

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

**Date:** Tuesday 10 September 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, 13 August 2019, be confirmed as a true and correct record of the meeting.**

**6 PRESENTATIONS**

Nil

**7 REPORTS**

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**8 CORRESPONDENCE**

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**9 CONFIDENTIAL SESSION**

Nil



## 7 REPORTS

RGBCB19-09-1

### CHAIRS REPORT

Information Only - No Decision Required

**Report To:** Golden Bay Community Board  
**Meeting Date:** 10 September 2019  
**Report Author:** Emma Gee, Customer Services Officer  
**Report Number:** RGBCB19-09-1

#### 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 RGBCB19-09-1**

Item 7.1

### 3 Public Forum

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

### 4 Thank you

- 4.1 I would like to thank the Board and all the staff for the support that I have received over the last three years. I have really enjoyed my time on the Community Board, and I have learned a great deal.

### 5 Advertising in the Golden Bay Weekly

- 5.1 It was requested that we advertise the Board meetings in the Golden Bay Weekly the week prior to the scheduled meeting. We can advertise in upcoming events and this will cost 50 cents a word, a resolution will need to be made for the continued expenditure. The ad would need to contain the day, time, location, and what time public forum begins. I would suggest that the new Board revert to having Public Forum at the start of the evening meeting to avoid any confusion.

### 6 Parking limits on Tasman Street

- 6.1 In italics below is the response received from Robert Deck regarding our parking time limit request for Collingwood. There has been a lot of confusion caused with the resolution we made and some more discussion is required.

*“As requested from the board, I have considered the installation of time limited parking. I completed a desktop assessment and had discussions with the previous area engineer and a couple of board members to gain an understanding of the parking demands along Tasman Street. From this I have found that there is not a large issue with available parking spaces (Note: 2 parking areas are available off Beach Road and William Street that are within 150m of the CBD) and more a concern with the patrons of the Farewell Spit tours occupying parks adjacent to other businesses for extended period of time.*

*I don't believe that it is justified to put restrictions on the parking along Tasman Street based on the existing parking demand. The board will need to show survey data that shows 90% occupancy (based on the Richmond & Motueka parking strategy) during the peak season to justify any time limited restrictions.*

*If there is an occupancy of >90%, then we can look at areas that tend to have high vehicle turnovers and where is it important for road users to gain parking in close proximity to serves providers. My proposal would be to recommend to the Council to approve the installation of P120 restriction during business hours on 20 parking spaces fronting the businesses on Tasman Street (Please note that these restrictions are unlikely to be enforced due to the remote location), leaving 15 unrestricted parks. I have attached a draft plan showing the affected parking spaces.*

*Before I can put forward any recommendation to the Council the bylaw process requires that*

*there is a >90% car park occupancy before the Council undertakes consultation with the affected parties.*

*Please Note: I have been receiving very mixed (contradicting) feedback from different members of the board. I would like to highlight to the board that it is important to all agree on what is being asked before making a request so that I have a clear understanding from the board (as a whole) on the objectives of this review and the expected outcomes. This allows me to deliver to the board, the information and/or works that meet the needs and expectations of the community with a minimal amount of rework.”*

<b>7 Board Member Update</b>
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7.1 Please provide any updates.

<b>8 Attachments</b>
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Nil





**RGBCB19-09-2**

**FINANCIAL REPORT**

**Information Only - No Decision Required**

**Item 7.2**

**Report To:** Golden Bay Community Board  
**Meeting Date:** 10 September 2019  
**Report Author:** Liz Cameron, Assistant Management Accountant  
**Report Number:** RGBCB19-09-2

**1 Summary**

- 1.1 The financial report for the period ending 31 July 2019 is attached (Attachment 1).
- 1.2 The net financial position for the year-to-date is a surplus of \$817.
- 1.3 Overall expenditure for the new financial year was 7% of the budget.
- 1.4 Closed account interest will be processed in August.
- 1.5 The net position for the Community Board's overall funds, as at 31 July 2019, is a surplus balance of \$49,742.

**2 Draft Resolution**

**That the Golden Bay Community Board receives the Financial Report RGBCB19-09-2**

**3 Attachments**

1. [1](#) Financial Summary July 2019

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

	Month Actual	Month Budget	Month Budget%	YTD Actual	Annual Budget	Annual Budget %
<b>Charges</b>						
<b>Remuneration</b>						
Chairperson Monthly Salary	1,087	1,092	100%	1,087	13,103	8%
Members (3)	1,589	1,698	94%	1,589	20,379	8%
Community Board Members Reimbursements	236	670	35%	236	8,043	3%
<b>Miscellaneous</b>						
	<i>pages</i>	<i>rate</i>				
Photocopying	0	0.1				
Community Board discretionary fund	975	1,132	86%	975	13,578	7%
Community Board Expenses	68	202	34%	68	2,423	3%
Contingency allowance	-	70	0%	-	836	0%
Cost of Elections	-	21	0%	-	251	0%
<b>Total Charges</b>	<b>3,955</b>	<b>4,924</b>	<b>80%</b>	<b>3,955</b>	<b>59,083</b>	<b>7%</b>
<b>Less</b>						
CCB rate	4,714	4,737	100%	4,714	56,840	8%
Golden Bay Market	-	131	0%	-	1,573	0%
Closed Account Interest	58	56	104%	58	670	9%
<b>Net Charges</b>	<b>817</b>	<b>-</b>		<b>817</b>	<b>-</b>	

**Equity**

Opening Surplus/(Deficit) Balance 1 July 2019	48,925
Net Income Surplus/(Deficit) July 2019	817
Closing Surplus/(Deficit) Balance 31 July 2019	<u><u>\$49,742</u></u>

**Discretionary Fund**

GBSRF, recycling	500
Takaka Drama Society	475

\$ 975



**RGBCB19-09-3**

**ACTION SHEET**

**Information Only - No Decision Required**

**Report To:** Golden Bay Community Board  
**Meeting Date:** 10 September 2019  
**Report Author:** Emma Gee, Customer Services Officer  
**Report Number:** RGBCB19-09-3

**Item 7.3**

**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 RGCB19-09-3**

<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  Whale	Board  Abbie	11/09-ongoing 09/10-ongoing 13/11-ongoing 11/12-still awaiting the whale to be added to the playground 09/04-ongoing 14/05-ongoing 11/6-ongoing 09/07-ongoing 13/08-ongoing 11/6- Abbie to request an installation date for the whale from Richard Hollier 16/06-email sent to Glenn Thorn 19/6-Glenn agreed to provide a timeframe from the contractor, if not satisfactory he will seek another contractor 02/07-contractor booked for mid-august 13/08 – emailed Glenn minutes and recommendation from the meeting
Meeting Date: 14 May 2019			
Bus bay at Willow Street Carpark	Abbie and Paul to work with the GB Promotions Assoc and Robert Deck	Abbie & Paul	11/6-ongoing 09/07-ongoing 13/08 Abbie to follow up with Robert Deck, meeting on 19/08 27/08 – Abbie emailed Robert deck – “We would like to discuss the Willow St car park, and the possibility of

Item	Action Required	Responsibility	Completion Date/Status
			incorporating the grassy area beside the Info Centre as a bus pull in and parking zone. The area is very congested and this may help with that. The information centre team are very keen to be part of any development and planning.” 27/08 – Response from Robert Deck – “This is an issue that needs to be raised at a Council level as it requires the removal of green area and a project level construction cost. I recommend that the board ask their two Councillors to present this to the Council for review and funding approval.”
Third crossing on Commercial Street	Abbie to email NZTA the request	Abbie	20/5- contact form completed vis NZTA website 21/5-response from NZTA, passed to NZTA Wellington office, contact to be made within 5-10 days 11/6- ongoing, Abbie to follow up 09/07- ongoing, Abbie to follow up 13/08 Paul to follow up with NZTA
Meeting Date: 09 July 2019			
Skate Park	Abbie to have a follow up conversation with Beryl Wilkes	Abbie	13/08 Paul to discuss with NZTA and engineering
Community Groups	Abbie to contact community groups regarding reserved funds, Playhouse and GB Arts Council	Abbie/Emma	25/07- Abbie emailed Arts Council and Playhouse 25/07- response received from playhouse and sent onto the Board 13/08 A resolution was passed for a recommendation to full council that the reserves funds be carried over for the small wharves, GB art work project and the playhouse into the next financial year 15/08 – emailed Richard Hollier and Beryl Wilkes
Anatoki Track Road	Paul to discuss with Robert Deck	Paul	13/08- On-going



Item	Action Required	Responsibility	Completion Date/Status
<b>Meeting Date:</b> 13 August 2019			
Golden Bay Weekly	Chair Langford to ask the Golden Bay Weekly to include the GBCB meeting details into their events calendar by the Friday before the meeting date and provide feedback to Victoria Davis	Emma	16/08- emailed gb weekly to enquire 19/08-advertising for sept meeting only at this stage in "Upcoming events", the Board to discuss ongoing advertising
Parking Restrictions in Collingwood	Emma to inform the Engineering Department about the Board's recommendation to have time limited parking on Tasman Street, Collingwood	Emma	15/08 – emailed recommendation to Robert Deck 15/08 – Robert agreed to look into this 19/08 – Robert to arrange for letters to be sent to affected parties to start the process 20/08-no public consultation as yet, Abbie to include in Chairs Report for September
Tablets for Community Board Members	Emma to contact Corporate Services Manager (Mike Drummond) to consider providing tablets to Community Board members	Emma	15/08 – emailed Mike Drummond the request 15/08 – the request is already being looked into by staff
Drainage in Rototai Road	Emma to create a S/R for Engineering to investigate the stormwater drains on Rototai Road	Emma	15/08 – SR1915467 raised 19/08- response from Robert Deck "If it is the area adjacent to Boundary Road where flooding is often an issue, I have Fulton Hogan deepening the drains, unfortunately they have only completed half the job, due to the slips we had last month. I have reminded Fulton Hogan that they need to get the remainder of the drain cleaned and deepened"
Anatoki Track Road	Paul to speak to Bill Wallis and Council Staff to help progress this issue	Paul	
Gravel Extraction	Dennis to report to the new board the regulatory position on extracting gravel from Golden Bay Rivers	Dennis	
Anatoki Track Bridge	Chair Langford to alert the Engineering Manager about the risk to Anatoki bridge due to the build-up of gravel and the Blackwood trees being undercut	Chair Langford	27/08- Response from Robert deck – "I did a quick assessment last week with Fulton Hogan and found that the location and level of scour is not putting the bridge at risk, however I did note that the river has a high bed load upstream of the bridge that is likely to divert the river during high flows across the paddock which could

Item	Action Required	Responsibility	Completion Date/Status
			damage the approach ramps. I will be doing a joint inspection next week with our rivers engineer to advise on what action (if any) is needs to be taken.”
Anatoki Track Road 2006 agreement	Chair Langford to request an update from Council on the status of the 2006 agreement that was made between Council and residents of Anatoki Bridge Road	Chair Langford	27/08- response from Robert Deck –“I will raise this with Brian McManus ( Engineer previously involved with this issue) to prepare a response to the board. ”
Future River-care meetings	Chair Langford to remind Council staff to liaise earlier with resource consent staff to ensure their presence at future river-care meetings and to ensure the date does not conflict with elected members meetings	Chair Langford	15/08 – emailed Giles Griffith
Dark Sky Committee	Grant to follow up with Ralph Bradley and hear more about this topic	Grant	
Council database to allow for emailing all correspondence to residents	Dennis to follow up with Corporate Services about why some of our letters to residents (coastal hazard letters) are sent by post and other correspondence are emailed. Can the database be improved so all correspondence can be emailed to the customers who request it?	Dennis	23/08 - We have about 4,000 ratepayers who have elected to receive rate notices by email and for which we can say we have confirmed email addresses. Likewise about 1,700 of the 7,500 dog owners have elected to receive registration notices by email. The current terms and conditions do not yet allow us to reply on these addresses for other communications but we are working to change this. However not all dog owners are ratepayers, not everyone has a computer, so there are challenges in merging the data and creating mail merge lists where will be able to ensure people get sent what they should. So, the answer is that this is work in progress.
Dangerous Kitchen Fence	Chair Langford to speak with Robert Deck about the fence and seating at Dangerous Kitchen	Chair Langford	27/08 – response from Robert deck – “Best result for the time being, there seems to be very mixed opinions in the community on this fence.”

Item	Action Required	Responsibility	Completion Date/Status
Correspondence late item	Emma to forward the late correspondence item from LGNZ Dr Mike Reid to the Board.	Emma	15/08 – correspondence emailed to the Board
Local Board	Emma to confirm the meeting date of 26 August at 1pm with Gavin Beattie from Local Government	Emma	15/08 – meeting confirmed and invites sent



## 8 CORRESPONDENCE

RGBCB19-09-4

### CORRESPONDENCE

Information Only - No Decision Required

**Report To:** Golden Bay Community Board  
**Meeting Date:** 10 September 2019  
**Report Author:** Emma Gee, Customer Services Officer  
**Report Number:** RGBCB19-09-4

Item 8.1

#### 1 Summary

- 1.1 A list of the inwards and outwards correspondence for August 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 receives the Correspondence Report RGBCB19-09-4**

Item 8.1

**3 Incoming Correspondence**

Date	Name	Subject
02/08/2019	LGNZ	Community Boards Championing Localism
13/08/2019	Collingwood Area School	Prize Giving 2019
13/08/2019	P Griffith	Voting System
13/08/2019	S Chapman	GBSRF
16/08/2019	NZ Biosecurity	NZ Biosecurity Awards

**4 Outgoing Correspondence**

Date	Name	Subject
19/08/2019	Victoria Davis	Meeting advertising

**5 Attachments**

Nil