

# STAFF REPORT

**TO:** Chairman and Members of the Community Services Committee

**FROM:** Property Services Manager

**DATE:** 20 June 2007

**SUBJECT:** Property Services Manager Report

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## OPERATIONAL PROPERTY

An electric door has been fitted to the entrance of the Motueka Service Centre to improve access, particularly for the disabled.

Work has yet to commence on the new Takaka Library but the contractor is meeting on site this week and I will update the Committee with any progress at the meeting. The task of locating a tenant for the existing library building has commenced.

## RESERVES

An agreement has been reached with a landowner adjoining the village green in Takaka to enable a walkway for easement purposes to be established. This protects part of the stage area and some beautification works and enables this land to remain incorporated as part of the village green.

Following an inspection of the Motueka Museum property, we have agreed to upgrade the toilet facilities which service the museum and the café.

An audit of licences issued for Reserves has commenced to ensure that the licences are still valid and that the use has not changed.

A recommendation regarding the Waimea West Recreation Reserve proposed boundary adjustment is expected to be made available to this meeting provided the Councillors and staff have managed to arrange to meet and discuss the matter.

## GENERAL

Agreement has been reached to purchase an area of land in Waitapa Road, Takaka for the purposes of a sewer pump station.

Last year Council issued a resource consent in the Rameka Creek Road area for a water race. The works required the removal of some native trees within the legal road. Approval has been given for the logs from these trees to be milled and the proceeds donated to the Defibrillator Appeal for the Golden Bay Medical Centre.

Settlement of the acquisition of the Murchison Sewage Ponds and Disposal Fields is expected to occur within the next two weeks.

Tenders have been called for the removal of the dwelling at 25 Oxford Street, Richmond which is intended to be utilised as a lock-up car park. Arrangements to construct the car park will be considered once the house has been removed.

Paul Covell has commenced work as a Property Officer on a 3 month contract. Paul will be undertaking property lease inspections and assisting with other property duties.

## **CIVIL DEFENCE**

A meeting of the combined Executive Group was held at Richmond on 30 May 2007.

I attended a Federated Farmers provincial meeting on 14 June 2007 to discuss their preparedness for pandemic events.

Jim Frater  
**Property Services Manager**