

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

Date: Tuesday 20 June 2017
Time: 4.00pm
Meeting Room: Motueka Office
Venue: 7 Hickmott Place
Motueka

Motueka Community Board

AGENDA

MEMBERSHIP

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

(Quorum 4 members)

Contact Telephone: 03 528 2015
Email: heather.spiers@tasman.govt.nz
Website: www.tasman.govt.nz

AGENDA

1 OPENING, WELCOME

2 APOLOGIES AND LEAVE OF ABSENCE

Recommendation

That apologies be accepted.

3 PUBLIC FORUM

4 DECLARATIONS OF INTEREST

5 CONFIRMATION OF MINUTES

That the minutes of the Motueka Community Board meeting held on Tuesday, 16 May 2017, be confirmed as a true and correct record of the meeting.

6 PRESENTATIONS

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6 PRESENTATIONS

6.1 GOSHIFT PORTAL

Information Only - No Decision Required

Report To:	Motueka Community Board
Meeting Date:	20 June 2017
Report Author:	Heather Spiers, Senior Customer Services Officer - Motueka
Report Number:	RMCB17-06-01

PRESENTATION

Sharon Threadwell, Building Assurance Manager and Sarah Abrey, Administration Officer Building Assurance will make a presentation to the Board on GoShift Building Application Portal.

Appendices

Nil

6.2 THORP'S BUSH

Information Only - No Decision Required

Report To:	Motueka Community Board
Meeting Date:	20 June 2017
Report Author:	Heather Spiers, Senior Customer Services Officer - Motueka
Report Number:	RMCB17-06-02

PRESENTATION

Motueka Youth Council will make a presentation to the Motueka Community Board on Thorp's Bush.

Appendices

Nil

7 REPORTS

7.1 DISCRETIONARY FUND APPLICATION SPECIAL OLYMPICS MOTUEKA

Decision Required

Report To:	Motueka Community Board
Meeting Date:	20 June 2017
Report Author:	Heather Spiers, Senior Customer Services Officer - Motueka
Report Number:	RMCB17-06-03

1 Summary

- 1.1 **Special Olympics Motueka** has applied for **\$495.00** towards the indoor bowls training hire venue.
- 1.2 Special Olympics aims to use sport to help the intellectually disabled to enjoy the competition of sport, the discipline of working as a team and the social satisfaction of belonging to a team. There are also the health aspects of being actively involved.
- 1.3 This application complies with Board guidelines and there are budgeted funds available to meet this request.
- 1.4 This meeting will consider applications for the March 2017 funding round for discretionary funding.
- 1.5 Currently there is a balance of \$5,130.00 being carried forward from December 2016 for the discretionary fund. If all applications being considered at this meeting are approved in full, the remaining balance will be \$2,265.70

2 Draft Resolution

That the Motueka Community Board receives the Discretionary Fund Application from Special Olympics Club RMCB17-06-03;

1. **grants Special Olympics Motueka \$495.00; or**
2. **the Motueka Community Board declines the application from Special Olympics Motueka on the grounds that.....**

3 Purpose of the Report

- 3.1 To consider the application from Special Olympics Motueka to help fund the indoor bowls training venue hire.

4 Background and Discussion

- 4.1 The Board sets aside funds on an annual basis to support small board or community initiatives.
- 4.2 Staff have reviewed the application and confirm that it complies with the Board guidelines.
- 4.3 Special Olympics Motueka received two payments of \$495.00 in 2016 – one on 24 June and the second on 9 September. Mr Mike Drummond, Corporate Services Manager suggested the easiest way to deal with this double payment is for Special Olympics Motueka to apply for another Discretionary Fund for 2017 rather than a refund be made. Should the Motueka Community Board Members decide to decline this application, Special Olympics Motueka will refund the \$495.00.

5 Options

The Board has three options.

- 5.1 **Option 1** - The Board can approve the application in full and allow \$495.00 to be kept by Special Olympics Motueka.
- 5.2 **Option 2** – The Board could approve an amount less than the application.
- 5.3 **Option 3** – The Board could decline the application. In declining the application, the Board should communicate the reason for the decision to Special Olympics Motueka, who must then refund the second payment mistakenly made by the Tasman District Council in 2016.

6 Strategy and Risks

- 6.1 There are no strategic challenges or risks in making this decision.

7 Policy / Legal Requirements / Plan

- 7.1 There are no legal or policy implications arising from this decision.
- 7.2 Discretionary funding criteria needs to be met

8 Consideration of Financial or Budgetary Implications

- 8.1 The budget for the discretionary fund was confirmed as part of the Long Term Plan 2015-2025 so there are no financial implications from accepting the application. Currently there is a balance of \$5831.00 available in the discretionary fund.
- 8.2 If all the applications being considered at this meeting are approved in full, the remaining balance will be \$2,265.70.

9 Significance and Engagement

- 9.1 This decision has a low level of significance. It does not amend the budgets in the Annual Plan nor is it dealing with any strategic activities or assets. It will have some public interest, although this is considered to be relatively low.
- 9.2 Staff consider that there is no requirement for formal consultation as the discretionary fund budget was signalled and approved through the Long Term Plan 2015-2025 process.

10 Conclusion

- 10.1 The application meets the requirements set down by the Board. The Board should turn its mind to merits of the application and make its decision accordingly.

11 Next Steps / Timeline

- 11.1 The outcome of the Board's decision will be communicated to the applicant.
- 11.2 If the application is approved in full or part, payment will be made to the applicant by direct credit within ten working days of receiving bank account details.

12 Attachments

- | | | |
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Special Olympics Motueka
C/o Linda Woolstencroft
997 Rosedale Road
Ngatimoti RD 1
Motueka 7196
lwoolstencroft@yahoo.co.nz

4 March 2017

Motueka Community Board
C/- Tasman District Council
Private Bag 4
Richmond 7050
Attention: Ms Robyn Scherer

Dear Robyn

Motueka Community Board sponsorship to Special Olympics Motueka for \$495.00 including GST

At its meeting on Tuesday 14 June 2016, you kindly granted Special Olympics Motueka \$495.00 in sponsorship of our indoor bowls training venue hire.

We have, over the period June to November, paid \$645.00 for venue hire. Over the full 2016 calendar year we paid \$1500.00. We appreciate the support of both yourselves and the Motueka Recreation Centre, who give us a reduced rate for the room hire and allow us free storage of equipment. Without this support, our athletes would have difficulty in having regular training sessions.

Special Olympics aims to use sport to help the intellectually disabled to enjoy the competition of sport, the discipline of working as a team and the social satisfaction of belonging to a team as well as the health aspects of being actively involved. The team has attended a local Nelson/Motueka competition, a regional games tournament in Christchurch and is now getting ready to attend its first National Games in November this year.

As mentioned in my letter of 15 November, we received two payment of \$495.00 from Tasman District Council - one on 24 June and the second on 9 September 2016. The committee requested your permission to retain the second payment for the 2017 year towards the ongoing cost of room hire for the indoor bowls training. I have not yet had a reply to this request.

We are very grateful to you for your ongoing support of our club.

Yours sincerely

Linda Woolstencroft
Secretary/Treasurer
Special Olympics Motueka

Grant Application - Motueka Community Board Discretionary Fund

The following application has been received.

Name of Organisation *

Special Olympics Motueka

Address - c 997 Rosedale Road, RD 1, Ngatimoti, Motueka District

Contact Person - Linda Woolstencroft

Contact Phone - 03 - 526 8896

Email Address - lwoolstencroft@yahoo.co.nz

Purpose of the Organisation - Provision of sporting opportunities for the intellectually disabled within the Motueka district.

Amount applied for (up to \$500.00) - \$495.00

Project Details - Provision of Indoor bowls training and sporting events:

This requires the rental of accommodation for training and competitions and travel to competitions outside the Motueka district.

Project Category - Category A – Projects

Benefits - Who/What will benefit from the project in the Motueka community?

Describe any voluntary time and any other funding contributions received for this project. - Our athletes are the hidden members of our society and both our society and the athletes are missing out from this. Attendance at and participation in sporting events is an experience that no other organisation provides for these people. Yet, as for all our youth, working as a team and being able to do something, especially if it is recognised, is a chance to empower the athletes and build their confidence, which in turn makes for better members of Society.

All functions and positions in Special Olympics Motueka are voluntary including the committee, coaching, event management and supervision at events.

Who else have you asked for funding for this project? - We will be asking Rata Foundation for funding to attend the National Games to be held in Wellington in November but no other source of funding has been sought for this.

This application is made at the suggestion of your Corporate Division as being the easiest way to deal with the double payment made last year rather than refunding the money. If you are not comfortable with this we are able to repay the money however we have our National Games at the end of this year and all funding would be appreciated to get us to these games. It will be the first time Motueka has been represented there.

We have been well supported by you in the past and really appreciate your grants.

Bank Account Number – 03-1354-0257115-00

7.2 DISCRETIONARY FUND APPLICATION - BIG BROTHERS BIG SISTERS OF NELSON-TASMAN**Decision Required**

Report To: Motueka Community Board

Meeting Date: 20 June 2017

Report Author: Heather Spiers, Senior Customer Services Officer - Motueka

Report Number: RMCB17-06-004

1 Summary

- 1.1 **Big Brothers Big Sisters of Nelson-Tasman** has applied for **\$500.00** from the Motueka Community Board's Discretionary Fund to assist with the recruitment, training, supervision and support of volunteer mentors for their programme.
- 1.2 This application complies with the Board guidelines and there are budgeted funds available to meet the request.
- 1.3 This meeting will consider applications for the June 2017 funding round for discretionary funding.
- 1.4 Currently there is a balance of \$5,130.00 carried forward from March 2017 for the discretionary fund. If this application is approved in full, the remaining balance will be \$2,265.70

2 Draft Resolution

That the Motueka Community Board receives the Discretionary fund application - Big Brothers Big Sisters of Nelson-Tasman report RMCB17-06-04; and

- 1. Grants Big Brothers Big Sisters of Nelson-Tasman \$500.00 or**
- 2. That the Motueka Community Board declines the application from Big Brothers Big Sisters of Nelson-Tasman on the grounds that.....**

3 Purpose of the Report

- 3.1 For the Motueka Community Board to consider an application from Big Brothers Big Sisters of Nelson-Tasman for funding to assist with the recruitment, training, supervision and support of volunteer mentors for their programme.

4 Background and Discussion

- 4.1 The Board sets aside funds on an annual basis to support small board or community initiatives.
- 4.2 Staff have reviewed the application and confirm that it complies with the Board guidelines.
- 4.3 Mentors are matched with an at-risk, vulnerable young person who needs a positive role model, support and friendship. Big Brothers Big Sisters of Nelson-Tasman also supports the young person and their family, making a difference in their lives through the service they provide. Their families have not only socio-economic issues and poverty but also are often isolated in their communities.
- 4.4 Big Brothers Big Sisters of Nelson-Tasman are applying for funding to make a positive, lasting difference to vulnerable, at-risk and disadvantaged youth in the Motueka Community. Over 20% of their child applicants live in this area and they need to recruit more mentors to be matched with them. Over the past 3 years, they have had a steady increase in demand for their services (20%pa) as there is nothing else like it available. They are passionate about growing the number of matches in Motueka. They have had 15 new mentor applications this year, and would like to continue this growth. This funding will go towards recruitment, training, supervision and support for our volunteer mentors, children/young people and their families, ensuring they are provide a service, which really makes a long-term lasting impact on our communities and their most vulnerable assets – our children.
- 4.5 Their volunteer mentors typically spend 1-4 hours a week with a child / young person donating their time. Any funding raised in Motueka is used directly to benefit the matches in this community. We keep a separate budget for this. Overheads are covered by BBBS Nelson and we ensure that we work smart with our funding to achieve maximum results.

5 Options

- 5.1 The Board has three options.
- 5.2 **Option 1** - The Board can approve the application in full and provide \$500.00 to Big Brothers Big Sisters of Nelson-Tasman.
- 5.3 **Option 2** – The Board could approve an amount less than the application.
- 5.4 **Option 3** – The Board could decline the application. In declining the application, the Board should communicate the reason for the decision to Big Brothers Big Sisters of Nelson-Tasman.

6 Strategy and Risks

- 6.1 There are no strategic challenges or risks in making this decision.

7 Policy / Legal Requirements / Plan

- 7.1 There are no legal or policy implications arising from this decision.
- 7.2 Discretionary funding criteria needs to be met.

8 Consideration of Financial or Budgetary Implications

- 8.1 The budget for the discretionary fund was confirmed as part of the Long Term Plan 2015-2025 so there are no financial implications from accepting the application. Currently there is a balance of \$5,130.00 available in the discretionary fund.
- 8.2 If all the applications being considered at this meeting are approved in full, the remaining balance will be \$2,265.70.

9 Significance and Engagement

- 9.1 This decision has a low level of significance. It does not amend the budgets in the Annual Plan nor is it dealing with any strategic activities or assets. It will have some public interest, although this is considered to be relatively low.
- 9.2 Staff consider that there is no requirement for formal consultation as the discretionary fund budget was signalled and approved through the Long Term Plan 2015-2025 process.

10 Conclusion

- 10.1 The application meets the requirements set down by the Board. The Board should turn its mind to merits of the application and make its decision accordingly.

11 Next Steps / Timeline

- 11.1 The outcome of the Board's decision will be communicated to the applicant.
- 11.2 If the application is approved in full or part, payment will be made to the applicant by direct credit within ten working days of receiving bank account details.

12 Attachments

1. Discretionary Fund Application Big Brothers Big Sisters

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Grant Application - Motueka Community Board Discretionary Fund

The following application has been received.

Name of Organisation *

Big Brothers Big Sisters of Nelson-Tasman

Address

Private Bag 39, Nelson 7042

Contact Person *

Chelsea Routhan

Contact Phone *

03 545 9864

Email Address *

chelsea.routhan@bigbrothersbigsisters.org.nz

Purpose of the Organisation

To build, strengthen and promote positive relationships between youth, adults and families by facilitating positive and rewarding mentoring relationships within our community.

Amount applied for (up to \$500.00)

500.00

Project Details

Big Brothers Big Sisters of Nelson is requesting funding for the recruitment, training, supervision and support of volunteer mentors for our programme. They are matched with an at-risk, vulnerable young person who needs a positive role model, support and friendship. We also support the young person and their family, making a difference in their lives through the service we can provide. Our families have not only socio-economic issues, poverty but also are often isolated in our communities.

Project Category

Category A - Projects

Benefits - Who/What will benefit from the project in the Motueka community?

We are applying for funding to make a positive, lasting difference to vulnerable, at-risk and disadvantaged youth in the Motueka Community. Over 20% of our child applicants live in this area and we are needing to recruit more mentors to be matched with them. Over the past 3 years we have had a steady increase in demand for our services (20%pa) as there is nothing else like it available. We are passionate about growing the number of matches in Motueka. We have had 15 new mentor applications this year, and would like to continue this growth. This funding will go towards recruitment, training, supervision and support for our volunteer mentors, children/young people and their families, ensuring we are providing

a service which really makes a long-term lasting impact on our communities and their most vulnerable assets – our children.

Describe any voluntary time and any other funding contributions received for this project

Our volunteer mentors typically spend 1-4 hours a week with a child / young person donating their time. Any funding raised in Motueka is used directly to benefit the matches in this community. We keep a separate budget for this. Overheads are covered by BBBS Nelson and we ensure that we work smart with our funding to achieve maximum results.

Who else have you asked for funding for this project?

We apply for all relevant and available grants, actively seek donations and other funding locally as well as run regular fundraising events. We now run an annual Quiz and Charity Auction in Motueka (at the Golf Club) with all money raised going directly to our Motueka programmes.

Bank Account Number

02-0704-0119026-000

7.3 DISCRETIONARY FUND APPLICATION LIVE ARTS NELSON

Decision Required

Report To:	Motueka Community Board
Meeting Date:	20 June 2017
Report Author:	Heather Spiers, Senior Customer Services Officer - Motueka
Report Number:	RMCB17-06-05

1 Summary

- 1.1 **Live Arts Nelson** – supported by the Nelson Youth Theatre Charitable Trust is a non-profit charitable organisation. They have applied for **\$419.30** to help fund advertising for a show they are presenting in September at the Motueka Memorial Hall.
- 1.2 Speedy print in Nelson has supported them for many years and offers a very reasonable printing rate, which is what they are requesting funding for. Speedy print can print 50 A4 flyers and 500 A6 flyers for a total of \$45.30 on high quality colour paper. (See example). They are also requesting the sum of \$374.00 to get two large billboards printed, which will be used on the roadside to advertise the show.
- 1.3 They have brought with them a legacy of well-presented high quality shows such as Hairspray, Into the Woods, Rock of Ages and Thumbelina.
- 1.4 In the Nelson-Tasman region there are many opportunities for Theatre and the Arts in or close to Nelson City but they are shifting their focus to Richmond and the more rural areas of Upper Moutere, Lower Moutere, Mahana, Ngatimoti, Brightwater, Wakefield and Motueka.
- 1.5 The application complies with Board guidelines and there are budgeted funds available to meet this request.
- 1.6 Currently there is a balance of \$5,130.00 being carried forward from March 2017 for the discretionary fund. If all applications being considered at this meeting are approved in full, the remaining balance will be \$2,265.70.

2 Draft Resolution

That the Motueka Community Board receives the Discretionary Fund Application Live Arts Nelson report RMCB17-06-05; and

- 1. Grants Live Arts Nelson \$419.30; or**
- 2. The Motueka Community Board declines the application from Live Arts Nelson on the grounds that.....**

3 Purpose of the Report

- 3.1 To consider an application from **Live Arts Nelson** to help fund advertising for a show they are presenting in September at the Motueka Memorial Hall.

4 Background and Discussion

- 4.1 The Board sets aside funds on an annual basis to support small Board or community initiatives.
- 4.2 Staff have reviewed the application and confirm that it complies with the Board guidelines.
- 4.3 The purpose of this organisation is to provide opportunities within the arts for youth.
- 4.4 The show “Honk” is a full length musical where there will be six shows in the September school holidays. Live Arts Nelson will be taking auditions, which will involve the youth of Motueka and surrounding areas.
- 4.5 Youth and families involved, the audiences, people in the Tasman District and local businesses will benefit from this as their goal is to engage youth in all aspects of the Arts, whether as actors, singers, dancers, musicians, artists, stage crew or technicians.
- 4.6 **Live Arts Nelson** plan for a minimum of six months prior to the performance and rehearse three times a week for three hours a week. They spend many more hours during the show week with the crew and helpers. Volunteers make all the set, props and costumes and the Director, Musical Director and Choreographer are all Volunteers.
- 4.7 **Live Arts Nelson** have received \$1500 from Creative Communities Tasman towards hall hires for their two separate shows this year “The Three Little Pigs” and “Honk”.

5 Options

The Board has three options.

- 5.1 **Option 1** - The Board can approve the application in full and provide **\$419.30** to **Live Arts Nelson**.
- 5.2 **Option 2** – The Board could approve an amount less than the application.
- 5.3 **Option 3** – The Board could decline the application. In declining the application, the Board should communicate the reason for the decision to Live Arts Nelson.

6 Strategy and Risks

- 6.1 There are no strategic challenges or risks in making this decision.

7 Policy / Legal Requirements / Plan

- 7.1 There are no legal or policy implications arising from this decision.
- 7.2 Discretionary funding criteria needs to be met.

8 Consideration of Financial or Budgetary Implications

- 8.1 The budget for the discretionary fund was confirmed as part of the Long Term Plan 2015-2025 so there are no financial implications from accepting the application. Currently there is a balance of \$5,130.00 available in the discretionary fund.
- 8.2 If all the applications being considered at this meeting are approved in full, the remaining balance will be \$2,265.70.

9 Significance and Engagement

- 9.1 This decision has a low level of significance. It does not amend the budgets in the Annual Plan nor is it dealing with any strategic activities or assets. It will have some public interest, although this is considered to be relatively low.
- 9.2 Staff consider that there is no requirement for formal consultation as the discretionary fund budget was signalled and approved through the Long Term Plan 2015-2025 process.

10 Conclusion

- 10.1 The application meets the requirements set down by the Board. The Board should turn its mind to merits of the application and make its decision accordingly.

11 Next Steps / Timeline

- 11.1 The outcome of the Board's decision will be communicated to the applicant.
- 11.2 If the application is approved in full or part, payment will be made to the applicant by direct credit within ten working days of receiving bank account details.

12 Attachments

- | | |
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| 1. Application, report, quotes and financial statement | 27 |
|--------------------------------------------------------|----|



Motueka Community Board

tasman district council

Motueka Community Board Discretionary Fund Application Form

Name of organisation:	Live Arts Nelson - supported by the Nelson Youth Theatre	Charitable Trust
Address:	% 56 Marriages Road RD1 Taormen	
Contact Person:	Sarah Pumphrey	
Phone:	035403889	
Email:	pumphreyextra.co.nz / info@liveartsnelson.nz	
Purpose of organisation:	We are a Youth Theatre Company that offers a variety of opportunities in a number of areas in the Arts for youth aged 5-25.	
Amount applied for: (up to \$500)		
Details of project to be funded:	"Honk" the musical - The story of the ugly duckling A family show to be held at the Motueka Community Hall in Sept 2017 -	
Category of funding relating to this application (see guidelines)	Youth Development Fund.	
Who/What will benefit from the project in the Motueka community?	The Youth and Families involved, the audience / people in the Taormen District. Local Business.	
Describe any voluntary time and any other funding contributions received for this project	We plan for min 6 mths prior and then rehearse 3x a week for 3 hours a week and then spend many more hours during the show week in the crew & helpers. The set, props & costumes are all made by volunteers. Director, musical director & choreographer are all volunteers.	
Who else have you asked for funding for this project?	We have received \$1500 from Creative Communities Taormen towards Hall Hire for our 2 shows this year. "The Three Little Pigs" and "Honk"	
Bank Account Number	03-1354-0308322-00 - NBS Nelson Youth Theatre Charitable Trust.	

Motueka Community Board
22/05/2017

To the Board Members,

Live Arts Nelson (LAN), supported by the Nelson Youth Theatre Charitable Trust is a non –profit charitable organization whose focus is on providing opportunities within the Arts for Youth.

We are applying for funding to help pay for advertising for a show we are presenting in September at the Motueka Community Hall.

We are producing and directing a play suitable for families called “ Honk” – the musical, the story of the Ugly Duckling. This show will be the second show we will present in Motueka in 2017 as we have shifted our focus from Nelson to the Tasman district.

The first show for 2017 will be held on Queens Birthday weekend; it has a cast of 18 children aged 4-14 many of them new to theatre. This is a small 1-hour play that they have been rehearsing for 3 hours a week for the past 10 weeks.

The show “Honk” is a full length musical and we will have 6 shows in the September school holidays. This show requires 3 rehearsals a week for 3 hours a time and a lot more commitment from the volunteers – we have no paid staff.

We are requesting help to advertise our second show, there is a considerable financial commitment when putting on a musical and as we are new to the area and have not built up a new audience following we will need to let people know what is happening. We already have a lot of support from local businesses and the local newspapers, which is fantastic. Speedy print in Nelson has supported us for many years and offers a very reasonable printing rate, which is what we are asking for funding for.

They are able to print 50 A4 flyers, 50 A5 flyers and 500 A6 Flyers for a total of \$45.30 on high quality colour paper as per the example I have attached.

We are also requesting the sum of \$374 to get 2 large billboards printed that would be used on the roadside to advertise the show.

The total sum requested is \$419.30

We have brought with us a legacy of well-presented high quality shows such as Hairspray, Into the Woods, Rock of Ages and Thumbelina.

In the Nelson Tasman region there are many opportunities for Theatre and the Arts in or close to Nelson City but we are shifting our focus to Richmond and the more rural areas of Upper Moutere, Lower Moutere, Mahana, Ngatimoti, Brightwater, Wakefield and Motueka.

In the past we have had to charge an acting fee of \$150 per person for participating in our productions, this is to ensure that our expenses, such as show rights, hall and venue hire are covered.

We are hoping to charge less per actor for this show with the long-term goal of eventually removing it, making theatre more accessible for more people.

In order to help with these expenses we have eliminated our rent of \$7000 + per annum and have moved our shows from the Theatre Royal to the Motueka Community Hall. We have a clever creative team and are renowned for recycling/up cycling and reusing in order to reduce production costs.

We had a successful fundraising campaign last year with the Rata Foundation and Boosted (a crowd funding campaign) that has enabled us to shift our Costumes, Props, Set and Equipment into 2 x 40 foot containers as a move to save rent and maintain longevity of these items.

LAN's goal is to provide opportunities for Youth (5 – 25 years) to engage in all aspects of the Arts, whether as actors, dancers, singers, musicians, artists, stage crew or technicians. Our aim is to provide high-quality shows that are of a professional standard, performed in community theatres to the general public. All ticket proceeds are re-invested into future LAN Artistic opportunities.

We will continue to offer 1 -2 large shows annually but are moving away from large-scale productions and plan to offer as part of our developing strategic plan, a more accessible and varied range of opportunities within the arts.

The large shows are our main opportunity to earn revenue to fund the smaller projects through the year.

All youth who audition for the main shows of the year are guaranteed a part and we will often write in extra chorus parts to accommodate large numbers.

We will be offering 3 shows this year, the first "The surprising Story of the Three Little Pigs" is aimed at youth 5-15 years, the second show, an audition only show, is an entry by Dawn Marron one of our trust members/educator in the Fringe Festival – "Hear. Me" and the third show which will be held in September is the bigger musical "HONK" which will provide the opportunity for youth 18 and under to participate. Along side these we are running 3 events which are open to all youth in the district the first being an art exhibition " Off the Wall " held at the Richmond Town Hall on the 11th – 12th of March. Then we have a wearable art show " Strut your Stuff "planned for the July school holidays and we will be entering as Live Arts in the Mask Parade 2017.

The LAN Team, dedicate many voluntary hours to provide a safe, fun experience for Youth and we are passionate about what we do.

Along with the other required documentation I have attached a copy of our strategic plan that was finalized at the end of 2016 that contains information about our Trustees and our Mission Statement.

We have a very active face book page Live Arts Nelson and a web page www.liveartsnelson.com where you can see some of the amazing things we have already achieved.

Regards

The Live Arts Nelson team and the
Nelson Youth Theatre Charitable Trust



Live Arts Nelson Print Quote

Speedy Print

NEILSON LTD
+64 3 548 3043
info@speedyprint.co.nz
75 Buxton Square
Nelson 7010
speedyprint.co.nz

Posters & Fliers - HONK!
50 A4 Posters, 50 A5 Fliers, 500 A6 fliers,
all single sided colour on 150gsm gloss
Print Total = \$ 45.30

Regards,
Bex
PRINT SPECIALIST

**We Get
Things Done.**

Terms and Conditions

- > **GST Inclusive**
- > Prices valid for 6 months from quote date
- > Assuming files supplied print ready
- > **1st proof FREE, additional proofs are charged for.**
- > **Turn around time once proof approved approx 48 hours.**
- > If the job is required in a tighter time frame please ask as rush fees will probably apply
- > As we price multiple jobs together at the per sheet rate for their combined volume, increasing or decreasing the quantity of any part of this job could affect the price of one or more. If you need to print any part of this job at different times eg. not all the parts together as if one customized job, please advise as this will also affect the quote

Live Arts Nelson
2 Quotes for Arts Nelson - HONK! Quote 09 CS Final

From: **Speedy Print** info@speedyprint.co.nz
Subject: Re: Live Arts Nelson attn Bex
Date: 11 May 2017 9:54 am
To: Sarah Pumphrey pumphrey@xtra.co.nz

Hi Sarah
I'll do the A4's for lunchtime today.

The price for the community billboards with your Live Arts discount is \$187 each including GST.

Cheers,
Bex



75 Buxton Square Nelson 7010 | P 03 548 3043
F 03 548 3095 | E info@speedyprint.co.nz | www.speedyprint.co.nz

Nelson Youth Theatre Charitable Trust
Profit and Loss Statement
For the Financial Year Ending 31 December 2016

INCOME	Note	31.12.2016	31.12.2015
Ticket Sales		\$29,809	\$59,082
Acting Fees		\$5,050	\$14,555
Teaching Fees		\$3,025	\$1,925
Programme Sales		\$1,348	\$2,648
DVD and T-Shirt Sales		\$860	\$729
Interest		\$9	\$835
Premises Sublease Income		\$300	\$420
Equipment Hire		\$1,968	\$616
Other Income Including Sponsorship		\$16,895	\$6,957
		\$59,264	\$87,766
Less EXPENSES			
Bank Fees		\$0	\$0
Postage		\$394	\$170
Final Show Rights		\$1,479	\$11,594
Show Gifts		\$0	\$1,566
Rehearsal Materials		\$4,858	\$320
DVD's/T/Shirts		\$779	\$1,025
Equipment Hire		\$0	\$0
Insurance		\$1,334	\$1,501
Advertising		\$452	\$5,372
Scholarships/Training		\$0	\$948
Sound Tech		\$9,497	\$14,565
Lighting		\$2,780	\$2,865
Flying		\$0	\$327
Entertainment Costs		\$0	\$2,483
Photos		\$0	\$0
Catering		\$903	\$789
Sundry Show Costs		\$0	\$2,178
Office Expenses		\$51	\$1,627
Stationary		\$408	\$894
Crew Badges/Crew Costs		\$0	\$0
Printing		\$364	\$3,057
Copier		\$127	\$72
CRM Subscriptions		\$352	\$579
Costumes		\$961	\$6,934
Props & Set		\$4,293	\$5,516
Rehearsal Space Hire		\$925	\$1,375
Theatre Hire		\$22,002	\$19,251
Box Office Charges		\$1,462	\$3,527
Moving Expenses		\$0	\$153
Premises/Rent Costs		\$7,430	\$8,124
Batteries		\$0	\$0
		\$60,851	\$96,811
NET PROFIT/(LOSS) FOR THE YEAR		\$(1,587)	\$(9,045)

Nelson Youth Theatre Charitable Trust
Balance Sheet
As At 31 December 2016

EQUITY	Note	31.12.2016	31.12.2015
Capital - NYTCT		\$30,000	\$30,000
Retained Earnings		\$(16,139)	\$(14,552)
TOTAL EQUITY		\$13,861	\$15,448
ASSETS			
Bank Account		\$5,941	\$13,331
Accounts Recievable		\$7,000	\$0
Property Plant and Equipment		\$1,599	\$1,599
RWT Paid on Interest Income		\$280	\$277
Show Rights - Deposit		\$0	\$242
Theatre Deposit		\$0	\$0
		\$14,820	\$15,448
Less LIABILITIES			
Accounts Payable		\$958	\$0
		\$958	\$0
NET ASSETS		\$13,861	\$15,448



Nelson Youth Theatre Charitable Trust
 P O BOX 1285
 Nelson 7040

47

Bank on the go wherever you are with our new NBS Mobile App
 Check it out today – see in branch for details

Account: 03-1354-0308322-00

Branch: Nelson

Nelson Youth Theatre Charitabl

Opening Balance: \$125.33

Date	Transaction Description	Debit	Credit	Balance
18/04/17	DC STEPHENS C E C. Stephens Ella/Heidi		\$80.00	\$205.33
19/04/17	BP R BURRILL lucy cavill cavil		\$40.00	\$245.33
20/04/17	DC MR A J PUMPHREY AND FEES LUCYCAVILL		\$40.00	\$285.33
26/04/17	BP M E F & R J LUKEY 3pigs tshirt PetraLukey		\$60.00	\$345.33
28/04/17	DC MR A J PUMPHREY AND fees Pumphrey		\$50.00	\$395.33
01/05/17	Carry Cina Monthly Subs ZOHO	\$32.00		\$363.33
02/05/17	BP DELPORT, T Delpport 4 Tickets		\$40.00	\$403.33
02/05/17	BP DELPORT, T Delpport Family Fees		\$80.00	\$483.33
04/05/17	DC I.R.D. 108-540-214 D491397120# GST 31/03/2017		\$759.65	\$1,242.98
05/05/17	Town Hall Hire 00175	\$373.76		\$869.22

Page 1

Closing Balance: \$869.22

Live Arts Nelson 2016-2019 Strategic Plan



Live Arts Nelson
2016-2019 Strategic Plan

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Overview

MISSION Statement

LiveArts fosters leadership through performance and visual art.

LiveArts is committed to the delivery of the holistic development of youth in the Nelson/Marlborough region through the facilitation of art as an agent of positive social change in the community.

LiveArts is dedicated to bringing to life great stories by great storytellers via the medium of the stage in a format that is inspirational and driven with the intention of empowering youth leaders.

We achieve our mission by striving to achieve the balanced development of body, mind and character.

We seek to instill the values of tolerance, generosity, friendship, non-discrimination and respect for others

Great stories on the stage:

We produce a wide range of stories in a variety of styles: classic and contemporary, intimate and epic, fiction and nonfiction, musical and dramatic. Producing the great playwrights allows us to measure ourselves against the master of our craft, while sharing the voices of new writers gives us the opportunity to shape New Zealand theatre. We embrace stories for audiences of all ages and bring the same artistic quality to all our work.

Great stories in the education:

Youth is celebrated at LiveArts. We nurture curiosity, creativity and confidence through our educational programmes. We foster connections between theatre and the Arts and promote literacy for our youth. We reach hundreds of our regions youth each year by introducing them to the Arts for the first time.

Great stories in the community:

From infancy to primary, through secondary and beyond we believe in the power of stories to bring people together. We work to build a vital non-discriminant community of artists who excel creatively through shared experiences and with whom our audiences can identify.

VALUES

- **A fierce commitment to excellence**
This imperative drives every aspect of our work.
- **The effective and efficient use of all resources**
As a non-profit organization, the effective and efficient use of resources is essential to LAN's healthy operations.
- **Collaboration and Accountability**
In all our activities, collaboration is vital to our collective success. Clear accountability ensures that our work is done in the most effective and efficient manner possible.
- **Organizational Health**
We strive to make working with LAN, in any capacity, a healthy, positive experience. The opinions and concerns of all employees are valued and respected.
- **Risk is inherent in any creative process. We believe thoughtful risk-taking is not only appropriate, but healthy and necessary for LAN's success.**
- **Commitment to community and education.**
We have a commitment to this diverse community, and to education and training. We believe that live theatre offers unique learning opportunities for both children and adults. We seek to be a good neighbour and to be an integral part of the cultural life of this region. We strive to work with local artists, partner with local institutions and organizations, and engage our audiences in the development of our work.

VISION

To provide open access to all aspects of the arts and performance in Theatre. To nurture and inspire aspiring young artists. To build a community where theatre provides youth with a voice and the confidence, skills and knowledge with which to make that voice heard.

LiveArts strives for excellence whilst fostering a community of respect and friendship. We seek collaboration within our community to form partnerships to help make what we do affordable and accessible. We strive to empower the next generation of leaders so they can contribute to the regions cultural landscape

EXECUTIVE SUMMARY

LiveArts Nelson creates Youth Leaders!

We achieve this by ensuring the balanced development of body, mind and character and we instil through our dedicated and talented facilitators the Values of generosity, friendship, non-discrimination and importantly – respect for others.

LiveArts provides the opportunities for the youth of the Nelson region to extend themselves within the magic of the theatre and by working within their passion and capacities to excel.

We aim to provide a permanent home for LiveArts in order to ensure a sense of stability and continuity to all our key stakeholders.

We are committed to the challenge of providing a steady and reliable source of operational funding that we require to activate all of our exciting and empowering projects.

We can only do this by continuously delivering quality theatrical productions that are engaging and significant to youth within our region and inspirational to their families and friends.

To fulfil its mission, the LAN is committed to achieving the following goals and objectives during the course of the plan:

ARTISTIC PROGRAMS

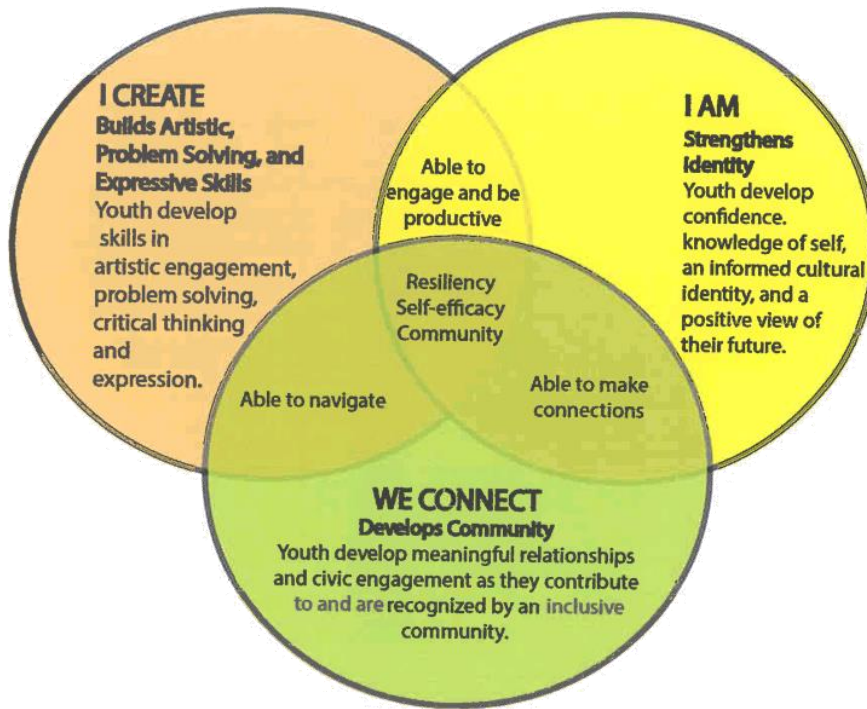
We seek to provide diverse artistic opportunities for youth in all aspects of the arts using theatre as the platform. We strive for artistic excellence and the sharing of knowledge between artistic experts and youth. To achieve this we will:

- Strengthen key artistic relationships and forge new affiliations with creative artists to bring fresh perspectives and influences to our work
- Develop additional artistic advancement initiatives and resources to enrich our artistic programming
- Explore collaborations to expand the pool of artists with whom we work and to fortify our artistic programming

EDUCATION PROGRAMS

We seek to provide exceptional educational experiences—through our work onstage, in the classroom and in the community—and to make these opportunities available to all. We strive to develop future theatre leaders by offering the most comprehensive professional apprenticeships. To achieve this goal, we will:

- Strengthen our relationship with key Teaching Artists and further develop our pool of qualified Teaching Artists
- Expand the breadth and depth of a LAN foundational Arts programmes by offering a schedule of foundational arts programmes that provide participants with a solid grounding in performing arts disciplines
- Develop and empower youth through specifically targeted programmes
- Develop and maintain our Youth advisory council to create opportunities and ways for young people to interact with and shape the life of LAN.



AUDIENCE DEVELOPMENT

As part of our ongoing commitment to the Greater Nelson region, we strive to reach as many different segments of our community as possible with our work. To that end we will:

- Identify and reach out to broader segments of the community in order to introduce them to our work and encourage audience members to return.
- Keep our work as affordable and accessible as possible so that all those interested in experiencing our productions and education have the opportunity to do so
- Develop a promotion tour in the region as a way to bring the theatre to the community
- Develop 'Theatre Night' events for distant communities
- Investigate other performance venues in rural areas to take our work to the community.

We will leverage technology-based research to help us better understand and serve our patrons and improve the efficacy of our marketing tactics. To this end, we will:

- Increase the level of marketing through Social Media and similar
- Develop and expand LAN's base of members on a new Mailing List
- Update and maintain our website as a user friendly platform for sharing information

FUNDRAISING

To meet LAN's artistic and educational goals, we require a stable flow of contributed income to underwrite our work and keep ticket prices and tuition affordable. To accomplish this goal we will:

- Grow participation in our planned giving program
- Identify fundraising sources to target and develop specific areas that require funding allocation, such as rent and project based education.
- Create special events that drive income, identify new prospects and improve donor relationships
- Increase our current level of corporate support and deepen our current relationships by increasing value of sponsorships to corporations.
- Increase our current level of local body/council support by expanding and cultivating our base of supporters within the Nelson and Tasman District administrations.
- Continue to develop a separate sponsorship programme to support students wishing to increase their knowledge outside of Nelson in any given area of the Arts.

FACILITIES

Our goal is to ensure that LAN's performance and support spaces continue to foster greater artistic opportunity, better serve our students, artists, and staff. To this end we will:

- Locate an alternative location to 34 Vincent St. as a new home for LAN with the primary goal to reduce overheads whilst maintaining accessibility
- Explore new rehearsal and performance spaces in a more central location in order to achieve accessibility to youth in the more remote areas of our district

GOVERNANCE AND ADMINISTRATION

We seek to attract the highest caliber and most diverse team of Board members. To this end we will:

- Develop and maintain a diverse Board that is fully informed, engaged, and inspired to execute its governance responsibility and develop the resources of the organization
- Maintain the high level of engagement and overall effectiveness of the Board.
- The Trust's Future goal is to attract and retain highly qualified and well-trained staff through offering a competitive salary/benefits, and a healthy working environment

LAN is governed by a dynamic and engaged Board of Trustees who represent a cross section of the Nelson community and are dedicated to carrying out the mission of the organization and furthering the goals of the Trust. The Board currently consists of a maximum of 10 members (governed by the trust deed).

The current board membership is diverse, with the following board members in office:

6

Live Arts Nelson

Sean Thomas (Chairman) – Sean is a long-standing board member of Big Brothers Big Sisters, and a mentor for a number of at-risk youth in Nelson. Sean has significant experience in development and improvement of culture within organisations and works with a number of large New Zealand organisations to create positive workplace cultures. Sean is a great believer in theatre as an opportunity for young people to develop important soft skills to assist them in later life.

Odie Stratmore-Ching (Artistic Director) – Odie was appointed to the role of Artistic Director in 2013 when the trust started producing shows. Odie brings many years of school and music teaching experience to the organisation and is a talented director, musician, costume designer and artist. Both of Odie's two children are involved in LAN shows.

Sarah Pumphrey (Associate Artistic Director) – As Associate Artistic Director Sarah supports the role of Artistic Director. Sarah is an experienced set designer and artist, and brings a natural empathy to the organisation from many years working as a Nurse. Two of Sarah's three daughters are regular performers in LAN shows.

Carmy Cina (Secretary) – Carmy comes to the board from the Information Technology background. Carmy has also been involved in a number of other Nelson non-profit organisations, including many years with the local underwater hockey league. Carmy's son is a regular principal cast member in LAN's big shows.

Dale Ching (Financial Controller) – Dale is a fully qualified Chartered Accountant, is also a board member for the Nelson Historic Theatre Trust (owners of the Theatre Royal) and is a South Island Regional Councillor for Chartered Accountants Australian and New Zealand. Dale has many years of governance experience on both corporate and non-profit boards. Dale is married to Odie and their entire family is actively involved in LAN activities.

Mark Nicholls (Technical/Theatre) – Mark is synonymous with both Amateur and Semi-Professional theatre in Nelson/Marlborough. Mark has both significant experience and qualification in the vast majority of technical/backstage aspects of theatre including sound, lighting, stage construction and fly rigging and operation. Mark no longer has children involved on stage, but gives his time freely and without reward to assist young people to get on stage.

Dawn Marron (Education Director) – Dawn comes to Nelson from the UK and has many years of experience in theatre and performance education. Dawn is an experienced director, choreographer and performer, and has devoted many years of her life to working with youth, including at-risk youth. Dawn has joined LAN to focus on development of its educational programme, to further develop and empower young people to assist them in later life.

Lenny Wills (Digital and Social Media) - Lenny comes to the board as a digital and social media expert. Lenny has a full understanding of the opportunities that come from utilizing modern electronic marketing methodologies to ensure that LAN remains relevant and accessible to youth, ensuring they are engaged. In addition Lenny is an experienced performer in his own right and his young family perform in LAN junior shows.

Charles Callis (Fundraising/Strategy) – Charles comes to the board with years of experience with development of strategic planning and fundraising for large non-profit organisations. Charles worked with New Zealand's Olympic committee for many years and was previously in charge of New Zealand's Olympic museum.

Alan Pumphrey (Fundraising/Strategy) – Alan is the most recent addition to the board, and has many years of experience in business funding and strategy, both domestically and internationally. Alan has owned and sold a range of complex businesses and brings robust practical experience to the board. Alan now works internationally as a commercial pilot, is married to Sarah and is a great supporter of his daughters in Nelson theatre.

FINANCIAL

The Trust Board is charged with maintaining fiscal health, and to secure long-term financial stability in order to meet the artistic, educational, and institutional goals of this plan. To this end we will:

- Maintain the fiscal health of the organization.
- Maintain a healthy balance between earned and contributed income.

To ensure that the fiscal health of the organization is appropriately managed and maintained the board has appointed a fully qualified Chartered Accountant to the board role of Financial Controller. The board has appropriate controls in place to ensure all expenditure is appropriate and adequately authorised.

When the Trust starting producing shows in 2013 it started so with a contribution of \$30,000 which had been accumulated by volunteers. The trust has utilised these funds to produce the following shows/events:

- Joseph and the Amazing Technicolour Dreamcoat (2013)
- Jesus Christ Superstar (2013)
- The Producers (2014)
- Into the Woods (2014)
- Hairspray (2015)
- The Three Musketeers Le Panteau (2015)
- Net Gen Live – Youth Lead Variety Show (2015)
- Individuality (2015)
- Season of One Act Plays – Directed by Youth (2015)
- Live Arts Summer School (2015)
- Rock of Ages (2016)

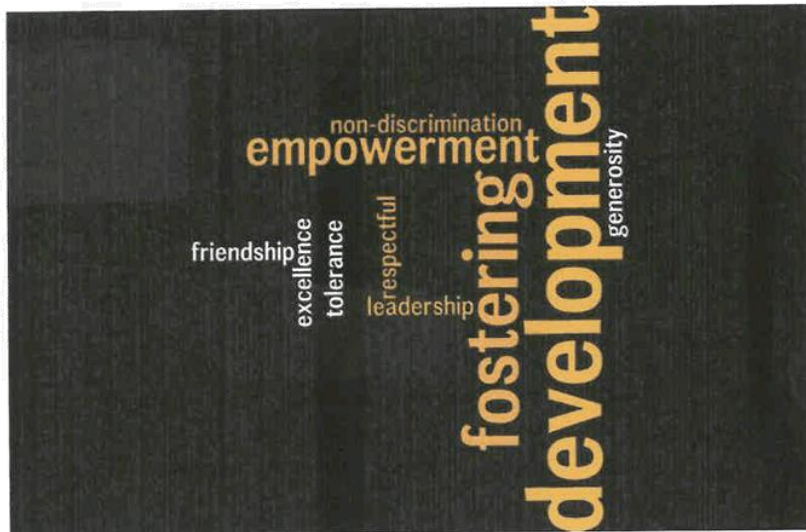
The accumulated costs of staging the above shows/events was in the order of \$250,000. Therefore the Trust has had to supplement the \$30,000 contribution with additional income.

The majority of this income (approximately 95%) has been earned through the process of putting on these shows/events. The balance of income has come from ad hoc community donations.

The board does consider that the primary income source will be from the staging of shows/events and that this income will come in the form of:

- Ticket sales
- Acting/course fees
- Interest income
- T-Shirt sales
- Programme sales
- Hire of equipment/costumes/props to Schools and other local theatre groups

Due to expanding costs and competition between theatre companies for audiences and actors, It has become critical to obtain outside funding in order to fulfill the vision for LAN contained in the strategic plan.



7.4 DISCRETIONARY FUND APPLICATION - MOTUEKA EVENTS CHARITABLE TRUST

Decision Required

Report To:	Motueka Community Board
Meeting Date:	20 June 2017
Report Author:	Heather Spiers, Senior Customer Services Officer - Motueka
Report Number:	RMCB17-06-06

1 Summary

- 1.1 **Motueka Events Charitable Trust** has applied for **\$500.00** to help provide the funding towards the 2017 Motueka Starlight Christmas Parade.
- 1.2 The Motueka Community will benefit from this as it brings the whole community together to celebrate by taking part in the parade, being a helper or by bringing their family and friends to watch the event and join in with the activities surrounding the event. This event also draws crowds from outside Motueka, which ranges from toddlers to retirees and covers a multitude of cultures. This parade encourages community spirit and bonds the town together. It is very much looked forward to by locals and surrounding areas and has become a tradition, with people planning months in advance for their float.
- 1.3 The application complies with Board guidelines and there are budgeted funds available to meet this request.
- 1.4 This meeting will consider applications for the June 2017 funding round for discretionary funding.
- 1.5 Currently there is a balance of \$5,130.00 being carried forward from March 2017 for the discretionary fund. If all applications being considered at this meeting are approved in full, the remaining balance will be \$2,265.70.

2 Draft Resolution

That the Motueka Community Board receives the Discretionary Fund application - Motueka Events Charitable Trust report RMCB17-06-06; and

- 1. Grants Our Town Motueka \$500.00 or**
- 2. The Motueka Community Board declines the application from Motueka Events Charitable Trust, on the grounds that.....**

3 Purpose of the Report

- 3.1 To consider an application from Motueka Events Charitable Trust to help provide funding towards the Starlight Christmas Parade 2017.

4 Background and Discussion

- 4.1 The Board sets aside funds on an annual basis to support small board or community initiatives.
- 4.2 Staff have reviewed the application and confirm that it complies with the Board guidelines.
- 4.3 During the Starlight Christmas Parade, the Motueka CBD will be closed to traffic. The parade starts at 7pm with approximately 45 floats, from local Kindergartens, schools and community groups to local businesses and family floats. There will be a Santa as the final float, which is always a favourite with the children and stirs up the excitement at the event. Volunteers will come together to help with marshalling and directing the floats at the starting and finishing areas. Volunteers will also help putting the Christmas lights up and help with the sound system for High Street.

5 Options

The Board has three options.

- 5.1 **Option 1** - The Board can approve the application in full and provide \$500 to Motueka Events Charitable Trust.
- 5.2 **Option 2** – The Board could approve an amount less than the application.
- 5.3 **Option 3** – The Board could decline the application. In declining the application, the Board should communicate the reason for the decision to Motueka Events Charitable Trust.

6 Strategy and Risks

- 6.1 There are no strategic challenges or risks in making this decision.

7 Policy / Legal Requirements / Plan

- 7.1 There are no legal or policy implications arising from this decision.
- 7.2 Discretionary funding criteria needs to be met.

8 Consideration of Financial or Budgetary Implications

- 8.1 The budget for the discretionary fund was confirmed as part of the Long Term Plan 2015-2025 so there are no financial implications from accepting the application. Currently there is a balance of \$5,130.00 available in the discretionary fund.
- 8.2 If all the applications being considered at this meeting are approved in full, the remaining balance will be \$2,265.70.

9 Significance and Engagement

- 9.1 This decision has a low level of significance. It does not amend the budgets in the Annual Plan nor is it dealing with any strategic activities or assets. It will have some public interest, although this is considered to be relatively low.
- 9.2 Staff consider that there is no requirement for formal consultation as the discretionary fund budget was signalled and approved through the Long Term Plan 2015-2025 process.

10 Conclusion

- 10.1 The application meets the requirements set down by the Board. The Board should turn its mind to merits of the application and make its decision accordingly.

11 Next Steps / Timeline

- 11.1 The outcome of the Board's decision will be communicated to the applicant.
- 11.2 If the application is approved in full or part, payment will be made to the applicant by direct credit within ten working days of receiving bank account details.

12 Attachments

- | | | |
|----|---------------------------------------------------------|----|
| 1. | Letter of support from John Murphy & Associates Limited | 49 |
| 2. | Application | 51 |



John Murphy & Associates Limited

20 May 2017

To Whom It May Concern

The annual Starlight Christmas Parade is a highlight of the Christmas season for a large number of people in the Motueka region. It is unique in the region as it is the only parade that occurs in the evening allowing a large number of parents who work weekends to enjoy it with their children.

This I believe is reflected in the large community engagement with community groups and business participating and supporting the parade.

This community engagement is also reflected in the large number of the public who turn out for the parade and associated entertainment.

For a number of years The Motueka Events Charitable Trust has organised and run the annual Starlight Christmas Parade and does a fantastic job.

Therefore I am happy to fully support and endorse this application.

Yours Sincerely
John Murphy & Associates Limited

John Murphy
Director

A handwritten signature in blue ink, appearing to be 'John Murphy', written over a horizontal line.

23 Wallace Street
PO Box 241
Motueka 7143
www.jmassociates.co.nz

Ph 03 528 1003
Fax 03 528 1004
Mobile 027 528 1003
Email info@jmassociates.co.nz



Grant Application - Motueka Community Board Discretionary Fund

The following application has been received.

Name of Organisation *

Motueka Events Charitable Trust

Address

c/o 54 Pah Street

Contact Person *

Claire Hutt

Contact Phone *

027 659 1563

Email Address *

clairehutt123@gmail.com

Purpose of the Organisation

To create a partnership between business and community to improve the physical, economic and social environment of Motueka. To carry out events that stimulate economic activity, which increase business development that benefits the town. To contribute to the enhancement of the town by supporting social activities and encouraging and facilitating events that show social benefit to the town and its surrounding community.

Amount applied for (up to \$500.00)

\$500

Project Details

The Motueka CBD will be closed off to traffic, to host a Starlight Christmas Parade. The parade starts at 7pm with approx 45 floats, from local kindergartens, schools, community groups to local businesses and family floats. We have a Santa as a final float, which is always a favourite with the children and stirs up the excitement of the event. The floats will be judged by a panel of 3 judges from local businesses and MC'd by More FM (Mediaworks Nelson). Volunteers come together to help with marshalling and directing the floats at the starting and finishing areas. As well as volunteers helping to put up Christmas lights and speakers. Our Starlight Christmas Parade really encourages and shows our community the joy that comes with providing opportunities for people to interest and form relationships as well as providing cultural demonstrations. It shows different cultures being part of the parade and sharing their passion to others in the community.

Project Category

Category A – Projects

Benefits - Who/What will benefit from the project in the Motueka community?

The whole community comes together to celebrate, by taking part in the parade, being a helper, or bringing their family and friends to watch the event and join in the activities surrounding the event, such as market stalls and street entertainers. This event also draws crowds from outside Motueka, and ranges from toddlers to retirees and covers a multitude of cultures, all getting together to share in the season. Encourages community spirits and bonds the town together. This event is very much looked forward to by locals and surrounding areas and has become a tradition, with people planning months in advance for their float.

Describe any voluntary time and any other funding contributions received for this project

We have volunteers on the evening of the event, helping with marshalling, crowd control, judging and float entries. Talley's Group provides a forklift and driver free of charge to help with putting up the speakers on the shop roofs. New World have been a major sponsor of this event in the past, donating \$2,000. Although this is not guaranteed.

Who else have you asked for funding for this project?

TDC Community Grants, COGS. No results are in as yet with these grant applications

Bank Account Number

03-1354-0249860-016

7.5 DISCRETIONARY FUND APPLICATION MOTUEKA DISTRICT TOY LIBRARY

Decision Required

Report To:	Motueka Community Board
Meeting Date:	20 June 2017
Report Author:	Heather Spiers, Senior Customer Services Officer - Motueka
Report Number:	RMCB17-06-07

1 Summary

- 1.1 **Motueka District Toy Library** has applied for **\$445.00** for assistance to replace their printer, which is “on its last legs”. They also require ink cartridges, A3 and A4 paper.
- 1.2 They have approached a local company “Affordable Computers”, who have put aside a very good quality second-hand printer. (Quote attached).
- 1.3 This application complies with Board guidelines and there are budgeted funds available to meet this request.
- 1.4 This meeting will consider applications for the June 2017 funding round for discretionary funding.
- 1.5 Currently there is a balance of \$5,130.00 being carried forward from March 2017 for the discretionary fund. If all applications being considered at this meeting are approved in full, the remaining balance will be \$2,265.70.

2 Draft Resolution

That the Motueka Community Board receives the Discretionary Fund Application Motueka District Toy Library report RMCB17-06-07; and

- 1. Grants Motueka District Toy Library \$445.00; or**
- 2. the Motueka Community Board declines the application from Motueka District Toy Library on the grounds that.....**

3 Purpose of the Report

- 3.1 To consider an application from **Motueka District Toy Library** for assistance to replace their printer, which also requires ink cartridges, A3 and A4 paper.

4 Background and Discussion

- 4.1 The Board sets aside funds on an annual basis to support small Board or community initiatives.
- 4.2 Staff have reviewed the application and confirm that it complies with the Board guidelines.
- 4.3 The purpose of this Organisation is to offer quality toys at affordable rates to the community.
- 4.4 Nearly 200 member families of mostly pre-school aged children will benefit from this as the printer gets used throughout the Organisation's thrice-weekly sessions, and also to assist the committee with meeting minutes, financial reports, stock take sheets etc.
- 4.5 Motueka District Toy Library's only paid staff member is Mary, a wonderful librarian, who also volunteers much of her time to further the Toy Library. All other helpers are volunteers. They also have a strong volunteer committee of about 10 people.

5 Options

The Board has three options.

- 5.1 **Option 1** - The Board can approve the application in full and provide \$445.00 to Motueka District Toy Library.
- 5.2 **Option 2** – The Board could approve an amount less than the application.
- 5.3 **Option 3** – The Board could decline the application. In declining the application, the Board should communicate the reason for the decision to Motueka District Toy Library.

6 Strategy and Risks

- 6.1 There are no strategic challenges or risks in making this decision.

7 Policy / Legal Requirements / Plan

- 7.1 There are no legal or policy implications arising from this decision.
- 7.2 Discretionary funding criteria needs to be met.

8 Consideration of Financial or Budgetary Implications

- 8.1 The budget for the discretionary fund was confirmed as part of the Long Term Plan 2015-2025 so there are no financial implications from accepting the application. Currently there is a balance of \$5,130.00 available in the discretionary fund.
- 8.2 If all the applications being considered at this meeting are approved in full, the remaining balance will be \$2,265.70.

9 Significance and Engagement

- 9.1 This decision has a low level of significance. It does not amend the budgets in the Annual Plan nor is it dealing with any strategic activities or assets. It will have some public interest, although this is considered to be relatively low.
- 9.2 Staff consider that there is no requirement for formal consultation as the discretionary fund budget was signalled and approved through the Long Term Plan 2015-2025 process.

10 Conclusion

- 10.1 The application meets the requirements set down by the Board. The Board should turn its mind to merits of the application and make its decision accordingly.

11 Next Steps / Timeline

- 11.1 The outcome of the Board's decision will be communicated to the applicant.
- 11.2 If the application is approved in full or part, payment will be made to the applicant by direct credit within ten working days of receiving bank account details.

12 Attachments

- 1. Application - Motueka District Toy Library + quote 57

Grant Application - Motueka Community Board Discretionary Fund

The following application has been received.

Name of Organisation *

Motueka District Toy Library

Address

44 Pah Street, Motueka

Contact Person *

Elise

Contact Phone *

0274388784

Email Address *

minyip10@gmail.com

Purpose of the Organisation

To offer quality toys at affordable rates to the community

Amount applied for (up to \$500.00)

445

Project Details

Our printer is on its last legs, and so we are asking for assistance to replace it, using our wonderful local company Affordable Computers. This business has tentatively put aside a very good quality second-hand one for us. We will also require ink cartridges and A3 and A4 paper. (Quote is attached.)

Project Category

Category A - Projects

Benefits - Who/What will benefit from the project in the Motueka community?

Our nearly 200 member families of mostly pre-school aged children. The printer gets used throughout our thrice-weekly sessions, and also to assist our committee with meeting minutes, financial reports, stocktake sheets and so on.

Describe any voluntary time and any other funding contributions received for this project

Our only paid staff member is Mary, our wonderful librarian, who also volunteers much of her time to further the Toy Library. All other helpers are volunteers. We also have a strong volunteer committee of about 10 people.

Who else have you asked for funding for this project?

No other funding has been sought or provided for this project



98 High Street Ph (03) 5286535
 Motueka Fax (03) 5286535
 Email: info@affordablecomputers.co.nz
 GST Number : 68747937

Quote

Quote No : 00058998
 Date : 13/03/2017
 Your Order No :
 Job Number :
 Page : 1

Bill To:
 Motueka Toy Library
 PO Box 336
 Motueka

Ship To:
 Motueka Toy Library
 PO Box 336
 Motueka

QTY	UNIT	ITEM No.	DESCRIPTION	UNIT PRICE GST Excl.	DISCOUNT %	TOTAL PRICE GST Inclusive
1			Brother MFC-J4620DW A3 capable Multi-Function printer	\$130.43		\$150.00
1		INK BRO	Brother LC233 Photo Value Pack	\$130.44		\$150.00
1		INK BRO LC233B	Brother LC233 Black Ink	\$45.22		\$52.00
1			A3 80GSM 500pgs	\$46.95		\$54.00
5		PAP A4	A4 Ream Copy/Print Paper	\$6.78		\$39.00
PAYMENT TERMS						
Payment is due Net 7				Post & Packaging		\$0.00
<i>Payments may be made by cheque, eftpos, or by direct credit to our ANZ Bank Account Number 06-0705-0276293-00. If paying by direct credit please quote Customer Name and Invoice Number.</i>				INVOICE TOTAL		\$445.00
				Total GST included		\$58.04
				Less Paid		\$0.00
				Balance To Pay		\$445.00

(cut along line)

Remittance Advice

(Please attach this remittance advice to your payment)

To : Affordable Computers Tasman Ltd
 98 High Street
 Motueka

From : Motueka Toy Library
 PO Box 336
 Motueka

Order Number :
 Quote No : 00058998
 Balance Due : \$445.00

Payment Amount : \$ _____

7.6 DISCRETIONARY FUND APPLICATION - EVERYDAY LTD, TRADING AS IDEALCUP

Decision Required

Report To:	Motueka Community Board
Meeting Date:	20 June 2017
Report Author:	Heather Spiers, Senior Customer Services Officer - Motueka
Report Number:	RMCB17-06-08

1 Summary

- 1.1 Everyday Ltd. manufacture and sell reusable cups to reduce waste caused by disposable cups.
- 1.2 Everyday Ltd will partner with the community to reduce disposable cup waste in Motueka and the Tasman Region and through the programme promote Motueka and the Tasman Region as a place to visit.
- 1.3 This meeting will consider applications for the June 2017 funding round for discretionary funding.
- 1.4 Currently there is a balance of \$5,130.00 being carried forward from March 2017 for the discretionary fund. If all the applications being considered at this meeting are approved in full, the remaining balance will be \$2,265.70

2 Draft Resolution

That the Motueka Community Board receives the Discretionary Fund Application - Everyday Ltd, trading as IdealCup report RMCB17-06-08; and

- 1. grants Everyday Ltd. \$500.00; or**
- 2. the Motueka Community Board declines the application from Everyday Ltd on the grounds.....**

3 Purpose of the Report

- 3.1 To consider an application from Everyday Ltd to partner with the community to reduced disposable cup waste in Motueka and the Tasman Region.

4 Background and Discussion

- 4.1 The Board sets aside funds on an annual basis to support small board or community initiatives.
- 4.2 Staff have reviewed the application and will leave this to the Motueka Community Board's discretion as to whether this application is a community initiative or a business venture.
- 4.3 Motueka Community Board Members have the ability to read the report attached to this Discretionary Fund Application.

5 Options

- 5.1 The Board has three options.
- 5.2 **Option 1** - The Board can approve the application in full and provide \$500 to Everyday Ltd. trading as IdealCup.
- 5.3 **Option 2** – The Board could approve an amount less than the application.
- 5.4 **Option 3** – The Board could decline the application. In declining the application, the Board should communicate the reason for the decision to Everyday Ltd. trading as IdealCup.

6 Strategy and Risks

- 6.1 There are no strategic challenges or risks in making this decision.

7 Policy / Legal Requirements / Plan

- 7.1 There are no legal or policy implications arising from this decision.
- 7.2 Discretionary funding criteria needs to be met.

8 Consideration of Financial or Budgetary Implications

- 8.1 The budget for the discretionary fund was confirmed as part of the Long Term Plan 2015-2025 so there are no financial implications from accepting the application. Currently there is a balance of \$5,130.00 available in the discretionary fund.
- 8.2 If all the applications being considered at this meeting are approved in full, the remaining balance will be \$2,265.70.

9 Significance and Engagement

- 9.1 This decision has a low level of significance. It does not amend the budgets in the Annual Plan nor is it dealing with any strategic activities or assets. It will have some public interest, although this is considered to be relatively low.
- 9.2 Staff consider that there is no requirement for formal consultation as the discretionary fund budget was signalled and approved through the Long Term Plan 2015-2025 process

10 Conclusion

- 10.1 The application may meet the requirements set down by the Board. The Board should turn its mind to merits of the application and make its decision accordingly.

11 Next Steps / Timeline

- 11.1 The outcome of the Board's decision will be communicated to the applicant.
- 11.2 If the application is approved in full or part, payment will be made to the applicant by direct credit within ten working days of receiving bank account details.

12 Attachments

- 1. Application & report - Everyday Ltd. trading as IdealCup

63

Grant Application - Motueka Community Board Discretionary Fund

The following application has been received.

Name of Organisation *

Everyday Ltd t/a IdealCup

Address

214 Brooklyn Valley \$Road, Brooklyn Valley, RD3 Motueka

Contact Person *

Nick Fry

Contact Phone *

021 284 0222

Email Address *

nick.fry@celciuscoffee.co.nz

Purpose of the Organisation

Everyday Ltd. - Manufacture and sell reusable cups to reduces waste caused by disposable cups.

Amount applied for (up to \$500.00)

\$500

Project Details

see attachment

Project Category

Category A - Projects

Benefits - Who/What will benefit from the project in the Motueka community?

Everyday Ltd - to partner with the community to reduce disposable cup waste in Motueka and the Tasman Region and through the programme promote Motueka and the Tasman Region as a place to visit.

Describe any voluntary time and any other funding contributions received for this project

Tasman District Council have committed \$500

Everyday Ltd will provide all the cups free and manage the project

Who else have you asked for funding for this project?

TDC and Our Town Motueka

Bank Account Number

02-0692-0071044-000

Item 7.6

Attachment 1

Make Motueka Disposable Cup Free

The vision of this campaign is to make Motueka disposable cup free!

This campaign is not about the individual coffee company's brand or the café/outlet's brand; it's also not an exclusive promotion of IdealCup; it's about a community banding together to reduce disposable cup waste in Motueka.

Summary

IdealCup will initially supply 500-1,000 IdealCups with the "IdealCup CupCycling" logo (yet to be designed) and third party supporter(s) logo(s) printed on them.

The branded IdealCups will initially be distributed to the individual café/outlets which have already indicated they are interested in participating in the programme. From initial feedback, this will be Celcius Coffee, Mot Bike Co, Kai Waka and Muses Cafe.

The number of IdealCups going to each cafe/outlet will depend on the size and number of takeaway cups the cafe/outlet currently uses; which will be determined by IdealCup during an initial, promotional visit.

Once the campaign is up and running, with 4-6 outlets using the CupCycling system, the marketing and promotion will really kick in, in an effort to increase participation across all cafes/outlets serving coffee in the wider Motueka area.

How we see it working

When a café/coffee outlet chooses to become involved in the CupCycling programme, IdealCup will visit each site and give them an initial training session showing them how the programme works.

Once training is completed, the outlets will be provided with FREE branded IdealCups and an initial FREE supply of compostable/disposable lids.

The outlets will then be able to 'bond' out half their IdealCups and retain the other half to cycle through their daily customers. It will be up to the outlet to manage their supply of IdealCups so they don't run short during the day. If they need more cups, they can purchase them from the campaign headquarters for a set unit price.

When operating, the CupCycling system works like this:

The customer comes into the café/outlet and pays a one-off \$10 bond for the use of the campaign branded IdealCup with a compostable/disposable lid. This first \$10 payment will include a coffee/hot drink.

The customer takes their drink in the IdealCup with its compostable/disposable lid with them and enjoys their drink.

The next time they want a coffee/hot drink (normally the next day), they take their **USED** IdealCup with its compostable/disposable lid and return to **ANY** cafe/outlet in the area which is participating in the CupCycling programme. They simply hand over their used IdealCup with its lid and get their next drink in a clean IdealCup with new compostable/disposable lid.

[Bearing in mind, not everyone will want/ask for a lid], which is even better for waste reduction!

It is hoped and we will encourage the cafés/ outlets, to collect the used compostable/disposable lids and arrange to have these composted.

The café/outlet **MUST** give the customer a \$0.30c discount off the price of a normal regular coffee, to incentivise and reward their customers to actively participate in the CupCycling programme; whilst also saving the customer a little money. This way the customer can recoup their initial \$10 bond when they participate in the CupCycling programme.

During this trial CupCycling programme, the café/outlet will keep the profit from the \$10 bond each customer pays; as their incentive to be involved in the Make Motueka Disposable Cup Free campaign.

In future, commercial CupCycling programs in other regions, this \$10 bond money can be used to pay for the initial purchase of the bank of IdealCups the cafe/outlet will require.

For the Motueka campaign, if more IdealCups are required, IdealCup will supply these at their cost, up to a total of 1000 units.

If a customer comes into the cafe/outlet to purchase a coffee/hot drink and does not wish to use a reusable cup, they can still be sold a drink in a disposable cup with its standard lid; rather than the café/outlet losing a sale. We have to be realistic about this.

NOTE:

The IdealCups are made from an incredibly robust material and are virtually unbreakable.

They are 100% dishwasher safe, made from materials which are 100% BPA, FDA Approved Food Safe and provided they are cleaned after use, they will not develop an odour, stain or taste.

As with all cafe situations, it is expected the IdealCups being used as part of the CupCycling Programme will be washed and sanitised as any other cup, plate, cutlery which is used within the cafe/outlet is processed, i.e. in their standard daily kitchen washing/sanitising processes.

Any cafe/outlet who wishes to participate in the CupCycling Programme and does not have their own dishwasher will have to arrange to partner with another outlet who has suitable dish washing facilities, to wash their cups.

It is anticipated, if for any reason an IdealCup is returned to a cafe/outlet due to damage and is deemed unusable, the cafe/outlet will remove the cup from their bank of cups and arrange to return to IdealCup.

Marketing and Promotion

Both IdealCup and third party supporter(s) will actively promote the programme through their channels.

The third party supporter(s) will be privy to the work completed by WaltersPR to produce the “tool kit” and “marketing collateral” to be provided to the cafés/outlets.

WaltersPR will also work with project participants to identify 'good news stories' about the programme.

[Please note: if participants have existing relationships with other PR companies or similar it is important that all media and promotional activities are coordinated with WaltersPR to ensure consistency of messaging and branding].

This may include and is not limited to:

- Developing a visual brand for the programme – brand name, logo etc
- Window stickers and/or exterior signs for outlets which are participating in the CupCycling programme
- A wall poster(s) inside the outlets, which succinctly and clearly explains how the CupCycling programme works to the customer and encourages participation. There should be a particular message for tourists in the marketing too; so they can buy into the process and preferably, buy their own IdealCup.
- Fliers for customers to take and share
- Social media. We have set set up a separate Facebook page for the programme that is business neutral i.e. not branded as IdealCup. It will promote programme participants and

programme milestones and act as a place where people can provide feedback and engage with the programme in Motueka and elsewhere

- Proactive media pitching of project milestones e.g. new outlets coming on board, noticeable reduction in waste to landfill, number of IdealCups sold, instances of particularly enthusiastic buy in from tourists or locals

COSTS

IdealCup Specific Costs

- | | |
|--------------------------------------------------------|-------------------------------------|
| • 500-1000 IdealCups with the IdealCup CupCycling logo | \$2610 - \$5220 + GST |
| • 500-1000 compostable lids | \$50 - \$100 + GST |
| • Screen printing setup costs for all printing | \$300 - \$600 + GST |
| | <u>\$2960 - \$5920 + GST</u> |

Third Party Supporter

- | | |
|----------------------------------------------------------------------------------------------|-------------------------------------|
| • One colour supporter logo printed on each IdealCup
@ \$0.60c + GST/logo | \$300 - \$600 + GST |
| • Establishing branding - campaign name, logo, key messages
in conjunction with WaltersPR | \$1200 + GST |
| • On-site tool kit and marketing collateral (stickers, poster, fliers) | <u>\$2000 + GST</u> |
| | <u>\$3500 - \$3800 + GST</u> |

Ongoing Costs

- | | |
|--------------------------------------------------------------------------------------|----------------------------|
| • Media relations and pitching, reporting | \$800+GST per month |
| • Social media strategy and management | \$600+GST per month |
| • Promotional Photography | \$400+GST per month |
| • Recommended - Promotional video content scripting/direction
by WaltersPR | \$3000+GST |

PLEASE NOTE:

- Graphic design, printing, screen printing and video production costs will be additional
- The marketing activity costs outlined above are estimates only

Café/Outlets Costs

We are attempting to keep the financial outlay to the cafe/outlet as limited as possible, to encourage participation:

- Ongoing Compostable lids available from IdealCup **\$91 + GST /1000**
- Additional IdealCups, after the initial 1000 FREE IdealCups **\$6.42 + GST per unit**

Item 7.6

Attachment 1

7.7 DISCRETIONARY FUND APPLICATION - CRAFTY TARTS MOTUEKA

Decision Required

Report To:	Motueka Community Board
Meeting Date:	20 June 2017
Report Author:	Heather Spiers, Senior Customer Services Officer - Motueka
Report Number:	RMCB17-06-09

1 Summary

- 1.1 **Crafty Tarts Motueka** are a group of women in the Motueka area who are interested in learning and sharing craft ideas, skills, techniques plus teaching to others in the community. They have applied for **\$500** to help towards costs relating to cutting mats and ultra-sharp rotary cutting wheels (see attachment), which are worn out by frequent use. Other costs include good quality threads and pins.
- 1.2 They have been together for approximately five years and at present have approximately 50 members. On average 15 attend weekly meetings or workshops (sometimes up to 30).
- 1.3 Crafty Tarts do not have one specific project that requires funding but have several ongoing projects making Boomerang Bags and quilts for several charities. All of these work streams requires specialist, heavy-duty equipment and materials used in the making process.
- 1.4 The application complies with Board guidelines and there are budgeted funds available to meet this request.
- 1.5 Currently there is a balance of \$5,130.00 being carried forward from March 2017 for the discretionary fund. If all applications being considered at this meeting are approved in full, the remaining balance will be \$2,265.70.

2 Draft Resolution

That the Motueka Community Board receives the Discretionary Fund Application - Crafty Tarts Motueka report RMCB17-06-09; and

- 1. Grants Crafty Tarts Motueka \$500.00; or**
- 2. The Motueka Community Board declines the application from Crafty Tarts Motueka on the grounds that.....**

3 Purpose of the Report

- 3.1 To consider an application from **Crafty Tarts Motueka** for help funding the replacement of cutting mats and ultra-sharp rotary cutting wheels, which are worn out by frequent use.

4 Background and Discussion

- 4.1 The Board sets aside funds on an annual basis to support small Board or community initiatives.
- 4.2 Staff have reviewed the application and confirm that it complies with the Board guidelines.
- 4.3 The charities that Crafty Tarts Motueka have made quilts for including Operation Coverup, for orphans in Eastern Europe and elderly residents and children in need in Motueka. Two very large, high-quality quilts have been made as raffle prizes in the past two years with all proceeds going to the Fifeshire Foundation (2016) and the Motueka Community Swimming Pool fund (2017). Over the past six weeks, they have also made over 150 Boomerang Bags for use by the Motueka community to help reduce the amount of plastic bags used by shoppers.
- 4.4 The two cutting mats which have been used for the past few years belongs to one of their members and are both now buckled and cut and no longer reliably useable.
- 4.5 Crafty Tarts Motueka intend to keep making their two main items to give away – warm quilts and Boomerang Bags – well into the future. While some of the quilts end up in the annual Operation Coverup drive, all of the Boomerang Bags and other quilts will be given to local community organisations which can use them. They are also now making smaller quilts for foster children in the Motueka community.

5 Options

The Board has three options.

- 5.1 **Option 1** - The Board can approve the application in full and provide **\$500.00** to **Crafty Tarts Motueka**.
- 5.2 **Option 2** – The Board could approve an amount less than the application.
- 5.3 **Option 3** – The Board could decline the application. In declining the application, the Board should communicate the reason for the decision to Crafty Tarts Motueka.

6 Strategy and Risks

- 6.1 There are no strategic challenges or risks in making this decision.

7 Policy / Legal Requirements / Plan

- 7.1 There are no legal or policy implications arising from this decision.
- 7.2 Discretionary funding criteria needs to be met.

8 Consideration of Financial or Budgetary Implications

- 8.1 The budget for the discretionary fund was confirmed as part of the Long Term Plan 2015-2025 so there are no financial implications from accepting the application. Currently there is a balance of \$5,130.00 available in the discretionary fund.
- 8.2 If all the applications being considered at this meeting are approved in full, the remaining balance will be \$2,265.70.

9 Significance and Engagement

- 9.1 This decision has a low level of significance. It does not amend the budgets in the Annual Plan nor is it dealing with any strategic activities or assets. It will have some public interest, although this is considered to be relatively low.
- 9.2 Staff consider that there is no requirement for formal consultation as the discretionary fund budget was signalled and approved through the Long Term Plan 2015-2025 process.

10 Conclusion

- 10.1 The application meets the requirements set down by the Board. The Board should turn its mind to merits of the application and make its decision accordingly.

11 Next Steps / Timeline

- 11.1 The outcome of the Board's decision will be communicated to the applicant.
- 11.2 If the application is approved in full or part, payment will be made to the applicant by direct credit within ten working days of receiving bank account details.

12 Attachments

1. Application, report and quotes from Crafty Tarts Motueka 75



Motueka Community Board

tasman district council

RECEIVED

-1 JUN 2017

T.D.C. MOTUEKA

Motueka Community Board Discretionary Fund Application Form

Name of organisation:	CRAFTY TARTS MOTUEKA
Address:	3 AVALON COURT MOTUEKA 7120
Contact Person:	VAL ARMSTRONG
Phone:	528 4046
Email:	craftytartsmotueka@gmail.com
Purpose of organisation:	See attached sheet
Amount applied for: (up to \$500)	\$500
Details of project to be funded:	See attached sheet
Category of funding relating to this application (see guidelines)	PROJECTS
Who/What will benefit from the project in the Motueka community?	See attached sheet
Describe any voluntary time and any other funding contributions received for this project	See attached sheet
Who else have you asked for funding for this project?	No-one
Bank Account Number	03-1598-0070103-00

Application by Crafty Tarts to Motueka Community Board, June 20, 2017

To accompany information on the official Discretionary Fund application form

Purpose of organisation:

We are a group of women in the Motueka area who are interested in learning and sharing craft ideas, skills and techniques plus teaching to others in the community. eg workshops at the library, craft sessions with rest homes and combining with other craft groups to share skills. We also apply some of those skills to making useful craft objects that are donated to charities within Motueka and overseas, such as quilts and bags.

We have been in existence for about five years, and at present we have about 50 members. On average about 15 attend weekly meetings or workshops (sometimes up to 30) and about a dozen of us meet also once or twice a week on other days to practice their skills by making useful quality items for charities.

Details of project to be funded:

We do not have one specific project that needs this funding support, but have several ongoing projects making Boomerang Bags and quilts for several charities. All of these work streams requires specialist, heavy duty equipment and materials used in the making process, and these cost money which so far has being contributed purely by our members as needed. One of the main costs is the replacement of cutting mats and ultra-sharp rotary cutting wheels (see photo on next page) which are worn out by frequent use. Other costs include good quality threads and pins.

The charities that we have made quilts for include Operation Coverup, for orphans in Eastern Europe, and elderly residents and children in need in Motueka. Two very large, high-quality quilts have been made as raffle prizes in the past two years with all proceeds going to the Fifeshire Foundation (2016) and the Motueka Community Swimming Pool fund (2017). Over the past six weeks, we have also made more than 150 Boomerang Bags for use by the Motueka community to help reduce the amount of plastic bags used by shoppers.

The two cutting mats which have been used for the past few years belonged to one of our members and are now buckled and cut and no longer reliably usable. Rotary cutting wheels lose their edge roughly once every month or two so replacements are always needed, and these so far have come out of members' \$5 per month subscriptions.

Who/what will benefit from the project in the Motueka community?

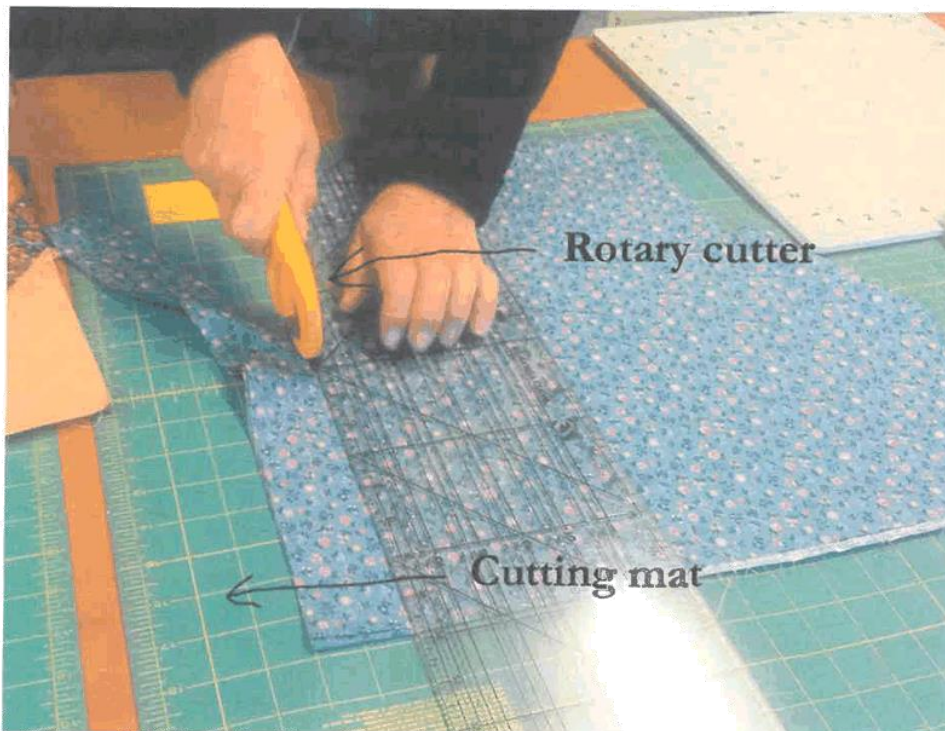
Crafty Tarts intend to keep making our two main items to give away - warm quilts and Boomerang Bags - well into the future. While some of the quilts end up in the annual Operation Coverup drive as part of the Motueka community contribution to orphans overseas, all of the Boomerang Bags and the other quilts will be given to local community organisations which can use them, in particular elderly people who need to keep warm in their homes and who appreciate attractive, high-quality products. Also we are now making smaller quilts for foster children in our area.

Describe any voluntary time and other funding contributions received for this project

Those Crafty Tarts members who take part in the sessions making quilts and bags work for, on average, between five and 12 hours over two days each week at the craft studio. Plus they also take work home to complete. Not only is all that time voluntary, but they also contribute small meeting fees (\$2) and subs which are used to pay for their own coffee and tea and power use, as well as any materials that need to be bought for making products. To date we have not asked for any funding contributions from any other agency or people, but the need to replace the equipment mentioned in this funding request puts much greater pressure on the small amount of funds that the group have available.

Further note regarding financial statements:

Until now Crafty Tarts have remained a very informal "organisation", with no separate bank account and monies kept and accounted for through a small handbook and petty cash box. (At the time of writing there is \$380 held in petty cash.) This is changing this year and a bank account will be set up shortly. If this application is approved, the bank account into which money should be paid at present is that of one of our members, who will then use it to pay for the items in the quotation. If the new account is set up by then, the account number will be different and we can inform you of that on the day our application is heard.





Quilts made for Operation Coverup



The quilt raffled for Fifeshire Foundation



Phone: 027 696 1466
 Email: info@institches.co.nz
 Web: www.institches.co.nz
 Facebook: institchesmotueka
 Trade Me: in_stitches

Quote

Date: 30 May 2017

Prepared for:-
 Crafty Tarts
 C/- Val Armstong

Items	Qty	Price Incl GST	Total
Metrosene 1145 500m Spool 5 pack	3	\$39	\$117.00
Kai Cutting Mat 90cm x 60cm	2	\$100	\$200.00
Kai Replacement Blades for Wheel Cutter 60mm	10	\$10	\$100.00
Kai Wheel Cutter 60mm	2	\$40	\$ 80.00
Extra Long Glass Quilting Pins	1	\$13.50	\$ 13.50
		Total	\$510.50

All pricing includes GST.
 Freight is additional.
 This quote is valid for 10 days.

7.8 CHAIRPERSON'S REPORT

Information Only - No Decision Required

Report To:	Motueka Community Board
Meeting Date:	20 June 2017
Report Author:	Brent Maru, Chairman, Motueka Community Board
Report Number:	RMCB17-06-10

1 Summary

1.1 This is the Chairman's regular monthly report.

2 Draft Resolution

That the Motueka Community Board receives the Chairperson's Report RMCB17-06-10.

3 Summary

- 3.1 This is the Motueka Community Board Chair's regular meeting report.

4 Storm water

- 4.1 Letters attached in the Correspondence section from the Tasman District Council about the Stormwater meeting held on 27 April 2017 and also a letter to Mr and Mrs Westrupp of 5 Harry Rankin Street.
- 4.2 Keeping this item is the Motueka Community Board's top priority. Are there any further updates from Board Members in regards to Stormwater?

Recommended Action:

- 4.3 The Motueka Community Board to continue to pursue solutions to the various Storm water issues.

5 Policing

- 5.1 A letter has been sent to Inspector Matt Arnold-Kelly inviting him to attend a Motueka Community Board meeting.

Recommended Action:

- 5.2 Motueka Community Board to Note.

6 Pah Street Public Toilets (Board Member Hutt)

- 6.1 Board Member Hutt will provide an update.

Recommended Action:

- 6.2 Board Member Hutt to continue working with the Reserves and Facilities team to upgrade the Pah Street toilets.

7 Motueka Library

- 7.1 It is great to see that the feasibility for the Motueka Library has been approved for the 2017/18 year. The Board would like to acknowledge our Motueka Ward Councilors, Cr Canton, Cr Ogilvie, Cr Hawkes and Mayor Kempthorne for their support with this.

Recommended Action:

- 7.2 Board to note.

8 Laura Ingram Kindergarten

- 8.1 Noting the considerable petition presented at the last Board meeting this is an opportunity for the Motueka Community Board to further discuss the request from Ms Baker.
- 8.2 This petition has been forwarded to the Community Development Committee.

Recommended Action:

- 8.3 For the Board to note.

9 Youth Engagement

- 9.1 Is there an update from Board Member Hutt and Cr Canton?
- 9.2 The Motueka Youth Council will be presenting to the Board in regards to their Thorp's Bush project.

Recommended Action:

- 9.3 Motueka Community Board to be updated and noted.

10 Teece Drive

- 10.1 I have contacted Mayor Kempthorne regarding the letter from Grey Power Motueka in regards to Teece Drive. Mayor Kempthorne advises he is seeking advice and will "cc" the Board in to his reply.

Recommended Action:

- 10.2 Board to note.

11 Decks Reserve

- 11.1 Congratulations to Board Member Hutt and thank you to staff and contractors for the new tables and seats installed at Decks Reserve.

Recommended Action:

- 11.2 Board to note.

12 Motueka RSA Request for Letter of Support

- 12.1 Thank you to Motueka Community Board Members for their response and support for the upgrading of the Motueka War Memorial and as such a letter of support will be provided to the Motueka RSA to assist with funding this project.

- 12.2 For the Board's consideration, I also consider this to be a project worthy for consideration from the Board's 2017/18 Special Projects Fund.

Recommended Action:

- 12.3 Board to note.

13 Motueka Fire Service – Tanker Commissioning

13.1 I have been invited to attend the commissioning of the new Motueka Fire Tanker on Saturday 24 June at 2pm at the Motueka Fire Service.

13.2 Also to note I have had a very brief and informal discussion with the Motueka Fire Chief in regards to the current location and access to the Motueka Station that I will follow up on.

Recommended Action:

13.3 Board to note.

14 Items from Board Members

14.1 Motueka Community Board members are invited to provide any updates of interest or raise any other matters at this meeting.

14.2 Outdoor Fires, Farm litter, orchard prunings etc – Cr Ogilvie

Cr Ogilvie would like to know if Motueka Community Board Members and Councillors being asked about the smoke haze and outdoor fires being experienced?

Brooklyn, Riwaka and Mariri areas are the worst affected with fires/smoke continually.

The smoke, as a serious health hazard, is the main concern and the aesthetic aspect is also being mentioned. Is the Council monitoring controls on outdoor fires?

Complainants are most reluctant to give names but their concern is real.

14.3 Motueka Cemetary – Cr Ogilvie

Following the May meeting, I emailed Beryl Wilkes for the plan of the proposed plantings to mask the new board fence.

At this time, there has been no response but I am hoping there will be one in time for the June meeting.

15 Attachments

1. Letters regarding Motueka Stormwater issues

85



File: S754
 Robert.Workman@tasman.govt.nz
 Phone 543 7215

12 May 2017

Mr D Ogilvie
 PO Box 184
 Motueka 7143

Dear David

Stormwater Meeting 27 April 2017 – Issues Raised

Thank you for the letter following the Stormwater Meeting held on the 27 April 2017.

The majority of these issues are known of and are indicated on the flood maps shown at the public meeting held on 26 July 2016.

Clay Street in Motueka is low and will flood once the primary pipe system is full. Solutions to prevent flooding in Clay Street would be possible but expensive. Two options to either install a pipe system or overland flow path from this area to a suitable discharge area are possible solutions. This area may, in the future, be compromised by sea level rise and hence would be better assessed in regard to the awaited National Policy Statement on Coastal Hazards and Climate Change.

No house floor flooding is occurring in Clay Street from what has been reported. The wet carpet in the bathroom at 12 Clay Street occurred again on the 11 April 2017 with the flood level below concrete floor level. It is more likely that the water is coming through the wall cladding rather than from flooding of the floor. 12 Clay Street also has a concrete brick boundary wall which would hold up the natural overland flow of water from the property. There have been some small holes made in the block work but this wall and property landscaped levels are likely to increase flood levels inside the property.

The wastewater pipe system in Clay Street does fill up and overflow from house gully traps during heavy rain events. There are programmes to reduce the Inflow and Infiltration into the wastewater pipe system that is occurring. The issue with toilets not being able to be used is the result of the private plumbing system to the toilet not being vented between the toilet bowl water trap and where it connects to the sewer pipe. The air locks could be avoided if these were suitably vented.

For Wilkie Street, where no house floor levels are reported as flooding, the proposed pipe improvements up Poole Street would provide some improvement. However, when pipe design

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 Motueka 7143
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 Fax 03 528 9751

Takaka
 14 Junction Street
 PO Box 74
 Takaka 7142
 New Zealand
 Phone 03 525 0020
 Fax 03 525 9972

capacities are exceeded overland flows will occur and the extent of improvement gained during a major storm event would be marginal and properties, particularly those below road level, are likely to be flooded.

The issue at 22 Wilkie Street appears to be an isolated one and the garage has reportedly been flooded. Flows from Jocelyn Street now, if anything, flow towards Poole Street. The flooding is possibly caused when there is a build-up in surface flow in the Fry Street area. This is one we will need to monitor to establish the actual cause but the lack of a piped stormwater system for house connections in this area would not be helping.

Harry Rankin Street issues are being assessed (see attached letter sent to Helen and Barry Westrupp).

The best solution for flooding improvements is to assess all the flooding priorities in Motueka as a whole and then agree on the Catchment Management Plan with the future upgrades required.

Please contact me if you have any further queries in relation to the stormwater issues. You can contact Jeff Cuthbertson on 03 543 8438 or 027 430 4522 in relation to the wastewater issues raised.

Yours sincerely



Robert Workman
Asset Engineer – Stormwater

CC Damien O'Connor
Jeff Cuthbertson

G:\Utilities\Stormwater\S754 Motueka\Motueka stormwater\2017-05-12 D Oglivie Stormwater Meeting 27 April 2017 Issues Raised Response.docx



Val: 1938000236
 Silent One ID: S754
 Richard.Kirby@tasman.govt.nz
 Phone 543 8440

28 April 2017

H & B Westrupp
 5 Harry Rankin Street
 Motueka 7120

Dear Helen and Barry

Drainage and Flooding issues – 5 Harry Rankin Street

Thank you for your letter of 11 April 2017 regarding drainage and flooding issues in the area of 5 Harry Rankin Street.

At present there are no proposed stormwater upgrades in this area. Stormwater upgrades are considered by the Council as part of the Long Term Plan which occurs every three years. In this way proposed works are placed in an order of priority.

Your concerns with flooding in this area were brought to my attention following the two 1-in-40 year storm events that occurred in 2016. Pipe systems are not designed to cope with all flows and during major storm events overland flows will occur. The Council will not be able to provide pipe systems to cope with all overland flows to prevent flooding of low areas.

The intention is for our Stormwater Asset Engineer, Robert Workman to visit the site with you to investigate further the small pipe system from the sump on High Street. The proposal to pipe the High Street sump to Fearon Street can also be considered.

In regard to the siltation of the small pipe soakage system, the blockage appears to have been caused by the accumulation of sediments over a number of years. This has now been cleaned out and the pipe entry raised to allow fine sediments to settle out within the manhole to be collected and prevent sediments entering into the soak drainage system.

Robert Workman will contact you to arrange a meeting on site to assess the nature and condition of the stormwater pipes leading towards High Street.

Yours sincerely

Richard Kirby
 Engineering Services Manager

Copy to: Councillor Ogilvie
 Mayor Kempthorne

G:\Utilities\Stormwater\S754 Motueka\Harry Rankin Street\2017-04-2017 H and B Westrupp 5 Harry Rankin Street.docx

Tasman District Council
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7.9 PUBLIC FORUM DISCUSSIONS

Decision Required

Report To:	Motueka Community Board
Meeting Date:	20 June 2017
Report Author:	Heather Spiers, Senior Customer Services Officer - Motueka
Report Number:	RMCB17-06-11

1 Summary

1.1 This report is for the purpose of the Motueka Community Board to discuss items included in the Public Forum and whether the Board would like to continue to do so on a monthly basis as part of the Motueka Community Board meeting.

2 Draft Resolution

That the Motueka Community Board receives the Public Forum Discussions report RMCB17-06-11; and

- 1. approves the decision to proceed with a regular monthly discussion relating to public forum items at the Motueka Community Board meetings; or**
- 2. decides to continue as it is without having these discussions.**

3 Purpose of the Report

- 3.1 For Community Board Members to decide if they would like to discuss public forum items and whether this should be an ongoing section of the Chairperson's report at each Motueka Community Board meeting

4 Attachments

Nil

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

Report To:	Motueka Community Board
Meeting Date:	20 June 2017
Report Author:	Bryce Grammer, Financial Accountant
Report Number:	RMBC17-06-12

1 Summary

- 1.1 The financial report for the period ending 31 May 2017 is attached (Attachment 1).
- 1.2 The net financial position for the year to date is a surplus of \$33,150.
- 1.3 Overall expenditure is at 57% of budget which is well below the year to date budgeted spend of 92%. This is mainly due to there being minimal Special Projects expenditure for the year to date.
- 1.4 The income from the Motueka Sunday Market is currently slightly below budget. The majority of the income from the market is received over the summer months.
- 1.5 Closed account interest has been received on the positive Motueka Community Board opening balance. This rate has been adjusted to 2% for the quarter beginning 1 April 2017, as per the Council's Treasury Risk Management Policy.
- 1.6 The net position of the Community Board's overall funds as at 31 May 2017 is a balance of \$105,438.

2 Draft Resolution

That the Motueka Community Board receives the Financial Report RMBC17-06-12.

3 Attachments

1. Financial Summary May 2017

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TASMAN DISTRICT COUNCIL
Motueka Community Board
May 2017

	Month Actual	Month Budget	Month Budget %	YTD Actual	Annual Budget	YTD Budget %
Charges						
<i>Remuneration</i>						
Chairperson Monthly Salary	\$1,156	\$1,141	101%	\$12,414	\$13,687	91%
Members(3)	\$1,734	\$1,813	96%	\$15,909	\$21,751	73%
Member Reimbursements	\$30	\$0	0%	\$2,261	\$4,176	54%
<i>Miscellaneous</i>						
	<i>pages</i>	<i>rate</i>				
Photocopying	0	0.1				
	\$0	\$226	0%	\$433	\$2,715	16%
Community Board discretionary fund	\$0	\$439	0%	\$4,765	\$5,264	91%
Youth Development Fund	\$0	\$83	0%	\$995	\$1,000	100%
Community Board Expenses	\$0	\$0	-	\$456	\$0	-
Cost of Elections	\$105	\$104	101%	\$1,148	\$1,253	92%
Advertising	\$0	\$0	-	\$450	\$0	-
Special Projects	\$8,082	\$4,046	200%	\$17,232	\$48,549	35%
Total Charges	\$11,107	\$7,852	141%	\$56,063	\$98,395	57%
<i>Less</i>						
CCB Rate	-\$7,168	-\$7,215	99%	-\$78,842	-\$86,579	91%
Sunday Market Income	-\$670	-\$870	77%	-\$8,833	-\$10,435	85%
Closed Account Interest	-\$143	-\$115	124%	-\$1,538	-\$1,383	111%
Net Charges May 2017	\$ 3,126	-\$ 348		-\$ 33,150	\$ -	

Equity

Opening Credit Balance 1 July 2016	\$ 72,288
Net Surplus May 2017	\$ 33,150
Closing Credit Balance 31 May 2017	<u>\$ 105,438</u>

Notes to the accounts**A) Discretionary Fund**

Balance brought forward from 2015/16	\$ 4,631
Plus Budget Allocation	\$ 5,264
Available Funds	\$ 9,895
Less Expenditure	\$ 4,765
Less Commitments	\$ -
Remaining Balance	<u>\$ 5,130</u>

Discretionary Fund Expenditure

Community Christmas Dinner	\$ 500
Motueka Memorial RSA	\$ 495
Motueka Memorial RSA	\$ 500
High School grant	\$ 500
Project De Vine	\$ 500
MDNSS Community Grant	\$ 300
Saint Peter Chanel School	\$ 499
Our Kai Motueka	\$ 280
Our Kai Motueka	\$ 490
Tarrant Memorial Discretionary Fund	\$ 500
Vision Motueka Discretionary Fund	\$ 471
RSA refund	-\$ 270

Total Expenditure to May 2017	<u><u>\$ 4,765</u></u>
--------------------------------------	------------------------

B) Youth Development Fund

Balance brought forward from 2015/16	\$ 1,259
Plus Budget Allocation	\$ 1,000
Available Funds	\$ 2,259
Less Expenditure	\$ 995
Less Commitments	\$ -
Remaining Balance	<u>\$ 1,264</u>

Youth Development Fund Expenditure

Special Olympics	\$ 495
Youth Aid	\$ 500

Total Expenditure to May 2017	<u><u>\$ 995</u></u>
--------------------------------------	----------------------

C) Special Projects

Balance brought forward from 2015/16	\$ 48,546
Plus Budget Allocation	\$ 48,549
Available Funds	\$ 97,095
Less Expenditure	\$ 17,232
Less Commitments	\$ -
Remaining Balance	<u>\$ 79,863</u>

Special Projects Expenditure

Security Cameras	\$ 5,000
Keep Motueka Beautiful	\$ 2,000
Bench Seat	\$ 2,150
Restoration of Tarrant Memorial	\$ 3,700
Downers -Drinking Fountain connection (May)	\$ 4,382

	<u><u>\$ 17,232</u></u>
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7.11 ACTION SHEET

Information Only - No Decision Required

Report To: Motueka Community Board
Meeting Date: 20 June 2017
Report Author: Heather Spiers, Senior Customer Services Officer - Motueka
Report Number: RMCB17-06-13

1 Summary

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

2 Draft Resolution

That the Motueka Community Board receives the Action Sheet report RMCB17-06-13;

3 Attachments

1. Action Sheet

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Note – updated from the Board meeting of 18th April 2017

Item	Minute/Action	Accountable Officer	Status
July 2015	Drain at the intersection of Whakarewa and Queen Victoria Streets	Steve Elkington	<p>Steve has spoken to David Ogilvie regarding extending the piped drain. When the intersection was upgraded the open drain was piped back a sufficient safe distance. There are no plans to extend the pipe further however, Chris Pawson will be asked to review the site and if recommended, the work will be included in the Council's Minor Improvement Matrix for future construction.</p> <p>8 November 2016 – The Board considers that this drain is dangerous and asks that the Engineering Services staff give it urgent consideration</p> <p>21/3 Richard Kirby reported this has been noted. It will be put on the priority list and staff will work their way through it.</p> <p>16/05/17: Board to continue to monitor action item.</p>
	Examine trees on High Street and report back to the Board	Beryl Wilkes	<p>Beryl has asked an arborist to review the trees and she will liaise with Engineering staff about any proposed upgrades to High Street.</p> <p>13/02 – Beryl advised this is a work in progress.</p> <p>21/02/17 – The Board asked for a progress report on this review and that the trees at Memorial Park be included.</p> <p>21/03/17 – Beryl to advise.</p> <p>16/05/17 - Ask Beryl and Engineering staff for status report on serious concerns over drainage and visibility issues.</p> <p>20/05/17: Emailed Beryl requesting status report</p>

Item	Minute/Action	Accountable Officer	Status
December 2016	Investigate criteria for friendly town status on the Motorhome Caravan Association website and report back to the Board	Board Members Hutt/Dowler	We do not currently meet all their criteria. Board Member Hutt keen to progress further and will obtain more information. Claire Hutt to report back at April meeting. Cr Ogilvie stated that a 2 nd dump station is needed. Barry Dowler to investigate. 17/05/17 – Board Member Hutt to report back June meeting.
	Facilitate change to Motueka Community Board Standing Orders to include presence of Youth Council members at Board meetings	Cr Canton/ Member Hutt	Will be included in Chairman's Report for 18 April 2017 meeting 17/05/17 – Board Member Hutt & Cr Canton to work with Lani Evans, Claire Webster and the Motueka Youth Council Co-ordinator to progress. Staff to report back to Board.
April 2017	Beryl Wilkes to report back on how best to progress the installation of fitness equipment in a local park (Decks Reserve).	Beryl Wilkes	
	The Motueka Community Board requests the Council to seek public feedback on Easter Trading for 2018 to allow the Motueka Sunday Market and Mapua Easter Fair to trade.	Brent Maru	16/05/17 – Chair will report back to June meeting.
	Cr Ogilvie will meet with Reserves and Facilities Manager to discuss the programme of work for Motueka Cemetery going forward. Will report back to the Board.	Cr Ogilvie	Waiting for progress.
	Board Members agreed to refer the letter from Grey Power re-Tudor St crossing to Jamie McPherson for his comments. Board Member Dowler agreed to follow up on this.	Board Member Dowler	17/05/17 – Board Member Dowler spoke to Jamie who said that a discussion needs to be had with NZTA as this is a street scaping issue. Are there other options?

Item	Minute/Action	Accountable Officer	Status
	Motueka Community Board to be represented at future workshops and that the Board will continue to be included in the consultation process (including reviewing submissions).	Anna Gerraty/Beryl Wilkes	
May 2017	Chair Maru will write to Susan Edwards, Community Development Manager with regards to having a Motueka Community Board Representative for feasibility studies.	Brent Maru	Response from Susan Edwards: "We will definitely be seeking Community Development Committee approval to set up a working group for the Motueka Library project, including the feasibility study. We will seek the Committee's approval for a Board member and a Motueka Councillor to go onto that working group. The Board could make a recommendation on who it would like to go onto the working group and I can put that into my report to the Committee".
	I-site toilets are very dark. Member Hutt to follow up with Francie Wafer.	Claire Hutt	Report Back July
	Invite Matt Arnold Kelly/Sgt Rob Crawford to meet with Community Board Members	Chair Maru	Letter sent 22/05/17.
	Write to Kindergarten Association to acknowledge petition was received & forwarded to Community Development Committee	Heather Spiers	Email sent 23/05/2017
	Request a written response from Dennis Bush-King in regards to situation in Teece Drive and available sections in Motueka.	Heather Spiers	Emailed 23/05/2017
	Request a response from Mayor Kempthorne to Grey Power regarding their letter dated 5 May 2017.	Chair Maru	
	Write letter of support for Huia Sports Club's new clubrooms	Chair Maru	Sent 22/05/2017

Item	Minute/Action	Accountable Officer	Status
	Refer Correspondence dated 9 May 2017 from Mr McDonald to the Community Development Committee Chair, including Stephen's Bay Toilet issue.	Cr Canton	
	Write to Beryl Wilkes re feasibility of creating an access way to Decks Reserve from Motueka i-site.	Heather Spiers	Email sent 19-05/17. July report back
	Cr Canton & Board Member Hutt to contact Lani Evans, Claire Webster and the Motueka Youth Co-ordinator on Youth Representatives at the Community Board meetings. Chair to speak to Engineering Services Manager, Richard Kirby	Cr Canton/ Claire Hutt/ Brent Maru	
	Acting Engineering Services Manager, Mr Dwayne Fletcher to confirm rules on Standing Orders with regards to non-voting Youth Engagement on Community Boards and report back to June 17 meeting due to previous Board Support's legal advice.	Dwayne Fletcher	
	Service Request for road subsidence outside Parson's Motors at 85 High Street needing to be fixed	Heather Spiers	Service Request sent 18/05/17.
	Refer petition to Community Development Committee.	Heather Spiers	Sent to Susan Edwards 23/05/2017 to be added as Agenda Item for Community Development Committee meeting 6 July 2017.

7.12 SPECIAL PROJECTS FUND ACTION SHEET

Information Only - No Decision Required

Report To: Motueka Community Board
Meeting Date: 20 June 2017
Report Author: Heather Spiers, Senior Customer Services Officer - Motueka
Report Number: RMCB17-06-14

1 Summary

1.1 Attached is the Special Projects Fund Action Sheet for the Board to review.

2 Draft Resolution

That the Motueka Community Board receives the Special Projects Fund Action Sheet report RMCB17-06-14;

3 Attachments

- | | |
|---------------------------------------|-----|
| 1. Special projects fund action sheet | 103 |
|---------------------------------------|-----|

SPECIAL PROJECTS FUND ACTION SHEET – UPDATED MAY 2017

Approved Projects	Funds Awarded	Status
Motueka Historic Wharf landscaping	\$3000	Emailed confirmation to Beryl that MCB Special Projects Fund covering costs up to \$3000. Update 05/05/17: This is on Reserves & Facilities work programme to be carried out.
George Quay landscaping	\$2000	Completed
High Street Security Cameras	\$5000	Completed
Saltwater Baths Flood Gate	\$5000	Emailed confirmation to Beryl that Special Projects Fund to pay for this. Beryl waiting on invoice to put towards GL code. Requested Beryl Wilkes follow up with Bob Cook to request an invoice for this work, which is now complete.
Motueka District Museum	\$10,000	Email correspondence ongoing.
Entranceway to the Northern end of Marahau Beach	\$5000	This is on unformed legal road. Not Council land. Letter/email sent to Marahau Sandy Bay Ratepayers & Residents Association advising them of approved grant and asking them to send invoice also to send Accountability paperwork within nine months. This email has been received and confirmation given by John Ayling that the terms and conditions of this grant are acknowledged and understood. Beryl still waiting to hear from Marahau/Sandy Bay R.A

Approved Projects	Funds Awarded	Status
Play equipment for the Newhaven Reserve	\$5000	Beryl Wilkes waiting on Marahau Residents Association to contact her. Beryl still waiting to hear from Marahau/Sandy Bay R.A
Wallace Street footpath – Staff estimate this will cost between \$10,000 and \$15,000.	Beryl Wilkes/Steve Elkington/Richard Kirby	Steve Elkington noted Beryl was concerned about tree roots but he and Steve Richards are looking again at it on 23/03/17. Beryl will update. Update 03/04/17: Beryl and Steve looking into designs. Request staff to report to next meeting. Update 05/05/2017: Still working on options so the roots of the trees that are there won't be disturbed during any construction. We may need to look at alternative options for providing all weather access along this portion of the route. Board members to have further discussions with staff with quotes from CJ Industries.

Deferred Projects	Accountable Officer	Status
Kerb and channel Old Wharf Road		Note, staff estimate this work will cost approximately \$15,000.
Drinking fountain & bottle fill point on High Street	Steve Elkington	To be installed. Installed.

Deferred Projects	Accountable Officer	Status
Welcome to Motueka sign		<p>Defer until ongoing maintenance costs, location of signage and roading health & safety issues are resolved.</p> <p>Chair Maru will follow up with Jamie McPherson to identify where this is up to.</p> <p>16/05/17 Chair Maru to report back to next meeting</p>
Footpath on the southern side of Courtney Street		<p>Staff estimate this work will cost approximately \$15,000.</p> <p>Update from Steve Elkington 04/05/17: It is envisaged, that a standard width path ideally in concrete would be constructed from the hospital entrance in Courtney St to High St. Concrete can be the most cost effective material and while more expensive possibly by a third over Asphalt, its longevity far outweighs it. The new path could be procured from local contractors who have approved H&S status with the council. Or, alternatively, when a contract is let this year for similar work, this site could be added. While this work could be done in Winter, the re-sowing of the affected berm would better suited to Spring. A Quotation method of procuring for a small job of this value would be considered appropriate with at least 3 contractors pricing however, it would be advisable to request a quotation from all of those contractors on Council's Suppliers Panel for "Small Civil Works".</p> <p>22/05/17 – Board Member Dowler received quote from CJ Industries for pathway (to TDC specifications) to be laid totaling \$12,155.50.</p>

8 CORRESPONDENCE

8.1 CORRESPONDENCE - JUNE 2017

Information Only - No Decision Required

Report To:	Motueka Community Board
Meeting Date:	20 June 2017
Report Author:	Heather Spiers, Senior Customer Services Officer - Motueka
Report Number:	RMCB17-06-15

1 Summary

1.1 This report includes incoming and outgoing correspondence during May and June 2017.

2 Draft Resolution

That the Motueka Community Board receives the Correspondence - June 2017 report RMCB17-06-15;

3 Purpose of the Report

3.1 The purpose of this report is to inform the Motueka Community Board about incoming and outgoing correspondence for March 2017.

4 Attachments

1.	Letter of support for RSA Motueka	109
2.	Letter of support from MCB for Huia Clubroom development	111
3.	Letter from Mr McDonald (9th May 2017) re - Anarewa Crescent	113
4.	Letter & attachments from Mrs R Wood	121
5.	Invite to Inspector Matt Arnold-Kelly	127
6.	Email regarding War Memorial Restoration	129
7.	Emails between Chair Maru & Mr Ross McDonald	131
8.	Email from Tina at the Friendship Hospital re- Courtenay Street	137
9.	Letter from Marahau/Sandy Bay Ratepayers & Residents Association Inc.	139



Motueka Community Board

tasman district council

26th May 2017

Mr Ross Connochie
Vice President
Motueka Memorial RSA
High Street
Motueka

Dear Mr Connochie

Letter of Support for the restoration of the Motueka War Memorial

The Motueka Community Board fully supports any applications made by the Motueka RSA in regards to the restoration of the Motueka War Memorial.

I understand that the current memorial was unveiled in 1922 at its original site outside the Motueka High School, now currently the Motueka Museum and then later moved to its current Pah Street location in the 1950's.

We note that you have sought professional advice from Millar Monumental Stone Masons and plan to have the restoration project completed by 11/11/2018, marking the 100 year anniversary of the cessation of the hostilities of WWI.

The Motueka War Memorial is a significant symbol that is highly valued within the Motueka Community allowing the community for generations to come to both remember and respect those who gave the biggest sacrifice any one could ever give.

On behalf of the Motueka Community Board can I finally thank you and your committee for undertaking this project.

Yours sincerely

PP 
Brent Maru

MOTUEKA COMMUNITY BOARD CHAIR



Motueka Community Board

tasman district council

20th May 2017

Mr Dion Iorns
Huia Rugby Football Club
Motueka
Email: dion.iorns@talleys.co.nz

Dear Dion

Proposed Clubroom development at Sports Park Motueka

The Motueka Community Board discussed your proposed project at our May board meeting.

We understand that you are currently completing an external feasibility report for the project and I am pleased to be able to advise that it has our unanimous support and we wish you every success with your project.

We recommend that you continue to work closely with Susan Edwards, Community Development Manager, Tasman District Council as you look to progress this exciting project.

Yours sincerely

Brent Maru
Motueka Community Board Chair

Cc: Motueka Community Board members, Susan Edwards

9 Te Puketea Lane, Motueka 7120. Email: mail@rossmcdonald.co.nz ; Mobile 021 2137136

9 May 2017

The Chair
Motueka Community Board
Tasman District Council
Private Bag 4
RICHMOND 7050



Dear Brent Maru,

Funded Request for Public Pedestrian Access to Anarewa Crescent Reserve

Benefit and enjoyment of Anarewa Crescent Reserve has been denied to the general public for an extended period because the only road frontage has become substantially obstructed by vegetation and other physical obstacles. No other formed public access to this reserve exists. The purpose of this letter is to seek Motueka Community Board advocacy for a public pedestrian access to be reinstated from Anarewa Crescent roadway to the body of the recreation reserve on the reserve land located between 20 and 22 Anarewa Crescent. To familiarize with the present situation please refer to the attached aerial photograph on which the Anarewa Crescent Reserve boundary is superimposed.

An anonymous donor has generously offered \$5000 up-front private funding for reinstating public access to the reserve at the specified location plus up to \$5000 additional funding to reimburse Council for professional survey work to identify and conspicuously mark the location of reserve boundaries. Conditions attached to this private funding offer are mentioned on page 2 of this letter.

Since 1974 the McDonald family has owned the bach at 21 Anarewa Crescent, Stephens Bay. This letter is written on behalf of the 25 family members who are beneficiaries of the family trust that owns the bach at 21 Anarewa Crescent. This letter is also written on behalf of other members of the general public who are entitled to access this reserve but are prevented from doing so because the access way has become obstructed. Four generations of our family have enjoyed holidays at Stephens Bay but for the past 17 years we have been frustrated by the unexplained delay in reinstating public pedestrian access from Anarewa Crescent road reserve direct to Anarewa Crescent Reserve on the portion of reserve located between numbers 20 and 22 Anarewa Crescent. We feel that it is entirely unreasonable for Council staff to fail to act in the wider public interest on this matter despite the emphasis placed on providing public access to reserves set out in the Council's own reserves management policy, and also despite the public access obligations placed on Council by the Reserves Act 1977.

My first letter to Council requesting that public access to this reserve be reinstated is dated 7 May 2000. The reply received from a Council employee seemed positive but I am not aware of any subsequent action to reinstate public pedestrian access to the reserve as requested. Copies of my May 2000 letter and the reply from Council are attached.

In recent years since returning to live permanently in Motueka I have contacted Council reserves staff on several occasions seeking reinstatement of public pedestrian access to the reserve on the access strip from Anarewa Crescent. On each occasion I have been referred to the protracted and increasingly complicated proposal for a public walkway from Tapu Bay to Anarewa Point. As I have already waited 17 years, I ask that Council deals with my request for reinstatement of public access to Anarewa Crescent Reserve direct from Anarewa Crescent roadway independently of the proposed Tapu Bay walkway project.

I have been in contact with an individual who offers an **up-front anonymous donation of \$5000 to Council** for the specific purpose of reinstating unrestricted public pedestrian access to Anarewa Crescent Reserve from Anarewa Crescent roadway on the access strip at 20A Anarewa Crescent (beside 22). The donation is conditional on this pedestrian access being reinstated by 20 February 2018, and remaining open for unlimited public pedestrian access for a period not less than 10 years.

The same anonymous donor, offers an **additional sum not exceeding \$5000** to reimburse Council for actual costs associated with professional survey work and installation of durable conspicuous official survey pegs/markers at the corners of Anarewa Crescent Reserve access strip between 20 and 22 Anarewa Crescent. Again the donation is conditional on the survey work and pegs/markers being completed by a particular date, in this case 30 October 2017. I do undertake to be personally liable for payment of these donations in the unlikely event that the anonymous donor should default on either.

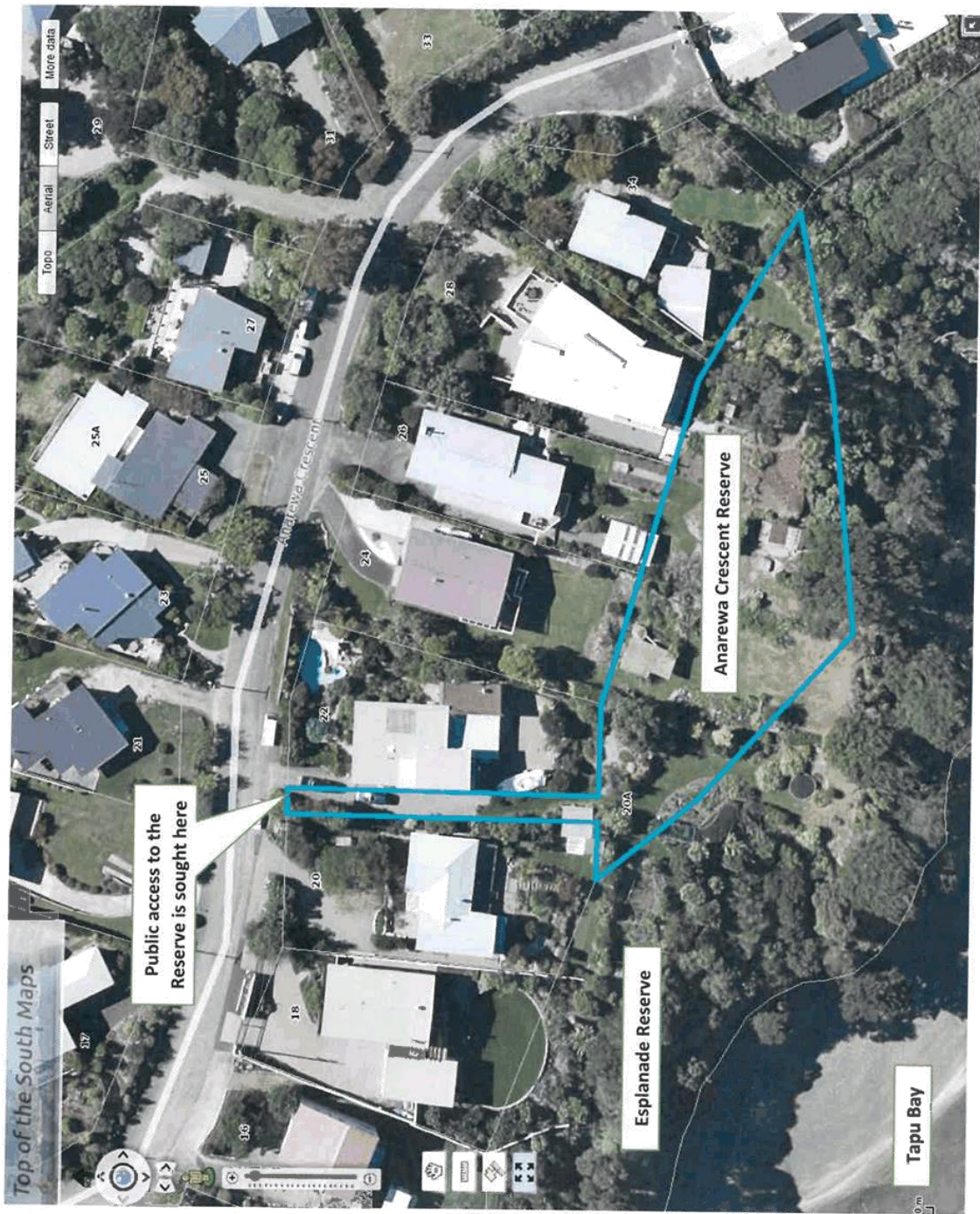
Yours faithfully,



C. Ross McDonald

Attachment 1: Image obtained from Top of the South Maps showing boundaries of Anarewa Crescent Reserve superimposed on an aerial photograph.
Attachment 2: May 2000 letter to Tasman District Council seeking reinstatement of public access to Anarewa Crescent Reserve. Also reply from Council staff.

cc Motueka Community Board members and secretary
cc Tasman District Councillors





Reference:

Ref: P153

2 June 2000

Mr C R McDonald
127 Grange Road
TAURANGA

Dear Mr McDonald

Thank you for your letter regarding the Walkway at Anawera Crescent, Stephens Bay.

We intend to have signs up and the Walkway cleared by the end of June 2000.

Thank you for bringing this matter to our attention and we will endeavour to keep the track cleared in the future.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Francie Wafer', written over a horizontal line.

Francie Wafer
Reserves Administration Officer

\\TDCMAINPARKS\Mcdonald walkway Stephens Bay.doc

□ **Main Office**

189 Queen Street
Private Bag 4,
Richmond 7031 N.Z.
Tel (03) 544-8176
Fax (03) 544-7249

□ **Murchison
Service Centre**

92 Fairfax Street
Murchison
Tel (03) 523-9004
Fax (03) 523-1012

□ **Motueka
Service Centre**

7 Hickmott Place
P.O. Box 123, Motueka
Tel (03) 528-7700
Fax (03) 528-9751

□ **Golden Bay
Service Centre**

78 Commercial Street
P.O. Box 74, Takaka
Tel (03) 525-9516
Fax (03) 525- 9972

Ross McDonald, 127 Grange Road, Tauranga, New Zealand. Phone 64-7-576 1691

Tasman District Council
Private Bag 4
Richmond 7031

7 May 2000

Dear Sir/Madam,

Public Access to Recreation Reserve Lot 31 DP 5620 Stephens Bay

As the owner of a holiday home in Anawera Crescent, Stephens Bay, I am exceedingly grateful to those people who had the foresight many years ago to have recreation reserves and public access routes incorporated into the residential development plans for Stephens Bay.

Provision for access to one such recreation reserve (Lot 31 DP 5620) is located on the opposite side of Anawera Crescent from my property (Lot 15). Unfortunately due to the absence of a cleared pathway, the public for whom it was provided can not enjoy this convenient access route to the recreation reserve. In fact access to the reserve is so inconspicuous that after twenty-five years visiting Stephens Bay, the presence of this reserve access only came to my attention recently by chance. Please refer to the map and photograph attached to this letter.

I request that consideration be given to carrying out the following minor works:

- The erection of signs at the roadside identifying the location of all public access routes leading from Anawera Crescent.
- The clearance and ongoing maintenance of a pedestrian route on the portion of Lot 31 which runs from Anawera Crescent between Lots 30 and 32 to the body of the recreation reserve Lot 31.

I am sure that with the proposed signs and more convenient access to this recreation reserve, it will be utilised and enjoyed more frequently by the public for whom the reserve was set aside due to the fore-thought of Council officials at the time.

Yours faithfully,

C. Ross McDonald

Att.

Ross McDonald, 127 Grange Road, Tauranga, New Zealand. Phone 64-7-576 1691



Photograph of the south side of Anawera Crescent where the recreation reserve
Lot 31 DP 5620 adjoins the pavement to the right of the letterbox.
Lot 30 is to the left of picture and Lot 32 is to the right of picture. Feb 2000.



LOT 15 DP 5620
TERRALINK NZ LTD(Terraview)-DCDB Data as at -3.07.1999Title & Valuation data as at -3.07.1999Geodetic data as at 11.10.97.
Cadastral Information from LINZ Digital Cadastral Database (DCDB). CROWN COPYRIGHT RESERVED.

Special Projects May
meeting.

11 Weka Road
Mariri RD 2
Upper Moutere

Parks and Reserves
Tasman District Council
Queen Street
Richmond.

Dear Madan / Sir

Over the past 7 years it has become evident to me that the Tasman District does not have fenced playgrounds suitable for Mothers and caregivers to take under 4 year old twins. It is highly dangerous for one person to attempt to take twins to a playgrounds on their own. 2 ½ year olds are particularly difficult as they are not old enough to understand and they think everything is a game. I had 4 single children over 8 years and had no understanding of the special difficulties Twins present until I became a Nannie to Twins.

I am the Grandmother to twin boys and have Nannied 3 sets of twins. I took one set of twins to the Mapua playground beside the Memorial hall and one twin run off toward the road while the other twin took off towards the bike and skate board pit. Which twin do I run after to save. Both are in mortal danger. One could be squashed on the road while you save the other, who could be knocked over on the concrete by a teenage bike rider or roll down the steep concrete ramp only to be run over by a skate boarder going to fast to stop or change direction. Equally dangerous for both children.

The Brightwater playground is fenced on 2 sides but even with the help of the twins Mother this was hair raising. As with Decks reserve in Motueka, one child can run off over the playing field while the other can go in numerous other directions.

Oxford Street in Richmond is also without fencing. The water is managable but there are busy roads on 2 sides, Queen St and the off Street Parking entrance nearby.

The Playground behind the Motueka Library and Memorial hall is also unfenced.

On a recent trip to the West Coast I noticed the Murchison Playground is unfenced. The Birchwood Cafe has their playground very well fenced.

My Daughter can take her twins to a purpose build playground in Carterton which is fenced and caters especially to under 4 year olds. The older children have their own playgroundbehind. Please find enclosed photos of this playground.

Playgrounds also need two baby swings. Usually, there is one for babies and one for older children. Twins like to do the same thing at the same time. When you are pushing one twin the other is loose and getting up to all kinds of mischief or crying under the swing.

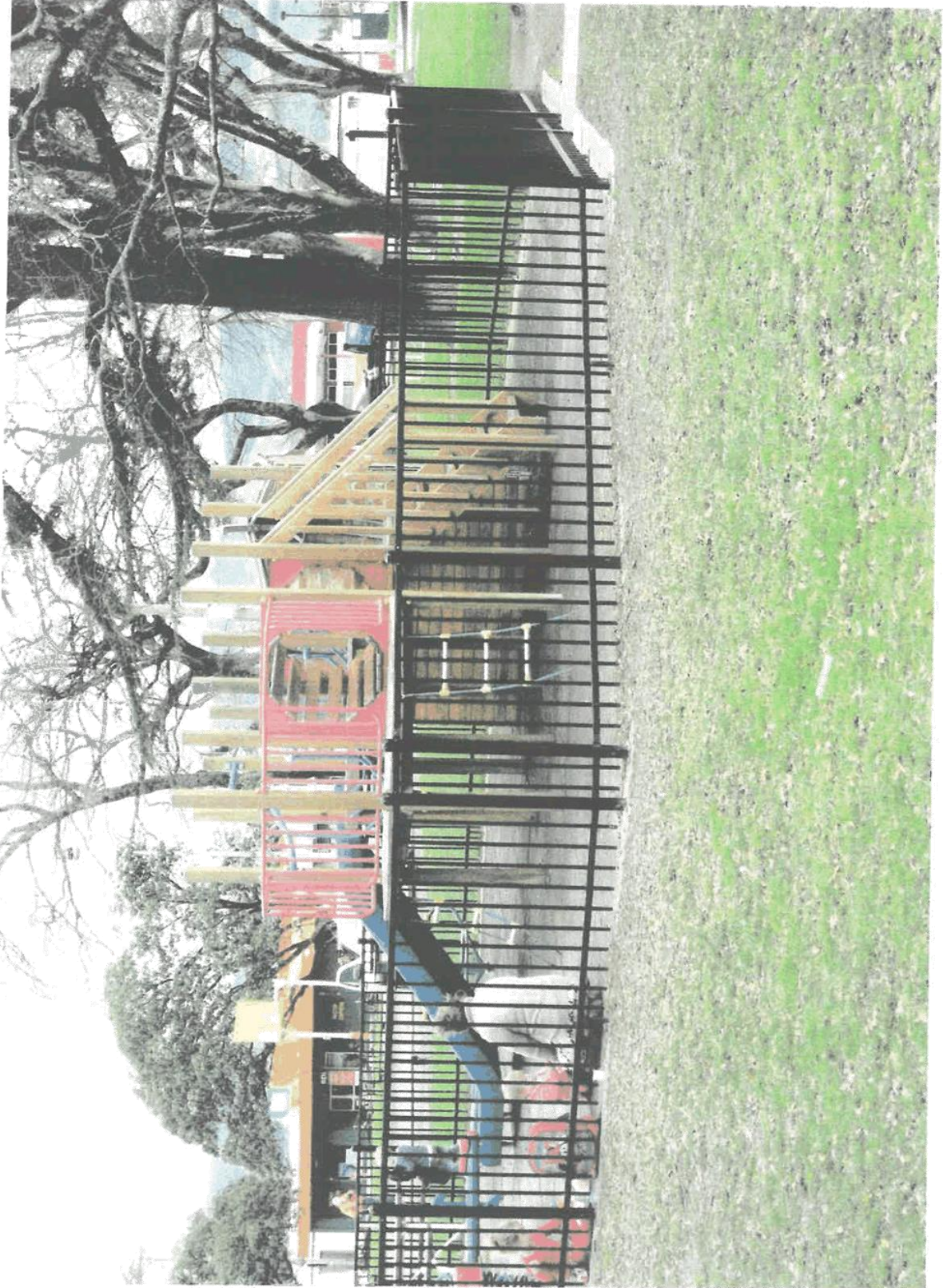
Mother's with a new born Baby needing to be breast fed and a 2 year old are in the same predicament. My Daughters friend has had a few very distressing outings that my Daughter has witnessed.

I would be happy to come and talk to your committee if this would help other Mothers, Grandmothers and Carers keep their children safe in the tasman area.

Rosalie Wood

Item 8.1

Attachment 4





Attachment 4

Item 8.1

Item 8.1

Attachment 4





Attachment 4

Item 8.1

Item 8.1

Attachment 4





Motueka Community Board

tasman district council

20th May 2017

Inspector Matt Arnold-Kelly
New Zealand Police
Tasman District Headquarters
188 Bridge Street
Nelson

Dear Matt

Re - Policing in Motueka

The Motueka Community Board at our May 2017 resolved to invite you to attend a board meeting to continue the discussion regarding Policing service levels in Motueka.

It would be fair to say that the Board continues to have serious concerns over the levels of Policing currently in Motueka and the current resolution rates compared to historical successes. It would be beneficial for our understanding to again receive an update from you on both crime resolution statistics and an update on any service delivery changes for Motueka. From our past meetings you will be aware that our preference is the return of Motueka management of case files and the return of a much higher Police presence in Motueka. Some additional clarity on the increased Police staff allocation and how Motueka will benefit from this would also be helpful.

Matt, unless there is material that is not suited for general public circulation, I am proposing our next meeting will be as an agenda item within our monthly board meeting. This would be open to public but not available for public to question or comment.

I look forward to meeting with you again and if you could please liaise with Heather Spiers our Board Secretary in terms of a meeting date that suits your diary. Heather can be contacted by emailing heather.spiers@tasman.govt.nz or phoning 03 528 2015.

Yours sincerely

BRENT MARU
MOTUEKA COMMUNITY BOARD CHAIR

From: lesleyross@ihug.co.nz [<mailto:lesleyross@ihug.co.nz>]
Sent: Tuesday, 23 May 2017 9:13 p.m.
To: brentmaru@vodafone.co.nz
Subject: Motueka War memorial

Hi Brent, just sorting out some applications for grants for the Motueka War Memorial restoration. I have a cost \$9k for the removal restoration and replacement of the monument, and I have CJ Industries having a look at what we can do with the site and the cracked concrete etc.

Anyway a Lotteries grant requires letters of support from two community organisations. So my request is for such a letter from the Motueka Community Board.

A few points to note (hopefully accurate to within a few years):

- The memorial unveiled in 1922 and its original site was outside the High School?
- It was moved to its current location at Memorial Park in Pah St in the 1950's I pretty sure it has not had much in the way of maintenance since.
- the mortar has dissolved and it is suffering water damage.
- Advice fro Millar Monumental Stone Masons is that there will be nothing in the way of earth quake proof structural support.
- Plan is to have the Monument restored in time for the 11/11/18 100 anniversary of cessation of hostilities WWI.
- Project is a joint effort Community , Council and RSA.

Warmest regards
Ross
Ross Connochie
Vice President Motueka Memorial RSA

Heather Spiers

From: Brent Maru <brentmaru@vodafone.co.nz>
Sent: Thursday, 18 May 2017 7:21 a.m.
To: mail@rossmcdonald.co.nz
Cc: Heather Spiers; Claire Hutt; Richard Horrell; Barry Dowler; Paul Hawkes; Peter Canton; David Ogilvie
Subject: RE: Re[2]: Funded Request for Public Pedestrian Access to Anarewa Crescent Reserve

Morning Ross,

The meeting agenda process and ability to add various items to the agenda has tightened as the Board returned to their monthly meeting cycle and so the opportunity to pick this up within the chairs report allowed this to occur at Tuesday's meeting.

Whilst your offer is a generous offer, I can not pre-empt the next steps in this process as you correctly state the matter has now been referred to the Community Development Committee with your letter (the additional information). This was the recommendation that Mr Richards previously sought from his report to the Board.

I have cc'd Heather, our Board Secretary into this email to request that your letter is formally tabled and received and seek her advice whether this can be done as part of our discussion on the matter at Tuesday's meeting or as a correspondence item for June. Either way we will receive your letter formally.

Regards

Brent Maru
 Motueka Community Board Chair

From: mail@rossmcdonald.co.nz [mailto:mail@rossmcdonald.co.nz]
Sent: Wednesday, 17 May 2017 11:39 a.m.
To: Brent Maru
Subject: Re[2]: Funded Request for Public Pedestrian Access to Anarewa Crescent Reserve

Brent,

Thank you for your response to my email and also for your raising the issue as a discussion item through the Chair's report at the Community Board meeting yesterday. I found it very informative to observe meeting proceedings from the public area. I perceived no appreciation for the offer of private funds for the reinstatement of public access to a community facility, however I gather that the Board resolved to refer my letter to the Community Development Committee via Cr Canton. Is that correct?

You mention that the matter I raised in my email missed the Board papers for May. The original of the letter was delivered on paper to the Motueka Service Centre on 10 May addressed to you. As I want my letter to be on the public record, I ask that the letter be included in full in the correspondence section of the next MCB agenda or minutes (as appropriate).

Regards

Ross McDonald

----- Original Message -----

From: "Brent Maru" <brentmaru@vodafone.co.nz>

1

To: mail@rossmcdonald.co.nz
 Cc: anne.turley@tasman.govt.nz, dana.wensley@tasman.govt.nz, dean.mcnamara@tasman.govt.nz,
kit.maling@tasman.govt.nz, mark.greening@tasman.govt.nz, paul.sangster@tasman.govt.nz,
richard.kempthorne@tasman.govt.nz, stuart.bryant@tasman.govt.nz, tim.king@tasman.govt.nz,
trevor.tuffnell@tasman.govt.nz, sue.brown@tasman.govt.nz, david.ogilvie@tasman.govt.nz,
peter.canton@tasman.govt.nz, paul.hawkes@tasman.govt.nz, "Mot Community Board"
 <MotuekaCommunityBoard@tasman.govt.nz>, "Hannah Simpson"
 <Hannah.Simpson@tasman.govt.nz>, "Heather Spiers" <Heather.Spiers@tasman.govt.nz>,
steve.richards@tasman.govt.nz
 Sent: Tue, May 9, 2017, 9:06 PM
 Subject: RE: Funded Request for Public Pedestrian Access to Anarewa Crescent Reserve

Thank you Ross for your email,

Although it has missed our Board Papers for the May meeting there is an opportunity to bring it as a discussion item through the Chairs report which I will do.

The likely way forward is with this latest information having Mr Richards reporting back to the Board, remembering that Mr Richard's proposal to the Board did recommend re-instating access to Anarewa Crescent however the Board requested more information be gained in terms of potential partnerships with the community. The Board now needs to debate and form a decision around the concept and your proposal without prejudice and then refer these recommendations through to the Community Development Committee. Due to the process we must follow whilst we can discuss this latest offer in May a decision will not be possible until the at least the June meeting.

Again thank you for your correspondence and the speed at which this has been presented and can I assure you that I will aim to have a Board resolution at the June 2017 meeting.

Regards

Brent Maru

Motueka Community Board Chair

From: mail@rossmcdonald.co.nz [<mailto:mail@rossmcdonald.co.nz>]
 Sent: Tuesday, 9 May 2017 4:59 p.m.
 To: Brent Maru
 Cc: anne.turley@tasman.govt.nz; dana.wensley@tasman.govt.nz; dean.mcnamara@tasman.govt.nz;
kit.maling@tasman.govt.nz; mark.greening@tasman.govt.nz; paul.sangster@tasman.govt.nz;
richard.kempthorne@tasman.govt.nz; stuart.bryant@tasman.govt.nz; tim.king@tasman.govt.nz;
trevor.tuffnell@tasman.govt.nz; sue.brown@tasman.govt.nz; david.ogilvie@tasman.govt.nz;
peter.canton@tasman.govt.nz; paul.hawkes@tasman.govt.nz; Mot Community Board; Hannah Simpson;

Heather Spiers

Subject: Funded Request for Public Pedestrian Access to Anarewa Crescent Reserve

Dear Brent,

Attached is a letter requesting advocacy from Motueka Community Board in favour of reinstating pedestrian access to Anarewa Crescent Reserve at Stephens Bay. Substantial private funding is offered should Council choose to act on this.

I have attempted to copy this email to all Motueka Community Board Members and secretary, the Mayor, and all Councillors. Please forgive me if someone relevant is neglected.

Regards

Ross McDonald

Item 8.1

Attachment 7

Heather Spiers

From: Brent Maru <brentmaru@vodafone.co.nz>
Sent: Thursday, 18 May 2017 7:13 a.m.
To: mail@rossmcdonald.co.nz; 'Richard Horrell'
Cc: Peter Canton; Claire Hutt; Heather Spiers
Subject: RE: MCB Meeting 16 May - Access to Anarewa Crescent Reserve

Thank you for your email Ross,

In terms of members ability to discuss and debate the many issues before our board honestly and openly is absolutely important and whilst all members of the public or media may not always agree, it is essential that this open and frank discussion can take place.

Historically more sensitive matters may have been deferred to Public Excluded, however I am personally keen to keep our discussions open to public scrutiny, but in doing so as Chair I value every members contribution.

Thanks again for your feedback and I understand the frustration from many residents for and against the current Anarewa Crescent issue.

Regards

Brent Maru
 Community Board Chair

From: mail@rossmcdonald.co.nz [mailto:mail@rossmcdonald.co.nz]
Sent: Wednesday, 17 May 2017 1:42 p.m.
To: Richard Horrell
Cc: Peter Canton; Brent Maru; clairehutt123@gmail.com
Subject: MCB Meeting 16 May - Access to Anarewa Crescent Reserve

Hello Richard,

I was disappointed at the MCB meeting yesterday to hear your comment to the effect that some residents at Stephens Bay want to access Anarewa Crescent Reserve via Paul Gray's driveway. Members of the public and media present at the meeting would likely take your comments to suggest that my funded proposal letter was asking for something unreasonable. In fact my letter is asking for something that the Reserves Act 1977 legally obliges Council to provide for the public. Furthermore my proposal was offering private funding, something that was mentioned favourably at the April MCB meeting in relation to the proposed walkway.

I believe that you are fully aware that my request is in fact for public pedestrian access to the reserve via **only recreation reserve land**. The fact that there is a driveway occupying part of that reserve land is a separate matter. I see no reason why public access and a driveway can not co-exist on the same strip of reserve land. After all with no footpath on either side of Anarewa Crescent pedestrians and vehicles co-exist on that roadway so the same sharing situation could exist on the reserve access strip.

Regards

Ross McDonald

Item 8.1

Attachment 7

----- Original message -----

From: Claire Hutt <claire.communityboard@gmail.com>
Date: 29/05/17 7:45 PM (GMT+12:00)
To: Tina Mills <Tina@friendshiphospital.co.nz>
Cc: dowler.horrell@gmail.com, Richard Horrell <rchorrell@xtra.co.nz>, Brent Maru <Brent.M@sporttasman.org.nz>
Subject: Re: foot-path

Hi Tina

Yes this issue was raised at our last Community Board meeting (as promised). Board member Dowler is in the process of gathering quotes for a footpath to be installed along Courtney Street. He is our Engineering expert, so has the knowledge to pursue this further.

All board members are in the loop though and are following the progress on this. Barry can you share any further updates for Tina?

Thanks Barry.

Regards

Claire

Regards
Claire Hutt
Motueka Community Board
(Hours of work Tuesdays, Wednesdays, Thursdays 9-5pm)
Ph: 027 659 1563

On Thu, May 18, 2017 at 11:24 AM, Tina Mills <Tina@friendshiphospital.co.nz> wrote:

Hello Claire

Any news on the footpath down Courtney Street?

Since we last spoke we have had another lady fall onto her face at the corner of High street and Courtney street and a gentleman with breathing difficulties fall through being tired and nowhere to rest.

We have 77 residents and approximately 30 would walk the loop to maintain a level of fitness. Some residents go early in the morning and are walking on the road now in the dark, with the prospect of a village being built next to us this would increase.

I note the school children waiting to get into the cars on wet days standing on the road because the grass is either long wet or when wet...

We look forward to hearing from you.

Kind regards

Tina





Mr Brent Maru, Chairperson, and Members of the
Motueka Community Board
c/- Tasman District Council
Motueka

Dear Chair and Members

Earlier this year the Association was advised that the Community Board had made a grant of \$5,000 to the Association "to enhance the northern end of the Beach at Marahau.


We are very grateful for the grant and would wish to proceed. However there is one matter which is presently troubling to the Committee and that is the lack of a longer term plan of works for a permanent solution to the persistent and regular erosion at the north end of the existing revetment. The Council have consent to take sand [twice a year] from the south end of the Sandy Bay and transport same to reinstate the regular erosion. We understand that it costs to the Council are in the order of \$15,000 to \$20,000 per take depending on the quantity of sand required to remediate.

Our Committee considers that persisting with regular short-term fixes is not a sound basis on which to plan a program of improvements for which the grant of \$5,000 is intended. We did recently meet with the Council engineering staff [on site] to consider a more permanent solution. The staff representatives confirmed that the Council considers that the best approach to the problem is regular reinstatement of sand within the provisions of the existing consent.

We consider this to position to be wasteful of ratepayer funds and are reluctant to see the Community Board grant of ratepayer funds go the same way – out with the tide.

We are mindful that the circumstances described above may prejudice the basis upon which the decision to grant was made which clearly is not our intent. Thus we would be agreeable to receive the funds and account for them separately from Association funds until such time as we have more confidence that their expenditure will have a long term benefit to the Marahau visitor and resident experience.

Yours sincerely



John Ayling
Secretary

6th June 2017