register. Council has added one additional "power" and that is contained in clause 8.3.1 of the Delegations Register. I have attached the full list of delegations currently contained in Council's Delegations Register in Attachment 1 to this report.
- 4.4 It will be important for the Board to consider several matters when discussing the delegations, including:
- a. the Board is a governance body, with responsibility for policy, planning and consultation processes. Staff have the role of implementing operational matters. The biggest gains for the Board and most efficient use of members' time are likely to be achieved by influencing policy and plans;
  - b. Council has made a number of delegations to staff to enable efficient processing of activities. If the Board was to seek delegations currently held by staff, it is likely to lead to additional costs and time delays;
  - c. under the Local Government Act 2002 some powers held by Council cannot be delegated to committees, subcommittees or community boards e.g. the power to:
    - i. make a rate;
    - ii. adopt a Long Term Plan, Annual Plan or Annual Report;
    - iii. make a Bylaw;
    - iv. borrow money, or purchase or dispose of assets, other than in accordance with the long-term plan;
    - v. appoint a chief executive;
    - vi. adopt a remuneration and employment policy; or

- vii. adopt policies required to be adopted and consulted on under the Local Government Act 2002 in association with the long-term plan or developed for the purpose of the local governance statement;
  - d. as with any delegated power, the delegate has to act in accordance with the underlying statutory powers and, in the case of community boards (as with any committee or staff delegation), in accordance with any Council policies, rules, bylaws, etc.;
  - e. ultimately, Council will be the body that will have to defend in Court (at a cost to ratepayers) any decision made by the Board. Therefore, where the Board comes to a position on a matter that differs from any technical advice provided by staff, Council is likely to require the Board to refer the matter back to Full Council or the respective committee for a decision. You will see that this approach is consistent with some of Council's current delegations to the Boards.
- 4.5 The Board held a workshop with staff on 18 December to discuss reviewing the Board's delegations with a view to having more influence and oversight of local issues.
- 4.6 During the workshop the staff and Board members present discussed several opportunities for Council to provide additional delegations to the Board to enable them to play a greater role in the decision making process. These opportunities included:
- 4.6.1 power to recommend to Council the budget allocation for Special Purpose Committees and Reserve Financial Contributions (RFCs) in the Boards respective wards;
  - 4.6.2 power to recommend to Council the budget allocation for the footpath renewal and maintenance programme;
  - 4.6.3 power to make recommendations to the Community Development Committee on proposals to declare land within the Boards respective wards as reserve and/or to classify reserves under the Reserves Act; and
  - 4.6.4 power to make recommendations to the Community Development Committee on draft content for inclusion in the draft reserve management plans for parks and reserves within the Boards respective wards.
- 4.7 There may also be the opportunity for the Boards to be involved in working parties relating to major capital works projects occurring in their wards. There is also the opportunity for the Council to consult the Boards on key policy matters, which have the potential to impact on their wards. Formal delegations for such matters would not be included in the Delegations Register. They would generally occur on a case-by-case basis.
- 4.8 In order to get these matters formally considered by Council, it is desirable that the Board passes a resolution, which it can then forward to Council for consideration. The Motueka Community Board passed a similar resolution to the one proposed in this report, at its meeting in December 2018.
- 4.9 I will address each of the opportunities for increased delegations in turn in the following paragraphs.

**Full delegation of the RFC allocation approval, rather than a recommendation to Council**

- 4.10 The current process we use for the allocation of the Special Purpose Committees and RFCs budgets in the Long Term Plan and Annual Plan is that the staff bring a paper to the Boards, usually between August and October each year. The paper contains the likely projected Special Purpose Committees and RFCs budget for the following year and a suggested

allocation of some or all of that funding to projects. The Boards then decide whether to agree to or amend the allocations suggested by staff. The Boards regularly make some changes to the staff suggestions.

- 4.11 The staff then include the projects as agreed to by the Boards into the budgets for the upcoming Annual Plan or Long Term Plan. Staff have to complete the budgets at the latest by October (earlier for Long Term Plans).
- 4.12 The budgets then go through to Council for inclusion into the draft budgets for the Annual Plan/Long Term Plan. Council consults on them as part of the Long Term Plan and Annual Plan consultation (if there is consultation on the Annual Plan that year). There are rare occasions when the Council amends the budgets prior to including them in the draft budgets.
- 4.13 If Council receives any feedback, comments or requests through consultation relating to the RFCs, staff will bring a report back to the Board, usually in May, for discussion and any recommendations back to Full Council.
- 4.14 As noted in paragraph 4.4 c above, only Council can adopt a Long Term Plan or Annual Plan, so the final decision must always sit with Full Council.
- 4.15 However, if the Board has any suggestions on any ways staff could improve the process from your perspective, we would welcome receiving them. Also, I note that making recommendations to Council on RFCs allocations is not currently included in your delegated responsibilities under 8.2 in the Delegations Register. The Board can ask Council to consider allocating it that responsibility. Suggested wording for inclusion in the Board's responsibilities contained in the Delegations Register could be along the lines of:
- “8.2.9 that the Golden Bay Community Board makes recommendations to the Council on the use of the Special Purpose Committee funding requests and allocation of Reserve Financial Contributions received from subdivisions and developments in the Board's ward, for inclusion in the Annual Plan and Long Term Plan processes.”
- 4.16 Please note that the above process does not apply to resource consent discussions between developers and staff and the delegation that staff have to agree to areas of land to be taken for reserves and for credit to be given for improvements undertaken by the developer. That process will remain unchanged.

#### **Footpath renewal and maintenance programme**

- 4.17 This matter is in a similar situation to the RFCs discussion above. Only Council can approve the Long Term Plan and Annual Plan, and the work programmes and budgets contained in them. The new and renewal footpath programme is part of the Long Term Plans. Staff prepare an annual work programme for the footpaths programme. The Transportation Manager will seek the Golden Bay Community Board's feedback on the priorities for the Golden Bay Ward projects within the District-wide work programme for new and renewal footpaths prior to presenting the work programme to the Engineering Services Committee.
- 4.18 Both Boards current have the following responsibility in the Delegations Register, which enables them to advise Council on project priorities:
- “8.2.2 advise the Council on the priorities and preferences of their community in respect of the level and nature of local services to be provided by the Council in their community.”
- 4.19 However, if the Board considers that it would like a more specific reference to footpaths in its delegations, it could request that Council adds another responsibility along the lines of:

“8.2.10 that the Golden Community Board makes recommendations to Council’s Engineering Services Committee on the annual work programme priorities for new and renewal footpaths within the Board’s ward, for consideration and potential inclusion in the District-wide annual work programme.”

### **Reserve management plan, and reserve declaration and classification processes**

- 4.20 Staff consider that it may be useful to add a formal responsibility relating to reserve management planning, and reserve declaration and classification processes into the Delegations Register. Staff currently recently consulted and involved the Motueka Board in these matters, even though there was no formal delegated responsibility. The Golden Bay Ward Reserve Management Plan is due for review in a few years’ time and then again every 10 years. It seems appropriate for Council to add the work you will undertake into your responsibilities to ensure it continues into the future. However, it is up to the Board, as to whether you ask Council for any additional responsibilities in relation to these processes.
- 4.21 Under the Reserves Act 1977, formal adoption of reserves management plans and decisions on reserve declarations and classifications need to be made by Council. However, there is no reason why the Boards cannot have a responsibility for making recommendations to Council on proposals to declare land within their wards as reserves and on proposed classifications for reserves. Council can also consult the Boards on the content of the reserve management plans prior to draft plans being prepared.
- 4.22 If the Board wishes to add these responsibility into your delegations, suggested wording for inclusion in the Delegations Register could be along the lines of:
- “8.2.11 that the Golden Bay Community Board works with staff on preparing recommendations to the Community Development Committee on proposals to declare land within their ward as reserve and/or to classify reserves under the Reserves Act 1977.” and
- “8.2.12 that the Golden Bay Community Board works with staff on preparing recommendations to the Community Development Committee on draft content for inclusion in the draft reserve management plans for the parks and reserves within their ward.”

### **Increased involvement in and greater consultation on major capital works projects and key policy proposal affecting the Board’s ward**

- 4.23 There may also be the opportunity for both the Boards to be involved in working parties relating to major capital works projects occurring in their wards. For example, the Motueka Community Board has asked for the opportunity for the full Board to become involved in the working party for the Motueka Library project and be involved in the streetscape upgrade of High Street Motueka in a few years’ time.
- 4.24 There is also the opportunity for the Council to consult the Boards on key policy matters, which have the potential to impact on their wards. For example, the Motueka Community Board has asked to be consulted on the Older Persons Housing review. Both Boards will be consulted during the review of Council’s Older Persons Housing. The requirement to consult both Boards will be included in the project plan for the review.
- 4.25 Formal delegations for greater involvement in specific projects or key policy matters would not be included in the Delegations Register. They would generally occur on a case-by-case basis. Please note that the Delegations Register does not need to change to enable this consideration to occur.

## General matters

- 4.26 The delegations in the Delegations Register currently apply to both Community Boards. When Council considers any recommendations for changes to delegations, it will need to consider the impact on the Motueka Community Board delegations as well. However, there is no reason why the delegations for the Boards could not be different, other than for administrative ease.

## 5 Options

- 5.1 The Board has the options of asking Council for additional delegations or keeping its existing delegations.
- 5.2 **Option 1 additional delegations** – the advantages of asking Council for additional delegations is that the Board has a greater say in matters which it considers are relevant to the Golden Bay Ward communities and enhanced opportunities to input community views into Council's decision making processes. The disadvantage of greater delegations or having increased input from the Board into Council's decision making processes, is that it has the potential to slow down those processes. However, such involvement is unlikely to have a major impact on timelines. The workload of the Board is likely to increase under this option.
- 5.3 **Option 2 retaining existing delegations** – the advantages of this option are that the workload of the Board is likely to be maintained at current levels. The opportunity for the Board to bring a greater understanding of community views into Council's decision making processes will be reduced.

## 6 Strategy and Risks

- 6.1 Increasing the delegations to the Board has the opportunity to enhance the relationship the Board has with Council and to increase the opportunity for local views to influence Council decision making.
- 6.2 A risk of increasing the delegations is that Council will not always adopt the recommendations of the Board. This situation is likely to occur at times, due to Council having a wider District mandate and needing to balance the needs and preferences of all the communities in the District. However, an important aspect will be the ability for the Board's view to be considered and for Council to explain its reasoning if it doesn't adopt the Board's recommendations.

## 7 Policy / Legal Requirements / Plan

- 7.1 Council has the ability to delegate some functions to community boards under the Local Government Act 2002. However, the Act states that there are some functions it cannot delegate and these have been outlined in paragraph 4.4 above. There are also other functions Council has under various other regulations and legislation, which Council cannot delegate (e.g. under the Reserves Act 1977).

- 7.2 The Board has the ability to ask Council to delegate to it some functions. Council will consider the Board's requests and made a decision prior to updating the Delegations Register.

## **8 Consideration of Financial or Budgetary Implications**

- 8.1 The financial or budgetary implications of the decisions sought in this report should be relatively low. There are likely to be costs relating to additional staff time associated with Council staff working with the Board on the matters potentially being delegated. However, in most cases staff are already undertaking some of these processes with the Board, so the implications should be fairly minimal. There is, however, a risk that the staff time associated with reporting to the Board under the new delegations is being under-estimated. There may also be costs associated with any consultation the Board may wish to undertake prior to making recommendations to Council on matters covered in any additional delegations. These costs should be able to be covered within the Board's existing budget.

## **9 Significance and Engagement**

- 9.1 Overall, I consider that the level of significance of the decisions the Board is being asked to make in this report is relatively low. Therefore, I consider that the Board does not need to consult the Golden Bay community prior to making the decisions sought 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	There is likely to be some public interest within the Golden Bay community on the request for Council to give the Board increased delegations. However, interest is likely to be fairly low overall.
Is there a significant impact arising from duration of the effects from the decision?	Low	The decision can be altered through a subsequent request to Council if the Board decides it does not want the delegations any more.
Does the decision relate to a strategic asset?	N/A	
Does the decision create a substantial change in the level of service provided by Council?	Low	If Council agrees to the additional delegations, it may improve the input from the Golden Bay Community into Council's decision making. However, it will not impact on the levels of service contained in the Long Term Plan.
Does the proposal or decision substantially affect debt, rates or Council finances in any one year or more of the LTP?	Low	Only cost is likely to be associated with additional staff time and any additional consultation the Board may wish to undertake prior to making recommendations to Council on matters covered in any additional delegations.
Does the decision involve the sale of a substantial proportion or controlling interest in a CCO or CCTO?	N/A	
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?	N/A	
Does the decision involve Council exiting from or entering into a group of activities?	N/A	

## 10 Conclusion

10.1 The Board has the opportunity to seek additional delegations to it through this report. Some members of the Board has discussed delegations, which it may wish to seek from Council at a workshop held in December. This report discusses those potential delegations, prior to the Board making its recommendations through to Council.

**11 Next Steps / Timeline**

11.1 If the Board identifies and recommends specific additional delegations it would like Council to consider, then staff will put the Board’s recommendations up to Council for consideration when the Delegations Register is next reviewed.

**12 Attachments**

- |                                |    |
|--------------------------------|----|
| 1. Community Board Delegations | 31 |
|--------------------------------|----|

## **8.0 Community Boards:**

### **8.1 Purpose**

The role of Community Boards as defined in section 52 of the Local Government Act 2002, is to:

- 8.1.1 represent, and act as an advocate for, the interests of its community; and
- 8.1.2 consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the community board; and
- 8.1.3 maintain an overview of services provided by the Tasman District Council within the community; and
- 8.1.4 prepare an annual submission to the Tasman District Council for expenditure within the community; and
- 8.1.5 communicate with community organisations and special interest groups within the community; and
- 8.1.6 undertake any other responsibilities that are delegated to it by the territorial authority.

### **8.2 Responsibilities**

In particular, Community Boards shall have responsibility to:

- 8.2.1 facilitate engagement of their community in relation to policies, plans and projects proposed for their community as requested by the Council;
- 8.2.2 advise the Council on the priorities and preferences of their community in respect of the level and nature of local services to be provided by the Council in their community;
- 8.2.3 where preferred service levels in their community are higher than Council Annual Plan, advise the Council on any recommended funding mechanism;
- 8.2.4 undertake activities for which a budget has been allocated by the Council to the Board;
- 8.2.5 seek funding (to be held by the Council) from external organisations which can be applied to community projects within their community;
- 8.2.6 make recommendations to the Council on the granting of leases or licences on reserves and public spaces in their community;
- 8.2.7 make recommendations to the Council on proposed developments or activities on local parks, reserves and waterways in their community;
- 8.2.8 make submissions and objections in relation to Council statutory processes and which affect interests within their community.

**8.3 Powers**

Community boards shall have delegated authority, in accordance with any statutory powers and the policies, plans and bylaws of the Council, to:

- 8.3.1 allocate, within Council Policy guidelines, funding and operational grants to local community groups in their community from the Grants from Rates Programme within the budget allocated by Council;
- 8.3.2 manage and approve usage of any market place in their community with power to disburse any surplus, after costs, for purposes within the ward;
- 8.3.3 approve traffic control signs on streets (e.g. stop and give way signs etc), the design and location of bus stops and shelters in their community, provided that should the Board disagree with any technical advice tendered by Council staff that matter shall be referred to the Engineering Services Committee for decision;
- 8.3.4 approve the design and location of playground equipment, street furniture and street planting in their community, provided that, should the Board disagree with any technical advice tendered by Council staff, the matter shall be referred to the Community Services Committee for decision;
- 8.3.5 approve names of streets and parks in their community;
- 8.3.6 grant consent for the removal of trees from parks, reserves, streets or other Council land in their community, provided that should the Board disagree with any technical advice tendered by Council staff that matter shall be referred to the relevant Council Committee for decision;
- 8.3.7 authorise, within approved budgets, board member attendance at appropriate conferences and training courses.

**8.4 Administration**

- 8.4.1 The Chairperson shall be voted in by resolution of the Board at its inaugural meeting of the triennium.
- 8.4.2 4 members are elected as members of the Community Board. The Council may resolve for the relevant ward Councillors to be members of the Community Board.
- 8.4.3 A quorum comprises 3 members for the time being.
- 8.4.4 The Community Boards will operate under Standing Orders, adopted at their first meeting of the triennium. This may be the Tasman District Council Standing Orders, with or without amendments.
- 8.4.5 Community Boards meet as follows:
  - 8.4.5.1 **Golden Bay Community Board:**  
monthly, ordinarily on the second Tuesday of the month.
  - 8.4.5.2 **Motueka Community Board:**  
6-weekly, ordinarily on a Tuesday. The Motueka Community Board also holds 'public forum' sessions, which are not meetings under

Standing Orders or LGOIMA. These public forums are held 6-weekly, ordinarily on the second Tuesday following the Community Board meeting.



## 7.4 ACTION SHEET

Information Only - No Decision Required

**Report To:** Golden Bay Community Board  
**Meeting Date:** 12 March 2019  
**Report Author:** Emma Gee, Customer Services Officer  
**Report Number:** RGBCB19-03-4

### 1 Summary

1.1 The Action sheet is attached to this report.

### 2 Draft Resolution

**That the Golden Bay Community Board receives the Action Sheet RGBCB19-03-4**

<b>3 Attachments</b>
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1. Action Sheet

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## Action Sheet – Golden Bay Community Board

Item	Action Required	Responsibility	Completion Date/Status
Meeting Date: 10 July 2018			
Takaka Playground Opening	The Board to support an opening	Board	11/09-ongoing 09/10-ongoing 13/11-ongoing 11/12-still awaiting the whale to be added to the playground
Meeting Date: 09 October 2018			
Collingwood Walkway	Cr Brown agreed to speak with Mr Birse	Cr Brown	13/11-ongoing 11/12-CR Brown has tried to call, will keep trying
Meeting Date: 13 November 2018			
GBSRF Facilitated meeting	Abbie to arrange dates with Mike Tasman-Jones	Abbie Langford	21/11-pencilled in for the February Board meeting
Fenwick Road	CR Sangster to follow with Mr Klein	Cr Sangster	11/12-CR Sangster to take back to Council
Training Workshop	Abbie to work with MCB to arrange a time for another training session	Abbie Langford	11/12-Planned for the New Year 28/01- Still to confirm date
Meeting Date: 11 December 2018			
Outstanding Natural Landscapes GB	Emma to email costs information to Don Mead	Emma Gee	17/12-actioned
Pakawau Beach	Abbie to email Pakawau Residents Association	Abbie Langford	13/12-actioned, Laurie Jarrett the Chair is confident that signs are enough, he is going to ensure that dog rangers contact details are prominent

Item	Action Required	Responsibility	Completion Date/Status
Stone Sculpture	Grant to liaise with staff, Lynne Hall	Grant Knowles	15/12-Lynne Hall will speak with Mana Whenua Ki Mohua in the new year
Land Exchange	Cr Sangster to speak with land owner	Cr Sangster	
Project Devine	Emma to email special fund application forms	Emma Gee	21/01-Application form sent
Motupipi Street Refuge	Abbie and Emma to email Mike van Enter the Board does not support the refuge and more discussions with user groups is needed	Abbie/Emma	11/12-actioned

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

**Report To:** Golden Bay Community Board  
**Meeting Date:** 12 March 2019  
**Report Author:** Emma Gee, Customer Services Officer  
**Report Number:** RGBCB19-03-5

**1 Summary**

- 1.1 A list of the inwards and outwards correspondence for December 2018, January & February 2019 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 RGBCB19-03-5**

**3 Incoming Correspondence**

Date	Name	Subject
05/12/2018	Local Government Decision	Golden Bay Local Board Application Decision
11/12/2018	Golden Bay Shared Recreational Facility	Playground
11/12/2018	Jill Pearson	Grandstand
11/12/2018	Hon Eugenie Sage	Whitebaiting
24/12/2018	Chief Ombudsman	LGOIMA Request Review
18/01/2019	Tasman District Council	Pakawau Beach Reserve Update
19/01/2019	G & D Rogers	Fonterra Corner

**4 Outgoing Correspondence**

Date	Name	Subject
11/02/2019	G & D Rogers	Fonterra Corner
26/02/2019	Village Theatre	Letter of support

**5 Attachments**

Nil