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**MINUTES**  
of the  
**GOLDEN BAY COMMUNITY BOARD MEETING**  
held  
**9.00am, Tuesday, 9 October 2018**  
at  
**Takaka Office, 78 Commercial Street, Takaka**

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**Present:** A Langford (Chair), G Knowles, A Grant, Crs S R Brown and P F Sangster

**In Attendance:** Environment & Planning Manager (D Bush-King), Customer Services Officer (E Gee)

**Part Attendance:** Utilities Manager (M Schruer), Community Development Manager (S Edwards), Policy Officer (S Hartley)

**1 OPENING, WELCOME**

Mr Bush-King read out the Whakatoki.

**2 APOLOGIES AND LEAVE OF ABSENCE**

Chair Langford confirmed she had received apologies from Board member Gowland and the Youth Council representatives.

**Moved Chair Langford/Cr Sangster**  
**GBCB18-10-1**

**That apologies be accepted.**  
**CARRIED**

**3 PUBLIC FORUM**

**Peter Finlayson**

Mr Finlayson spoke as a member of the Village Green Society. Mr Finlayson told the Board that the Village Green Society was soon to celebrate their twenty year milestone. The society are planning to publish a booklet and asked that the Board make a donation of one

thousand dollars from its discretionary fund. Mr Finlayson told the Board that local writer Charlotte Squire will be writing the booklet.

### **Sol Morgan & Zara Lightway**

Mr Morgan and Ms Lightway provided an update to the Board on the Golden Bay Sustainable Living course and a copy of the business plan. Mr Morgan asked the Board to consider providing funding and told the Board that the group has managed to secure funding support from Council, the Community Trust and local donations. Mr Morgan said that Ms Lightway had been employed as a developer for the program and to develop the course. Ms Lightway told the Board that the course has developed over the last year and a website, [www.gbslc.org](http://www.gbslc.org), had been developed. The first 10 week course is due to commence in March. Ms Lightway explained that as well as the funding requested the group are seeking help with advertising and marketing locally, nationally and globally. Mr Morgan concluded that the course will be very unique and good for our region to drive sustainability especially when considering the current state of the environment.

### **Don Mead**

Mr Mead told the Board that it had been two years this month since the Small Group on Golden Bay landscapes presented a landscaping report to Council and there had been no progress towards a plan change. Mr Mead asked the Board how much Council had spent on experts and staff time over the last ten years.

### **Reg Turner**

Mr Turner told the Board that a year ago he asked Council to reverse the give way sign on Collingwood-Bainham highway and it had been actioned. Mr Turner also requested that the sign be moved further back.

### **Brent Maru**

Chair Maru from the Motueka Community Board thanked the Board for his invite to the meeting and was looking forward to the presentation on Local Boards. Chair Maru told the Board that the Motueka Community Board were currently working with Council on extending the delegations of the Board.

Chair Maru said that he had been asked by Cr Canton to share his knowledge and experience with the Board on looking after community facilities. Chair Maru told the Board that the Motueka Rec Centre had been through positive and negative times but eventually had come right. Chair Maru said that the Golden Bay Rec Centre was a fantastic facility.

### **Heather Wallace**

Ms Wallace told the Board that the local daffodils on the roadsides had been mowed and sprayed. Ms Wallace asked the Board that the contractor be advised not to mow or spray the daffodils. Cr Sangster said that there was a new contractor and he had now been informed.

Ms Wallace told the Board that she would like to know why Council staff do not respond to all letters from the community. Ms Wallace had been writing to staff on behalf of two community groups and received no responses from Council. Ms Wallace said that replies are needed and would like a Council policy that states communications are to be responded to. Mr Bush-King agreed to follow up with the animal control and compliance departments.

**Karen Brookes**

Ms Brookes told the Board that during her time as a Board member there had been a very well thought out attempt to get more powers for the Board which was presented to Council with no result.

Ms Brookes told the Board that a public toilet should have been installed in the new service centre when it was refurbished and that older people should not be expected to cross the road to the public toilets when attending meetings.

Ms Brookes told the Board that she has heard that the back rooms at the service centre are cold for staff and that the same respect should be shown to staff in Takaka as in the Richmond office.

**Andy Clark**

Mr Clark confirmed that Board member Gowland had been appointed to be the Board liaison with the Golden Bay Grandstand Restoration Society and the Golden Bay Grandstand Community Trust. Mr Clark tabled a draft restoration proposal which was drawn up following the last public meeting. Mr Clark requested that the Board approve the proposal in principle as soon as possible and then the Board can be added to the supporters list.

**Joy Warmsley**

Ms Warmsley would like Council to explain to her why there is a company extracting and bottling water from the Waimea Plains if water is critical in the District. Ms Warmsley said that she would like to know how long this activity will carry on for and how much money Council is receiving.

**Jill Pearson**

Ms Pearson asked the Board if items from public forum can be discussed straight after public forum.

Ms Pearson requested that the Board wait a month when presented with ideas and projects from Council staff at Board meetings.

Ms Pearson requested that the Board hold evening meetings and that the ratio for communication responses that had been mentioned at a previous Board meeting be adopted.

Ms Pearson told the Board that at the April meeting she had requested that the Board provide up to date facts to the community regarding the Grandstand and that this had not happened.

Ms Pearson asked that the Board consider holding informal meetings before the scheduled monthly Board meeting as standing orders can make the scheduled monthly meeting artificial. Ms Pearson told the Board that Council staff and Councillors did not always share information at the monthly meeting.

Ms Pearson asked the Board to find out what Council thinks its legal costs will be if an out of court settlement is not reached concerning the Grandstand.

**BJ White**

Mr White told the Board that he was concerned that Council had meetings behind closed doors and that Council works for the community.

Mr White asked the Board why mussel farms can operate night and day and are not required to pay rates.

Mr White asked the Board to request that the police report be published in the Golden Bay Weekly. Chair Langford agreed to speak with the local sergeant.

#### 4 DECLARATIONS OF INTEREST

The Board agreed that all members had completed the Elected Members Interests Questionnaire.

Board member Grant declared that she has an interest as Chair of the Golden Bay Local Board working group but as the item today was for information she had no conflict.

#### 5 CONFIRMATION OF MINUTES

**Moved Chair Langford/Deputy Chair Knowles  
GBCB18-10-2**

**That the minutes of the Golden Bay Community Board meeting held on Tuesday, 11 September 2018, be confirmed as a true and correct record of the meeting.**

**CARRIED**

#### 7 REPORTS

##### 7.1 Chair's Report

**Moved Chair Langford/Cr Brown  
GBCB18-10-3**

**That the Golden Bay Community Board receives the Chair's Report RGB18-10-01;**

**CARRIED**

#### 3 Items from public forum

Village Green Society – The Board agreed that Mrs Gee will email Mr Finlayson that the Board have a new special fund and would like to invite the society to apply once the application forms and terms of reference are decided.

Golden Bay Sustainable Living Course - Deputy Chair Knowles told the Board that he had been assisting the group with funding applications. The Board thanked Mr Morgan and Ms Lightway for the update and would like to invite the society to apply once the application forms and terms of reference are decided.

Outstanding Natural Landscapes and Features – Cr Brown told the Board that she sympathised with Mr Mead as she had also been involved in the project for the last ten years. Mr Bush-King told the Board that the project had to now consider the Environment Court's finding in the Wainui Bay case and should be finalised by the end of the calendar year. Mr Bush-King agreed to find out the costs of the project.

Swamp Road One Way Bridge – Mrs Gee agreed to email Jeremy Katterns to find out if the sign is planned to be moved back.

Chair Langford thanked Chair Maru for attending the meeting.

Daffodils – Cr Sangster told the Board that the new driver had been spoken with and provided a detailed map.

Staff Responses – Cr Sangster agreed to pass on to Mr Bush-King the emails of complaints he had received regarding the lack of response from staff.

Delegations – Chair Langford told the Board that delegations would be covered in correspondence.

Public Toilet – Mr Bush-King agreed to make the property manager aware.

Grandstand Proposal – The Board agreed to review and discuss following the presentations.

Water Bottling – Mr Bush-King told the Board that the permit had originally been an irrigation permit and had been transferred as there was no change in volume extracted therefore no additional effect. Mr Bush-King told the Board that there were five water bottling companies in the district and Council only charged a fee for processing the application. Mr Bush-King confirmed that Council had restrictions on extraction as the aquifer levels decrease.

Evening Meeting - The Board reiterated that the scheduled Board meeting for November will start at 4pm.

Standing Orders and Informal Meetings – The Board had a discussion on public forum and informal meetings and reiterated that the community needs to understand the processes of local government. Chair Maru told the Board that he agreed with an 80/20 ratio of responding in writing and that it was common courtesy to respond. Chair Langford agreed to add the items to the next Chairs report for the Board to discuss further.

Grandstand - The Board agreed to seek advice from Council on what it thinks its legal costs would be if an out of court settlement is not reached.

Confidential Sessions – Cr Canton told the Board there are genuine reasons why confidential sessions are held and that the Chief Executive is currently looking at new cameras in Council chambers and there is a push for live streaming.

Mussel Farming – Mr Bush-King told the Board that Council has previously tried to look at rateability for sea space but the High Court ruled against Council and the Department of Internal Affairs did not support a change. Cr Brown agreed to take the matter to the next Port Tarakohe advisory group meeting.

## **6 PRESENTATIONS**

### **6.1 Project De-Vine Trust**

Chris Rowse provided an update to the Board for the Project De-Vine Trust, a community led conservation action. The Board agreed to email Mr Rowse any questions they may have.

### **6.2 Local Boards**

Gavin Beattie, Acting Lead Advisor from the Local Government Commission presented to the Board on Local Boards. Luke Katu from the Department of Internal Affairs was also present. The presentation covered Local Government Commission responsibilities, the common features of local/community Boards, key differences, “non-regulatory” activities, allocated responsibilities, delegated responsibilities, funding and reorganisation applications. Mr Beattie told the Board that if an application for a Local Board was approved it would take at least one year for change. Members of the public had the opportunity to ask questions. Mr Beattie said that the Commission would allocate responsibilities and that Council must stick to certain allocations although Council could apply to change later on. Mr Beattie told the Board that a Local Board works best when it works together with Council.

Mr Katu told the Board and the public that his presence was to facilitate a hui that evening at the public presentation and to support the community.

Mr Beattie said there was not a minimum amount of signatures required for an application.

Mr Beattie told the Board that if an application was received from Golden Bay it would not necessarily mean that Motueka would have to change to a Local Board.

Mr Beattie confirmed that if a Golden Bay Local Board was approved the Community Board would be dissolved.

The Board discussed Maori representation on the Community Board and Chair Langford told the public that Manawhenua Ki Mohua had declined to sit at the table for Community Board meetings, Deputy Chair Knowles is the Board liaison. Cr Brown told the Board that the voice of Iwi is taken seriously by Council.

Board member Grant said that she would like more local decision making by local people.

Chair Langford told the Board that the presentation was the first step to finding out more about Local Boards.

Mr Beattie told the Board that the Memorandum Of Understanding between Local Board's and Council can be changed over time and that the Commission would drive the process and engage with all groups. Mr Beattie said that a Local Board should cost no more than a Community Board.

Chair Langford thanked Mr Beattie for the presentation and said that there would be a public presentation that night, 6.30pm at the Rec Centre.

The meeting adjourned at 12.11pm – 1.12pm for lunch.

Mike Schruer, Utilities Manager, joined the Board meeting to provide an update on rubbish, recycling and stormwater.

Mr Schruer told the Board that the hours of operation for Collingwood transfer station had been changed and the site would be open from 9am to 12pm over the peak period. Council would be advertising the new hours in the Newline and Golden Bay Weekly. Mr Schruer told the Board that a large recycling container may be placed at Reilly Street, this is still to be confirmed.

The Board discussed it's concerns over possible fly tipping due to recent changes at Totaranui Campground.

Mr Schruer updated the Board on upgrades and changes to the compactor bins at the transfer stations and the installation of a weigh bridge at the Takaka transfer station. Cr Sangster told Mr Schruer that he was concerned about the larger trucks tipping waste and that a flat area was required, Mr Schruer told the Board that David Stephenson, Waste Management and Minimisation Engineer was aware.

Mr Schruer updated the Board that a backflow prevention device was currently on order to rectify the stormwater issues at the Courthouse Café.

Mr Schruer told the Board that staff are still working on the stormwater issues at Gibbs Road and discussing with affected property owners.

Chair Langford left the meeting at 1.28pm.

Chair Langford returned to the meeting at 1.29pm.

Mr Schruer told the Board that staff are pricing a swale drain for paddock flows and working with property owners at Lake Killarney.

Mr Schruer told the Board that the Pohara Four Winds Pump Station and Rising Main project is on track to be completed by summer. Cr Sangster questioned why the middle of the road had been

trenched for the work instead of the side of the road which could then have been surfaced as a bike lane. Mr Schruer explained that gaining access to properties had been an issue for Council.

Mr Schruer told the Board that staff are still in discussions with property owners and that agreements had been made in principle regarding Pohara stormwater issues. Mr Schruer said that lawyers are now working on land access agreements and easements and once this is completed there will be a resource consent application made. Cr Brown told Mr Schruer that the community needs assurance that engineering standards are appropriate for climate change. Mr Schruer said that standards are designed for a one in a hundred event.

The Board had a brief discussion regarding the Special Housing Area planned for Pohara and that the developer must plan for stormwater and staff will assess.

Grandstand Proposal – The Board agreed that Mrs Gee respond to Mr Clark that the Board had received the proposal and as the matter is ongoing the Board are prepared to wait for an outcome between parties.

Local Government Evening Presentation – Chair Langford told the Board that she would be opening the meeting and then handing over to Mr Katu.

November Evening Board Meeting – Chair Langford agreed to advertise the meeting in the Golden Bay Weekly.

#### **4 First Encounter 375**

Deputy Chair Knowles told the Board that Council would be providing funding to air the documentary at the Village Theatre on the 16<sup>th</sup> December.

Wharves Trust – Chair Langford agreed that Cr Sangster provide an update to the Board. Cr Sangster told the Board that the Trust will be advertising for a Chair and already has willing trustees with agreements. Cr Sangster said that the Trust is currently developing applications for funding. Cr Sangster said that the Chair will need to be someone with knowledge and enthusiasm to drive the project.

Building Inspections in Golden Bay – Cr Sangster told the Board that the three day service currently provided to Golden Bay is not convenient. Mr Bush-King told the Board that Council is aware and that the same level of service was to be provided for inspections but there may have been an issue with the changeover to AlphaOne.

Golden Bay Medical Services – Cr Sangster told the Board that he had not sent the letter that he had previously agreed as he said it was not appropriate after reading a recent letter submitted by Chair Langford in the Golden Bay Weekly. The Board agreed the letter was no longer needed due to a recent media articles.

#### **7.2 Financial Report**

Chair Langford asked Mrs Gee to request clarification from staff on the month budget percentage for the Community Board Members Reimbursements fund, the Board believed that the percentage reflected the communications allowance paid for the coming year.

Cr Sangster left the meeting at 2.10pm.

**Moved Chair Langford/Cr Brown  
GBCB18-10-4**

**That the Golden Bay Community Board receives the Financial Report RGB18-10-02**

**CARRIED**

The Board discussed carryover budgets and previous commitments that have been funded from the discretionary fund. The Board briefly discussed legacy commitments.

Cr Sangster returned to the meeting at 2.13pm.

**7.3 Action Sheet**

Mr Bush-King agreed to ask staff again about notifications to Board members for Standing Committee meetings and agendas.

**Moved Cr Sangster/Deputy Chair Knowles  
GBCB18-10-5**

**That the Golden Bay Community Board**

- 1. receives the Action Sheet report RGB18-10-03**

**CARRIED**

**7.4 Correspondence**

**Moved Chair Langford/Cr Sangster  
GBCB18-10-6**

**That the Golden Bay Community Board**

- 1. receives the Correspondence report RGB18-10-04**

**CARRIED**

Collingwood Prizegiving - Chair Langford and Deputy Chair Knowles agreed to attend and Mrs Gee will confirm attendance.

**Moved Chair Langford/Cr Sangster  
GBCB18-10-7**

**That the Golden Bay Community Board donate \$100 to Collingwood Area School for prize giving from the discretionary fund.**

**CARRIED**

Jill Pearson – Chair Langford agreed to respond to Ms Pearson.

Collingwood Walkway – Chair Langford told the Board that Mr Birse had contacted her and was unhappy with the response he had received from Council. Cr Brown agreed to speak with Mr Birse.

Golden Bay High School Prizegiving – Deputy Chair Knowles, Cr Sangster and Board member Grant agreed to attend, Mrs Gee will confirm attendance.

Te Whare Mahana AGM – Deputy Chair Knowles and Cr Brown have confirmed their attendance.



Delegations – Chair Maru and Chair Langford told the Board they would be meeting with staff on Friday. Chair Langford, Deputy Chair Knowles and Cr Brown said that they would also be attending the next Motueka Community Board meeting.

**Moved Chair Langford/Deputy Chair Knowles**

**GBCB18-10-8**

**That the Golden Bay Community Board donate \$100 to Golden Bay High School for prize giving from the discretionary fund.**

**CARRIED**

Parking during Board Meetings – the Board have received complaints that people are parking for too long on Commercial Street during Board meetings, Chair Langford to action a notice in the Golden Bay Weekly.

## **9 CONFIDENTIAL SESSION**

**Nil**

The meeting concluded at 2.48pm.

Date Confirmed: 13 NOV 2018 Chair: *Langford*