

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

**Date:** Tuesday 19 November 2024  
**Time:** 4:00 pm  
**Meeting Room:** Motueka Library  
**Venue:** Wallace Street, Motueka  
**Zoom link:** <https://us02web.zoom.us/j/85975792350?pwd=bPbgn4wAhZDDd9raxTOShmmUP8YatM.1>  
**Meeting ID:** 859 7579 2350  
**Meeting Passcode:** 885705

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## Motueka Community Board

### AGENDA

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#### MEMBERSHIP

<b>Chairperson</b>	T Graham
<b>Deputy Chairperson</b>	C Hutt
<b>Members</b>	N Hughes
	Cr B Dowler
	Cr B Maru
	Cr T Walker
	Vacancy

(Quorum 4 members)

Contact Telephone:  
Email: [tdc.governance@tasman.govt.nz](mailto:tdc.governance@tasman.govt.nz)  
Website: [www.tasman.govt.nz](http://www.tasman.govt.nz)



## AGENDA

### 1 OPENING, WELCOME, KARAKIA

### 2 APOLOGIES AND LEAVE OF ABSENCE

#### Recommendation

That apologies be accepted.

### 3 PUBLIC FORUM

- 3.1 Jude Ritchie ..... 5
- 3.2 Steve Anderson ..... 6

### 4 DECLARATIONS OF INTEREST

### 5 LATE ITEMS

### 6 CONFIRMATION OF [MINUTES](#)

That the minutes of the Motueka Community Board meeting held on Tuesday, 15 October 2024, be confirmed as a true and correct record of the meeting.

### 7 PRESENTATIONS

- 7.1 Presentation: Port Motueka Structure Plan ..... 7
- 7.2 Presentation: Plan Change 82 and 83 - Outstanding Natural Features and Landscape and Natural Character and Coastal Environment. .... 10

### 8 REPORTS

- 8.1 Discretionary Fund Applications..... 17
- 8.2 Board Report ..... 18
- 8.3 Motueka Community Board Extraordinary Vacancy ..... 41
- 8.4 Motueka Harbour and Coastal Works Reserve Fund Policy Update ..... 47
- 8.5 Request for Approval to Correct the Spelling of Pah Street, and Pah Street West, Motueka..... 62
- 8.6 Special Projects update ..... 77
- 8.7 Financial Summary ..... 85

### 9 CORRESPONDENCE

Nil

### 10 CONFIDENTIAL SESSION

Nil

**11 CLOSING KARAKIA**



### 3 PUBLIC FORUM

#### 3.1 JUDE RITCHIE

<b>Report To:</b>	Motueka Community Board
<b>Meeting Date:</b>	19 November 2024
<b>Report Author:</b>	Gavin Dawson, Governance Advisor
<b>Report Authorisers:</b>	Richard Kirby, Group Manager - Community Infrastructure
<b>Report Number:</b>	RMCB24-11-1

<b>1. Public Forum / Te Matapaki Tūmatanui</b>
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Jude Ritchie will speak in public forum regarding administration support of the Motueka Community Board.

<b>2. Attachments / Tuhinga tāpiri</b>
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Nil

### 3.2 STEVE ANDERSON

<b>Report To:</b>	Motueka Community Board
<b>Meeting Date:</b>	19 November 2024
<b>Report Author:</b>	Gavin Dawson, Governance Advisor
<b>Report Authorisers:</b>	Richard Kirby, Group Manager - Community Infrastructure
<b>Report Number:</b>	RMCB24-11-10

<b>1. Public Forum / Te Matapaki Tūmatanui</b>
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Steve Anderson will speak in public forum regarding a cycle trail in Motueka on the East Bank of the Motueka River.

<b>2. Attachments / Tuhinga tāpiri</b>
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Nil

## 7 PRESENTATIONS

### 7.1 PRESENTATION: PORT MOTUEKA STRUCTURE PLAN

<b>Report To:</b>	Motueka Community Board
<b>Meeting Date:</b>	19 November 2024
<b>Report Author:</b>	Gavin Dawson, Governance Advisor
<b>Report Authorisers:</b>	Richard Kirby, Group Manager - Community Infrastructure
<b>Report Number:</b>	RMCB24-11-8

#### 1. Presentation / Whakatakotoranga

Tania Bray (TDC Costal Planner) and Steph Styles (Boffa Miskall) will make a presentation on the Port Motueka Structure Plan.

#### 2. Attachments / Tuhinga tāpiri

1. [Download](#) Presentation

8

## PORT MOTUEKA STRUCTURE PLAN

Tasman District Council is looking at ways to provide for the future of Port Motueka through developing a Structure Plan for the Port and adjacent areas. The purpose of the structure plan is to provide a high-level planning framework that sets out intended uses, to inform planning provisions for the Tasman Resource Management Plan and influence wider Council decision making.



The community and Port Motueka users asked Council to undertake strategic planning for the Port through feedback on the Moorings and Coastal Structures Plan Change and the Tasman Resource Management Plan review. Work on the Strategic Plan commenced in 2021 but was paused in 2022 following completion of consultation with the community on the issues and opportunities surrounding the use of the Port. Through that first round of consultation we heard from the community that there is pressure on the use of the boat club's facilities, including parking, underutilisation of some other areas of land, a deficit of facilities for some

users, increasing pressure on use and development of the Port area and significant ecological and cultural values. You can find a summary of the feedback we have received on [this](#) Shape Tasman page.

The Port Motueka Structure Plan project is now back underway. The next stage of this project is to consolidate the feedback into an Issues and Options paper which will discuss the issues identified for the port and provide some options for resolving those issues. Boffa Miskell have been commissioned to develop the Structure Plan and work has just restarted. Becca will be providing marine engineering support for the Plan.

#### Next steps

- A draft Issues and Options paper will be prepared and a Hui held with Iwi.
- An updated copy will then be workshopped with staff and key stakeholders before being workshopped at a combined Council and Motueka Community Board meeting early next year. Community consultation will follow.
- A draft structure plan will then be prepared following consultation with options provided, and those options will be workshopped with iwi, staff and key stakeholders.
- The updated draft Structure Plan will then be workshopped at a combined Community Board and Council workshop prior to being taken out for community consultation towards the middle of the 2025.
- The Port Motueka Structure Plan will then be revised and presented to Council, the Board, , Iwi, Key Stakeholders before being finalised and approved.

We are aware that there is some pressure to completed this Structure Plan as soon as possible to provide relief for some existing port users, we are also aware that there is a private proposal to create additional space adjoining the port. Both of these issues will be considered through this process. We value the local knowledge the Board brings to this project and look forward to work with you.

## 7.2 PRESENTATION: PLAN CHANGE 82 AND 83 - OUTSTANDING NATURAL FEATURES AND LANDSCAPE AND NATURAL CHARACTER AND COASTAL ENVIRONMENT.

<b>Report To:</b>	Motueka Community Board
<b>Meeting Date:</b>	19 November 2024
<b>Report Author:</b>	Gavin Dawson, Governance Advisor
<b>Report Authorisers:</b>	Richard Kirby, Group Manager - Community Infrastructure
<b>Report Number:</b>	RMCB24-11-9

### 1. Presentation / Whakatakotoranga

Tania Bray (Costal Planner) and Steph Styles (Boffa Miskall) will make a presentation on Plan Change 82 and 83 - Outstanding Natural Features and Landscape and Natural Character and Coastal Environment (**Attachment 1**).

### 2. Attachments / Tuhinga tāpiri

1. [↓](#) Presentation

11

## **Draft PLAN CHANGES 82 and 83 -Outstanding Natural Features and Landscape and Natural Character and Coastal Environment.**

These are two major plan changes that have been worked on for many years and which relate to large parts of the District.

The plan change content is based on years of feedback and research. Current work is focussed on iwi engagement and intention is to put out draft plan changes for public comment early in 2025.

### **PLAN CHANGE 82 – Outstanding Natural Features and Landscapes**

#### **Purpose:**

To give effect to section 6(b) of the Resource Management Act and the Regional Policy Statement by:

- Identifying and assessing Outstanding Natural Features and Landscapes (ONFL) areas and their values
- Protecting values of ONFL areas through objectives, policies and rules

#### **Background:**

- 2016-2017: Draft Plan Change based on Small Working Group recommendations and released for public feedback, not progressed
- 2018: Environment Court declines the Wainui Bay Plan Change in part due to the landscape and natural character work (New Zealand Coastal Policy Statement policy) not being undertaken
- 2019-2023: Tasman Environment Plan (TEP) development, landscape architect Bridget Gilbert undertook Landscape Study for the whole District. Substantial engagement process. TEP preparation paused
- 2023-2024: plan change preparation

#### **Expert Landscape Study:**

- Assessment of areas and values undertaken using national guidelines.
- Technical assessment sets out values, existing modification / uses, threats to the values.
- 90% of the land-based ONFLs are public land, and all of the ONFL in the coastal marine area is public space.

#### **What is proposed:**

##### **Planning maps:**

- delete ridgelines and landscape priority areas

- add Outstanding Natural Feature (ONF) overlays
- add Outstanding Natural Landscape (ONL) overlays
- add St Arnaud Character area overlay (replacing part of Landscape Priority area)

Seven ONL areas, Thirty Four ONF areas (based on geoheritage)

### **Additional definitions**

#### **New objectives and policies in:**

- Chapter 9 – Landscapes; and
- Chapter 21 – Effects of disturbance, structures and occupation on coastal marine conservation, heritage, access and amenity values

**Objective:** The landscape values of the Outstanding Natural Features and Outstanding Natural Landscapes in the Tasman District are protected from inappropriate subdivision, use and development.

#### **New rules in:**

- Chapter 18 – Special Area Rules; and
- Chapter 25 – coastal marine area rules

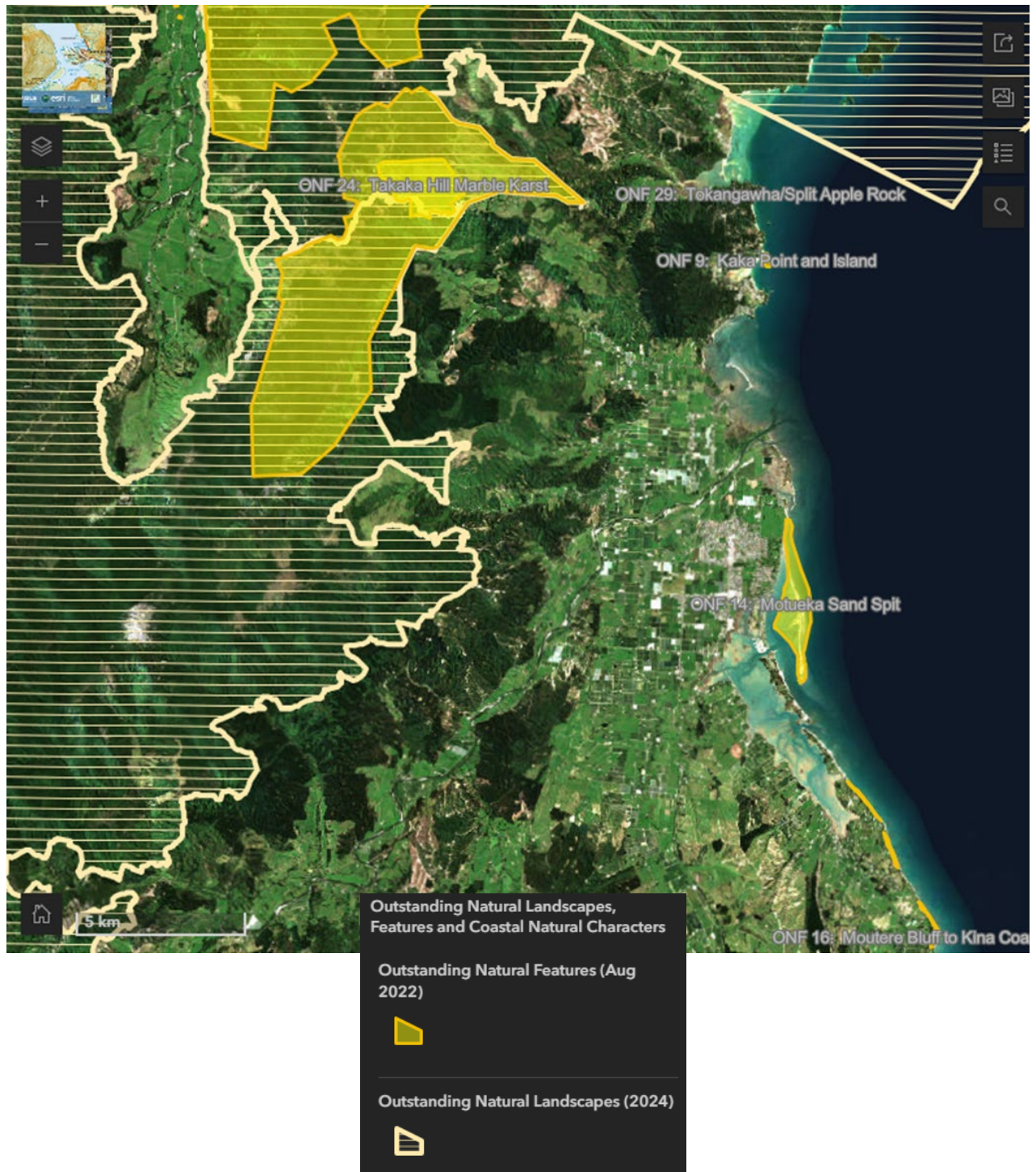
Different rules for different areas e.g. wide open spaces of north west coast vs mountainous areas of Nelson Lakes. Specific recognition of existing activities and for activities of importance to the district.

Rules address activities including: earthworks, quarrying and mining, buildings and structures, commercial forestry, and works in the coastal marine area.

Amendments to various other chapters



**Figure 1: PC 82 – draft Outstanding Natural Landscapes and Features for the Motueka Area**



## **PLAN CHANGE 83 – Coastal Environment and Coastal Natural Character**

### **Purpose:**

To give effect to section 6(a) of the Resource Management Act, the New Zealand Coastal Policy Statement, and the Regional Policy Statement by:

- Identifying the inland extent of the coastal environment area
- Assessing coastal natural character and identifying areas of High, Very High and Outstanding natural character
- Protecting the coastal environment and coastal natural character areas through objectives, policies and rules

Amends two errors in the existing provisions which affect natural character

- Coastal protection structures
- Seabed disturbance from anchoring

### **Background:**

- 2012-2014 – Vicky Froude undertook work identifying areas of high and outstanding natural character
- 2018: Environment Court declines the Wainui Bay Plan Change in part due to the landscape and natural character work (New Zealand Coastal Policy Statement policy) not being undertaken.
- 2019-2023 Tasman Environment Plan (TEP) development, landscape architect James Bentley undertook Coastal Environment and Coastal Natural Character Study for the whole District. Substantial engagement process. TEP preparation paused
- 2023-2024 plan change preparation

Expert Coastal Environment and Coastal Natural Character Study:

- Determination of the inland extent of the Coastal Environment using guidance in the New Zealand Coastal Policy statement and current best practice.
- Assessment of character and attributes of natural character along the whole coastline and analysis of areas of high, very high or outstanding natural character.
- Technical assessment sets out characteristics/attributes and threats.
- The District has approximately 700km of coastline.

### **What is proposed:**

#### **Planning maps:**

- Remove existing Coastal Environment Area (arbitrary 200m strip)
- Add replacement Coastal Environment line
- Add overlays to show:
  - Outstanding Natural Character areas
  - High/Very High Natural Character areas

## **Additional definitions**

### **New objectives and policies in:**

- Chapter 8 – Margins of Rivers, Lakes, Wetlands and the Coast;
- Chapter 21 – Effects of disturbance, structures and occupation on coastal marine conservation, heritage, access and amenity values

**Objective:** The natural character of the coast is preserved, maintained and enhanced, and that natural character is protected from adverse effects of the inappropriate subdivision, use, development.

### **New rules in:**

- Chapter 18 – Special Area Rules (Coastal Environment); and
- Chapter 25 – coastal marine area rules

Progressive restriction in rules to reflect areas of highest value and those with greatest protection required: Coastal environment → areas of 'at least high' natural character → areas of outstanding natural character.

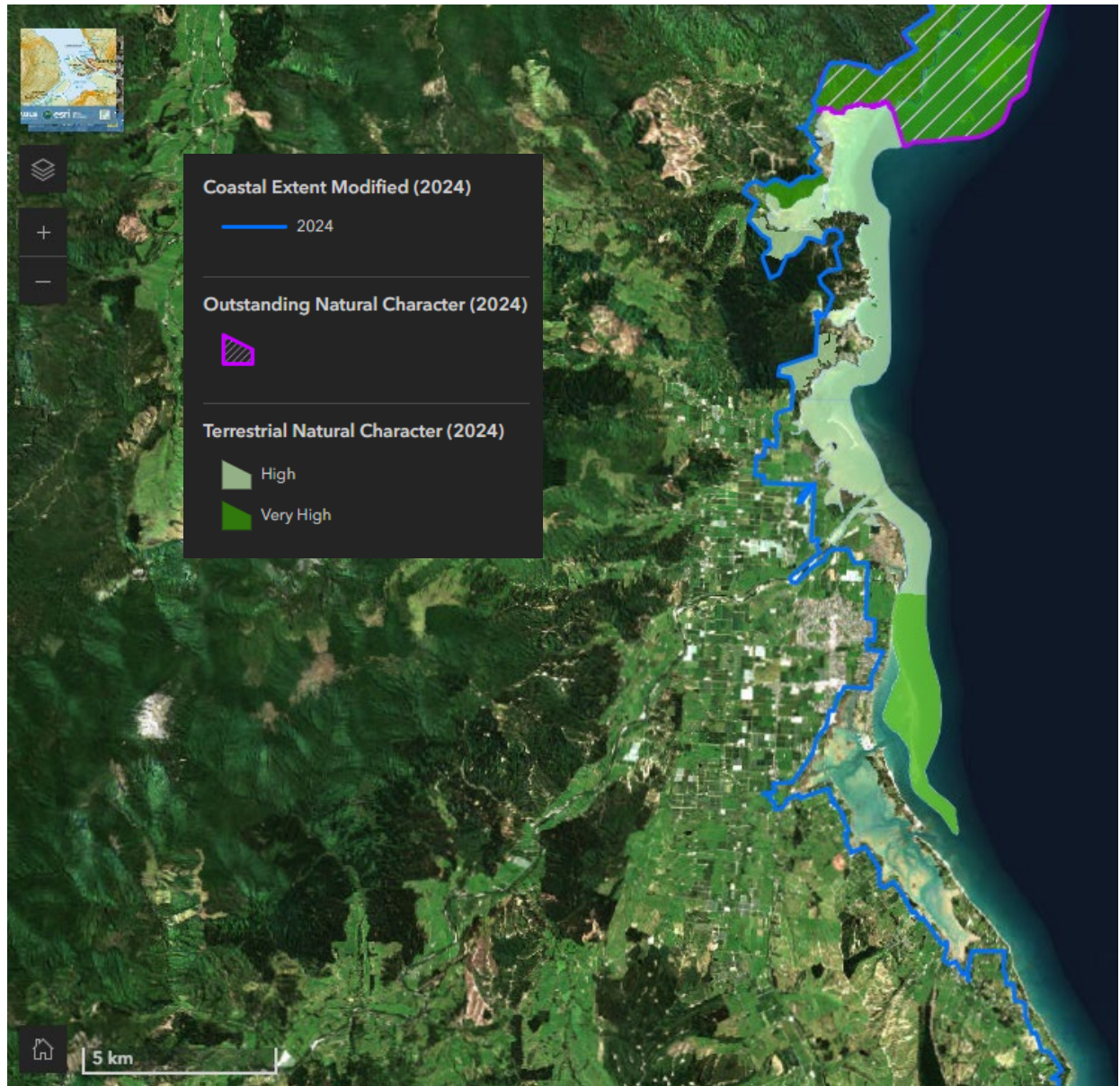
Specific recognition of existing activities and for activities of importance to the district.

Rules address activities including: earthworks / dredging / reclamation, buildings and structures, coastal protection structures, anchoring, infrastructure, vegetation clearance and restoration planting.

Amendments to various other chapters



**Figure 2: PC 83 – draft Coastal Environment and coastal natural character areas - Motueka**



## 8 REPORTS

### 8.1 DISCRETIONARY FUND APPLICATIONS

<b>Report To:</b>	Motueka Community Board
<b>Meeting Date:</b>	19 November 2024
<b>Report Author:</b>	Gavin Dawson, Governance Advisor
<b>Report Authorisers:</b>	Richard Kirby, Group Manager - Community Infrastructure
<b>Report Number:</b>	RMCB24-11-4

#### Summary

No discretionary fund applications had been received at the time of agenda release on Wednesday, 13 November 2024.

#### 1. Attachments / Tuhinga tāpiri

Nil

## 8.2 BOARD REPORT

Information Only - No Decision Required

<b>Report To:</b>	Motueka Community Board
<b>Meeting Date:</b>	19 November 2024
<b>Report Author:</b>	Terina Graham, Chair
<b>Report Authorisers:</b>	Richard Kirby, Group Manager - Community Infrastructure
<b>Report Number:</b>	RMCB24-11-11

### 1. Whakatauki / Māori Proverb

“Mahia te mahi, hei painga mo te iwi. Work for the betterment of the people”

*Quote from Princess Te Puea Herangi (1883 – 1952)*

### 2. Recommendation/s / Ngā Tūtohunga

**That the Motueka Community Board**

- receives the Board Report RMCB24-11-11.**

### 3. Board vacancy

- David Armstrong resigned not long after the 15th of October Board meeting.
- The Board members met on 25th October to workshop options, as staff confirmed a By-election was not required.
  - The Board members referred to the Local Electoral Act 2001, Local Government Act 2002, Motueka Community Board Standing Orders and sought advice from LGNZ as part of deliberations, the board concludes that:
    - There are seven meetings left till the end of term.
    - Current members possess a broad skillset and adequate connections with community.
    - The Board’s workload has already been sufficiently managed among the three Board members Graham, Hutt and Hughes, with support from Councillors.
    - The Board members followed process to consider keeping vacant and appointment options.
  - Considerations of appointment options included:
    - The next highest polling candidates.
    - Continuity (interest to stand for community board next term).
    - Diversity, experience and skillset.
    - Connections within community.

- Understanding of the boards' role, activities, current commitments and issues the board are dealing with.
- Capacity to get up to speed.

#### **4. Housing concerns (8-week rule Board request Council review)**

- 4.1 The Board continues to field concerns from Tiny-homeowners in our district.
- 4.2 Board invited to the fourth council workshop on topic 12 December 2024.
- 4.2.1 Initial submission to council February 2024.
- 4.3 October Board meeting the board heard of abatement notices with intention to lead to eviction of five residents across four tiny homes at a rare property on Thorp Street.
- 4.4 Mr Bensemman (landowner) who raised concerns also proposed a solution, as he is amid trying to secure resource consent and land zone changes for development which can be costly.

#### **4.5 Press articles**

##### **4.5.1 'No easy fix for town's 'dire' housing issues' - 30 October 2024**

*"Principal John Prestidge said that [when a student turns up in partial uniform it is] often a first indication of the fact the students and families are finding it really tough to find reliable sustainable place to live."*

##### **4.5.2 'Pressure mounts on council's tiny home enforcement' - 2 November 2024**

*"Over the past three financial years, 102 service requests have been lodged with council related to unlawful additional dwellings"*

*"The council currently had 27 open cases where compliance had not yet been achieved."*

*"Tiny house hub director Sharla May said 72% of tiny homeowners were over 45"*

*"The association have been working with over 14 councils including Tasman District for over a year to create tools that council could implement."*

- 4.6 Chair Graham and Cnr Mailing met with Keith Griffiths on site (note: all other Councillors have already visited the site), in regard to September Board meeting presentation of proposed development at Seaview heights. The main parts for consideration appear to be zoning change, water accesses and Iwi consultation.
- 4.6.1 Mr Griffith explained there are bores on site, and connection to wastewater pipe will be around 1km (need clarity around new treatment plant location), has reached out for Iwi consultation. An affected landowner supportive of the development states it has been a seven-year process.
- 4.7 Councillor Walker and Board member Hughes were part of a panel discussion regarding Tiny homes that Chair Graham also attended to share and hear the stories and solutions proposed by community.

#### **5. Community Wellbeing Solutions**

- 5.1 Board awareness campaign homelessness, housing crisis, youth engagement and attendance.

- 5.2 Potential next steps to connect local tiny home providers, developers, and experts to propose initiatives with key outcomes for council consideration.
- 5.3 Councillor Maru working on an initiative for local learner driver licensing.
- 5.4 Local business piloting one of our solutions with MHS in a tiered approach 'work experience' with aim to engage youth.
- 5.5 Board preparing for 'minor dwelling workshop' with council – aim to improve housing crisis. Council waiting for outcomes from Government with revisions to RMA before deciding on any changes.

## 6. Items from Board Members

- 6.1 **Decks Reserve Playground** – officially opened on Friday 8th November by Chair Graham and Mayor King with attendance by Councillors Dowler, Daikee, Ellis, and Deputy Chair Hutt and Board member Hughes.
- 6.2 **Harbourmaster boat 'Pūkāea'** – blessing and launch Friday 1st November attended by Iwi, council staff the Harbour team, Board member Hughes, Chair Graham and Councillors Walker and Dowler.
- 6.3 **Full Council meeting update** - Chair Graham attended full council meeting on Thursday 24 October. Chair's recollection of Public Forum speakers and content - please see attached and online for full speeches:
  - 6.3.1 **Marion Satherley** – as a landlord advertising rental received over 100 inquiries of interest, 46 applications 50% were solo mothers. Concerned about what happened to everyone who applied and still seeking accommodation.
  - 6.3.2 **Lee Curtis** – highlighted the overwhelming flood of proposals out for submissions, which almost feels intentional given many people are time poor, wouldn't be able to sufficiently research and prepare submissions, some may lack the skills to prepare a submission, and many people are unaware of what is out for consultation. Lee stated that when people utilise a stock standard submission that covers the key points they agree with, is council neglecting to accept it as an independent voice.
  - 6.3.3 **Bruce Strathers** – referred to the Mapua masterplan, but highlighted in reference to Marions speech, that the problem in their area is not an issue with supply but more so of affordability. Highlighting the costs on developers and landowners are passed on. Suggests looking at a pause on plans to focus on immediate needs.
  - 6.3.4 **Melanie Drewery** – talked through her journey with council, from issues of increased stormwater runoff from new subdivisions to her property being labelled as a wetland (which has been verified is not), affecting potential sales to independent buyers.
  - 6.3.5 **Mathias Schäffner** – referred to community boards meeting regarding abatement notices on four tiny homes and increasing enforcement on alternative living.
 

Questioned where the rule was for requiring a resource consent if a structure is lived in for more than two months.

Queried why council would carry out enforcement and court proceedings when they were still requesting clarity on the definition of "fixed to land". Still undefined in the RMA and TRMP.



Presented councils process and compliance grading system to determine what course of action council take based on assessment of complaint.

**6.4 Board financials** – Workshop planned for December.

6.4.1 Work through policy for board expenses.

6.4.2 Work through line-item adjustments to ensure budget fit for purpose.

**6.5 Motueka wastewater treatment plant** – no update.

**6.6** Any additional Items from the board.

## **7. Items from Public Forum**

7.1 Discussion on today's public forum presentations.

7.2 Update on last board meetings public forum:

7.2.1 **Mr Kevin Fourie** – Queen Victoria maintenance street frontage had been taken care of by council contractors that recently stopped with no communication to affected parties. The concern has now been resolved.

7.2.2 **Rick Benseman** – landowner who attempted zoning change to create tiny home village off Thorp St. During process helped people in need, consents have not been granted. Unfortunately, five residents served abatement notices by council.

Councillors Ellis and Maru reached out to staff on the issue. Chair emailed Mr Benseman, no response yet. Unsure of status.

## **8. Action list**

8.1 Refer to the attached list.

## **9. Correspondence**

Date	From	Subject
10/11/2024	Steve Anderson	East Bank of Motueka River, Motueka Bike/Walking Trail

## **10. Attachments / Tuhinga tāpiri**

1. <a href="#">↓</a>	2024-10-24 M. Schaffner notes Council meeting	22
2. <a href="#">↓</a>	2024-10-24 M. Schaffner_ accompanying slides Council meeting	29
3. <a href="#">↓</a>	M.Satherley Speech_Council-meeting-Housing-Crisis-Oct-24th-2024	39

Last week, in the Motueka Community Board meeting we heard Mr Rick Bensemann speaking in the public forum. He shared his story of 5 people living in Mobile Homes on his property.

He received an abatement notice for these Mobile Homes, and the people living in there have to leave. If these people are made to leave, where do they need to go?

And during that meeting last week, community board members raised concerns, and even asked, or better, they advocated to put the enforcement of the abatement notice on hold.

Cr Maru made some comments. He said:

*“Can we just hold abatement notices, if there is no environmental risk? The rules exist, if there is an environmental issue then I get that. But if it’s just a breach of the 8 week rule, and the pathway that we are currently trying to find an outcome, to enforce an abatement notice just doesn’t seem right to me.”*

That’s in line with the TRMP, which says: *“In regulating activities through the use of rules in the Plan, the Council must have regard to the actual or potential adverse effects on the environment.”*

It sounds like the right approach to me, to stop abatement notices when there are no environmental effects. But what are we doing with all the other people that got an abatement notice already? Or the people that didn’t get an abatement notice, but instead an enforcement order from the court? Would you advocate the same way for all of them?

The Chair of the Motueka Community Board said in last week's meeting:

*“We had quite a number of people contacting us individually or come to speak here. A lot are very scared to come and speak here because of the potential repercussion that will happen.”*

We can confirm this statement from our end. From what we are being told, there are a lot of people currently investigated by your enforcement department. I hear about a new case every single week, and this has been going on for months now. Every single week I hear about a new case about someone living in a vehicle, trailer, campervan, mobile home, who got a visit or a letter from the council, telling them they are subject to investigation.

I would like to support people who have concerns, but I can't. This is one of the main issues I simply can't find an answer to:

How do you make the decision that you go after this person, but not after another person? And if you go after someone, how do you make the decision what kind of enforcement action you take?

It seems rather arbitrary to me.

Some people who are living in unconsented situations are being left alone.

There are cases that are ongoing for an impressive number of years, without significant progress, and without any enforcement action.

Then we have all those who received abatement notices, especially in the last few months, like Mr Rick Bensemman. And then on the extreme we have people that were dragged to the court.

How do you decide on the approach? Is it based on your Enforcement Policy? I don't think so. If you look on screen that page is from your Enforcement Policy.

We can read:

*“The most severe response is reserved for the most serious breach”*

When was the most severe response used?

**NP.** Here we can see that your staff assigned status code 2 minor non-compliance to this case.

And if we go to the next page, we can read what that means:

*Low risk non-compliance, Compliance with most of the relevant consent conditions, plan rules, regulations and national environmental standards. Non-compliance with nil or minor actual environmental effects and no action required.*

Even when no action is required, your staff decided to use the most severe response, which caused severe financial harm to these people.

Then I heard a lot, that you only investigate if there is a complaint.  
**NP**

Here we can see such complaint. On the top left, it is assigned to the Compliance and Investigations team, handled by Mr Simpson.

On the right we can see that the person who received the complaints was also Mr Simpson.

And below the grey box, we can see Caller Information, there is who made the complaint: Anonymous Simpson. 2 lines below is the phone number, but this is the phone number of the council.

Another Enforcement Officer was asked about this strange issue. And we can see the dialog on the **next page**.

So you are only acting if there is a complaint, but the question is who filed the complaint.

**NP**

So you have this tiny house guide on your website. Where people can read when they need a resource consent and how the process works.

So why are people not just paying \$1000 or \$2000 to get a resource consent and then they won't have any issues?

I know from one case, where the land owners tried to get a resource consent for a mobile home, similar to what is in this picture. I think they paid more than \$20,000 already, but still have no resource consent. Because there is always just another thing that they need to do, and to pay. And another thing.

Latest was a complaint from their neighbour, because of visual impact. But this neighbour is kilometers away and cannot even see the mobile home. This was also mentioned by Councillor Dowler in the Community Board meeting last Tuesday. And whether or not this neighbour works for the Tasman District Council, I leave this up for your imagination.

You write in your Tiny House Guide that:

*“a building includes any vehicle, trailer, tent, caravan or boat whether fixed or movable, if it is used as a place of long term accommodation”*

And that is wrong. That’s the problem with this Tiny House Guide.

## **NP**

Here we can read:

*“Is my tiny house a building under the TRMP”*

*“Yes, if it is lived in for more than 2 calendar months per year”*

That is also what Mr Rick Bensemann was told by the Council.

The issue with that, and with your Tiny House Guide, is that this is incorrect.

There is no such rule that a vehicle needs a resource consent when someone lives in there for more than 2 months. This is not written in the TRMP and also not in the Resource Management Act.

But then, what is the rule? You are always talking, the rule is so hard to change. The 4th workshop on the issue is being planned for December.

But what is the rule? It’s definitively not in this Tiny House Guide.

But if we go to the **next page**, that is the submission that you made last year in March, on the “Spatial Planning and Natural and Built Environment Bill”. This submission was approved by the Mayor.

And in this submission we see what the problem is.

**NP**

You write: — — —

That’s the point “fixed to land”. Here you say it. If the Mobile Home is fixed to land, it needs a resource consent. If it is not fixed to land, then you don’t need a resource consent.

It is extremely concerning that there is uncertainty what fixed to land actually means, but still you initiate enforcement actions.

It is concerning that you admit that there is not only confusion within the Council, but that there are a lot of enquiries around the issue from the people in your district.

It is extremely concerning that you don’t tell this to the people. Not in your Tiny House Guide, not in letters you write to them. But you know that this is the test you have to perform, is the Tiny Home fixed to land or not.

Instead you go out and tell the people of you live more than 2 months in there, you need a resource consent, which is wrong.

If someone comes to me and asks for advice, I simply don't know what to tell them. And that's frustrating.

We don't know how you choose your enforcement actions. And we don't know why you are not open and transparent in your Tiny House Guide. And we don't know how we could help people. But we see that there are more and more and more people subject to enforcement actions, and they are losing their home, while we are in a housing crisis.

What I am asking you today is to please publish a statement that includes:

- Is a complaint filed and investigated by your staff still considered a compliant? Because people need to know if it was the neighbour who complained.
- What enforcement action can people expect, based on what criteria?
- Why are there so many cases at the moment, especially abatement notices, when this very topic is currently under appeal in the High Court and you don't know yourself what the rules are? And what does it mean for people currently under investigation?

There seems to be a tension between the wellbeing of the community and the financial wellbeing of your staff. And I think it is your job to handle this issue. And to handle it with urgency.





**The most severe response  
is reserved for the most serious breach**

Opened By  
Department Compliance & Investigations  
Type of request Land Use - Breach Zone Rule  
Officer assigned [REDACTED]  
Action required Investigate  
Responded [REDACTED]  
Action completed [REDACTED]  
Deadline [REDACTED]  
Status 2 Minor non-compliance  
Action details I have contacted the landowner requesting an appointment to inspect alleged Tiny House.  
[REDACTED]  
[REDACTED]

Table 1: Compliance grading system

<b>1</b>	<b>Full compliance</b>	<ul style="list-style-type: none"> <li>• <b>Full compliance with all relevant consent conditions, plan rules, regulations, and national environmental standards</b></li> </ul>
<b>2</b>	<b>Non Compliance: No action</b>	<ul style="list-style-type: none"> <li>• Low risk non-compliance. Compliance with most of the relevant consent conditions, plan rules, regulations and national environmental standards. Non-compliance with nil or minor actual environmental effects and no action required</li> </ul>
<b>3</b>	<b>Non Compliance: Action</b>	<ul style="list-style-type: none"> <li>• Moderate non-compliance with some of the relevant consent conditions, plan rules, regulations and national environmental standards, where there are some environmental consequences and/or there is a moderate risk of adverse environmental effects</li> </ul>
<b>4</b>	<b>Significant Non-compliance</b>	<ul style="list-style-type: none"> <li>• Significant non-compliance with many of the relevant consent conditions, plan rules, regulations and national environmental standards, where there are significant environmental consequences and/or a high risk of adverse environmental effects.</li> </ul>
<b>5</b>	<b>Not Monitored</b>	<ul style="list-style-type: none"> <li>• Consent not monitored at time of being exercised and compliance with conditions unable to be determined or not required.</li> </ul>





Tasman District Council

189 Queen Street, Richmond  
Private Bag 4, Richmond 7031  
Telephone (03) 543 8400 - Facsimile (03) 543 9524

<b>Request:</b> [REDACTED]	<b>District:</b> Moutere Waimea
<b>To:</b> Compliance & Investigations	<b>Received by:</b> Fraser Simpson
<b>Attn:</b> Fraser Simpson	<b>Date &amp; time received:</b> [REDACTED]
	<b>How received:</b> Counter
<b>Closed:</b> [REDACTED]	<b>Date &amp; time of incident:</b> [REDACTED]
	<b>Action required:</b> Investigate

Caller Information	
<b>Name</b>	Anonymous Simpson
<b>Address</b>	motueka
<b>Phone</b>	(Hm) 035438400
<b>Email</b>	
Request	
<b>Type</b>	Land Use - Breach Zone Rule
<b>Details</b>	Unhappy that there is a tiny house on [REDACTED] [REDACTED]

Q. And do you see under: “Phone” that telephone number there? Do you see it?

A. I do.

Q. Do you recognise that as the Tasman District Council’s telephone number?

A. Yes.

Q. Might we take it from this that the person who’s made this complaint works for the Tasman District Council?

A. Maybe.

# Provisions for Tiny Houses

## A guide to applying for **resource** and **building consents**

**Tasman Resource Management Plan  
(the “TRMP”)**

### **Summary Guide No. 16**

Current: May 2020

**This guide will help you if you are considering living in a tiny house. We recommend you contact one of our duty planners and/or duty**



*Credited to Park Homes, Christchurch*

## **Resource Management Act and Resource Consents under the TRMP**

### **Do I need a resource consent for a tiny house?**

Appendix 3 contains some answers to frequently asked questions about tiny houses and resource consent. Whether



## Appendix 3

### Frequently asked questions about tiny houses and resource consent

***Q1 Is my tiny house a “building” under the Tasman Resource Management Plan (TRMP)?***

*Answer:* Yes, if it is lived in for more than two calendar months per year.

***Q2 Will my tiny house need a resource consent?***

*Answer:* If it is lived in for more than two calendar months per year and is self-contained, i.e. it has cooking facilities, ablutions and sleeping facilities then it is classed as a “dwelling.” It will be assessed just like any other small dwelling under

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**Tasman District Council Tasman District Council Attachments – 23 March 2023**

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**TASMAN DISTRICT COUNCIL**

**SUBMISSION ON: SPATIAL PLANNING BILL AND NATURAL AND BUILT  
ENVIRONMENT BILL**

**Government Bill 186-1 (2022)**

**TO: Parliament's Environment Committee**

**3 February 2023**



- There is an opportunity with NBE Bill to improve on RMA definition for structure, by clarifying what “fixed to land” means. This would be very helpful for assessing

their agents to use ‘dwellinghouse’ as a term. Relabel the sub-clauses correctly for ‘dwellinghouse’.

tiny houses especially (which we are getting a lot of enquiries on) as currently the Tasman Resource Management Plan (TRMP) definition of “building” refers to the RMA definition of structure which has this “fixed to land” component that causes a lot of confusion. e.g., is a tiny house that has a wastewater connection fixed to land (and therefore an RMA structure and therefore a building and therefore a dwelling under the TRMP). Other scenarios come up regularly like where a tiny house has a deck on the land, various types of water, electricity, phone connections etc.

- Natural character, referred to in cl 5(a)(iii), is not defined and neither is margin.

- Provide a definition for ‘built environment’ (noting that a definition for ‘natural environment’ is provided).
- Provide a clear definition for ‘device’, ‘facility’ and ‘fixed to land’ (terms used under the definition for ‘structure’) especially where detachable wastewater, water connections and decks are referred to. An example would be if it is attached to land via any means including but not limited to a pipe or similar for electricity or one of the 3 waters, not just sitting on the land.
- Provide a definition for ‘natural character’ and ‘margin’ for both coastal and freshwater body types. There are useful explanations in the NZCPS and NPS-FM (under the natural



Presentation Council Meeting – Thursday 24<sup>th</sup> October

Housing Crisis

Good morning,

I wish to speak as an individual about the housing crisis.

According to New Zealand Human Rights Commissioner, Paul Hunt, more than 100,00 people currently experience homelessness.

While the right to adequate housing is not explicitly codified in New Zealand's domestic law, it is recognised as a fundamental human right through international human rights law, and New Zealand's international obligations.

Is Council aware of the degree of this crisis, including the lack of affordable housing?

My husband & I are landlords and property managers who have recently re-let a property in Motueka.

Even though I was aware of the housing shortage, I had no idea how bad the crisis was until we advertised our property.

We had over 100 enquiries and received 46 individual pre-tenancy applications. More than 50% were from solo mums. Solo parents get Govt assistance, but the amount they receive does not cover the medium tenancy rental.

When I followed up the references to shortlist those for viewing, I was surprised at the number of referee's who commented the person was a lovely tenant, and even though they would rent to them again, it would only be in a low value property.

Have you ever considered the despair felt by those looking for a roof over their heads? And then they discover they are one of 46 bidding for the same property?

We have been landlords and property owners for almost 20 years and never been faced with so much desperation. I often wonder what happens to those who miss out.

So my question to you all, as our representatives, elected to serve our communities, what are you doing to serve our community in this housing crisis?

I listened to Cllr Greenings comment during the 12<sup>th</sup> Sept Council meeting, when he questioned your stance with regarding the current targeting and prosecution of tiny home dwellers, not only through a housing crisis, but also knowing that central Govt. is in the process of providing reform for minor homes.

I noted your response Tim, when you stated the council's role is 'operations, governance, legal matters, compliance, processes, setting policy with administration, implementation, how enforcement is undertaken and followed through'.

What is Council's policy regarding their service to the community?

Does Council have a policy about how to interact with community in a humane manner?

A policy that shows consideration of individual situations and empathy for those who are doing the best they can to help themselves within their means.

Are you willing to turf people out of the warm shelter they have managed to create for themselves just because you are enforcing a policy.

Are you so removed from the plight of others you are willing to put policy over humanity?

Tim, in 2021, you opened a tiny home expo in Motueka and stated during the interview that you were aware of the issues tiny homes posed. With this knowledge, back in 2021, what has council done in the last three years to ensure tiny home living is a more accessible option?

Why has Council not done more to recognise the need?

Why has Council not made amendments to policies to accommodate tiny homes? You might say it comes from Govt.

Yet Council has the capacity to lobby Govt, the ability to say NO to the Govt., stating that the rules are not workable.

Council could be lenient on tiny home dwellers, to ensure it doesn't cause harm and allow these people to live in the warmth, peace and safety of their own tiny home.

Instead, according to what I've heard, Council is actively harassing at least half a dozen other tiny home dwellers in Tasman Village.

Where do you envisage these people will live when there are no rentals available?

As a ratepayer, I hoped Council was here to serve the entire community and do what it could to meet the needs of all.

The most basic need anyone ever has and should be entitled to without persecution, is to have a roof over their head.

A place they can call home where they can live in peace and not lose sleep.

Sadly, Council appear all too willing to throw them out on the street.

All these tiny homes are located on someone's property, and that someone is a ratepayer.

I understand the need to ensure sewerage is managed responsibly and this is an easy item to manage.

I do struggle to comprehend the inconsistencies within council policies when it comes to applying a policy to individuals compared to councils applying policies on their own actions.

What comes to mind is councils deliberate dumping of sewerage into the Mapua Estuary.

I urge Council to have a heart and start showing some humanity to Tiny Home dwellers who are trying to help themselves in difficult times.

Thank you for listening.

### 8.3 MOTUEKA COMMUNITY BOARD EXTRAORDINARY VACANCY

**Decision Required**

<b>Report To:</b>	Motueka Community Board
<b>Meeting Date:</b>	19 November 2024
<b>Report Author:</b>	Gavin Dawson, Governance Advisor
<b>Report Authorisers:</b>	Elaine Stephenson, Governance Manager; Leith Townshend, General Counsel; Steve Manners, Chief Operating Officer
<b>Report Number:</b>	RMCB24-11-2

#### 1. Purpose of the Report / Te Take mō te Pūrongo

- 1.1 To decide how to address an extraordinary vacancy on the Motueka Community Board (Board), pursuant to the provisions of the Local Electoral Act 2001.
- 1.2 To make appointments to replace former Board Member David Armstrong on community and Council governance representative roles.

#### 2. Summary / Te Tuhinga Whakarāpoto

- 2.1 David Armstrong resigned as a member of the Motueka Community Board, with effect from 1 November 2024. This results in an extraordinary vacancy on the Board.
- 2.2 A decision is required from the Board regarding how to deal with the extraordinary vacancy, pursuant to the provisions of section 117 of the Local Electoral Act 2001.
- 2.3 Because the vacancy has occurred less than 12 months before the date of the next triennial election, 11 October 2025, a by-election is not required to fill the vacancy.
- 2.4 Instead, the Board has the option to either:
  - 2.4.1 resolve to leave the vacancy unfilled, or
  - 2.4.2 resolve to appoint a suitably qualified person from the community to fill the vacancy until the October 2025 Local Government Elections.
- 2.5 Section 25 of the Local Electoral Act 2001 states that every parliamentary elector is qualified to be a candidate at every election to be held under this Act if that person is a New Zealand citizen.
- 2.6 Section 118 of the Local Electoral Act 2001 states that, should the Board resolve to appoint a suitable person from the community, that person would be named in a resolution to be passed at this meeting. Following this meeting, the resolution and reasons for the appointment are required to be publicly notified. Within 30 days of the public notification, the Board would be required to meet again and by resolution, confirm the appointment of the person, who would then be declared as 'elected' to the Board.
- 2.7 Appointments are also required to replace Board Member Armstrong on community organisations/committees for the remainder of this triennium.

### 3. Recommendation/s / Ngā Tūtohunga

**That the Motueka Community Board**

- 1. receives the Motueka Community Board Extraordinary Vacancy report RMCB24-11-2; and**
- 2. notes that an extraordinary vacancy on Motueka Community Board has been created following the resignation of Board Member David Armstrong, effective from 1 November 2024; and**
- 3. acknowledges the work of Board Member David Armstrong in the fulfilment of his role as a Motueka Community Board member; and**
- 4. confirms that the extraordinary vacancy created by the resignation of Board Member David Armstrong be left vacant for the remainder of the 2022 - 2025 triennium, as per clause 117(3)(b) of the Local Electoral Act 2001; and**
- 5. notes that this decision be publicly notified, in accordance with section 119 of the Local Electoral Act 2001; and**
- 6. makes the following appointments to replace Board Member David Armstrong, for the remainder of the 2022 – 2025 triennium:**
  - 6.1 Accessibility for All (A4A) – XXXXXXXX**
  - 6.2 Marahau Sandy Bay Ratepayers and Residents Association - XXXXXXXX**
  - 6.3 Motueka Aerodrome Advisory Group - XXXXXXXX**
  - 6.4 Te Awhina Marae - XXXXXXXX**
  - 6.5 Full Council liaison role- XXXXXXXX**

### 4. Background / Horopaki

- 4.1 An extraordinary vacancy on the Board currently exists due to the resignation of Board Member David Armstrong.**
- 4.2 The filling of extraordinary local authority vacancies is pursuant to section 117 of the Local Electoral Act 2001, as follows:**

#### *Filling of extraordinary vacancies*

#### *117 Extraordinary vacancy in local authority or local board or community board*

- 1. (1) If a vacancy occurs in the office of a member of a local authority or in the office of an elected member of a local board or community board more than 12 months before the next triennial general election, the vacancy must be filled by an election under this Act.*
- 2. (2) If a vacancy occurs in the office of a member of a local authority or in the office of an elected member of a local board or community board 12 months or less than 12 months before the next triennial general election, the chief executive of the local authority concerned must notify the local authority or local board or community board of the vacancy immediately.*

3. (3) *On receiving notice under subsection (2), the local authority or local board or community board must, at its next meeting (other than an extraordinary meeting) or, if that is not practicable, at its next subsequent meeting (other than an extraordinary meeting), determine by resolution—*

- (a) *that the vacancy will be filled by the appointment by the local authority or local board or community board of a person named in the resolution who is qualified to be elected as a member; or*
- (b) *that the vacancy is not to be filled.*

4. (4) *If for any reason the person specified in the resolution is unavailable, or otherwise unable to be notified of the appointment, a further vacancy occurs in that office.*

4.3 Because the vacancy has occurred less than 12 months before the date of the next triennial election, 11 October 2025, a by-election is not required.

4.4 Instead, the Motueka Community Board has the option to either:

4.4.1 resolve to leave the vacancy unfilled, or

4.4.2 resolve to appoint a suitably qualified person from the community to fill the vacancy until the October 2025 Local Body Elections.

#### **Public Notification**

4.5 If, under section 117(3)(a), a local authority or local board or community board resolves to fill a vacancy by appointment, it must immediately give public notice of its decision, pursuant to section 118 of the Local Electoral Act 2001:

5. 118 *Notice of intention to fill vacancy by appointment*
6. (1) *If, under section 117(3)(a) or section 117A, a local authority or local board or community board resolves that a vacancy will be filled by the appointment of a person by the local authority or local board or community board, it must immediately, unless the vacancy is for the office of mayor, give public notice of—*
7. (a) *the resolution; and*
8. (b) *the process or criteria by which the person named in the resolution was selected for appointment.*
9. (2) *The local authority or local board or community board must, at a meeting held not later than the expiry of the prescribed period, by resolution confirm the appointment described in the resolution under subsection (1); and the person appointed is for all purposes to be treated as having been elected to fill the vacancy on the date on which that resolution is made.*
10. (3) *For the purposes of subsection (2), the expiry of the prescribed period is 30 days after the date of notification of the resolution under subsection (1).*
11. (4) *If for any reason the person specified in the resolution is unavailable or otherwise unable to be confirmed in the appointment, a further vacancy occurs in that office.*

- 4.6 If, under section 117(3)(b), a local authority or local board or community board resolves not to fill a vacancy, it must immediately give public notice of its decision, pursuant to section 119 of the Local Electoral Act 2001.

12. *119 Notice of intention to leave vacancy unfilled*

13. *If, under section 117(3)(b), a local authority or local board or community board resolves not to fill a vacancy, it must immediately give public notice of its decision.*

## 5. Options / Kōwhiringa

- 5.1 The options are outlined in the following table.

	Option	Advantage	Disadvantage
1.	Leave the vacancy unfilled	No induction required for a new Board member.	Leaves the Board with a vacant seat for the remainder of the triennium.  In view of the remaining term of this triennium (less than twelve months), this is not considered high risk.
2.	Appoint a suitably qualified person from the community to fill the vacancy until the October 2025 Local Body Elections	The vacancy is filled.	A rapid induction of the appointed member would be needed, and the investment of resources may not be justified for such a short period.

- 5.2 Staff recommend Option One.

## 6. Legal / Ngā ture

- 6.1 Clause 117(3)(b) of the Local Electoral Act 2001 dictates the process to be followed following the creation of an extraordinary vacancy on the Board.

## 7. Significance and Engagement / Hiranga me te Whakawhitiwhiti ā-Hapori Whānui

- 7.1 While some in the Motueka Ward will be interested in this decision, given the timing of the next local government election and the remit of the Board (being limited to the Motueka Ward) this decision is considered to be of low significance overall.

	Issue	Level of Significance	Explanation of Assessment
1.	Is there a high level of public interest, or is decision likely to be controversial?	Low	The 2025 local elections take place on 11 October 2025.



	Issue	Level of Significance	Explanation of Assessment
2.	Are there impacts on the social, economic, environmental or cultural aspects of well-being of the community in the present or future?	No	
3.	Is there a significant impact arising from duration of the effects from the decision?	No	
4.	Does the decision relate to a strategic asset? (refer Significance and Engagement Policy for list of strategic assets)	No	
5.	Does the decision create a substantial change in the level of service provided by Council?	No	
6.	Does the proposal, activity or decision substantially affect debt, rates or Council finances in any one year or more of the LTP?	No	
7.	Does the decision involve the sale of a substantial proportion or controlling interest in a CCO or CCTO?	No	
8.	Does the proposal or decision involve entry into a private sector partnership or contract to carry out the deliver on any Council group of activities?	No	
9.	Does the proposal or decision involve Council exiting from or entering into a group of activities?	No	
10.	Does the proposal require particular consideration of the obligations of Te Mana O Te Wai (TMOTW) relating to freshwater or particular consideration of current legislation relating to water supply, wastewater and stormwater infrastructure and services?	No	

## 8. Financial or Budgetary Implications / Ngā Ritenga ā-Pūtea

- 8.1 There will be no effect on individual Board Members' remuneration, however there will be a modest saving in the Board's salary budget.

<b>9. Conclusion / Kupu Whakatepe</b>
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- 9.1 Following the decision of the Board, staff will give public notice of the decision, as required by the Local Electoral Act 2001.

<b>10. Attachments / Tuhinga tāpiri</b>
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Nil

## 8.4 MOTUEKA HARBOUR AND COASTAL WORKS RESERVE FUND POLICY UPDATE

Decision Required

<b>Report To:</b>	Motueka Community Board
<b>Meeting Date:</b>	19 November 2024
<b>Report Author:</b>	Nick Chin, Enterprise and Property Services Manager
<b>Report Authorisers:</b>	Richard Kirby, Group Manager - Community Infrastructure
<b>Report Number:</b>	RMCB24-10-2

### 1. Purpose of the Report / Te Take mō te Pūrongo

- 1.1 To present a revised 2023 Motueka Harbour and Coastal Works Reserve Fund Policy (Policy) for Community Board review and feedback.
- 1.2 To make a recommendation to the Tasman District Council on proposed changes to the Policy.

### 2. Summary / Te Tuhinga Whakarāpoto

- 2.1 On 21 May 2024, a revised Policy was presented to the Motueka Community Board (Board). The Board decided that the Policy should be left to lie on the table and Council staff were asked to do further work on the matter.
- 2.2 Further work has now been completed and a revised Policy (**Attachment 1**) addresses the concerns expressed at that meeting.

### 3. Recommendation/s / Ngā Tūtohunga

**That the Motueka Community Board**

1. **receives the Motueka Harbour and Coastal Works Reserve Fund Policy Update RMCB24-10-2; and**
2. **recommends that the Tasman District adopts the draft amended Motueka Harbour and Coastal Works Reserve Fund Policy Update in Attachment 1 of the agenda report.**

### 4. Background / Horopaki

- 4.1 The Motueka Harbour Works and Coastal Reserve Fund is overseen by the Enterprise Committee and is operated using commercial disciplines. The reserve fund and its income is available for re-investment or use generally within the **designated** Motueka area.
- 4.2 Day-to-day management of the fund is the responsibility of the Property and Enterprise Manager. The Council, through the fund, has land in Motueka and has provided an internal loan to the Motueka Holiday Park activity and loaned funds for the Harbourmaster Facility at

Motueka. The Council receives a commercial return on these internal loans which goes into the fund.

- 4.3 The Policy was poorly worded and therefore confusing. For example, the Coastal Environment and the Motueka Harbour and Coastal Reserve Area were not clearly defined. The map previously attached to the Policy indicated that works could only occur below Mean Water High Spring (MWHS) or below high tide, on land that normally does not belong to the Council.
- 4.4 A draft Policy was presented to the Council on 22 November 2023. The Council resolved (RCN23-11-7) to leave the item on the table and to first present the revised Policy to the Motueka Community Board for approval and then be referred to the Council for approval.
- 4.5 A revised Policy was presented to the Board on 21 May 2024. Initial revisions addressed the areas to be covered by the Policy, in particular, a clear definition of the Coastal Environment and Motueka Harbour and Coastal Works Reserve Area.
- 4.6 This has now been clarified with the terminology used in the Tasman Resource Management Plan. The account map has been retained to indicate the area within the scope of works.
- 4.7 The wording of the Policy has generally been reviewed to improve clarity but with no substantive changes to the rules on the use of the reserve funds. It should be noted that the Board will be consulted before funds are utilised in the re-drafted policy.
- 4.8 It was noted that the Policy only affects council-administered land. Accordingly, although the Coastal Environment area marked on the Policy's map may include private land this is because the land is within the Coastal Environment.
- 4.9 The Board resolved to leave the item on the table and for staff to provide further clarification on alignment with Tasman Resource Management Plan (TRMP) and the delineation of private property (figure 1).

## **8.2 Motueka Harbour and Coastal Works Reserve Fund Policy Update and Funding Proposals**

Mr Chin presented the report which was taken as read. He noted that the Motueka Harbour and Coastal Works Fund is overseen by the Enterprise Committee. After some discussion, the Board agreed to leave the item to lie on the table.

Staff were asked to provide further clarification on the project's alignment with the Tasman Resource Management Plan and the delineation of properties provided in the maps.

*Figure 1 Motueka Community Board resolution 21 May 2024.*

## **5. Analysis and Advice / Tātaritanga me ngā tohutohu**

- 5.1 The Policy has been amended and refers to the Tasman Resource Management Plan (TRMP).
- 5.2 The Policy only affects council-administered land.
- 5.3 Concerns expressed in May 2024 have been addressed. This includes retention of the account map and referral to the Community Board for permitted works

**6. Options / Kōwhiringa**

6.1 The options are outlined in the following table:

Option		Advantage	Disadvantage
1.	Do not accept the amended plan		The Policy remains a confusing document.
2.	Accept the amended plan	Clarity on the extant and management of the Policy fund.	

6.2 **Option Two** is recommended.

**7. Legal / Ngā ture**

7.1 The Motueka Harbour and Coastal Works Fund Policy sets the authorisation and scope of the use of the funds in the reserve. The revised Policy terminology and improved map are in accordance with the TRMP definition of the Coastal Environment.

**8. Iwi Engagement / Whakawhitiwhiti ā-Hapori Māori**

8.1 It is expected that policies are reviewed from time to time to ensure they remain relevant and current. There is no requirement under our Significance and Engagement Policy for consultation on this policy review as the proposed changes are minor.

**9. Significance and Engagement / Hiranga me te Whakawhitiwhiti ā-Hapori Whānui**

9.1 This decision is of low significance. It does not impact on levels of service, strategic assets, and public interest would be minimal, if any. The Community Board members can, therefore, make this decision based on their understanding of the views and preferences of their community.

	Issue	Level of Significance	Explanation of Assessment
1.	Is there a high level of public interest, or is decision likely to be controversial?	Low	This is a routine process.
2.	Are there impacts on the social, economic, environmental or cultural aspects of well-being of the community in the present or future?	None	
3.	Is there a significant impact arising from duration of the effects from the decision?	No	
4.	Does this activity contribute or detract from one of the goals in the <a href="#">Tasman Climate Action Plan 2019</a> ?	No	

	Issue	Level of Significance	Explanation of Assessment
5.	Does the decision relate to a strategic asset? (refer Significance and Engagement Policy for list of strategic assets)	No	
6.	Does the decision create a substantial change in the level of service provided by Council?	No	
7.	Does the proposal, activity or decision substantially affect debt, rates or Council finances in any one year or more of the LTP?	No	
8.	Does the decision involve the sale of a substantial proportion or controlling interest in a CCO or CCTO?	No	
9.	Does the proposal or decision involve entry into a private sector partnership or contract to carry out the deliver on any Council group of activities?	No	
10	Does the proposal or decision involve Council exiting from or entering into a group of activities?	No	
11	Does the proposal require inclusion of Māori in the decision making process (consistent with s81 of the LGA)?	No	

#### **10. Financial or Budgetary Implications / Ngā Ritenga ā-Pūtea**

10.1 There are no financial or budgetary implications arising from the decision to accept the revised Policy with terminology changes and clarified areas of responsibility.

#### **11. Risks / Ngā Tūraru**

11.1 Updating the policy to clarify its extant and align terminology with the TRMP is a low-risk decision.

#### **12. Climate Change Considerations / Whakaaro Whakaaweawe Āhuarangi**

12.1 The shoreline is expected to change as the sea level rises. This Policy is otherwise not affected by Climate Change.

### 13. Alignment with Policy and Strategic Plans / Te Hangai ki ngā aupapa Here me ngā Mahere Rautaki Tūraru

- 13.1 The wording of the Policy has generally been reviewed to improve clarity but with no substantive changes to the rules on the use of the reserve funds.
- 13.2 It is expected that policies are reviewed from time to time to ensure they remain relevant and current. There is no requirement under our Significance and Engagement Policy for consultation on this policy review as the proposed changes are minor.
- 13.3 The Motueka Harbour and Coastal Works Fund Policy sets the authorisation and scope of the use of the funds in the reserve. The revised Policy terminology and improved map are in accordance with the TRMP definition of the Coastal Environment.

### 14. Conclusion / Kupu Whakatepe

- 14.1 The policy update is largely routine and minor. This provides alignment with the TRMP and clarifies the Coastal Environment areas to which the Policy applies

### 15. Next Steps and Timeline / Ngā Mahi Whai Ake

- 15.1 If approved, this revised Policy will be referred to the next Council meeting (28 November 2024) for approval.

### 16. Attachments / Tuhinga tāpiri

- |                      |   |    |
|----------------------|---|----|
| 1. <a href="#">↓</a> | Revised Motueka Harbour Works Fund policy           | 52 |
| 2. <a href="#">↓</a> | Revised Harbour Works Fund Policy (tracked changes) | 57 |

Working draft 23 September 2024

# 2024 Motueka Harbour and Coastal Works Reserve Fund Policy

## ORGANISATIONAL POLICY

### POLICY REFERENCES

• Sponsor:	<b>Group Manager Finance</b>
• Effective date:	28 November 2024
• Internal review due:	28 November 2027
• Legal compliance:	LGA2002
• Associated Documents/References	
• Policy Number	CS08
• Approved by Chief Executive	N/A
	2015 Policy approved by Corporate Services Committee 12 February 2015 report RFN15-02-02
	Updated 2016 Policy approved by Full Council 1 December 2016 report RCN16-12-08 resolution CN16-12-10
• Approved by Council (If Applicable)	<b>Updated 2023 Policy approved by Tasman District Council 28 November 2024 report RCN24xx resolution CN xx</b>

### Purpose

The purpose of this policy is to set out clearly the principles and decision guidelines for the management, use and reporting of the investments, assets and loans that make up the Motueka Harbour and Coastal Works Reserve fund.

### Definitions

**Coastal Environment** means the coastal environment area or coastal environment as identified in the attached map (figure 1). This Policy only affects Council administered land. Accordingly, although the Coastal Environment area marked on the Policy's map (figure 1) may include private land this is because the land is within the Coastal Environment

**Motueka Harbour and Coastal Works Reserve Area** means the Coastal Environment within defined boundaries from the Riwaka River mouth, to the northern end of the Kina Peninsular, including all of the Moutere Inlet, plus any assets, land or otherwise, held within the Motueka harbour Coastal Environment area.



Working draft 23 September 2024

**MH&CWR** means investments, assets and loans that make up the Motueka Harbour and Coastal Works Reserve fund.

### Application

This policy applies to staff, elected members and contractors involved in the management of the MH&CWR.

### Background

As a result of the decision of the High Court on 2 November 2009, the Motueka Harbour Endowment Account, which was created by statute in 1905, ceased to exist as a closed account.

In resolution FN12-08-1 in 2012, the Corporate Services Committee of Council:

- Acknowledged that the Motueka Harbour Endowment Account ceased to exist as a closed account following the decision of the High Court dated 2 November 2009 which resulted in the funds and assets becoming general funds; and
- Established a separate account for Motueka Harbour and Motueka Coastal Works and directs that the assets and balances from the Motueka Harbour Endowment Account be placed into that account; and
- Agreed that the Motueka Harbour and Motueka Coastal Works Account be managed by the Corporate Services Committee through the Commercial Subcommittee once established and operate on a commercial basis with dividends being paid to satisfy policies established for the use of funds generated from the account; and
- Directed staff to report back to the Corporate Services Committee with recommended policies and processes for the management and operation of the Motueka Harbour and Motueka Coastal Works account.

The MH&CWR is not a *restricted reserve* and is not disclosed separately in Council's Annual report.

### Policy

Overall control of the MH&CWR is delegated to the Enterprise Committee under its terms of reference. The Enterprise Committee will focus on the investment assets, fixed or otherwise, as well as funds generated from earnings and investments.

The Enterprise and Property Services Manager has responsibility for the maintenance, management and budgeting related to those assets that make up the MH&CWR. The Enterprise and Property Services Manager will work with the Community Infrastructure staff to ensure budget provision is made in the MH&CWR for Motueka Harbour and Coastal Works Reserve Area related assets or activities included in the Community Infrastructure Activity Management plans.

Use of the MH&CWR, other than for:

- The costs of administration or maintaining the assets held as part of the MH&CWR, or
- Council approved works in the Motueka Harbour and Coastal Works Reserve Area,

is subject to approval based on a separate full business case. The business case will outline the advantages to the MH&CWR or the Council of the proposed investment and is to be presented through the Enterprise Committee.

The Enterprise Committee may approve such expenditure provided it is within an approved budget or less than \$50,000.

Working draft 23 September 2024

Any unbudgeted expenditure above \$50,000 will require approval of the Council.

The first call on funds generated from the MH&CWR will be for:

- a) The maintenance and improvements of any of the assets held as part of the MH&CWR ;
- b) Any maintenance and development of the Motueka harbour;
- c) Council-approved works in the Motueka Harbour and Coastal Works Reserve Area; and
- d) Where the capital assets in the MH&CWR account increase to such extent that the Enterprise Committee considers that the funds being generated are surplus to the current requirements in a), b) or c) above, any approved Council use.

In the event that the Enterprise Committee recommends the use of funds other than for items a), b) or c), consultation with the Motueka Community Board will be required prior to consideration of such a proposal by the Enterprise Committee and approval being given by Council.

The capital assets of the MH&CWR will be managed with the intention of increasing the value of the assets held in the MH&CWR and providing improved returns.

Subject to complying with this policy, MH&CWR assets may be bought, sold, leased, licensed or otherwise disposed of. Any related borrowings are to be a charge to the MH&CWR.

The Enterprise and Property Services Manager will report to the Enterprise Committee not less than every three months and will include statements of the financial performance and position.

This policy shall be reviewed by Council triennially.

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**Authorised by the Chief Executive and Tasman District Council – Meeting 28 November 2024 resolution CN xxx**

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**Date of approval: xxxx**

Working draft 23 September 2024





Working draft 23 September 2024

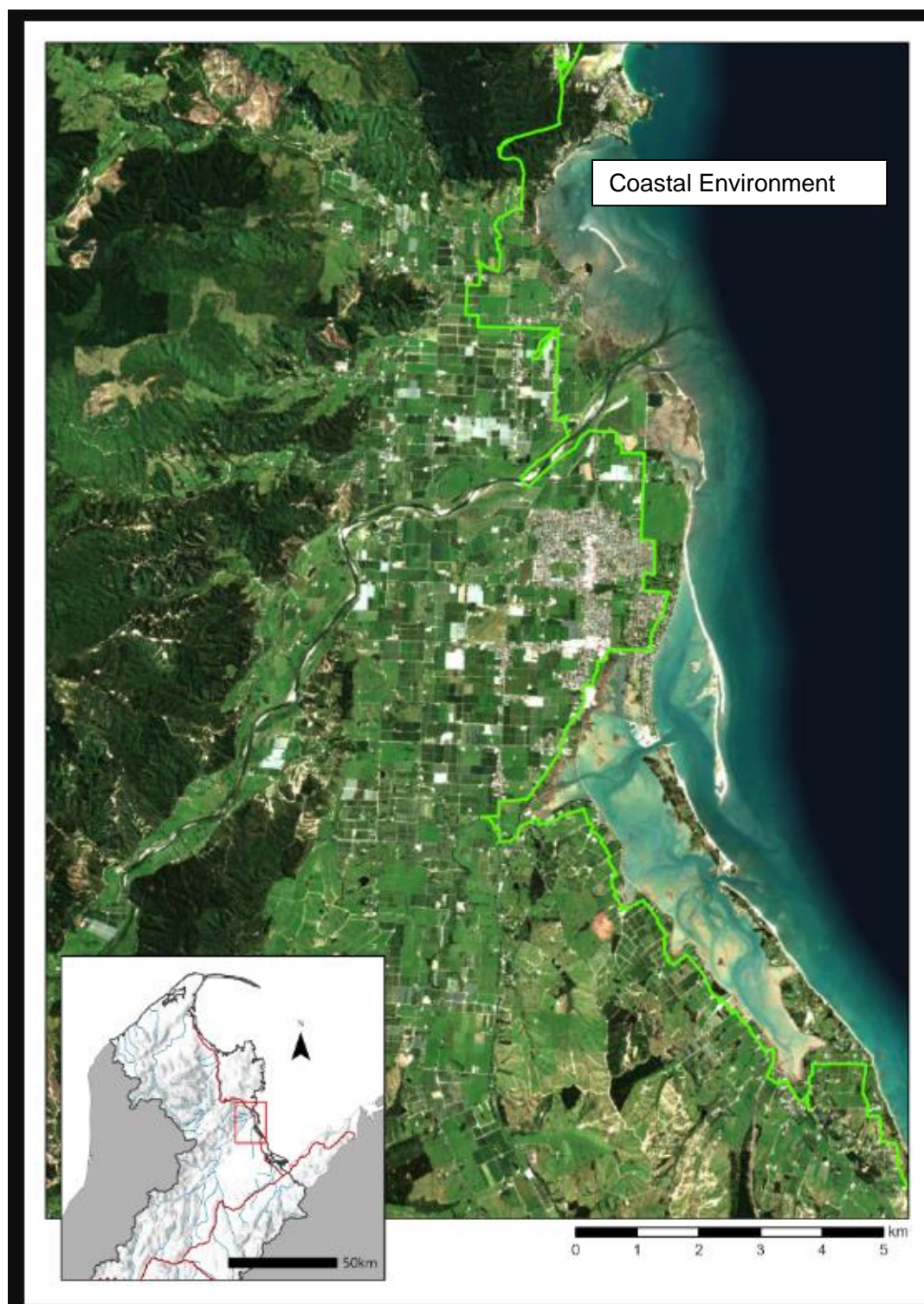


Figure 1. Coastal Environment covered by this Policy

Working draft 23 September 2024

# 2023 Motueka Harbour and Coastal Works Reserve Fund Policy

## ORGANISATIONAL POLICY

### POLICY REFERENCES

• Sponsor:	<b>Group Manager Finance</b>
• Effective date:	<u>28 November 2024</u>
• Internal review due:	<u>28 November 2027</u>
• Legal compliance:	LGA2002
• Associated Documents/References	
• Policy Number	CS08
• Approved by Chief Executive	N/A
	2015 Policy approved by Corporate Services Committee 12 February 2015 report RFN15-02-02
	Updated 2016 Policy approved by Full Council 1 December 2016 report RCN16-12-08 resolution CN16-12-10
• Approved by Council (If Applicable)	Updated 2023 Policy approved by Tasman District Council <u>28 November 2024</u> report <u>RCN24xx</u> resolution CN xx

### Purpose

The purpose of this policy is to set out clearly the principles and decision guidelines for the management, use and reporting of the investments, assets and loans that make up the Motueka Harbour and Coastal Works Reserve fund.

### Definitions

**Coastal Environment** means the coastal environment area or coastal environment as identified in the attached map (figure 1). This Policy only affects Council administered land. Accordingly, although the Coastal Environment area marked on the Policy's map (figure 1) may include private land this is because the land is within the Coastal Environment.

**Motueka Harbour and Coastal Works Reserve Area** means the Coastal Environment within defined boundaries from the Riwaka River mouth, to the northern end of the Kina Peninsular, including all of the Moutere Inlet, plus any assets, land or otherwise, held within the Motueka harbour Coastal Environment area.

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Set out clearly the principles and decision guidelines for use of the Income generated from the Motueka Harbour and Coastal Works reserve (MH&CWR) Set out clearly responsibility for the management reporting on the Reserve fund....

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**MH&CWR** means investments, assets and loans that make up the Motueka Harbour and Coastal Works Reserve fund.

#### Application

This policy applies to staff, elected members and contractors involved in the management of the **MH&CWR**.

#### Background

As a result of the decision of the High Court on 2 November 2009, the Motueka Harbour Endowment Account, which was created by statute in 1905, ceased to exist as a closed account.

In resolution FN12-08-1, in 2012, the Corporate Services Committee of Council:

- Acknowledged that the Motueka Harbour Endowment Account ceased to exist as a closed account following the decision of the High Court dated 2 November 2009 which resulted in the funds and assets becoming general funds; and
- Established a separate account for Motueka Harbour and Motueka Coastal Works and directs that the assets and balances from the Motueka Harbour Endowment Account be placed into that account; and
- Agreed that the Motueka Harbour and Motueka Coastal Works Account be managed by the Corporate Services Committee through the Commercial Subcommittee once established and operate on a commercial basis with dividends being paid to satisfy policies established for the use of funds generated from the account; and
- Directed staff to report back to the Corporate Services Committee with recommended policies and processes for the management and operation of the Motueka Harbour and Motueka Coastal Works account.

The **MH&CWR** is not a *restricted* reserve and is not disclosed separately in Council's Annual report.

#### Policy

Overall control of the **MH&CWR** is delegated to the Enterprise Committee under its terms of reference. The Enterprise Committee will focus on the investment assets, fixed or otherwise, as well as funds generated from earnings and investments.

The Enterprise and Property Services Manager has responsibility for the maintenance, management and budgeting related to those assets that make up the **MH&CWR**. The Enterprise and Property Services Manager will work with the Community Infrastructure staff to ensure budget provision is made in the **MH&CWR** for **Motueka Harbour and Coastal Works Reserve Area** related assets or activities included in the Community Infrastructure Activity Management plans.

Use of the **MH&CWR**, other than for:

- The costs of administration or maintaining the assets held as part of the **MH&CWR**, or
- Council approved works in the Motueka Harbour and Coastal Works Reserve Area.

is subject to approval based on a separate full business case. The business case will outline the advantages to the **MH&CWR** or the Council of the proposed investment and is to be presented through the Enterprise Committee.

The Enterprise Committee may approve such expenditure provided it is within an approved budget or less than \$50,000.

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Any unbudgeted expenditure above \$50,000 will require approval of the Council.

The first call on funds generated from the MH&CWR will be for:

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- b) Any maintenance and development of the Motueka harbour;
- c) Council-approved works in the Motueka Harbour and Coastal Works Reserve Area; and
- d) Where the capital assets in the MH&CWR account increase to such extent that the Enterprise Committee considers that the funds being generated are surplus to the current requirements in a), b) or c) above, any approved Council use.

In the event that the Enterprise Committee recommends the use of funds other than for items a), b) or c), consultation with the Motueka Community Board will be required prior to consideration of such a proposal by the Enterprise Committee and approval being given by Council.

The capital assets of the MH&CWR will be managed with the intention of increasing the value of the assets held in the MH&CWR and providing improved returns.

Subject to complying with this policy, MH&CWR assets may be bought, sold, leased, licensed or otherwise disposed of. Any related borrowings are to be a charge to the MH&CWR.

The Enterprise and Property Services Manager will report to the Enterprise Committee not less than every three months and will include statements of the financial performance and position.

This policy shall be reviewed by Council triennially.

Authorised by the Chief Executive and Tasman District Council – Meeting 28 November 2024 resolution CN xxx

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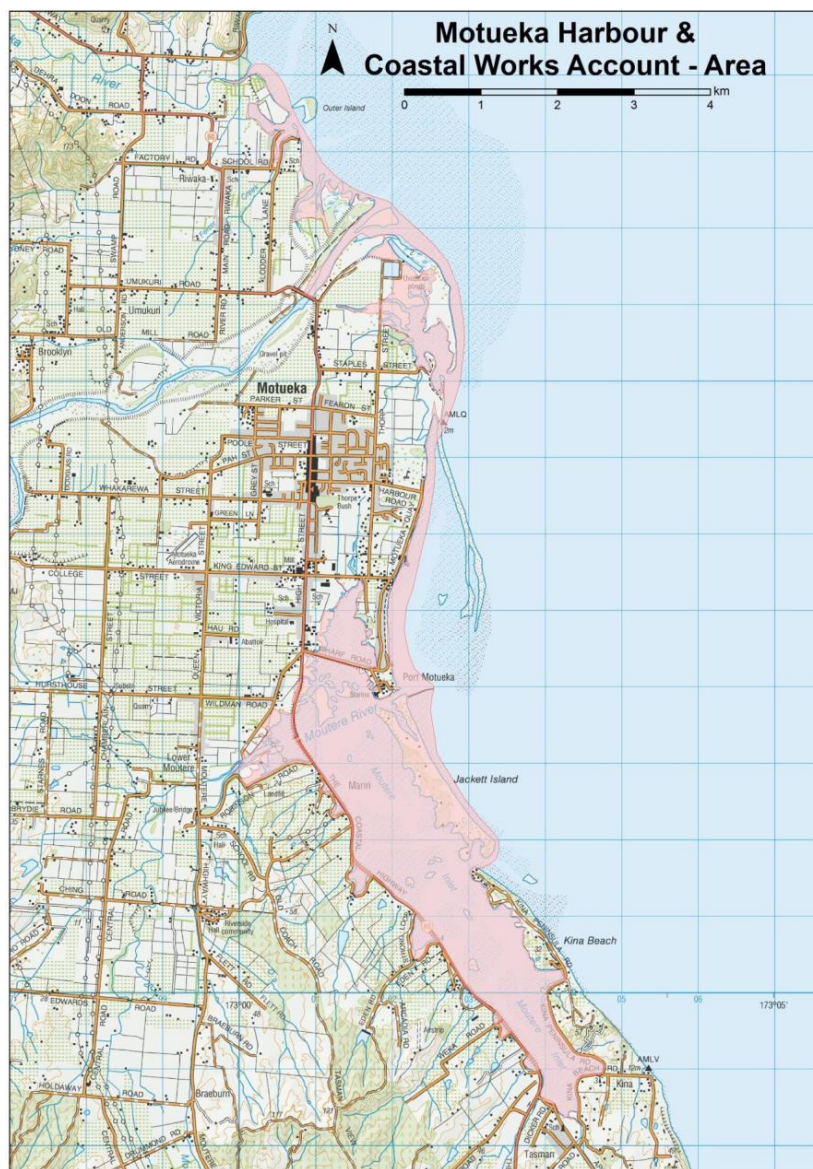


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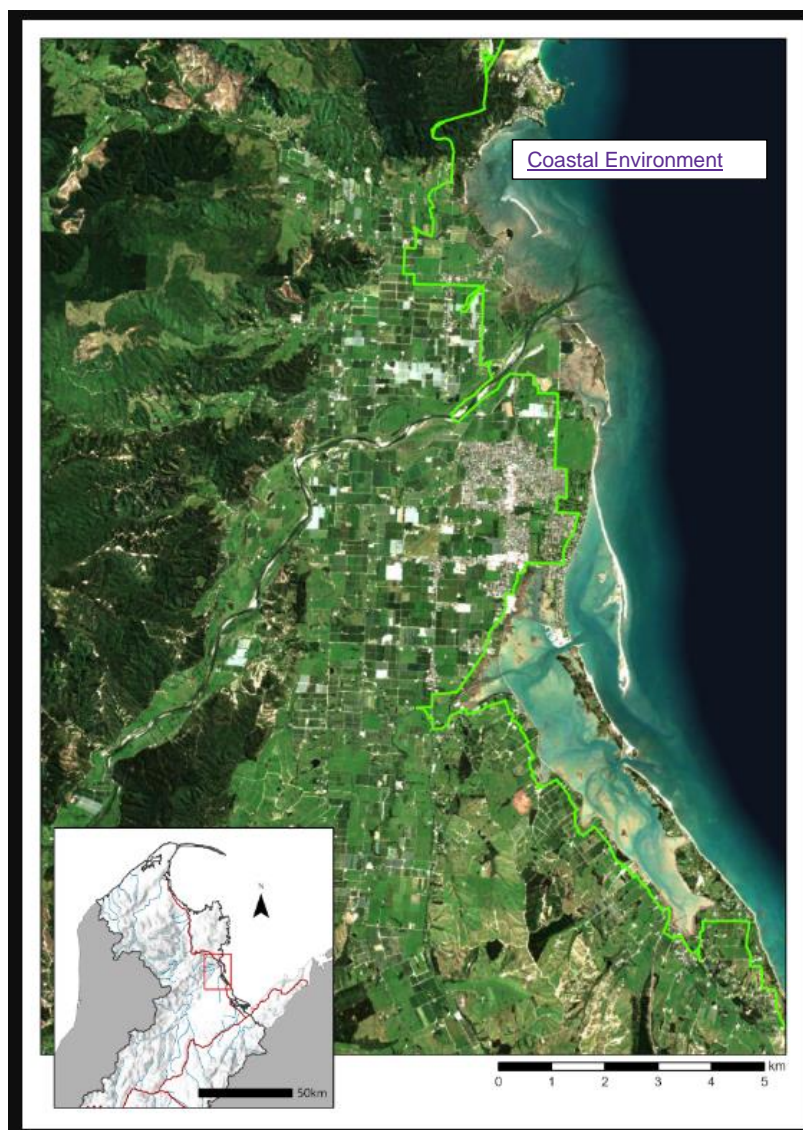


Figure 1. Coastal Environment covered by this Policy

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### 7.3 REQUEST FOR APPROVAL TO CORRECT THE SPELLING OF PAH STREET, AND PAH STREET WEST, MOTUEKA

Decision Required

<b>Report To:</b>	Motueka Community Board
<b>Meeting Date:</b>	19 November 2024
<b>Report Author:</b>	Linda Atkins, Development Contributions Administrator – Environmental Assurance
<b>Report Authorisers:</b>	Kim Drummond, Group Manager - Environmental Assurance
<b>Report Number:</b>	RMCB24-11-3

#### 1. Purpose of the Report / Te Take mō te Pūrongo

- 1.1 The purpose of this report is to seek approval from the Motueka Community Board to correct the spelling of Pah Street and Pah Street West, to Pā Street and Pā Street West. This is in response to a service request from a member of the public.
- 1.2 The Tasman District Council's *Street Naming Policy 2022 - 2024* (**Attachment One**), delegates the power to accept or reject new road names to the Community Boards within their ward. If the Community Board cannot agree to accept or reject a street name, then the authority sits with the Group Manager, Environmental Assurance in consultation with the Community Board.
- 1.3 The Council must provide iwi an opportunity to comment. In this case the key steps in this process were followed.
- 1.4 Accordingly, staff are seeking approval to correct the spelling of Pah Street to Pā Street, and Pah Street West to Pā Street West.

#### 2. Summary / Te Tuhinga Whakarāpoto

- 2.1 A Service Request has been received by the Council from a former resident asking for the spelling of Pah Street in Motueka to be corrected. The former resident indicates that this request has been made previously and that a ruling from the Waitangi Tribunal suggests this request should be followed up on. In accordance with the *Street Naming Policy 2022 - 2024*, the Council may change existing road names under part 4.4.2.1, for the correction of spelling.
- 2.2 Pah Street also has an extension named Pah Street West, which would also need to be corrected (to Pā Street West).
- 2.3 The Council's *Street Naming Policy 2022 – 2024* delegates the power to accept or reject new road names to the Community Boards within their ward. The purpose of this report is to seek the Motueka Community Board decision to accept or reject the proposed correction to the spelling of this street name.
- 2.4 Te Āwhina Marae is located on Pah Street. The board of trustees has met on this matter, (somewhat separate to this request) and have sought a change to the incorrect spelling.

Rather than submit a separate request themselves, as they had planned to do, they have decided to support this request.

- 2.5 The Iwi Advisory Rōpū (Cultural Narrative Group), has been consulted and supports the proposal. The group is comprised of mandated iwi representatives from all eight iwi of Te Taihū that advise on cultural matters for Tasman District Council.

### 3. Recommendation/s / Ngā Tūtohunga

**That the Motueka Community Board**

1. **receives the Request for Approval to Correct the Spelling of Pah Street, and Pah Street West, Motueka report RMCB24-11-3; and**
2. **approves the correction of the spelling of Pā Street and Pā Street West.**

### 4. Background / Horopaki

- 4.1 A request to change an existing road name in Motueka has been received (via Service Request number 2415640 on 6 August 2024), from former resident Janice Edwards of Hawkes Bay.
- 4.2 The change is a correction of spelling, which is enabled under the *Street Naming Policy 2022 - 2024*, part 4.4.2.1, for the correction of spelling, under Changing Existing Road Names. The word Pah has no meaning in Te Reo or English. Pā is a te Reo Māori word meaning fortified village or fort, as noted in the Te Aka Māori Dictionary.
- 4.3 The road runs from High Street Motueka to the west, where it turns into Pah Street West, then becomes Pamariki Street (see Attachment Three). At the eastern end Pah Street turns into Greenwood Street when it abuts High Street. Greenwood was the name of a European Settlor family that arrived in the District in 1942.
- 4.4 Staff have investigated the likely rationale for the original naming of Pah Street and a record in the Golden Bay Motueka News of December 1984 states that it was named in recognition of the “Maori Pahs on the road and because it led to the Maori church and gathering place”. Associated records accessed by staff confirm that there are urupā (cemeteries) along Pah Street, and this area was previously occupied by Māori. An alternative possibility that Pah Street was also named after an early settlor family has been considered but is highly unlikely. The only family with a similar name arriving in 1842 was the Pahl family and it is unclear whether they even settled in Motueka.
- 4.5 The applicant gave the following reason for the proposal to change the existing road name: “...as a Waitangi Tribunal directive, all Māori placenames in NZ were to be corrected in their spelling...I look forward to prompt rectification in the correct signage for this street.”
- 4.6 Waitangi Tribunal directives have not been found, but other official policies and processes that require correct spelling and use of Te Reo Māori language include the Council’s *Street Naming Policy 2022-2024*; and the Land Information New Zealand (LINZ) website that contains Treaty of Waitangi Settlements including place names: [Treaty of Waitangi claims settlement place names | Toitū Te Whenua - Land Information New Zealand](#). This refers to place names rather than specific street names.
- 4.7 The site refers to place names that can be included in settlements and notes: “Any original Māori name for a geographic feature or place within a claimant’s agreed area of interest can

be included in a Treaty settlement. Place names can be restored and corrected and made official or collected as unofficial place names to recognise their importance.”

- 4.8 The eight iwi in Te Taihū have settled, so place names would have been addressed through this process in 2010-2014 when the iwi settled with the Crown. The LINZ website talks about the normal process which includes public consultation for changing place names outside of Settlement.

## 5. Analysis and Advice / Tātaritanga me ngā tohutohu

- 5.1 Staff recommend the Board approves the correction to the spelling of Pah Street and Pah Street West to Pā Street and Pā Street West (respectively).
- 5.2 The proposed name is consistent with all clauses in the Tasman District Council *Street Naming Policy 2022 – 2024*, including 4.3.3: “The names must be appropriate, spelt correctly, interpreted correctly and be respectful to Māori culture and traditions.”

## 6. Options / Kōwhiringa

- 6.1 The options are outlined in the following table:

Option		Advantage	Disadvantage
1.	Approve the correction to the spelling of Pah to Pā	Allows completion of the naming process. The name has approval from local iwi.	None
2.	Reject the correction to the spelling of Pah to Pā	None	Allows the current incorrect spelling to remain and this is of concern to both local iwi and visitors to the region

- 6.2 Option one is recommended.

## 7. Legal / Ngā ture

- 7.1 Not relevant to this report.

## 8. Iwi Engagement / Whakawhitwhiti ā-Hapori Māori

- 8.1 As per the Tasman District Council *Street Naming Policy 2022 – 2024*, consultation has taken place with local iwi, via an Iwi Advisory Rōpū hui on 2 September 2024. The policy states in 4.3.4 that: “The Council will provide iwi the opportunity to provide comment on any road naming proposal.”

## 9. Significance and Engagement / Hiranga me te Whakawhitwhiti ā-Hapori Whānui

- 9.1 The applicant has noted in the service request that she is “disappointed to see that Pā Street is still incorrectly spelt as “Pah” though I understand as a Waitangi Tribunal directive, all Māori placenames in NZ were to be corrected in their spelling.” Local iwi would also like to

correct the spelling of Pah Street. The formal process to change the name of a road involves iwi consultation and Community Board approval.

	Issue	Level of Significance	Explanation of Assessment
1.	Is there a high level of public interest, or is decision likely to be controversial?	Yes	There is general agreement regarding the use of Te Reo Māori to name new roads, therefore the correct use of Te Reo is unlikely to be controversial.
2.	Are there impacts on the social, economic, environmental or cultural aspects of well-being of the community in the present or future?	Yes	Recognition of Te Reo Māori in naming roads brings together the past and present, and promotes cultural well-being in this context
3.	Is there a significant impact arising from duration of the effects from the decision?	Yes	The name will remain for future generations
4.	Does the decision relate to a strategic asset? (refer Significance and Engagement Policy for list of strategic assets)	No	
5.	Does the decision create a substantial change in the level of service provided by Council?	No	Not relevant to the report
6.	Does the proposal, activity or decision substantially affect debt, rates or Council finances in any one year or more of the LTP?	No	
7.	Does the decision involve the sale of a substantial proportion or controlling interest in a CCO or CCTO?	No	
8.	Does the proposal or decision involve entry into a private sector partnership or contract to carry out the deliver on any Council group of activities?	No	
9.	Does the proposal or decision involve Council exiting from or entering into a group of activities?	No	Council is responsible for the erection and maintenance of the road sign.
10.	Does the proposal require particular consideration of the obligations of Te Mana O Te Wai (TMOTW) relating to	No	

	Issue	Level of Significance	Explanation of Assessment
	freshwater and Affordable Waters services?		

#### 10. Communication / Whakawhitiwhiti Kōrero

- 10.1 Consultation took place with local iwi on 2 September 2024, and Council staff responsible for the road name database and map data have checked for duplication of spelling and sound against existing road names in Marlborough, Nelson, Tasman District and Buller region.
- 10.2 Marlborough has a Pā Road, Nelson has a Māori Pa Road, (spelt incorrectly as it is without a macron). These names refer to Roads and so are not too similar to Pā Street.

#### 11. Financial or Budgetary Implications / Ngā Ritenga ā-Pūtea

- 11.1 The Council erects and maintains the replacement sign.

#### 12. Risks / Ngā Tūraru

- 12.1 Not relevant to the report.

#### 13. Climate Change Considerations / Whakaaro Whakaaweawe Āhuarangi

- 13.1 Not relevant to the report.

#### 14. Alignment with Policy and Strategic Plans / Te Hangai ki ngā aupapa Here me ngā Mahere Rautaki Tūraru

- 14.1 Council is given the power to name and rename roads under the *Local Government Act 1974*, 319 (1) (j.)
- 14.2 The Group Manager Environmental Assurance is granted the authority to sign the street naming letter to the applicant and the memorandum to Tasman District Council staff members under Section 226 (1) (e) of the *Resource Management Act 1991* (authority to sign legal documents).
- 14.3 This application has followed the *Street Naming Policy 2022-2024* in consulting Iwi, resulting in approval from eight local iwi via a hui with the Council's Iwi Advisory Rōpū.

#### 15. Conclusion / Kupu Whakatepe

- 15.1 The correction to the spelling of this name complies with all the relevant clauses of the Tasman District Council *Street Naming Policy 2022-2024*, and the iwi consultation is accepted as appropriate for this application.

<b>16. Next Steps and Timeline / Ngā Mahi Whai Ake</b>
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- 16.1 If the Community Board approves the correction to the spelling of this name, the applicant will be notified, and staff members will complete the process.

<b>17. Attachments / Tuhinga tāpiri</b>
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- |    |                   |                      |    |
|----|-------------------|----------------------|----|
| 1. | <a href="#">↓</a> | Street naming policy | 68 |
| 2. | <a href="#">↓</a> | Maps                 | 76 |



# STREET NAMING POLICY

## 2022 – 2024





# STREET NAMING POLICY

Policy References	
Legal compliance	<p>Local Government Act 1974 Section 319 (1) (j) and 319(A)</p> <p>Flags, Emblems and Names Protection Act 1981</p> <p>AS/NZS 4819:2011 Rural and Urban Addressing</p> <p>Nelson Tasman Land Development Manual 2020</p>
Associated documents and references	<p>Tasman Resource Management Plan</p> <p>Tasman District Council Street Name Blade Specification</p>

## 1. PURPOSE

1.1. This operational policy specifies Council's requirements for the naming of roads and private access ways within the District required for the proper and safe addressing of properties.

## 2. SCOPE

2.1. This operational policy applies where a proposed road is being created through subdivision development; the formation of an existing unformed legal road; the naming of an existing unnamed road; and the renaming of a road.

2.2. Clause 2.1 applies equally to qualifying private access ways.

## 3. DEFINITIONS

3.1. **Council** means Tasman District Council

3.2. **Road** has the same meaning as in the Local Government Act 1974.

3.3. **Private Access Way**, for the purpose of this policy, means a properly constructed private road, or a registered right-of-way serving five or more properties.

## 4. POLICY

### 4.1. GENERAL

4.1.1. The naming of roads and private access ways provides for a unique address to enable a property to be identified and serviced for electricity, communication services, mail and deliveries.

The Council is responsible for the naming of roads and private access ways and assigning each property a street number.

4.1.2. Council accepts name suggestions from community groups and residents for naming roads and private access ways at any time, but Council reserves the right to use any name it so chooses.

### 4.2. ROADS THAT REQUIRE NAME

4.2.1. Newly formed public roads vested in Council shall be named, including those to be maintained privately.

4.2.2. Formed private access ways may also be named to ensure uniformity, uniqueness, and make certain correct identification, subject to the applicant agreeing to meet the signage installation costs.

4.2.3. Where the road forms an extension to, or is a continuation of, an existing named road or access way, the current road name will automatically apply in accordance with AS/NZS 4819:2011.

### 4.3. APPLYING FOR ROAD NAMES – FIRST STEPS

4.3.1. Any person wishing to name a road should consult any affected property owners serviced by, or to be serviced by, the road concerned, and be able to provide evidence of such consultation.

4.3.2. Any road name offered should comply with the guidelines in Appendix 1.

4.3.3. Applicants are encouraged to consult iwi when proposing road names and are expected to where a

## Street Naming Policy (cont.)

name in Te Reo Māori is proposed. This should be done as soon as possible to avoid delays, and evidence of consultation should be provided. The names must be appropriate, spelt correctly, interpreted correctly and be respectful to Māori culture and traditions.

4.3.4. The Council will provide iwi with the opportunity to provide comment on any road naming proposal.

4.3.5. Where more than one road is to be named, choose a common theme for the names. Where an established theme exists in the area, the new road names should, preferably, be consistent with this theme.

### 4.4. CHANGING EXISTING ROAD NAMES

4.4.1. A name change will be made only if Council considers the change will result in a clear benefit to the community.

4.4.2. Reasons for changing road names may include:

4.4.2.1. Correction of spelling

4.4.2.2. Elimination of duplication of spelling or sound creating confusion with existing road names

4.4.2.3. Prevention of confusion arising from changes to road layout

4.4.2.4. Correction of geographical or cultural errors

4.4.2.5. Assigning different names to either end of a road where a permanent, impassable section separates them.

### 4.5. SUBMIT THE FOLLOWING INFORMATION TO COUNCIL

4.5.1. Any person wishing to name a road or private access way must complete an application form, see Appendix 3, and submit it to the Council. Where this happens as part of the subdivision process, the application should be lodged prior to submitting the s 223 survey plan.

4.5.2. Each application should be accompanied by a map identifying all public roads, private access ways and private access lots within the area of interest, annotated with the proposed status of each road. This includes road to vest in Council, private access lots, private rights-of-way, identifying any staging of development.

4.5.3. Requests for road names must include three preferred names in order of preference, for **each** road shown on the map submitted with the application.

4.5.4. A reason must be given for each name choice consistent with the guidelines in Appendix 1.

### 4.6. REQUIREMENTS

4.6.1. Names must not duplicate existing names in the Tasman, Nelson or Buller Districts. This includes spelling, pronunciation and names with different type designations. Names will be checked by Council for any duplication.

4.6.2. The road type must conform to the definitions in Appendix 2 of this policy.

### 4.7. STYLE GUIDE

4.7.1. All road name decisions are entirely at the discretion of Council whether for reasons of policy or other considerations.

4.7.2. Names should be easy to spell and pronounce and have an appropriate meaning. Unduly long, cumbersome or difficult to pronounce names will be rejected. Names must not be offensive, insensitive, or ambiguous.

4.7.3. Names shall not use of the possessive, i.e., 's or s'

4.7.4. Names should be 15 characters or fewer including spaces, but not including the road type. In exceptional circumstances, longer names may be accepted.

4.7.5. Names are to either in English or Te Reo Māori, not both because of space reasons. Te Reo Māori names should be in the relevant dialect and phonetic style.

4.7.6. Names with few characters should be chosen for short roads for map labelling purposes.

4.7.7. The cardinal points of the compass as a prefix or suffix should generally not be used.

4.7.8. Hyphens, apostrophes and diacritical marks should be avoided where possible. Te Reo Māori names which require diacritical marks to preserve the correct meaning are an exception.

4.7.9. In general, roads should not be named for commercial organisations or living persons. Road names should not be anagrams, amalgamations, or derivations of the names of living people.



## Street Naming Policy (cont.)

### 4.8. THE NAMING DECISION

4.8.1. Where a Community Board exists within Tasman District, Council has delegated the power to accept or reject new road names to the Community Board. If Community Boards cannot reach an agreement to name a road which crosses a Ward boundary, Council will decide in consultation with the Community Boards concerned.

4.8.2. Roads not in areas under the jurisdiction of a Community Board shall be named under delegated authority as provided for in the Council's Delegation Register or through the Regulatory Committee as required.

4.8.3. The Asset Information Officer will notify Land Information NZ (LINZ), Quotable Value (QV), the Council Rates and Database Information Officers, and all emergency services in the area, of the road name, and arrange for allocation of street numbers where necessary.

### 4.9. SIGNAGE

4.9.1. Where Council approves a road name in a subdivision, a standard Council road sign will be created and erected at the applicant's expense. This obligation will usually be a condition in the subdivision resource consent and must be complied with prior to the Section 224 certificate issue.

4.9.2. All signage must comply with the standards specified in the *Nelson Tasman Land Development Manual* and the Council's *Street Name Blade Specification*, including location and installation,

4.9.3. In the case of a private road or right of way, Pvt shall follow the name on the sign. The sign may include the first and last property numbers along the road

4.9.4. Council will maintain all Council-approved road name signs.

## APPENDIX 1

# GUIDELINES FOR CHOOSING A ROAD NAME

Road names should be chosen from the following categories and meet the criteria as set out in this policy.

### 1.1. HISTORY

1.1.1. The name of a person, event, industry or activity associated with the area. Such names may include early inhabitants and early notable people associated with the place.

1.1.2. The family name of the former owner of a farm or property, or the name of the farm or property where an historical context can be established.

### 1.2. CULTURE

1.2.1. This category includes Māori and Non-Māori heritage precincts, sites or tracks, or the traditional Māori name of an area.

1.2.2. An example of social or cultural heritage of other nationalities exists in the Upper Moutere where German heritage is recognised in names.

### 1.3. GEOGRAPHY

1.3.1. This category includes geographical, topographical, geological and landscape features.

1.3.2. Native flora and fauna are included in this category, especially where they are widespread, plentiful or unique to the area.

1.3.3. Descriptors of views must be easily identifiable.

### 1.4. THEME (COMMON OR ESTABLISHED)

1.4.1. Where a development creates more than one road, a common theme is recommended for names.

1.4.2. Where a theme exists already, new road names should continue with this theme.

### 1.5. NOTEWORTHY PERSONS

1.5.1. This category includes persons who made a notable contribution to the area or District and are no longer living. The contribution may have been in the field of commerce, community service, conservation, education, local government, medicine, military service, sport, or science, for example.



## APPENDIX 2

# ROAD TYPES

The designation of road type shall conform to Appendix B of AS/NZS 4819:2011, and be selected from the following terms:

Designation	Abbreviation	Description
Ara	Ara	Te reo description of pathway or trail which can be used to connect places
Avenue	Ave	A broad, straight road with trees or other objects at regular intervals
Boulevard	Bvd	A broad main road, often planted with trees and grass plots
Close	Cl	A short, enclosed road
Corner	Cnr	A meeting of two or more roads with a significant identity
Court	Ct	A short, enclosed road
Crescent	Cres	A crescent or half-moon shaped road, beginning and ending on the same road
Crest	Cst	A road running along the top or summit of a hill
Drive	Dr	An especially scenic road. A main connecting route within a suburb or subdivision
Esplanade	Esp	A long, open, level area, typically beside the sea, along which people may walk for pleasure
Expressway	Exp	An urban motorway
Glade	Gld	A road, usually in a valley of trees
Glen	Gln	A road running through a narrow valley
Grove	Grv	A road featuring a copse of trees along the road or nearby
Heights	Hgts	A road traversing high ground
Highway	Hwy	
Lane	Lane	A narrow way, path, or country road. A narrow passage between hedges for buildings, an alley
Parade	Pde	A public promenade or road with good pedestrian facilities along the sides
Place	Pl	A short, sometimes narrow, enclosed road
Plaza	Pl	A public square, marketplace, or similar open space in a built-up area. A shopping centre



## Road Types (cont.)

Designation	Abbreviation	Description
Quay	Qy	A road running along the waterfront
Ridge	Rdg	A road running along the top of a hill or ridge
Rise	Rise	A road leading to a higher place or position
Road	Rd	A route or way between places
Street	St	A township carriageway with buildings, usually on both sides
Terrace	Tce	A road, usually with houses on either side, raised above the road level
Track	Trk	A narrow country road that may end in pedestrian access
View	View	A road commanding a wide panoramic view across the surrounding area
Way	Way	A short, enclosed road

The following are suitable designations for particular road types:

Road Type	Designation
Cul-de-sac, a short dead-end road with a turn-around area at the end	Close, Court, Place, Way
Wide, spacious road	Avenue, Boulevard, Esplanade, Parade
Narrow road	Lane, Track
Right-of-way	Way
Associated with high ground	Crest, Heights, Rise, Ridge, Terrace, View
Associated with low ground	Glade, Glen, Grove
Tree-lined road	Avenue, Glade, Grove



## Application to Name or Rename a Road or Access Way

Applicant name: \_\_\_\_\_ Phone number: \_\_\_\_\_

Address: \_\_\_\_\_

Valuation Assessment of Parent Title (if a subdivision): \_\_\_\_\_

Resource Consent number: \_\_\_\_\_ Name of closest road: \_\_\_\_\_

Current name of road (if applicable): \_\_\_\_\_

### Proposed names in order of preference

① Name: \_\_\_\_\_

Reason: \_\_\_\_\_

② Name: \_\_\_\_\_

Reason: \_\_\_\_\_

③ Name: \_\_\_\_\_

Reason: \_\_\_\_\_

### Details of any consultation and the results of that consultation:

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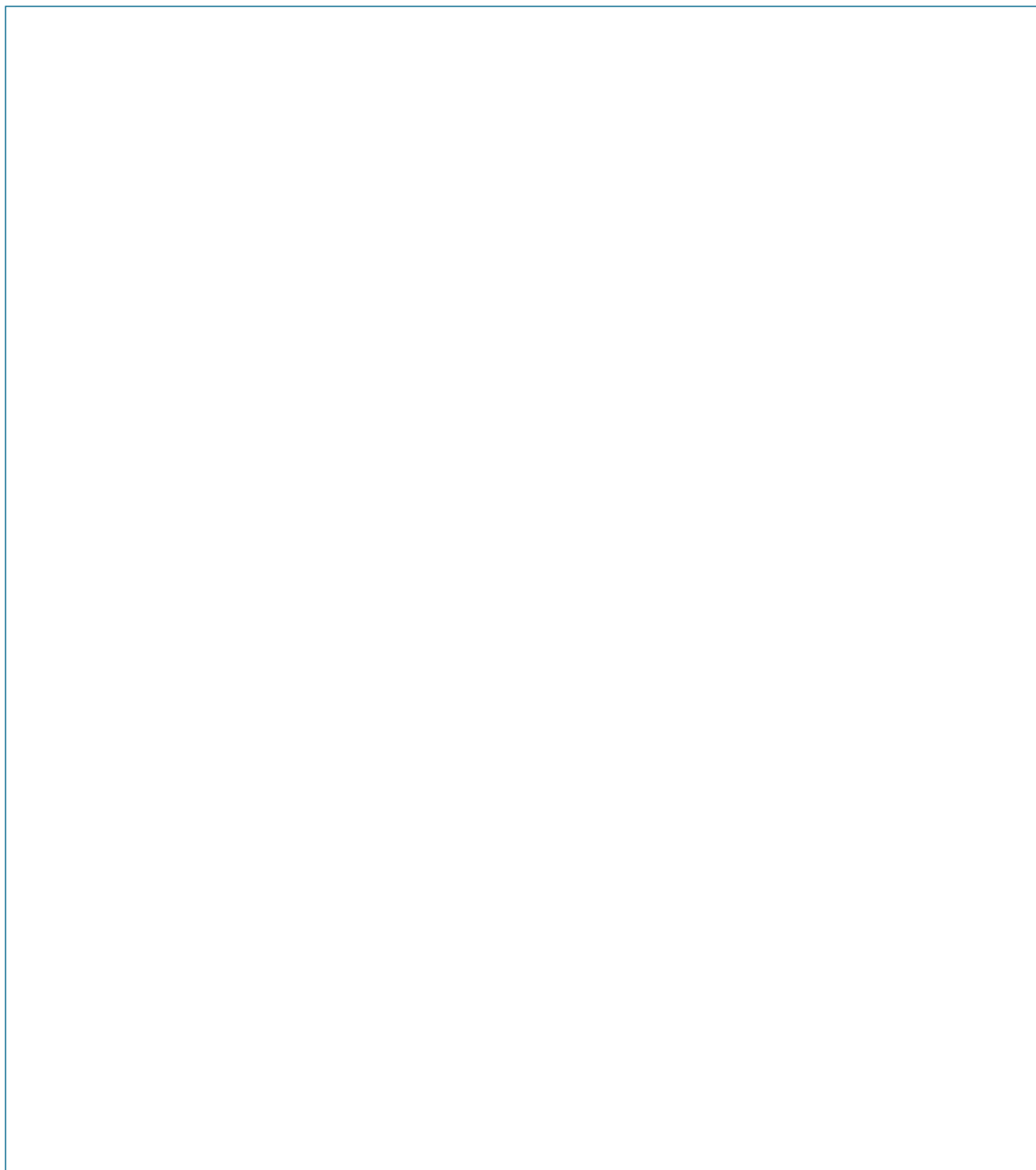
### Liability for installation cost for private access way (to be completed by the liable person)

I, \_\_\_\_\_ agree to pay the installation cost when invoiced by Council.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Billing address: \_\_\_\_\_

Please attach a sketch or map showing the roads to be named and the proposed location of the sign:




*Feel free to contact us:*

**Tasman District Council**  
Email [info@tasman.govt.nz](mailto:info@tasman.govt.nz)  
Website [tasman.govt.nz](http://tasman.govt.nz)  
24 hour assistance

**Richmond**  
189 Queen Street  
Private Bag 4  
Richmond 7050  
New Zealand  
Phone 03 543 8400

**Murchison**  
92 Fairfax Street  
Murchison 7007  
New Zealand  
Phone 03 523 1013  
Fax 03 523 1012

**Motueka**  
7 Hickmott Place  
PO Box 123  
Motueka 7143  
New Zealand  
Phone 03 528 2022

**Tākaka**  
78 Commercial Street  
PO Box 74  
Tākaka 7142  
New Zealand  
Phone 03 525 0020

**tasman** Te Kaunihera o Tasman



**Attachment Three, maps.**

Pah Street, off High Street Motueka



Pah Street West, Motueka





## 8.4 SPECIAL PROJECTS UPDATE

Information Only - No Decision Required

<b>Report To:</b>	Motueka Community Board
<b>Meeting Date:</b>	19 November 2024
<b>Report Author:</b>	Gavin Dawson, Governance Advisor
<b>Report Authorisers:</b>	Richard Kirby, Group Manager - Community Infrastructure
<b>Report Number:</b>	RMCB24-11-6

### 1. Summary / Te Tuhinga Whakarāpoto

- 1.1 A status update on Motueka Community Board special projects is attached to this report (**Attachment 1**).

### 2. Recommendation/s / Ngā Tūtohunga

**That the Motueka Community Board**

1. receives the Special Projects update report RMCB24-11-6.

### 3. Attachments / Tuhinga tāpiri

1. [↓](#) Status update

78

## Motueka Community Board - Special Projects Action List as at 17 October 2024

Projects 2020/21	Funds	Status	Overseer
<b>1.Decks Reserve</b> Accessible Playground Equipment  Resolution 15/12/20	\$30,000	16/02/21 Awaiting quote from Lynne Hall 20/07 Chair Maru to have a conversation with Susan Edwards and Janine Dowding 17/08 Awaiting update from Susan Edwards 28/02 Lynne has approached 3 playground companies before Christmas hopefully they will come back with something soon 15/03 Youth Council keen for a carousel, ongoing 15/11 Mr Kirby informed the Board of delays in sourcing accessible playground equipment  03/02/23 Update from Grant Reburn, Reserves Officer: <i>Staff have been planning the upgrade of Decks Reserve Playground items and are currently preparing a layout plan. A wheelchair carousel has been ordered and should be delivered within the next month. This item will be funded by the Motueka Board's special projects fund which had \$30,000 allocated for a carousel in 2022/23. The carousel installation will occur at the same time as the other playground items which depending on supply times and contractor availability is expected to be around May this year.</i> 18/04 Carousel purchased, staff working on layout design 09/05 Staff to share design with Members prior to the May meeting and will be present for feedback 16/05 Initial design plan presented to Members 12/06 Update from Grant, following presentation to Board in May further incorporation of playground elements will continue. Further allocation of funding from the Board would provide for more accessible opportunities. Accessible Carousel purchased with Board funded 30K. for financial summary at bottom of spreadsheet 06/07 Update from Tony Strange Currently acquiring an estimate for the entire play area footprint to be reinstated with rubber matting so that we can present these costs to the Board and they can decide to reallocated funding to accommodate this 18/07 Concept plan and quote tabled, Tony to provide more detailed costings and visuals, also provide a breakdown that is quantified in stages while also providing a cost for the entire project 10/08 Update form Tony, not enough competitive financial information as our consultants have only been able to include costs from one supplier, ongoing 15/08 Update to be provided at the September meeting	Cr Walker/Tony Strange

Projects 2020/21	Funds	Status	Overseer
		<p>10/11 Tony Strange will be meeting with members of CCS Disability Action regarding design considerations and advice</p> <p>21/11 Ongoing, Tony working on quotes, planning to add a basketball hoop</p> <p>19/12 Tony to report back to the Board in February</p> <p>20/02/24 Tony noted that this there is a procurement process. There has been reprioritisation of existing budgets with good news \$200,000 added for this project. Mr Strange will start ordering for this project within two weeks</p> <p>05/04 Update from Joe Bywater We are undertaking an options analysis and quantifying all items that the Community Board have requested. Through this information we will be able to put together a preliminary cost and present this back to the board for approval. Typically we would allocate between 15% and 30% contingency for a project which would cover any variations and cost escalations – this would be incorporated into the overall project budget but only spent on items above and beyond the initial estimates. We would expect that most of the risks would be realised fairly early on in the construction process and can provide regular budget updates</p> <p>16/04 Tony Strange to provide feedback about costings for the accessible playground at Decks Reserve. Hope to have information by next week. Chair Terina Graham, Cr Walker and Deputy Chair Claire Hutt to form a project advisory team as just a liaison at this stage.</p> <p>21/05 – advisory group met and determined best option for Board review. Board endorsed at May meeting.</p> <p>16/07 - the contract had been awarded; the timeframe was by the end of July. Lynne Hall to liaise with the Comms team regarding a comms plan for the basketball court and change of playground and signage.</p> <p>20/09/24 – Project running to schedule and budget. Two accessible drinking fountains also installed. Council staff working to ensure that Iwi are involved throughout.</p> <p>17/10/2024 – Board Chair, Deputy Chair, and Cr Walker did a site visit. Have requested thorough communications that tells the story of the journey from inception to its current state.</p>	

Projects 2022/23	Funds	Status	Overseer
<b>2.Mārahau/Sandy Bay Association</b> Coastal Maintenance Grant Resolution 16/08/22Resolution 16/08/22	\$2,500	15/11 Board Secretary to follow up on invoices for work 8/12 Ongoing 15/12/22 Part payment made, \$1236.90, for some spraying work, more to come 16/04/24 Ongoing 08/05/24 – Board to discuss. 21/05 Councillor Walker advised that the Mārahau-Sandy Bay Residents Association had been reconvened. It was noted that the reference to the coastal maintenance grant to the Association is not an annual grant. 16/07 – Remove the word 'Annual' as this was a one-off event. 20/09/2024 – Cr Walker working with Chris Rutledge on funding process. Staff to contact him resolve the matter.	Cr Walker

Projects 2022/23	Funds	Status	Overseer
<b>3.Motueka Cemetery</b> Maintenance and Enhancement Plan Resolution 16/08/22	\$8,000	15/11 Mr Kirby to speak with Reserves staff 16/11 Email forward onto Members from David Ogilvie by Chair Armstrong 20/12 Chair Armstrong to speak with David Ogilvie 21/02/23 Richard Hollier has advised there is already a landscape plan from 2013, no need to spend 8K. David to request a copy of the work plan to and circulate to members for the next meeting – actioned 23/03 Richard Kirby emailed Grant Reburn, Reserves & Facilities Manager, can the \$8,000 allocated funds be used to complete the implementation of the landscape plan from 2013. Report back to the MCB at its meeting 18 April via a staff report 06/04 Update from Grant Reburn sent on to Members 20/6 Chair Maru to follow up with Grant Reburn 06/07 Update form Steve Richards Following discussions at previous Board Meetings and with chair it was agreed that staff would continue with previous Motueka Cemetery Plan works using money currently available in the budget 18/07 Ongoing, Mr Kirby stated that the 8k to be used to implement the next stage of capital works in the 2013 Management Plan, not to go towards a new plan, ongoing 17/10 Steve Richards provided an update, Richard Hilton & Lynne Hall are working on and will come back to the Board 21/11 Steve to liaise with Deputy Chair Graham on updates 16/04/24 Ongoing Mr Ogilvie has met with staff have a plan forward and working well 06/05/24 Replaced cemetery sign, improved font, easier to read. Old water tank and stand removed. The back fence will be removed and plants have been ordered for this area. Plants ordered for the garden area on Old Wharf Road/Memorial drive corner. Plantings aim for July-August. Waiting on prices to line mark the carpark, build new wrought iron gates. The Motueka men's shed are building a new seat for the Old cemetery area. Still on programme of work to look into is the handwashing sink for the toilets.	Steve Richards/ Chair Graham

Projects 2022/23	Funds	Status	Overseer
		<p>21/05 Update from Stephen Richards - Quotes received, Toilet handbasins \$2500, 2x bench seats concrete pads \$900, 2 x bench seats \$1000 Motueka menz shed Still waiting on wrought iron gate quote. Can proceed with toilet hand basins and bench seats asap once approved by Community board.</p> <p>10/06 Update from Steve Richards - – I have instructed 2 x concrete pads ( \$900 each) to be installed for the 2 new bench seats. I have managed to repurpose one seat from York Park and rebuild a second seat costing (\$400), I have also attached the quote to upgrade the cemetery gates from farm gates to wrought iron gates. The quote is for one gate entrance, and we have 3 that need upgrading.</p> <p>It would be great if the Community board can approve the Cemetery quotes for the hand basin and 2 x bench seat installation so I can get those jobs completed. I can see we will need to find further funds to complete the entrance gate upgrades, even if we do one at a time</p> <p>20/09/2024 – Planting completed on Memorial drive and around cemetery. Gates and posts also installed at entrances to cemetery grounds.</p> <p>17/10/2024 – Completed works using specials projects budget \$8000 for cemetery projects</p> <p>Installed 2 two handbasins in toilets for \$2520.74, two bench seats on concrete pads for \$3237.25, and 3 entranceway gates and posts still to install.</p>	

Projects 2024/25	Funds	Status	Overseer
<b>4. Wharepapa Grove Reserve</b> Install table + seating Resolution 18/06/24	\$3,000	<p>21/05 Install a table and seating in the Wharepapa Grove Reserve</p> <p>16/07 – update - It was confirmed that the seating had been ordered through Menzshed. Deputy Chair Hutt to send a photo of the exact location of the seating area to Lynne Hall.</p> <p>20/09/2024 – table and seating due to be installed the week of 17 September 2024.</p>	
<b>5. iSite Wallace St</b> Update Map Resolution 18/06/24	\$1,500	<p>21/05 Revamp and update the Motueka map outside the iSite building</p> <p>20/09/2024 – design to be distributed to the Board for viewing.</p> <p>17/10/2024 – concept design distributed by designer for feedback.</p>	

<b>6. Ted Reed Reserve, Riuwaka</b> Install Nest Swing Resolution 18/06/24	\$10,000	21/05 Add a nest swing to the playground on Ted Reed Reserve, Riwaka 20/09/2024 – site ready for installation with basket swing being located and checked that all parts are ready for safety reasons. <b>17/10/2024 – swing awaiting some parts. To be installed once they arrive.</b>	
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<b>12. Memorial Park</b> Shade sail over gym equipment  Resolution 18/06/24	\$18,000	21/05 Install shade sail over the outdoor gym equipment in Memorial Park 20/09/2024 – Investigations underway to how the sails can be used over play equipment. Gym equipment well used by the community. Council staff to perform due diligence on the matter. 17/10/24 – Quotes been sourced from suppliers for the shade sails. Update to be provided at November meeting.	
<b>15. Motueka Bridge (Riwaka side)</b>  Resolution 18/06/24	\$15,000	21/05 Welcome Sign – 'Motueka' stone-work welcome sign by the Motueka Bridge as you enter from Golden Bay 20/09/2024 – Deputy Chair met with NZTA and they have confirmed that no traffic management is required. 17/10/24 -Deputy Chair to provide more details at November meeting.	



## 8.7 FINANCIAL SUMMARY

Information Only - No Decision Required

<b>Report To:</b>	Motueka Community Board
<b>Meeting Date:</b>	19 November 2024
<b>Report Author:</b>	Liz Cameron, Assistant Management Accountant
<b>Report Authorisers:</b>	Mhairi Lamont, Management Accountant
<b>Report Number:</b>	RMCB24-11-12

### 1. Summary / Te Tuhinga Whakarāpoto

- 1.1 The financial report for the period ending 31 October 2024 is attached (**Attachment 1**).
- 1.2 The net financial position as at 31 October is a surplus of \$8,316.
- 1.3 Expenses during October were Waimea Advertising \$378, Training \$1,980, T Graham reimbursement \$179 and Flowers \$67.78.
- 1.4 The net position of the Motueka Community Board's overall funds as at 31 October 2024 is a surplus balance of \$236,478.

### 2. Recommendation/s / Ngā Tūtohunga

**That the Motueka Community Board**

1. receives the Financial Summary report RMCB24-11-12

### 3. Attachments / Tuhinga tāpiri

1. [Financial Summary](#)

86

**TASMAN DISTRICT COUNCIL**  
**Motueka Community Board**

**October 2024**

<b>Profit and Loss</b>	<b>Monthly Actual</b>	<b>Month Budget</b>		<b>October YTD Actual</b>	<b>October YTD Budget</b>	<b>Annual Budget %</b>	<b>Budget 2024/25</b>
<b>REVENUE</b>							
CCB rate	6,540	6,552	100%	26,228	26,208	100%	78,618
Motueka Market	1,263	397	318%	3,125	2,179	143%	13,200
Closed Account Interest	570	970	59%	2,282	3,880	59%	11,635
<b>Total revenue</b>	<b>8,374</b>	<b>7,919</b>		<b>31,635</b>	<b>32,267</b>		<b>103,453</b>
<b>EXPENSE</b>							
<b>Remuneration</b>							
Chairperson Monthly Salary	1,351	1,351	100%	5,355	6,171	87%	18,514
Members	2,027	2,022	100%	8,035	7,321	110%	21,964
Community Board Members Reimbursements	115	490	23%	562	1,960	29%	5,885
<b>Miscellaneous</b>							
Community Board discretionary fund	4,514	1,517	298%	5,655	2,976	190%	5,669
Youth Development Fund	0	0	0%	0	0	0%	1,000
Community Board Special Projects	0	0	0%	0	25,733	0%	41,160
Community Board Expenses	2,604	761	342%	3,711	1,124	330%	9,262
Litter Cart	0	0	0%	0	0	0%	0
Motueka CB Sculpture maintenance	0	0	0%	0	0	0%	0
Cost of Elections	0	0	0%	0	0	0%	0
<b>Total expenses</b>	<b>10,612</b>	<b>6,141</b>	<b>173%</b>	<b>23,319</b>	<b>45,286</b>	<b>51%</b>	<b>103,454</b>
<b>Net Charges</b>	<b>(2,238)</b>	<b>1,778</b>		<b>8,316</b>	<b>(13,019)</b>		<b>(1)</b>

**Year to date**

**Equity**

Opening Surplus/(Deficit) Balance 1 July 2024	228,161
Net Income Surplus/(Deficit) October 2024	8,316
<b>Closing Surplus/(Deficit) Balance 31 October 2024</b>	<b>236,478</b>

**Notes to the accounts**

**A) Discretionary fund**

Balance brought forward from 2023/24	14,862
Plus budget allocation	5,669
Available funds	20,531
Less Expenditure	5,655
<b>Remaining Balance</b>	<b>14,876</b>

**Discretionary fund expenditure**

Brooklyn School 16/07/24	700
Motueka Group Riding for the Disabled 16/07/24	441
Takaka Hill Biodiversity 7/10/24	614
Community House 7/10/24	700
Wilderness Canoe Trust 8/10/24	600
Age-Link Trust 8/10/24	700
Motueka English Social Group 9/10/24	500
Motueka District Community Patrol 21/10/24	700
Motueka Events Charitable Trust 21/10/24	700
<b>Total expenditure to 31 October 2024</b>	<b>5,655</b>

**B) Youth development fund**

Balance brought forward from 24/25	4,825
Plus budget allocation	1,000
Available Funds	5,825
Less expenditure	0
<b>Remaining Balance</b>	<b>5,825</b>

**Youth development fund expenditure**

	0
<b>Total expenditure to 31 October 2024</b>	<b>0</b>

**C) Special Projects**

Balance brought forward from 23/24	147,839
Plus budget allocation	41,160
Available funds	188,999
Less expenditure	0
<b>Remaining balance</b>	<b>188,999</b>

**Special Projects Expenditure**

	0
<b>Total expenditure to 31 October 2024</b>	<b>-</b>

