



AGENDA

Ordinary meeting of the

Community Services Committee

Thursday 24 September 2015

Commencing at 9.00am

Council Chamber

Civic House

110 Trafalgar Street, Nelson

Membership: Councillor Pete Rainey (Chairperson), Her Worship the Mayor Rachel Reese, Councillors Ruth Copeland, Matt Lawrey, Paul Matheson, Gaile Noonan (Deputy Chairperson), Tim Skinner and Mike Ward

Guidelines for councillors attending the meeting, who are not members of the Committee, as set out in Standing Orders:

- All councillors, whether or not they are members of the Committee, may attend Committee meetings (SO 2.12.2)
- At the discretion of the Chair, councillors who are not Committee members may speak, or ask questions about a matter.
- Only Committee members may vote on any matter before the Committee (SO 3.14.1)

It is good practice for both Committee members and non-Committee members to declare any interests in items on the agenda. They should withdraw from the table for discussion and voting on any of these items.

1. Apologies

Nil

2. Confirmation of Order of Business**3. Interests**

3.1 Updates to the Interests Register

3.2 Identify any conflicts of interest in the agenda

4. Public Forum4.1 Mary Gavin, Broadgreen Society - Broadgreen House **9 - 10**

Document number R4865

4.2 National Council of Women - Broadgreen Historic House

Gail Collingwood of the National Council of Women – Nelson Branch will speak about Broadgreen Historic House.

4.3 Hans Dukker - Location of the Stoke Community Centre **11 - 20**

Document number R4820

5. Confirmation of Minutes5.1 13 August 2015 **21 - 27**

Document number M1402

Recommendation

THAT the minutes of the meeting of the Community Services Committee, held on 13 August 2015, be confirmed as a true and correct record.

6. Status Report - Community Services Committee - 24 September 28 - 31

Document number R4876

Recommendation

THAT the Status Report Community Services Committee 24 September 2015 (R4876) and its attachment (A1157454) be received.

7. Chairperson's Report

ARTS, FESTIVALS AND EVENTS

8. Arts Activity Management Plan 2015-25 32 - 82

Document number R4448

Recommendation

THAT the report Arts Activity Management Plan 2015-25 (R4448) and its attachments (A1126659 and A1428219) be received.

Recommendation to Council

THAT the Arts Activity Management Plan 2015-2025 (A1126659), amended to reflect the Long Term Plan 2015-25, be adopted.

RECREATION AND LEISURE

9. Rutherford Park community groups relocation 83 - 84

Document number R4880

Recommendation

THAT the report Rutherford Park community groups relocation (R4880) be received;

AND THAT the Community Services Committee agree to refer to Council for a decision the relocation of community groups from Rutherford Park.

COMMUNITY DEVELOPMENT

10. Community Investment Funding Panel Terms of Reference

85 - 93

Document number R4858

Recommendation

THAT the report Community Investment Funding Panel Terms of Reference (R4858) and its attachments (A1381696, A1426782 & A1427107) be received.

Recommendation to Council

THAT the Community Investment Funding Panel Terms of Reference (A1381696) are adopted and four community representatives are appointed to the membership of the Panel from September 2015 to June 2017 to incorporate the 2015/16 and 2016/17 financial years;

AND THAT the delegations register is updated in accordance with document A1426782 to incorporate the Community Investment Funding Panel and amend the name of the fund and delegated role of the Community Services Committee;

AND THAT the Community Assistance Policy is amended to reflect the changes in membership of the Community Investment Funding Panel as proposed in document A1427107.

LIBRARIES

11. Broadgreen House - Change Proposal

94 - 114

Document number R4770

Recommendation

THAT the report Broadgreen House - Change Proposal (R4770) and its attachments (A1368342 and A1374924) be received.

Recommendation to Council

THAT Broadgreen House operate over winter with reduced opening hours of 11am-3pm and return to full opening hours, 10.30am-4.30pm, from 1 October to 31 May;

AND THAT Broadgreen Society take responsibility for providing volunteer guides necessary to enable Broadgreen House to remain open over winter;

AND THAT commencing 1 November 2015 all revenue from house entrance fees and souvenir sales now be retained by Council and used to fund heritage promotions, exhibitions and other activities;

AND THAT staff negotiate a new Areas of Financial Responsibility agreement with Broadgreen Society to reflect Council decisions.

REPORTS FROM COMMITTEES

12. Nelson Youth Council - Update

Youth Councillors Fynn Sawyer and Keegan Phipps will provide an update on Youth Council activities.

13. Nelson Youth Council - 1 July 2015 115 - 120

Document number M1315

Recommendation

THAT the confirmed minutes of a meeting of the Nelson Youth Council, held on 1 July 2015, be received.

14. Nelson Youth Council - 11 August 2015 121 - 128

Document number M1398

Recommendation

THAT the confirmed minutes of a meeting of the Nelson Youth Council, held on 11 August 2015, be received.

PUBLIC EXCLUDED BUSINESS

15. Exclusion of the Public

Recommendation

THAT the public be excluded from the following parts of the proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
1	Community Services Committee Meeting - Public Excluded - 13 August 2015	Section 48(1)(a) The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7.	The withholding of the information is necessary: <ul style="list-style-type: none"> • Section 7(2)(i) To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).
2	Status Report - Community Services Committee - 24 September	Section 48(1)(a) The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7	The withholding of the information is necessary: <ul style="list-style-type: none"> • Section 7(2)(i) To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)
3	Community Housing Management Contract	Section 48(1)(a) The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7	The withholding of the information is necessary: <ul style="list-style-type: none"> • Section 7(2)(i) To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)
4	Saxton Oval Electricity Upgrade	Section 48(1)(a) The public conduct of this matter would be likely to result in disclosure of information for which good reason exists	The withholding of the information is necessary: <ul style="list-style-type: none"> • Section 7(2)(h) To enable the local authority to carry out, without prejudice or disadvantage, commercial activities

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
		under section 7	<ul style="list-style-type: none"> Section 7(2)(i) To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

16. Re-admittance of the public

Recommendation

THAT the public be re-admitted to the meeting.

Note:

- Youth Councillors Fynn Sawyer and Keegan Phipps will be in attendance at this meeting.

REPORT R4865

Mary Gavin, Broadgreen Society - Broadgreen House

Mary Gavin, from the Broadgreen Society, will speak about Broadgreen House.

Attachments

Attachment 1: A1426626 - Report from Mary Gavin, Broadgreen Society -
Public Forum 24 September 2015

Report from Broadgreen Society to Community Services Committee 24 September 2015

The Broadgreen Society represents a group of volunteers whose key commitment is to the preservation of Broadgreen Historic House and its contents and to facilitating the enjoyment of the House by all interested people. Volunteers have taken great pleasure in providing a first class experience for their visitors since the House opened to the public 50 years ago.

The Society has been concerned about the impact that some of the current restructuring proposals, including the reassigning of the staffing allocation, will have on the welfare of this unique Nelson treasure.

The Society was very pleased with the NCC decision to continue opening Broadgreen House 7 days a week over the winter months staffed by volunteer guides, and were happy to reach a compromise on slightly reduced opening hours.

We would like to clarify our expectations on the following points:

- A. Although there is no NCC commitment to any on-site staff presence for the 4 winter months, the Society would like a formal undertaking that the present agreement to access on call help for maintenance and health and safety issues will continue.
- B. We welcome the proposal to renegotiate an Areas of Financial Responsibility Agreement with NCC staff. However we would also like to foreshadow in these negotiations the need for a planned consideration of the Deed of Lease for the Broadgreen Centre Building which expires in 2019. The Centre currently provides accommodation for NCC staff and specialised storage for the textile collection as well as space for volunteer guides and a meeting centre available for hire. The Society's preference is for a renewal of the Lease on mutually favourable terms. The Society believes that these proposed discussions with NCC staff should include legal advice so that any agreements between the Broadgreen Society and NCC are well aligned.

We trust you will give serious consideration to these factors and look forward to attending the public forum of the Community Services Committee on 24 September 2015.



Mary Gavin
Broadgreen Society Chair

contact via:
marygavin58@gmail.com or 5489096

A1426626

Public Forum
Community Services Committee
24 September 2015

Hans Dukker - Location of the Stoke Community Centre

Hans Dukker will speak about the location of the Stoke Community Centre.

Attachments

Attachment 1: A1416726 - Hans Dukker Handout 1

Attachment 2: A1411652 - Hans Dukker Handout 2

Attachment 3: A1411657 - Hans Dukker Handout 3

ingrid Dukker <hansing@clear.net.nz>
 re: Public Forum Community Services Committee meeting 24 September 2015
 17 August 2015 4:08 PM

RECEIVED

31 AUG 2015

NELSON CITY COUNCIL
 Customer Service

Hi Ruth,

Thank you for your Response,
 I think that to be held to 5 minutes will not do any justice to the important subject matter.
 I'm sure if you discuss this with either Pete Rainey, Paul Matheson or the Mayor, that you should be
 able to arrange the extra time. Let me know once you have had a chance to discuss this.
 I do not understand why you cannot open the attachment, you seem to be the only one having this
 problem. However to ensure that nothing goes wrong, I will drop a copy into the Customer Service
 Centre early next week. I think it would be a good idea to attach it to the agenda for the meeting to
 ensure they actually read it.

I will attach the attachment in a PDF format.
 It would be good, if during the second part of my presentation we can bring Marsden Recreational
 Park on the screen. Do you need any information for that, I will attach a copy to the attachment I will
 drop off.

Thanks for your help

Kind regards

Hans

On 26/08/2015, at 3:17 PM, Administration Advisers wrote:

Good afternoon Hans

The public forum part of the Committee meeting on 24 September is full so time will be very
 tight. Following standing orders, to have your time extended I need to seek the OK from the
 Chairperson, Councillor Rainey, or the Mayor. We will be able to request this extension at the
 time of compiling the agenda (usually 2 weeks prior to the meeting date) as we will have a
 better idea of what other business needs to be discussed at the meeting and how long this will
 take. I will contact you then to confirm the amount of time you will have to speak.

Unfortunately I am unable to open the attached document. Would it be possible for you to
 leave a hard copy at the Customer Service Centre, with my name on it, so I can make the
 necessary copies. We may be able to include your handout with the agenda so Elected
 Members and Staff can read your summary prior to the meeting.

I look forward to hearing from you.

Kind regards

Ruth

Ruth Killman

Administration Assistant

Nelson City Council / Te Kaunihera o Whakatū

03 546 0393

www.nelson.govt.nz

A1416726

From: Ingrid Dukker [mailto:hansing@clear.net.nz]

Hans Dukker

Public Forum

Community Services Committee

24 September 2015

Stoke Community Centre

Part:1

Existing Stoke Sporting Facilities in Greenmeadows

- 1) - I am in favour of developing the Greenmeadows ground as a proper facility to house the sports that use the facility: Rugby, Cricket and Tennis.
Because it is a joint sporting facility as well as community toilet block it can be developed as a facility without a financial contribution of the sports.
- 2) - I am opposed to the Community Centre being squeezed onto the site at present occupied by tennis courts. A Community Centre should be located in the centre of Stoke and being able to house facilities for all local clubs.
- 3) - The site now proposed to be used has been selected by a Council workshop on the 24th of February and **has not been presented to the Stoke community and compared** with other suitable sites for comment, prior to the sketch plans being developed.
- 4) - The site now proposed will remove the most important existing tennis courts and remove the two Public courts. The Public courts are very important for the use of the public as it gives families a chance to introduce their children and friends to the game of tennis. These courts are well used, particularly over the weekends.
- 5) - The present proposed site will be the subject of a notified Resource Consent for the following reasons:
 - a) The presence of Residential neighbours
 - b) Traffic management
 - c) The scale of the proposed developments as well as the importance of the site to Stoke. It is significant in terms of the Council's "Significance and Engagement policy"
- 6) - The proposed site is a recreation reserve and **Zoned "Open Space Recreation"** and scheduled as SF3 (Sports fields, Greenmeadows reserve)
- 7) - Insufficient parking can be provided on the site to satisfy the Nelson Resource Management Plan. (NRMP). Provided 48 - needed to satisfy the NRMP at least 90.
(note that existing 24 carparks were fully used today (25/8/15) by working people in the Stoke shopping area) and tennis players had to find space elsewhere).
- 8) - The site is likely to be affected by the Stoke CBD transport study and enhancements plan (not to be completed until 2016/17)
- 9) - There are likely to be objections from the Songer street residents (noise, disturbance). Objections from the Stoke residents to the bad accessibility and the businesses in general, the Stoke Tennis club to the loss of the two most prominent courts and the loss of the two Public Courts.

A1416726

Hans Dukker
Public Forum
Community Services Committee
24 September 2015

Part:2

Proposed Community Centre in Marsden Recreation Park

- 1) - The Community Centre must provide for Stoke's present as well as its long term needs, particularly considering the predicted population growth for the area over the next 20 to 30 years.
- 2) - The resulting Centre design must be a legacy that the Stoke Community can be proud of and is accessible to all ages within a pleasant and welcoming environment. This proposed location of the Community Centre must be easily accessible to those living in the four Retirement villages located in Stoke.
- 3) - There are already a number of facilities located in Marsden Park such as:
Stoke Memorial Hall, The Stoke Senior Club, The Scout Hall, 1st and 2nd war memorials, the Plunket room, the indoor bowling club, the Toy Library.
- 4) - You will agree that this site is indeed already the Centre of Stoke. It is approx 4 acres in size has good accessibility from both the Main Road as well as from Songer street. Will have adequate room for the required carparking in landscaped environment.
- 5) - There is adequate room for all facilities including the re-location and extension of the Stoke Library, a Child care facility, Music and Choir practice room, Health centre, Gymnasium, extended facilities for the Stoke Senior club. It could incorporate the existing Stoke Memorial hall, with properly upgraded Earthquake standards.
- 6) - Note that Mr Marsden used the following words on gifting the ground to the citizens of Stoke on the **14th day of December 1908**:

Quote:

*That under judicious management this recreation ground should serve the people of Stoke for many years to come.
The Management has the best interest of the district at heart and it only needed co-operation and loyal support to make the ground a beauty spot and asset of value.
He hoped the rising population would take an interest in developing and maintaining the area as it should be, by beautifying it and they would thus add to the value of the district.*

I'am sure that you will agree, that he had more in mind than growing grass.

We are in fact very lucky to have this area available and with sympathetic landscaping and judicious placing of the Centre would have an absolutely wonderful area that all Citizens can enjoy.

A1416726

Hans Dukker
Public Forum
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Financial matters

The NCC has currently approved expenditure in excess of \$ 6,000,000 in two stages.

This proposal suggests the following:

As a **first stage** a second storey is to be added over the existing concrete block change rooms and amenities block with a floor level which would be about level with the playing field. This first floor would accommodate the club rooms for the Stoke rugby club and Nelson Cricket, while the Tennis club would remain in its existing ground floor rooms plus possibly a portion of first floor on the courts four and five side.

The ground floor will be upgraded and modernised and possibly extended on the playing field side to house any additional change rooms with a deck on top linking to the playing field

This will cost between \$ 1.8 and \$2.000,000. The aim would be to have this complete by August 2016.

Also forming part of this first stage is the upgrading, modernising and making Earthquake secure as well as the fire protection of the Stoke Memorial Hall which will cost up to \$ 1,000,000

The **second stage** will be the start of the Community Centre and landscaping. This will be done in stages, where the unspent \$ 3,000,000 will be the First stage.

An updated estimate of cost has to be carried out once the planning is completed and the cost of the new library, childcare facility and Seniors club etc is included.

Hans Dukker
25/8/15

A1416726

Hans Dukker
Public Forum
Community Services Committee
24 September 2015

Stoke Community and Sports Facility

ARE WE MAKING A BIG MISTAKE ????

In August last year the Council organised a number of meetings named "Spotlight on Stoke", where the Stoke residents were united and consistent in their request for a Multi-Use Community Centre.

A lot of planning work has been carried out by council staff and JTB Architects resulting in the present proposal as discussed and approved by the Community Services Committee in their meeting of 2 July and subsequently approved by a full Council meeting on Thursday July 2015.

While an interesting proposal has been developed by the Architects, within the constraints given to them, I question both the location and size of the proposed multi-use centre.

The Community Centre must provide for Stoke's long-term needs, particularly considering the predicted population growth for the area. The result must be a legacy that the Stoke community can be truly proud of and is accessible to all ages within a pleasant and welcoming environment.

The accessible issue is of paramount concern. The Main Road - Songer street intersection is one of the busiest and the fourth most accident prone in the whole of Nelson. To ask the large elderly population (four retirement villages in close proximity) to cross to the other side of the main road for their entertainment is totally unreasonable

I believe, that it is a big mistake to try and combine sports activities and community centre needs. I strongly recommend, that we review this before it is too late as follows in two phases:

A1411652

Hans Dukker
Public Forum
Community Services Committee
24 September 2015

Phase: 1

Sports facilities in Greenmeadows

This should cater for the Stoke rugby club, Cricket and Tennis only.

It is proposed under the present sketch plans to break down the existing change rooms and public toilet facilities and start again. This is very costly indeed. The existing building is constructed of concrete masonry blockwork. This is a single storey building not too different in construction from that located in Montgomery and Buxton squares. This building should be and can be retained and given a facelift, renovated and EQ strengthened as required. This in itself would save considerable moneys. It can be extended towards the East as required to provide additional change rooms.

The actual Rugby and Cricket club rooms can easily be constructed **over the top** of the existing building using lightweight building materials, giving good viewing of the playing area. Tennis club facilities can remain in the existing ground floor area and the two Public courts which get a lot of use can remain untouched.

My estimate that this can be achieved for a total of \$1,800,000

Phase:

Multi – Use Community Centre

The most important aspect of this facility is that it is located centrally and easily accessible to both vehicular and pedestrian traffic.

The answer to this, to look at the existing facilities. The answer is there for all to see.

- *The Stoke Memorial Hall
- *The Stoke 1st and 2nd war memorials
- *The Stoke Senior Club
- *The Scout Hall

A1411652

Hans Dukker
Public Forum
Community Services Committee
24 September 2015

*Toy Library

*The Plunket rooms

*The indoor bowling centre

ALL of these are already located in and around **MARSDEN RECREATIONAL GROUND**. (former horse racing track)

This ground with its **central** location, is the "**perfect**" location for our new Community Centre.

With imaginative landscaping, what a wonderful place this can become.

The centre which should have a main hall and stage area, to cater for around 300 to 400 spectators, this would allow local schools and colleges to put on their yearly productions in the centre. It should cater for music and choir practice rooms as well as gymnasium and keep fit classes. The **Stoke Library** can be relocated here and it can also incorporate a health centre and can provide for various club rooms to operate from, for those that have shown an interest in more space.

The reserve can be landscaped around the new community centre and the access can be both from the Main road at the Memorial hall and from Songer street at the Scout hall. There is ample space to provide good parking and pedestrian access for all the four Retirement villages.

The Stoke Memorial Hall can be altered and given a new life. It can be strengthened to an acceptable EQ level. It is a valuable asset, that should not be wasted.

Finance

Council has at present approved expenditure in excess of \$6,000,000 in two stages. This is a lot of money that should be spent in the right places. If we spend \$1,800,000 at Greenmeadows as suggested by me above, this should leave in excess of \$ 4,000,000 to make a good start on our new Community Centre at Marsden Recreational ground and the

A1411652

Hans Dukker
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strengthening of the Stoke Memorial Hall. In time we will have a multi-use centre accessible to all ages **to be proud** of and catering for the predicted growth of the Stoke community.

Recommendation

I am very aware that both the Mayor, Councillors and staff as well as the Architects JTB have put a lot of time to date in putting this proposal forward. However I would not ask you to consider this proposal, unless I sincerely belief it would be for the best of the Stoke Community and the sporting bodies concerned.

I have attached an aerial view showing how the Marsden Recreational ground and facilities already existing, is indeed the centre of Stoke and easy access for car and pedestrian traffic.

Hans Dukker

A1411652

Hans Dukker
Public Forum
Community Services Committee
24 September 2015



Top of the South Maps

A1411657

Hans Dukker
Public Forum
Community Services Committee
24 September 2015



0 10 20 30 40
Meters



www.topofthesouthmaps.co.nz

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Minutes of a meeting of the Community Services Committee

**Held in the Council Chamber, Civic House, 110 Trafalgar Street,
Nelson**

On Thursday 13 August 2015, commencing at 9.02am

Present: Councillors P Rainey (Chairperson), M Lawrey, P Matheson, G Noonan (Deputy Chairperson), T Skinner and M Ward

In Attendance: Councillors L Acland, I Barker and B McGurk, Chief Executive (C Hadley), Group Manager Infrastructure (A Louverdis), Group Manager Community Services (C Ward), Senior Strategic Adviser (N McDonald), Manager Communications (P Shattock), Administration Adviser (S McLean), and Nelson Youth Councillor (J Morgan)

Apologies: Her Worship the Mayor R Reese and Councillor R Copeland

1. Apologies

Resolved CS/2015/028

***THAT apologies be received and accepted from
Her Worship the Mayor and Councillor Copeland.***

Ward/Matheson

Carried

2. Confirmation of Order of Business

There was no change to the order of business.

3. Interests

There were no updates to the Interests Register, and no interests with items on the agenda were declared.

4. Public Forum

4.1 Steve Thomas – Marina Strategy

Mr Thomas congratulated Council on the move to put a Marina Strategy in place. He highlighted that the strategy development consultation should include marina businesses.

Mr Thomas said a marina business group could be established in the near future.

In response to a question, Mr Thomas summarised the issues he believed should be considered in the Marina Strategy, namely land use, adhoc development, industry on marina frontage, linking the city to the sea and focussing on cruising yachts.

5. Confirmation of Minutes

5.1 2 July 2015

Document number M1318, agenda pages 8 - 19 refer.

Resolved CS/2015/029

THAT the minutes of the meeting of the Community Services Committee, held on 2 July 2015, be confirmed as a true and correct record.

Rainey/Lawrey

Carried

6. Status Report - Community Services Committee - 13 August 2015

Document number R4678, agenda pages 20 - 23 refer.

In response to a question, Arts and Heritage Adviser, Debbie Daniell-Smith, advised that the proposed artworks to be commissioned from the Arts Fund would be presented to a committee comprising of iwi members and representatives from the Nelson Provincial Museum and Suter Art Gallery on 3 September 2015.

In response to further questions, Ms Daniell-Smith advised the artists were responsible for organising resource and building consents, and the artworks were due to be in place before June 2016.

Resolved CS/2015/030

THAT the Status Report Community Services Committee 13 August 2015 (R4678) and its attachment (A1157454) be received.

Rainey/Noonan

Carried

7. Chairperson's Report

There was no Chairperson's Report.

8. Outline Business Cases for Selected 2015/16 Projects

Document number R4357, agenda pages 24 - 32 refer.

Manager Asset Management, Kevin Patterson, presented the report.

Mr Patterson highlighted that, depending on the value of the tender, the final estimated project costs for the Rutherford Playground may be reported to either the Group Manager Infrastructure or the Committee.

In response to questions, Group Manager Community Services, Chris Ward, said the hardstand area would be assessed as part of the Marina Strategy.

In response to questions, Mr Louverdis confirmed that contract continuity and integration between projects at Rutherford Park and Trafalgar Park was a priority and officers would assess this to ensure a cost effective solution. Mr Patterson advised that the Rutherford Park costs listed in the business case did not show funding allocated for 2016/17 or 2018/19 due to resource consent timing.

Concern was raised about the inability to use certain grassed areas for wet-weather parking at Trafalgar Park.

There was discussion on the Rutherford Playground project and the target age range for users of the playground. In response to a suggestion, Mr Louverdis advised that holding a councillor workshop on the matter would cause delays in the project.

Resolved CS/2015/031

THAT the report Outline Business Cases for Selected 2015/16 Projects (R4357) and its attachments (A1306172 and A1328462) be received and that the risks therein be noted.

Rainey/Skinner

Carried

Attendance: The meeting adjourned for morning tea from 10.07am to 10.21am.

The Chairperson advised that a councillor workshop would be held on 27 August regarding crematorium services.

CEMETERIES AND CREMATORIA

9. RSA WWI Commemoration - Marsden Valley Cemetery

Document number R4334, agenda pages 33 - 39 refer.

Group Manager Community Services, Chris Ward, presented the report.

Resolved CS/2015/032

THAT the report RSA WWI Commemoration - Marsden Valley Cemetery (R4334) and its attachments (A1376891 and A1376895) be received;

Rainey/Noonan

Carried

In response to a question, Mr Ward said he believed the Nelson Returned and Services' Association (RSA) was capable of raising the additional funding required. He highlighted that the RSA had modified its aspirations, resulting in a more achievable budget for the sculpture.

Concern was raised that a precedent may be set for Council providing funding for a project before the organisation had sourced any funding. Mr Ward emphasised that this project had been planned for a long time.

Resolved CS/2015/033

AND THAT approval be given to the Nelson Returned and Services' Association to erect a sculpture of a World War I soldier in the RSA section of the Marsden Valley Cemetery;

AND THAT \$20,000 be granted to the Nelson Returned and Services' Association as a full and final contribution towards construction and installation of the sculpture;

AND THAT the sculpture remains the property of the Returned and Services' Association.

Noonan/Matheson

Carried

10. Nelson Marina Strategy: Terms of Reference

Document number R4641, agenda pages 40 - 46 refer.

The Chief Executive, Clare Hadley, presented the report. She tabled corrected Nelson Marina Strategy Terms of Reference (A1381707) and explained the changes that had been made.

Resolved CS/2015/034

THAT the report Nelson Marina Strategy: Terms of Reference (R4641) and its attachment (A1381707) be received;

Rainey/Ward

Carried

Attachments

- 1 A1381707 - Tabled Document - Marina Strategy - Terms of Reference

In response to a question about wider strategy for the area, Mrs Hadley advised that strategic planning was underway in terms of three precincts; Haven Road, Marina-Akersten Street and the CBD.

It was noted that part 3.3 of the corrected Terms of Reference adequately covered marine-related business owners.

Attendance: Councillor Ward left the meeting at 10.39am.

In response to a question, Mrs Hadley advised the Marina Strategy would not undergo a full community-wide consultation, and would follow the consultation approach outlined in the Terms of Reference. She highlighted that proposals in the Strategy would be included in future planning documents.

Resolved CS/2015/035

AND THAT the Nelson Marina Strategy: Terms of Reference (A1381707) be approved.

Rainey/Noonan

Carried

Attendance: Councillor Ward returned to the meeting at 10.44am.

11. Nelson Youth Council Update

Nelson Youth Councillor Jamie Morgan summarised activities the Nelson Youth Council had been working on. These included helping to organise the Arts Festival and Masked Parade, Heritage Week photography workshops, installing a second postcard mural in Tahunanui, attending a Youth Council Top of the South Forum, a trip for three youth councillors to Wellington to learn from the Wellington Youth Council, assisting with the upcoming Shakeout exercise, looking into youth employment, and looking into study space in the library.

Mr Morgan advised that recruitment for next years' youth councillors would begin on 14 September 2015.

Attendance: Councillor Noonan left the meeting at 10.50am.

12. Nelson Youth Council - 9 February 2015

Document number M1388, agenda pages 47 - 51 refer.

Resolved CS/2015/036

THAT the confirmed minutes of a meeting of the Nelson Youth Council, held on 9 February 2015,

be received.

Rainey/Ward

Carried

13. Nelson Youth Council - 10 March 2015

Document number M1387, agenda pages 52 - 56 refer.

Resolved CS/2015/037

THAT the confirmed minutes of a meeting of the Nelson Youth Council, held on 10 March 2015, be received.

Rainey/Ward

Carried

14. Nelson Youth Council - 23 April 2015

Document number M1211, agenda pages 57 - 61 refer.

Resolved CS/2015/038

THAT the confirmed minutes of a meeting of the Nelson Youth Council, held on 23 April 2015, be received.

Rainey/Ward

Carried

15. Nelson Youth Council - 4 June 2015

Document number M1247, agenda pages 62 - 68 refer.

Resolved CS/2015/039

THAT the confirmed minutes of a meeting of the Nelson Youth Council, held on 4 June 2015, be received.

Rainey/Ward

Carried

Attendance: Councillor Noonan returned to the meeting at 10.52am.

16. Exclusion of the Public

Resolved CS/2015/040

THAT the public be excluded from the following parts of the proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter and the specific grounds under

section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Rainey/Lawrey

Carried

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
1	Community Services Committee Meeting Minutes - Public Excluded - 2 July 2015	Section 48(1)(a) The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7.	The withholding of the information is necessary: <ul style="list-style-type: none"> Section 7(2)(i) To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).
2	Status Report - Community Services Committee - 13 August 2015	Section 48(1)(a) The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7	The withholding of the information is necessary: <ul style="list-style-type: none"> Section 7(2)(i) To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

The meeting went into public excluded session at 10.53am and resumed in public session at 11.05am.

17. Re-admittance of the Public

Resolved CS/2015/041

THAT the public be re-admitted to the meeting.

Rainey/Ward

Carried

There being no further business the meeting ended at 11.05am.

Confirmed as a correct record of proceedings:

_____ Chairperson _____ Date

Status Report - Community Services Committee - 24 September

1. Purpose of Report

- 1.1 To provide an update on the status of actions requested and pending.

2. Recommendation

THAT the Status Report Community Services Committee 24 September 2015 (R4876) and its attachment (A1157454) be received.

Shailey McLean
Administration Adviser

Attachments

Attachment 1: A1157454 - Status Report - Community Services Committee - September 2015

All Actions

Status Report - Community Services Committee – 24 September 2015

MEETING DATE	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS
22 May 2015	Arts Fund - Approval of Concepts	<p>Resolved CS/2015/004</p> <p><u>THAT</u> the report Arts Fund - Approval of Concepts (R4133) and its attachments (A1338048) be received;</p> <p><u>AND THAT</u> the following concepts for possible artwork are approved;</p> <ul style="list-style-type: none"> • Hinake • Rock Hoppers • Rocks in the Sky • Sails • Stack • Welcome Cloak <p><u>AND THAT</u> the approved concepts are further considered by Council's Arts Selection Panel for commissioning from the Arts Fund.</p>	Shanine Hermesen	<p>The Panel assessed the possible artworks and two were chosen, Welcome Cloak and Rocks in the Sky.</p> <p>The two selected artists are progressing their designs to determine final costings and requirements for building and resource consents.</p> <p>Ongoing</p>
28 August 2014	Burrell Park - Nelson Pacific Island Cultural Centre Building	<p>Resolved CS/2014/009</p> <p><u>AND THAT</u> Council signal their support to purchase the building in the upcoming LTP as an asset required for the good of the community and that the lease run until the purchase takes effect.</p>	Michael Homan	<p>Council has resolved to purchase the building and carry out earthquake strengthening. Purchase likely to be finalised by December 2015.</p> <p>Ongoing</p>
26 February 2015	Matai/Mahitahi Walkway - Request for Name Change	<p>Resolved CS/2015/007</p> <p><u>AND THAT</u> an interpretation panel is installed at a suitable location funded by the Nelson 2000 Trust.</p>	Debbie Daniell-Smith	<p>Negotiations around content and siting continuing with RSA. Aim to have in place by 28 April 2016 for RSA anniversary if agreement reached in time.</p> <p>Ongoing</p>

All Actions

Status Report - Community Services Committee – 24 September 2015

MEETING DATE	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS
20 November 2014	Tahuna Beach Camp Incorporated Annual Report (referred from Council)	<p>Resolved CS/2014/010</p> <p><u>THAT</u> Council commission an external review of its three campgrounds, to understand their financial trends, and to assist in establishing a strategic direction for these properties.</p>	Chris Ward	<p>APR Consultants appointed and review of all campgrounds has commenced. Meetings with stakeholders have been carried out and consultants have just completed a survey of users to identify gaps and opportunities. A draft report is due to be received by staff by 30 September 2015. Officers are aiming to present a report to the Community Services Committee on 3 November 2015.</p> <p>Ongoing</p>
02 July 2015	Stoke Community and Sports Facility	<p>Resolved CS/2015/017</p> <p><u>AND THAT</u> it be noted that a report detailing options for the management of the facility is still to be undertaken and will be reported back to a future Community Services Committee;</p>	Michael Homan	<p>Discussions around management options ongoing and will be reported back to the Committee in early 2016.</p> <p>Ongoing</p>
02 July 2015	Fees and Charges - Community Facilities (Cont.)	<p>Resolved CS/2015/021</p> <p><u>THAT</u> the proposed charges be approved effective 3 August 2015;</p> <p><u>AND THAT</u> it be noted that the charging regime for the Golf course will be brought to a future Community Services Committee meeting;</p> <p><u>AND THAT</u> it be noted that the charging regime for the Trafalgar Centre, Trafalgar Park, and Saxton Oval will be brought to a future Community Services Committee meeting;</p> <p><u>AND THAT</u> negotiations be carried out with beehive operators</p>	Chris Ward	<p>Discussions ongoing with Golf Club to identify way forward. An MoU is being drafted. Awaiting report on charging model for seating which will feed into hire costs for Trafalgar Park and Saxton Oval.</p> <p>Discussions have taken place with beekeeper to standardise Council charges with DoC charges.</p> <p>Aiming to report back to the Community Services Committee by the end of 2015.</p> <p>Ongoing</p>

[All Actions](#)

Status Report - Community Services Committee – 24 September 2015

MEETING DATE	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS
		on the charging regime and brought back to a future Community Services Committee meeting.		
02 July 2015	Adjourn item of business	Resolved CS/2015/010 <u>THAT</u> the item Broadgreen House – change to levels of service be adjourned to the next Community Services Meeting on 13 August 2015.	Chris Ward	Report is on 24 September 2015 agenda. Complete

Arts Activity Management Plan 2015-25

1. Purpose of Report

- 1.1 To adopt the Arts Activity Management Plan 2015-2025.

2. Delegations

- 2.1 The Community Services Committee has delegated responsibility to review and make recommendations to Council on Activity Management Plans falling within its areas of responsibility which includes Arts Strategy.

3. Recommendation

THAT the report Arts Activity Management Plan 2015-25 (R4448) and its attachments (A1126659 and A1428219) be received.

Recommendation to Council

THAT the Arts Activity Management Plan 2015-2025 (A1126659), amended to reflect the Long Term Plan 2015-25, be adopted.

4. Background

- 4.1 Council resolved on 20 November 2014 as follows:

THAT the Draft Arts Activity Management Plan 2015-2025 (A1126659) be approved as the version that will inform the Long Term Plan 2015-2025.

5. Discussion

- 5.1 The Arts Activity Management Plan 2015-2025 sets out the Council's strategic direction for Arts activity for the next ten years. The draft plan adopted by Council November 2014 has been amended to reflect the approved Long Term Plan.
- 5.2 The key amendments to the plan include a change in the governance structure for the Nelson Arts Festival, including the Masked Parade and

Readers and Writers Festival. This will see the Festival operated by the new entity from 2017; Council's support of the Light Nelson event is shown through a commitment of \$150,000 over two years for the event to develop, using the funding to leverage further support; Additional support for events includes a 'relax' of the criteria of the Events Fund to allow community events to be supported in 2015/16; Council also endorses the bid by Te Tau Ihu o Te Waka a Maui Maori Culture Council to host the Te Matatini Kapa Haka Competitions in Nelson in 2025; and Council continues to support the Refinery community art space, which is being managed by Arts Council Nelson who have been allocated \$30,000 in each of 2015/16 and 2016/17.

6. Alignment with relevant Council policy

- 6.1 The Arts Activity Management Plan 2015-2025 supports Council's purpose under section 10 (1(b)) of the Local Government Act 2002.
- 6.2 Nelson 2060 has been taken into account in the preparation of this plan.

7. Assessment of Significance against the Council's Significance and Engagement Policy

- 7.1 This is not a significant decision in terms of the Council's Significance and Engagement Policy.

8. Consultation

- 8.1 Decisions arising from the draft Arts Activity Management Plan which were considered to be significant were consulted through the Long Term Plan 2015-25.

9. Inclusion of Māori in the decision making process

- 9.1 Consultation with Māori was via the Long Term Plan.

10. Conclusion

- 10.1 The Arts Activity Management Plan 2015-2025 has been reviewed and amended to reflect all decisions made by the Council as reflected in the adopted Long Term Plan 2015-2025.
- 10.2 This revised Activity Management Plan is being presented for adoption.

Shanine Hermsen
Manager Community Partnerships

Attachments

Attachment 1: A1126659 - Draft Arts Activity Management Plan 2015-25

Attachment 2: A1428219 - Table of changes to Arts Activity Management Plan



Draft Arts Activity Management Plan 2015 – 2025

DRAFT

A1126659 - last updated: 18 September 2015

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XXXXXX - last updated: 18 September 2015

Executive Summary

This plan updates the 2015-2025 Arts Activity Management Plan. It covers the performing and visual arts either produced¹ by Council, or significantly supported by Council.

A change of direction for management of The Nelson Arts Festival, including the Masked Parade and Readers & Writers programme, was adopted in the Long Term Plan. From 2017 these events will be overseen by an independent governance structure. Council will continue to manage Summer in Nelson, Opera in the Park and other community events.

The commissioning of public art by local bodies is often controversial; the Council has identified priority sites for public art in the city and uses the Arts Policy 2010 guidelines. Of the 64 artworks owned by Council listed in Appendix 1, 55 were by artists of the Nelson Region, 4 were overseas artists and the rest of them were from other parts of New Zealand.

Participation in the arts is stimulated by promotional activity and information. The Council provides information through, for example, signage and arts mapping. In 2014/15 a closer working relationship has been established with the Arts Council Nelson to support community involvement, administer the allocation of the Council Arts fund and manage the Refinery arts space. Other significant arts partnerships are listed in this plan as they provide opportunities for leverage for Council, which has limited resources for arts activity.

One of the most successful Nelson events is the Adam Chamber Music Festival, presented by the Nelson Music Festival Trust every two years. Through the Economic Development Agency the Council funds arts activity in the winter and shoulder seasons which have an economic impact such as the Art Expo, which started in 2012 and Light Nelson, an outdoor light-themed exhibition, will receive additional funding from 2015 to support the development of this biennial event.

The Bishop Suter Art Gallery (Suter), Theatre Royal (Theatre) and Nelson School of Music (NSOM) facilities are all reliant on Council funding, even though they are not Council assets. An ongoing challenge for Council is to adequately influence the delivery of outcomes from this funding through contracts and Statements of Intent. NSOM has the added challenge of costs of earthquake strengthening.

For local and visiting performers there has been a temporary shortage of venues due to the closure of the NSOM and the Trafalgar Centre which is now due to reopen early 2016. Other factors such as population growth, new technology, an ageing population, partnerships with iwi, and changing fund sources present both challenges and opportunities for arts activity in Nelson. Council endorses the bid by Te Tau Ihu o Te Waka a Maui Maori Culture Council to host the Te Matatini Kapa Haka Competitions in 2025 in Nelson will see an influx of 30,000 visitors for this cultural event.

¹ A producer creates events, or contracts artist/shows to create events, then promotes them and takes on the financial risk. Sometimes the word 'presenter' is used, but this generally implies less, or a shared, financial responsibility.

Some non-Council funded visual art projects and facilities have emerged recently. For example, an international graffiti artist's work now features on three city sites, and St John's (a decommissioned church building) has been established as a venue. These activities extend the range of arts to participate in, and alongside Council initiatives, add value to the Nelson identity.

XXXXXX - last updated: 18 September 2015

1. Introduction

Purpose

- 1.1. The purpose of this plan is to guide Nelson City Council in its provision and management of arts facilities and activities to achieve the following objectives:
- To provide arts facilities and activities for the city at a level and of a quality which meets the needs of the community;
 - To provide arts facilities and activities in the most cost effective manner and to ensure standards of provision are sustainable over time;
 - To assist Council in achieving its community objectives.
- 1.2. This plan updates the 2012-22 Arts Activity Management Plan. It is influenced by the Local Government Act, Social Wellbeing Policy, the Arts Policy and the Nelson Tasman Regional Arts Strategy which was adopted by Council in 2010 with the vision:

'arts access, participation and excellence are an essential expression of the Nelson Tasman region'.

- 1.3. The Council supports arts activities, to encourage broad participation, enhance Nelson's reputation and achieve economic, cultural and social outcomes.

Structure

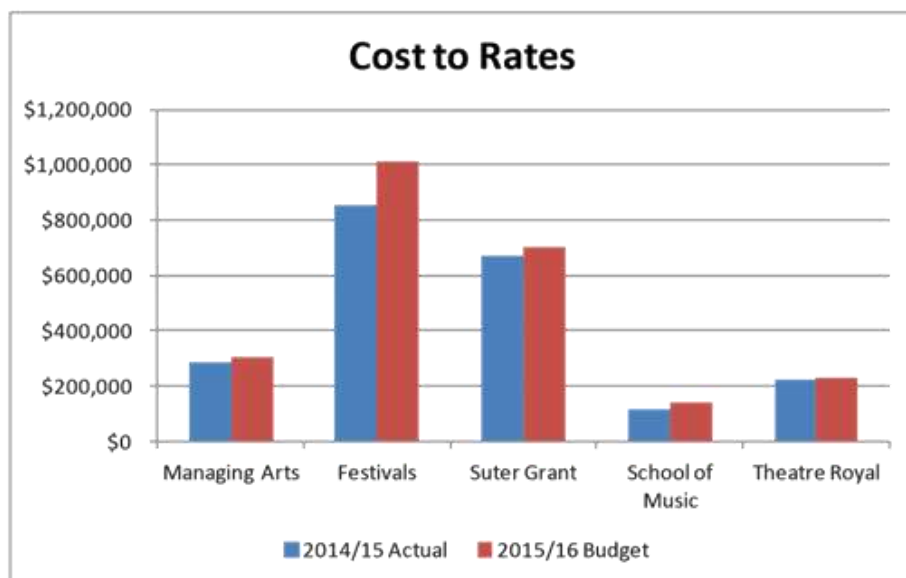
- 1.4. This Plan covers the current Council funded activities: the Suter, all the events and concerts produced by the festival team, and public art. There is a section on trends and suggested amended service levels.

Legislative, Policy and Strategy Context

- 1.5. Section 14 of the Local Government Act 2002 requires councils to pursue a sustainable development approach, taking into account the social, economic, and cultural interests of people and communities; and the reasonably foreseeable needs of future generations.
- 1.6. This Activity Management Plan both shapes and is shaped by the Nelson Long Term Plan (Council's 10 year plan as required under the Local Government Act). Every three years, the current AMPs are one of the main documents on which the ten year spending programme for Council is based.
- 1.7. This plan interacts with a number of Council policies and plans:
- Nelson's Long Term Plan 2012-22: the importance of the creative sector for Nelson's reputation as an 'arts and cultural centre' and Council's investment to help nurture and grow these activities;
 - The Nelson Tasman Regional Arts Strategy 2007, which has five objectives relating to identity, economic development, support of infrastructure, provision of resources and facilitating community participation;
 - Nelson City Council Arts Policy 2010, which provides guidance on implementing aspects of the strategy;

- Social Wellbeing Policy 2011, in relation to arts activity making a contribution to the Cultural Identity objectives;
- The Nelson 2060 vision was adopted by Council in 2012, and the Nelson 2060 Strategy in 2013. It envisages a city that has purposefully implemented sustainable development principles and technologies to create a beautiful city and, amongst other things, recognises, reflects and values our cultural heritage.

Finance



1.8. The reason for the higher cost to rates for Festivals in 2015/16 is that the Opera in the Park occurs in alternate years.

2014/15 Capital Expenditure

Art Works Programme	\$29,797
Maitai Murals	\$48,811
Washington Valley Artwork	\$9,998
Suter Redevelopment	\$1,919,050

Stakeholders

1.9. Stakeholders identified in this plan are:

- The whole community including Tangata Whenua;
- Local businesses, trusts and sponsors;
- Primary and secondary school students;
- Economic Development Agency;
- Nelson Marlborough Institute of Technology;
- Trusts and other organisations involved in presenting, exhibiting and producing art, including:
 - The Bishop Suter Art Gallery Trust;
 - The Nelson School of Music (NSOM) Trust;
 - The Theatre Royal Trust;
 - Nelson Arts Council
 - Nelson Jazz Club Inc (Jazz and Blues Festival);
 - Regional Art Development Initiative (The Art Expo);
 - Adam Chamber Festival Trust;
- Audience members;
- Artists.

2. Trends

Demographics

- 2.1. Nelson's population is expected to grow by 3,600 residents over the next ten years, to 53,320 in 2025. Development is expected to continue in parts of Stoke, and to a lesser extent in other areas through development of vacant land. The proportion of the population aged 65 years and over will increase from 18% in 2015 to 25% in 2025. This age group is likely to make up more than a third of the population in 2045 and 17% of these expected to experience some kind of disability.²
- 2.2. Arts activities that are physically accessible, and easily viewed and heard in comfort, may be of appeal to older residents.
- 2.3. The number of children aged under 15 years of age in Nelson is expected to decrease after 2018 from 18% to 16% in 2025 and to 15% by 2045.
- 2.4. Whilst Council must consider Nelson's ageing population, predominantly as audience members and supporters, there is a need for spaces/events for youth to engage in different art forms, bearing in mind that they will become the artists and audience members of the future. These activities range from Youth Council led initiatives such as murals and urban art works, to participation in The Masked Parade and Carnivale.
- 2.5. Creative New Zealand surveys show significantly higher participation among 15 to 24 year olds over the past five years. Young New Zealanders (aged 10-14 years) generally feel even more positive about the arts than in 2008. Nearly half (46%) feel 'brilliant' and a further third (38%) feel 'really good' when they are being creative. Four out of five young New Zealanders like to do at least one creative arts activity in their spare time. This is an increase since 2008, and it puts the creative arts alongside other popular pastimes, such as playing video games (77%) or watching TV and DVDs (80%).³
- 2.6. Nelson Youth Council (NYC) reported that one of the most valuable experiences undertaken by Youth Council in 2013 was the development and creation of the Collingwood Bridge mural. They advocated in the past for art in Tahunanui Youth Park resulting in four notable art works and minor art included in capital works, which has been ongoing since 2007. NYC has recently asked for urban art boards following the popular 'Oi You' exhibition. Schools involvement in The Masked Parade has resulted in this family event being attended by approximately 3000-4000 young people each year; a highlight in the youth calendar. The Carnivale event is supported by all primary schools and many community groups throughout the region.
- 2.7. Audience stakeholders: A Creative New Zealand (CNZ) study shows that most New Zealanders (85%) have engaged with the arts either by attending a

² Health of Older People in Nelson Tasman Research Project 2014

³ CNZ 2011 Survey

performance or being actively involved creating art in the past 12 months. This is an increase from 80% in 2011. Growth has come mainly from performing arts such as kapa haka and comedy shows, rather than growth in theatre dance or concerts.

- 2.8. Nelson data taken from Nelson Arts Festival surveys indicate high attendance levels by women (75%); the largest group of ticket buyers (70%) were between 30 and 60 years, with \$40,000 - \$80,000 household income range.
- 2.9. Artist stakeholders: CNZ data indicates that participants in the arts show an increase in the 15-24 year age category, and those with low household incomes under \$30,000. Digital art is very popular with children and young teenagers. About nine in 10 10-14-year-olds have used technology at least once to create their own art – most of it done outside of school.
- 2.10. Participant data in Nelson confirms national trends. The Nelson Arts Festival schools' programme engages with large numbers of young people attending festival performances.

Economic Impact

- 2.11. The New Zealand creative industries contribute to economic growth, representing 3.3% of New Zealand's total GDP. Creative industry skills are used in many occupations such as graphic design, furniture design, architecture, jewellery, web design, industrial design, as well as film, television, and event management.⁴ Nelson Marlborough Institute of Technology has increased creative industry courses offered in response to demand, such as the Certificate in Maori Visual Arts - a potential resource for partnership projects with Council.
- 2.12. CNZ has calculated a total arts spend of \$2.31 billion a year in New Zealand, or \$690 a head, based on an average monthly spend of \$53 per person (admissions, food and drink, souvenirs or programmes). Arts activities provide opportunities to earn income for those who manage facilities, produce or exhibit art/performances, and run box office services. Art, dance and drama tutors, secondary and tertiary arts course tutors, graphic designers and arts suppliers such as picture framers have businesses reliant on the arts. There are economic spin offs for the hospitality sectors in particular who report increased trade when shows are on at Nelson School of Music and Theatre Royal.

CNZ reports that the majority of New Zealanders agree that the arts contribute positively to the economy (73%). They agree that their community would be poorer without the arts (69%) and support public funding of the arts (76%). Performing arts, particularly concerts and music events, are the arts activity most attended. The visual arts is the second most popular artform for audiences, but attendance numbers have declined, with 54 per cent of Kiwis going to see visual art in 2014 compared to 58 per cent in 2011. Participation in the visual

⁴ reference: <http://www.nzqa.govt.nz/assets/qualifications-and-standards/qualifications/Creative-arts-quals-review/Creative-Arts-Needs-Analysis-Sept-2013.pdf>

arts has not changed, with 31 per cent of New Zealanders participating in the past 12 months

- 2.13. CNZ and the Ministry for Arts & Culture created a survey tool called Get Smart as a way to accurately measure audience feedback specific to festivals. The Nelson Arts Festival uses this, as do all the regional arts festivals in New Zealand, so benchmarking is possible. The survey provides data of audience demographics, numbers of visitors to the region, economic impact from visitors and general response and feedback on the annual festival programme and events.
- 2.14. In 2013 8% of those attending the Nelson Arts Festival were from outside the region. Of these 55% reported that the festival was the main reason for their visit. Based on these calculations the Get Smart survey estimates a total economic impact of \$320,661 from visitors alone - with an average spend of \$323.85 on accommodation, transport, tickets, food and drinks.
- 2.15. The Tauranga Festival attracted 9% of its audience from out of town visitors. The Wanaka Festival attracted 32% of its audience from out of town visitors; however most of these are people who own holiday homes in the area and are therefore semi-permanent residents. What is not shown in these results is the economic impact generated from Nelson locals attending Festival events – the remaining 92% of the audience⁵.
- 2.16. Attendance and sponsorship revenue is influenced by programming, advertising, price, location and knowledge of the art form. The biennial Adam Chamber Music Festival in 2013 attracted 63% of its audience from outside Nelson, and 9% from overseas; 6515 people attended 27 events held over 10 days. All but two concerts of the festival were recorded for broadcast by Concert FM reaching at least 40,000 listeners, and receiving critical acclaim in reviews. This unique festival, run by an independent charitable trust, comfortably dominates a fine music niche in the marketplace, and receives substantial funding from Wellington arts philanthropists Denis and Verna Adam, whose charitable foundation has been the main benefactor for many years. The Nelson City Council contributed \$75,000 to this high profile festival in 2013, through the EDA. Estimated impact on the Nelson economy is \$2.3 million with the bulk of spending generated from outside of the region.
- 2.17. Light Nelson combined marketing with the Winter Festival and Arts Expo. During the final evening of Light Nelson, which attracted 30,000 people, spending in the CBD increased by over 48%⁶. The festival was held 11-13 July 2014 and \$3.6 million was spent in the city over the 3 day festival. No festival was held in 2015.

⁵ Getsmart survey "Nelson Arts Festival 2013 Economic Contribution" (A1151013) from Objective <https://objapp.nelson-city.ncc.govt.nz/id:A1151013/document/versions/latest>

⁶ Light Nelson Topline Economic Review by independent market research company Marketview reviewed 2013 and 2014 Light Nelson festivals

- 2.18. In the Long Term Plan Council has committed funding for Light Nelson of \$150,000 from the Events Fund budget, over each two year period, for base/partnership funding to provide the opportunity for Light Nelson to leverage additional funding. The Light Nelson organisers are required to keep the Chief Executive informed of project performance.
- 2.19. The previous Arts Activity Management Plan 2012 – 2022 contained analysis of Council's support for sports compared to arts operational and capital contributions. In summary the data showed:
- About seven times as much participation in sports as in arts;
 - There had been about 20 times as much investment by Council in sports infrastructure compared to arts infrastructure;
 - The Council subsidy per user for sport/recreation was similar to the subsidy per user for arts/culture.

Technology

- 2.20. Technological advances are making devices more powerful, faster, lighter, cheaper, more mobile, interactive and capable of greater connectivity; this has an impact on the arts, particularly in relation to information, fundraising and marketing. While new technology is transforming sections of the market for arts products (making art less place-specific, more global, more consumer-led), traditional forms such as live performance or viewing paintings/craft/installations are expected to be an "essential part of the arts environment for many decades to come".⁷
- 2.21. A CNZ 2015 survey says digital art had the greatest potential of any artform for further growth in participation and audiences. One in five Kiwis created original art or animation on a computer, tablet or smart phone in the past 12 months. While the proportion had not changed significantly since 2008, there had been an increase in digital art shows due to the increased popularity of film and video-making. Downloading, watching and listening to New Zealand-made arts online had also increased, making digital art the third most popular artform to attend after the performing and visual arts. The biggest participants and audience for digital arts were people aged 15 to 29, with seven out of 10 having done so in the past 12 months. The least likely age group to watch or listen to art online were those aged 60 or over.
- 2.22. CNZ reports that online engagement with the arts has increased significantly. Since 2008 there has been a dramatic increase in the number of people viewing the arts online, and also a greater flow-on effect for attendance at live events as a result. In 2011, 23% of those who viewed the arts online went on to attend a live event, compared with just 15% in 2008. There has been a rise in the number of people booking tickets online, up from 39 per cent in 2011 to 43 percent in the past 12 months. Use of smart phone applications that map public art sites, performing art venues and artists themselves raises awareness and are

⁷ Media Arts and Digital Platforms, Arts Council of new Zealand discussion paper, 2011

useful tools to encourage engagement. Good quality interactive websites influence decisions. For example, all festivals in New Zealand now have mobile applications to connect with their audiences. Increasingly this is how tickets are bought, and the way people make decisions on what they attend. Nelson Arts Festival does not have this technology available through the Council website.

- 2.23. Light Nelson 2014 installed smart phone applications, testing new technology on the STQRY website, to enhance ongoing visitor experiences. The light show "Pikimai" in 2010 is still highly regarded as an arts event in Nelson. A light show at Founders Heritage Park featured as part of the 2014 Nelson Arts Festival.

Fundraising

- 2.24. Funding sources have changed dramatically in the last five years. Philanthropic funding such as bequests have increased in line with the median age of the population. New Zealanders are estimated to have given \$2.67 billion to charitable and community causes in 2011, double the level estimated in a 2006 study. The most common activity funded was culture and recreation (31%). A substantial change in personal giving followed the removal of the tax rebate cap.⁸ The New Zealand philanthropic sector appears to have coped reasonably well with the effects of the 2008 Global Financial Crisis (GFC) with New Zealand grant makers continuing to maintain their grant award levels. However, as longer term capital investments reach maturity at previously higher rates of return than are available now, many foundations may yet see reductions in the real funds available for grant making purposes. Interest rates are expected to start to increase in 2014, bringing with them a more buoyant economic climate which may well offset or negate any long-term GFC consequences⁹.
- 2.25. There has been a noticeable shift in the way the arts producers are obtaining financial support. Crowd funding through social media has become popular in the past five years through sites such as 'Boosted' run through the Arts Foundation. Most crowd funding initiatives are for art making projects such as films or art installations, not for presenting festivals, or for Council run or controlled activities.
- Community fundraising is a labour intensive but rewarding way to engage with businesses and individuals who either are interested in the particular art form, or can see marketing/profiling benefits for their business through association with that art form.
- 2.26. A good example of local success in fundraising for a large-scale capital project was for the Suter Art Gallery redevelopment. Council's contribution of \$6m was matched by the Suter fundraisers in a 50/50% commitment. The \$6m raised by the Suter was from other sources including private donors, grants, the Ministry

⁸ Giving New Zealand 2011, study updates BERL study 2006

⁹ 'Grantmaking in New Zealand: Giving That Works' National Survey of New Zealand Grantmaking Practice – 2013, Dr Richard Greatbanks University of Otago in collaboration with Philanthropy New Zealand

of Culture and Heritage, and fundraising events. Secondly, a group of people enthusiastic about creating a new event for Nelson, the Light Nelson Festival, formed a Charitable Trust and raised \$15,000 in 2013 from public donations towards their operating budget of \$100,000. This is a free public event held during winter in Queen's Gardens.

- 2.27. Most national and regional festivals fundraise for towards specific festival projects or components of their programme. As the Nelson Arts & Summer Festivals sit within a local body they are not eligible for donation status, and therefore contributions are not tax deductible. Sponsorship of Council produced or presented events is not always an attractive option for businesses which are motivated by marketing objectives, and may prefer partnerships directly with arts organisations, rather than local government. Grants from pub charities and the Canterbury Community Trust have been forthcoming for the Nelson Arts Festival.

3. Levels of Service

- 3.1. The future levels of service and performance indicators for Council funded arts activity are summarised below. They describe the outputs and objectives Council intends to deliver for customers.

Festival

Level of Service	Target	Measure
<p>Deliver high quality, popular and accessible arts events that showcase local, national and international excellence in the arts.</p> <p>To support social connectedness and encourage participation in the arts by a wide cross-section of the local community.</p> <p>Build on the success and popularity of the Masked Parade with visitor numbers and community participation in mind.</p>	<p>Produce the Nelson Arts Festival, Summer Programme and Opera in the Park that is well-supported by the local community measured by Council survey every 3 years.</p> <p>Satisfaction levels of attendees is measured at events each year.</p>	<p>All festivals to meet or exceed benchmarks set in 2013: Council resident survey attendance levels maintained or exceeded from;</p> <p>53% Summer festival 44% Masked Parade 31% attend arts fest event 30% attend Opera in the Park</p> <p>Nelson Arts Festival and Opera in the Park:</p> <p>Ticket purchasers satisfaction levels meet or exceed the national benchmark for satisfaction in 2013 set at 8.8 out of 10.</p> <p>Number of tickets sold remains constant in relationship to total tickets available.</p> <p>Nelson Summer Programme:</p> <p>Resident satisfaction surveys conducted at events gives same or increased satisfaction levels and attendance at events maintained or exceeded.</p>
<p>Cost effective delivery of festival/community arts activity ensuring best use of Council resources.</p>	<p>Seek alternative funding sources to support the Nelson Arts Festival and Summer Programme so that the rates contribution does not exceed 47% for the Festival and 80% for the combination of the Summer Programme and Opera in the Park event.</p> <p>Measurable economic benefit in retail sector during Festival period.</p>	<p>Arts festival rates contribution to total operation costs of the Nelson Arts Festival, Summer Programme and Opera in the Park and the ratio does not exceed the 2013 benchmark.</p> <p>Measurable economic benefit maintained or exceeded in retail sector during Festival period.</p>

Suter

Level of Service	Target	Measure
<p>A regional art gallery that engages, educates and entertains the community with a diverse and stimulating programme of visual arts' exhibitions.</p>	<p>80% resident satisfaction with facilities once re-opened.</p> <p>Once reopened at least 30,000 visits to the galleries per year.</p>	<p>Three yearly satisfaction survey and visitor counts.</p>

Theatre Royal

Level of Service	Target	Measure
A regional theatre that is widely used by the community for a diverse and stimulating range of performance art.	44% of resident use or visit the facility and 93% of those are satisfied or very satisfied with facilities	The Theatre Royal meets or exceeds 2013 benchmark of 274 performance days (75%) occupancy Three yearly satisfaction survey and event user and attendance counts.

Public Art

Level of Service	Target	Measure
Provide public art works in public places that add visual interest and enhance the experience of visitors and residents.	Commission, install and maintain public art, particularly at priority sites identified in the Council Art Policy 2010. Use of public art is consistent with Nelson's branding as an arts destination.	All public art works listed in Council's inventory are celebrated and promoted to the public. Listed priority sites in the Arts Policy have art installed upon them. Three yearly public satisfaction with Culture, Heritage and Arts activity is exceeded or maintained (72% in 2014, 65% in 2012).

4. Festivals

4.1. Art Policy 2010

Vision:

The high quality and accessible festivals and events that Council delivers encourage participation in the arts by a wide cross-section of the community and contribute to a sense of belonging.

Objective:

Provision of a range of festivals and events that are inclusive, celebrate Nelson and encourage wide participation in and enjoyment of the arts.

Description of Activity

- 4.2. A change of direction for management of The Nelson Arts Festival, including the Masked Parade, Carnivale and Readers & Writers Festival (NAF) was adopted in the Long Term Plan. From 2017 these events will be overseen by an independent governance structure. This structure will be established in 2016 and shadow the existing council team delivering the activity. The transfer of operations are to occur in time for the new entity to be responsible for the 2017 Arts Festival.
- 4.3. Currently the main arts activities produced by the Festival team for Council are:
- Nelson Arts Festival (NAF) annually in October;
 - The budget for the Nelson Arts Festival, the Masked Parade, and Readers and Writers week remains at current projected levels. This is 40% (\$1,003,474 in 2013/14) of Council total operational spending on the Arts dedicated to Festival activity
 - An allocation of \$15,000 for the expense of establishing the governance structure, including meeting all Local Government Act requirements has been made and the structure is to be established by June 2016.
 - Council will continue to manage Summer in Nelson, Opera in the Park and other community events.
- 4.4. The Nelson Arts Festival was developed in 1995 to complement the World of Wearable Arts (WOW) and at that time had an economic objective, to encourage visitors to WOW to extend their stay in Nelson. Since the sale of WOW to Wellington, the Arts Festival has continued to develop as a community event.
- 4.5. The Arts Festival is held annually in October and presents a full programme of music, theatre, dance, comedy, cabaret, readers and writers' sessions and visual and interactive arts experiences to the community. It has developed a close relationship with other regional festivals and collaborates on some shared programming with the Tauranga and Otago Arts Festivals to keep costs down.

This arrangement results in some programming that is not particularly unique to Nelson, however it helps attract broad audience participation through a mix of local, national and international works. Between 10,500 – 12,500 tickets are sold to the festival annually.

- 4.6. Nelson's is the only festival in New Zealand, other than Southland's, that runs annually. Other major centres, Auckland and Wellington, are considering adopting an annual programme rather than the biennial programme as at present.
- 4.7. Approximately 30,000 participants and spectators take part in the free community events - The Masked Parade and Carnivale, held during the Festival and produced by Council with a high level of input from the local community.
- 4.8. From July 2017 the main arts activities produced by the Festival team for Council will include:
 - The Nelson Summer Programme, predominantly free events produced annually from December to March;
 - Opera in the Park, produced every two years in February;
 - Other events such as Broadgreen Rose Day and Isel in Bloom.
 - Other potential events that could sit with the Festival team.
- 4.9. The Summer Programme is a series of events (including some produced by others) including Opera in the Park (biennial), Christmas and New Year's Eve events, outdoor movies, and a four day Buskers Festival. The purpose is to provide free entertainment to the local community and visitors over the busy summer period. Around 40,000 people attend an event as part of the Summer in Nelson programme.
Customer Feedback
- 4.10. Surveys of Arts Festival ticket buyers show a high level of satisfaction. Overall those who attended in 2014 gave a rating of 8.9 compared to a national benchmark of 8.8.
- 4.11. Agreement with the following statements was above the national benchmark:
 - Makes the region a better place to live (91% of respondents);
 - Brings people together;
 - Gives a greater sense of belonging;
 - Encourages local people to get involved;
 - Instils a sense of pride in the community.
- 4.12. 12,700 tickets were sold to the 2013 Arts festival. 1532 attendees completed the Get Smart Audience survey. These attendees all went to multiple events and overall satisfaction level was 8.9 out of 10, indicating likely return attendances.
- 4.13. Council's Residents Satisfaction Survey 2014 found almost three quarters (73%) of those surveyed had attended a Nelson event in the last year, with only 27% not attending any. Attendance levels of Nelson residents were as follows:

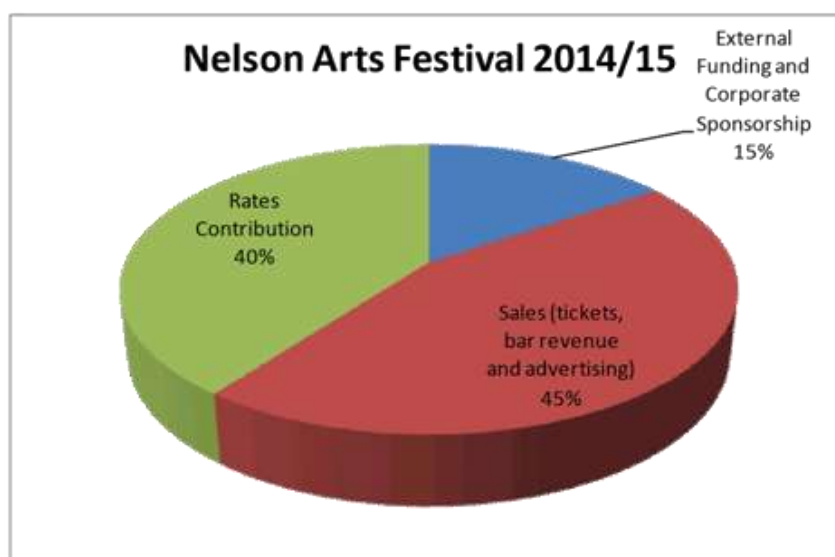
- Summer Festival 53%;
- Masked Parade 44%;
- arts festival event 31%;
- Opera in the Park 30%;
- New Year's Eve celebrations 16%.

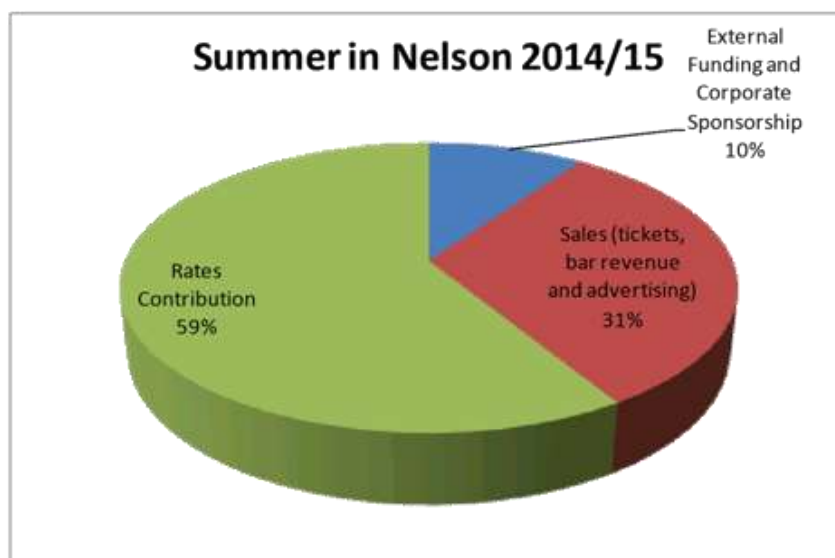
Future Demand

- 4.14. It is expected that the demand for arts events of the sort provided by Council will continue. 73% of respondents to the 2008 CNZ survey agreed 'my local council should give money to support the arts' (a slight rise from 71% in 2005).
- 4.15. A high number of children attend festival performances. In 2013, 864 primary and secondary school students attended ticketed schools performances. Over 2,000 students from 25 schools took part in The Youth performance space 'Stage One' in 2013. This activity is meeting a need for young people to participate in the arts and to encourage their future participation as adults.

Financial Issues

- 4.16. The independent governance structure is expected to raise funding opportunities and generate a higher level of income for delivery of the Nelson Arts Festival, with Council assistance set at existing levels.
- 4.17. Revenue sources for the Summer Programme (mostly free) activity are as follows:
- 11% by external funding and corporate sponsorship;
 - 8% from sales (tickets and revenue from advertising and bar sales);
 - 81% was rates funded;
 - Approximately one quarter of the cost was for staff time and overheads.
- 4.18. Revenue sources for the Opera in the Park Concert activity are as follows:
- 22% from sales (tickets and revenue from advertising and bar sales);
 - 79% was rates funded;
 - Approximately one fifth of the cost was for staff time and overheads.
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- 4.19. Creative New Zealand (CNZ) has contributed a significant amount, between \$30,000 - \$60,000, towards previous Nelson Arts Festivals. They have indicated that they **will support the Festival in 2015 and 2016 whilst the transition to oversight by an external governance structure takes place.**
- 4.20. Seeking and maintaining sponsorship has associated activity costs. It consumes a great deal of staff time, particularly as there are many cash and contra (in kind support), low-level (less than \$10,000) sponsorships which require a disproportionate amount of time and attention to maintain. Supporting a Council-run activity which already has substantial local authority financial backing is not always attractive to commercial sponsors.

Maori Art

- 4.21. The Nelson Arts Festival **will retain a** commitment to include components of Maori and Pacific arts within its programme. There is opportunity for further collaboration with local iwi and a need to develop relationships with key iwi stakeholders for growth in this area.
- 4.22. **Council endorses the bid by Te Tau Ihu o Te Waka a Maui Maori Culture Council to host the Te Matatini Kapa Haka Competitions in Nelson in 2025. Council will consider an appropriate level of support during development of the Long Term Plan 2018-2028. This event is expected to attract over 30,000 visitors.**
- 4.23. In 2012 the Festival included 'Toi Ora' in its programme which provided a number of Maori visual and craft artists exhibitions and workshops. In 2013, collaboration with The Suter allowed the Festival to present Puehu: Cultural Dust a performance art project that included an exhibition, performance based art project and street theatre across a number of venues.

- 4.24. Subject to artistic merit and suitability, the Festival programmes at least two Maori or Pacific Island performances within its overall programme. In 2023 Nelson will host the National Kapa Haka Competitions, an event which generally attracts over 30,000 visitors to the host city – the Festival Office will need to consider how to maximise this opportunity within the overall calendar.

Issues/Future Work

- 4.25. Establish an independent governance structure to oversee the Nelson Arts Festival, Masked Parade and Readers and Writers Festival and produce this festival annually. This structure would receive Council funding at agreed levels and increase external funding and sponsorship opportunities. The service levels outlined in this plan would remain the same.
- 4.26. Continue annual Nelson Arts Festival surveys using Get Smart, Uniquely Nelson and Residents' Surveys; consider using surveys for the Summer Programme and the Opera in the Park event;
- 4.27. Include a survey, as advised by Nelson Tasman Tourism, to measure the overall economic impact on the city of the Arts festival during its current time slot;
- 4.28. Consideration of improving the resourcing for online technologies, such as mobile apps.

5. The Bishop Suter Art Gallery – Te Aratoi O Whakatu

- 5.1. The Suter is the oldest purpose-built art gallery in New Zealand and the oldest gallery in continuous use in New Zealand. In 2007 it was registered as a Category II Historic Place by the New Zealand Historic Places Trust. It has an art collection valued at approximately \$7m which is of national significance. Since 2008 it has operated as a Council Controlled Organisation (CCO); the Suter Board owns the buildings, land and art collection.
- 5.2. A \$12 million redevelopment is underway which will preserve the heritage building, deal with earthquake strengthening requirements and provide expanded gallery and storage spaces and a new café and educational facilities, alongside the existing theatre. Half the funds for this major project have been contributed by the Nelson City Council and half the funds have been raised by the Suter. **Work commenced in 2014 when the facility closed and staff and the collection moved offsite to temporary Halifax Street premises.**
- 5.3. The service the Suter provides to Council is covered by its Strategic Plan and the Statement of Intent. The Local Government Act 2002 requires CCOs, as part of their accountability regime, to prepare a Statement of Intent:
- A public statement of the activities and intentions of the CCO for the year, and the objectives to which those activities will contribute;
 - An opportunity for the Council to influence the direction of the entity;
 - A basis for the entity's governing body to be accountable to the Council for the entity's performance.
- 5.4. To assist CCO's in preparing their Statements of Intent (SOI), Council provides a Statement of Expectation which outlines what outcomes are expected and what performance measures should be used. Should Council wish to change any of the Levels of Service in the development of this Plan or as part of feedback from the Long Term Plan, those changes would be expressed in the next Statement of Expectation that Council provides.

Past Performance

- 5.5. The current performance measure for the Suter is that "a high level of satisfaction is achieved from Suter Art Gallery visitors" with a target of 80%.
- 5.6. The Council's Residents Satisfaction Survey 2014 found that 63% of Nelson residents had visited the Suter Art Gallery in the last two years. Fifty five per cent of Nelson Residents were either satisfied, (31%) or very satisfied (24%) with the Suter Art Gallery. An increase was seen in those who were very satisfied (24% in 2014, 16% in 2011) and neither nor (20% in 2014, 26% in 2011). Only small levels of dissatisfaction were evident with four per cent dissatisfied, and one per cent very dissatisfied.
- 5.7. Satisfaction Levels from those responding were:
- Nelson Central residents were more likely to be very satisfied with the Suter Art Gallery (28%) corresponding to higher levels of usage displayed in this area;

- Residents aged 40 to 64 were more likely to be very satisfied with the Suter Art gallery (29%);
 - Residents aged 25 to 39 and male residents were more likely to give this a neutral rating (38% and 31% respectively of those responding).
- 5.8. In the past year there were 15 Suter organised exhibitions, of which nine were curated in house. These exhibitions included two versions of the Jane Evans Commemorative Survey exhibition and two NSAS (Nelson Suter Art Society) Spring and Autumn exhibitions. There was one collaborative exhibition with the Nelson Arts Festival, and there were six touring exhibitions.
- 5.9. The proposed redevelopment is expected to contribute to an increase in visitor numbers as the refurbished facility includes an extra gallery and a dedicated education room, likely to increase the Suter's appeal as a destination. Targets and measures will continue to be reviewed annually in the Statement of Intent process and will be subject to significant change during the redevelopment period.

Collections

- 5.10. The size of the collection (currently around 1,000 works) and the rate of its growth (currently around 15 artworks per year) has implications for storage/operating costs of the facility. The collection policy was reviewed in 2012. The most recent valuation of The Suter collection calculates its worth at \$7 million, out of The Suter's \$9.8 million capital value, and this value continues to appreciate.
- 5.11. The storage facilities have been only 80-90% compliant in collection store room due to the HVAC (heating, ventilation and air conditioning) systems not functioning optimally. Galleries presently do not meet the standards in summer months. These factors will be addressed in the redevelopment.

Financial Issues

- 5.12. Nelson City Council and Tasman District Council provide annual operational funding to The Suter. In 2014/15 the cost to rates of the Suter is \$726,516 to be adjusted during closure of the facility for redevelopment. Costs are budgeted to lower to \$506,000 in 15/16 as no maintenance is required during closure. In 2016/17 onwards a set amount will be provided by Council, allowing for increases by inflation. Tasman District Council has budgeted a grant of \$87,813 in 14/15 to The Suter.
- 5.13. Council do not currently fund the Suter depreciation and the Suter therefore runs a deficit after depreciation. Council could consider rate funding the equivalent of the depreciation charge on the new Suter building and provide half that amount in a renewals reserve (held within council) for the Suter to access as needed and the other half would be used to repay the Council debt.

- 5.14. Using an average asset life of 50 years, Council will rate fund an additional \$240,000 per annum (\$12m / 50 years). Once the project is complete and the assets are recorded on the Suter's fixed asset register, these numbers will be finalised as the final costings and accounting life of the assets will determine the quantum Council will rate fund.

Issues/ Future Work

- 5.15. The major work involving the Suter is the redevelopment. Building work started in January 2015 with an expected re-opening date of October 2016. A temporary facility opened with small gallery, store café and staff facilities in February 2015 in Halifax Street.

6. General Infrastructure

- 6.1. Arts Policy 2010
- Council will consider accessibility in the design and management of venues and in how events are planned so that the arts are accessible to the community.
 - Council will continue to prioritise art in its facilities and services and will actively collaborate with partners to ensure adequate resourcing for the arts in Nelson.
 - As Council facilities are developed or renovated their potential to provide spaces for arts activities will be considered and catered for in the design.
 - Council will explore formalising relationships with some key independent arts facilities to ensure sustainable services for the community.

The Activity

- 6.2. Council owns and supports several venues for a range of arts activities in the community. Seismic considerations have led to, the closure of some key buildings where arts occur including the Suter, the Trafalgar Centre and NSOM. **The Suter is scheduled to reopen in October 2016. The Trafalgar Centre is to be re-opened after structural work is completed by June 2016. NSOM is closed until strengthening work is complete.**
- 6.3. Activities including the community run Arts Expo have been successfully relocated to the Saxton Pavilion. It has not yet been determined where the Expo will be held in future as this depends on venue availability and options for future years.
- 6.4. The Refinery Gallery, a Council owned building **is being managed by Arts Council Nelson who have been allocated \$30,000 in each of 2015/16 and 2016/17 years to develop the Refinery as a community art space. The gallery will host the Nelson Suter Art Society exhibitions during the two year closure period of the Suter.**
- 6.5. Closures create pressure on other facilities such as Founders Heritage Park. Community halls are possible venues and Council owns three community halls available to the public: Stoke, Trafalgar Street and Wakapuaka.
- 6.6. All others where Council owns land or building are leases for exclusive use; and managed by the various organisations such as Community Art Works and The Refinery Gallery.
- 6.7. Council owned/managed facilities such as Founders Heritage Park, **Heritage Houses** and Libraries may play a stronger role for community arts activities in future for workshops, tuition space, and storage.
- 6.8. Non-Council owned/managed sites with potential capacity for more arts activities include St John's Church, NMIT, the Rutherford Hotel, **Fairfield House**, The Freehouse, The Boathouse, Annesbrook Church and the Nelson Provincial Museum.

Future Work

- 6.9. \$25,000 is allocated to support a review and update of the material previously prepared for a performing arts centre in Nelson in 2017/18.
- 6.10. The ownership and management of local performing arts venues, including but not limited to the Theatre Royal, is to be included in the work to be undertaken by Council officers on venue management and marketing.

7. Public Art

7.1. Arts Strategy and Policy¹⁰

- Selection of sites for public art on Council land will be guided by four set criteria (visibility, significance, security, natural values).
- All Council capital works will include art where appropriate and affordable.
- Selection of arts consultants and commissioning of art works will follow set criteria (artistic merit, accessibility, robustness, relationship to site, cost).
- Gifts of art will be assessed against set criteria (Council approval, policy objectives, maintenance costs, location, ownership).
- Council retains the right to decommission any of the art in its collection and to relocate, sell, gift or otherwise dispose of it.
- Council will seek opportunities to celebrate Nelson's Māori identity, history and cultural heritage in public art and to collaborate with Māori in this process.

The Activity

7.2. Council owned public artworks are listed in Appendix 1 of this document. Council's public art includes mosaics, murals, sculptures and functional art works (such as railings or panels). Of the 64 artworks owned by Council listed in Appendix 1, 55 were by artists of the Nelson Region, 4 were overseas artists and the rest of them were from other parts of New Zealand. A focus on using local artists has been identified as a priority.

7.3. Two large gateway sculptures have been funded under Council's Art Fund and located in priority sites; smaller art works have been included as part of capital works projects.

7.4. Murals and street art are increasing in Nelson although their lifespan can be variable as it is dependent on the life of the structure it is attached to. "Riverside Murals" an external gallery of murals in different styles on the Maitai Walkway was completed in 2015. Five murals on Council owned properties were funded from the 2013/13 Annual Plan and three murals on privately owned buildings, plaques and a map were funded in partnership with the Canterbury Community Trust.

7.5. Staff resource for Arts Strategy implementation projects is presently 0.2 FTE. Council has appointed the Arts Council Nelson to help deliver outcomes from the Art Fund. The focus is on art within the CBD and opportunities for match funding. Selected sites will be approved by the Mayor and Chair of the Community Services Committee and nature of project concepts will be reported to Community Services Committee for approval. The Art Selection Panel seeks independent arts advice as part of the process of the final selection of works to be commissioned from the fund. Iwi representation in the process is being sought. Two works in central Nelson are proposed for development in 2015/2016. Council has made \$75,000 available for funding artworks per annum.

¹⁰ Arts Policy 2010, appendix 1, appendix 4

- 7.6. Art gifted to the City is subject to conditions laid down in the Arts Policy and can present challenges for Council regarding suitability and ongoing maintenance costs. The Nelson Sculpture Trust has expressed interest in developing and managing art projects for both Tasman and Nelson councils since 2009 but to date none have come to fruition.
- 7.7. Focus groups during the development of the Art Strategy raised concern about artists being adequately paid for their skills. If work is done voluntarily by regional/local artists and managed with minimal staff oversight it could save money, but result in less control of the quality and style of the art works, and public debate about site appropriate works. The Arts Policy sets out clear guidelines for art gifts to assist Council when faced with these decisions.
- 7.8. An appeal led by private individuals to fund an international artist (ROA) to paint images on commercially owned blank walls in the city saw \$10,000 raised from private donors, and this (now public) art work appear quickly with no input from Council.
- 7.9. Work with community partners to produce art works in local areas can arise from the Creative Communities Local Funding Scheme. These works usually enhance Council owned parks and reserves. This assistance is small and funded through the Arts Activity budget and allocation of staff time. **Project Butterfly, a memorial mosaic pathway at Fairfield Park, which won the Supreme Trust Power Community award, is an example of a successful partnership.**
- 7.10. **CHORUS have agreed to fund art installations on their cabinets where staff can assist with running the process to select artists. Five cabinets will be painted in 2015. CHORUS is the telecommunications company that ran the popular Gigatown competition, through which Nelson won the installation of two street murals by a internationally recognised street artist.**
- 7.11. Highlighting Nelson's public art supports the image of Nelson as an arts centre. Acknowledging artists and the story of the art work increases understanding and appreciation of art within Nelson. Referencing on plaques, information panels, art walks and PROW stories which link to the Top of the South maps supports this Arts Strategy objective.
- 7.12. Creation of Council art walks to date has been focused on Wakefield Quay where a large cluster of art works are within easy walking distance. Other walks have raised awareness of existing public art in the CBD and the development of street art, and art collections within Council facilities.

Issues

Art Sites

- 7.13. Council owns a number of artworks and has worked to strategically locate works on priority sites since adoption of the Arts Policy in 2010. At present the art fund spending is limited to art works on these sites. The Arts Council Nelson will suggest CBD sites during 2014/15 that the Mayor and Chair of Community services will approve and prioritise sites.

Art in Capital Works

- 7.14. More work is needed to embed the processes to ensure this Arts Policy objective is realised through consideration during the planning process, adequate funding budgeted and sufficient staff time allocated.

Youth Art

- 7.15. An amendment to the Arts Policy established the Council approach to management of graffiti and urban art after a rise in interest in 2010. As a result of lobbying for youth art visibility by Nelson Youth Council for many years, several youth art projects have been completed. A mural under Collingwood Bridge was a positive exercise both for participants and the public. The Tahuna youth park has recently been added to with postcard style murals, a project involving the Nelson Youth Council. Two urban art boards, painted by schools and youth groups studying urban art, have been installed at the Neale Park skate park. These urban art boards will be replaced at regular intervals to encourage youth art and opinions.

Maori Art

- 7.16. Council policy is to acknowledge the presence of iwi in the rohe (area) and to share information about Maori heritage and arts as an integral part of the local identity. Arts activity can promote and foster a better understanding of Maori culture by seeking opportunities for Maori artworks within public spaces, using Te Reo Maori in art signage and through arts funding partnerships.
- 7.17. Since supporting Pou whenua at Founders Heritage Park and the Wahoroa at Anzac Park, no major Maori artwork initiatives have been proposed by partners or supported by Council funds. In 2023 Nelson will host the National Kapa Haka Competitions, an event which generally attracts over 30,000 visitors to the host city. It would be desirable to have more Maori artworks in place by this year in particular, but also generally to better reflect the unique cultural identity of the region. An artist brief for the waka landing site is to be prepared with iwi input during 2015/2016.

Satisfaction Levels

- 7.18. Finding the balance between excellence, variety and range of public art called for by the public in consultation for the Regional Arts Strategy will always be challenging. A consistent theme in the consultation for the Strategy was the need for Nelson's public spaces to better reflect its reputation as an arts destination. An indication of the interest in the arts is the depth of reaction in the media to any new public and private art works in Nelson.

Future Work

- Develop 2 concepts approved by Art Selection Panel in June 2015 to possible commission by Capital Projects in 2016.
- Work with iwi on a Maori art work, as directed by the Art Selection Panel, and call for EOI for the waka landing site in 2015 with aim to develop 2016.
- Work with Arts Council Nelson on community projects and management of the Art Fund.

- Support the bid by Te Tau Ihu o Te Waka a Maui Maori Culture Council to host the Te Matatini Kapa Haka Competitions in 2025 and to consider an appropriate level of support during development of the Long Term Plan 2018-2028.
- Support art inclusion in capital projects.
- Continue support of Creative Communities Local Funding Scheme for local projects.

8. Arts Partnerships

8.1. Art Policy

- Council will explore formalising relationships with some key independent arts facilities to ensure sustainable services for the community;
- Council will contribute to the marketing of the arts through funding appropriate delivery agencies;
- Council will continue to support the development of arts events including through the Nelson Events Strategy;
- Opportunities will be sought to involve communities in local artwork development.

Creative New Zealand (CNZ)

- 8.2. CNZ funds and contracts local authorities to deliver support to local arts initiatives through the Creative Communities Local Funding Scheme. Grants funding available in 2014 was increased to \$38,505 over two rounds. The focus is currently on youth activities and increasing community participation. Staff input to the assessment committee gives an oversight of the health of the arts sector.
- 8.3. CNZ also provides research on the Arts in New Zealand and training through a range of subsidised workshops and conferences.
- 8.4. CNZ has funded the Nelson Arts Festival in the range of \$30,000 - \$60,000 each year since it began.

Arts Council Nelson

- 8.5. Arts Council Nelson is funded by Creative New Zealand and Nelson City Council. In 2014/25 Council support was increased to \$70,000.
- 8.6. Arts Council Nelson promotes, initiates and supports activities that strengthen the artistic and cultural life of the local community. Services include providing regular information such as the monthly arts events calendars (events, exhibitions and opportunities). It is Council's main link to involve communities in local artwork development. Arts Council Nelson co-ordinates a range of arts events with the goal of raising standards while encouraging community participation in the arts. They mentor fledgling art groups and apply for funds. Arts Council Nelson have been allocated \$30,000 in each of 2015/16 and 2016/17 to manage the Refinery and develop it as a community arts space. The first event hosted and supported was a sold out Fringe Festival created by Body in Space.
- 8.7. From 2014/15 the administration of the Councils Art Fund will be managed by the Arts Council Nelson.

Nelson Regional Economic Development Agency (EDA)

- 8.8. The EDA is the lead agency for the management and implementation of the Nelson Events Strategy through the Nelson Events Marketing and Development

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Programme. The programme is funded by the Council and the level of funding made available each year through EDA varies. **For the 2015/16 year only, the Events Fund criteria will be relaxed to allow support to be given to community events that might have previously been supported by Community Assistance grants.**

- 8.9. The Programme is overseen by the Events Management Committee, comprising representatives from the Nelson City Council, Nelson Regional Economic Development Agency and Nelson Tasman Tourism. The objective of the Nelson Events Strategy is to stimulate Nelson City's economy by bringing new spending through visitors coming to Nelson for distinct events in the shoulder and off season (winter). Although the fund has a wide focus and is not just for arts events it has helped a number of significant arts events or events with an arts component such as:
- The Arts Expo 2012 – produced by The Regional Arts Development Initiative (RADI), received \$24,950 in the 2012/2013 year;
 - Nelson Winter Festival - a well established musical festival at Nelson School of Music received \$20,000 in 2011/2012 year;
 - Oi You - an Urban Art exhibition at Founders that attracted 15,000 visitors in 2012, received \$35,000 in the 2011/2012 year;

The Regional Arts Development Initiative (RADI)

- 8.10. The Regional Arts Development Initiative (RADI) publishes the regional arts guide, and in 2014 will produce the 20th edition. RADI initiated the Arts Expo in 2011 to offer an event where local artists can pay to sell their art. This type of art 'trade show' is popular in other regions, for example The Affordable Art Expo in Wellington; some argue this is at the expense of the local galleries who pay overheads all year to also sell art. Some non-local art work is included.
- 8.11. In 2014, while the Trafalgar Centre is closed the event was held at Saxton Pavilion and the event was jointly marketed nationally with Light Nelson and the Nelson School of Music Winter festival. A marked increase in attendances and sales, many to non-local buyers, occurred with many artists selling all their available works.
- 8.12. **Light Nelson has been recognised as an important community event for Nelson and is well supported by both locals and visitors to the city. Funding of \$150,000 over each two year period for base/partnership funding has been confirmed to provide the opportunity for Light Nelson to lever additional funding. This will be funded from the Events Fund budget.**

Nelson Marlborough Institute of Technology

- 8.13. Nelson Marlborough Institute of Technology (NMIT) strongly supports creative industries education in a recently constructed purpose built Arts and Media building. It offers the Bachelor of Arts and Media, Diploma and Certificate of Arts and Media (also specialising in Contemporary Music), Certificate in Maori Visual Arts; Diploma in Digital design and photography; Diploma in Writing for Creative Industries; and a Diploma in Interior Design.

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Community Artworks and Other Specialty Groups

- 8.14. Arts Access Aotearoa promotes Community Artworks (CAW) as a good example of an organisation doing excellent work with both the disability and justice sectors.

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Nelson School of Music

- 8.15. NSOM is the oldest independent music school in New Zealand and it has more than 60,000 visitors annually. The building is registered as a Category I Historic Place by the New Zealand Historic Places Trust. It has a capital value of \$2.4 million.
- 8.16. NSOM is a Charitable Trust, governed by a Board of Trustees. It provides musical education, performance/event spaces for hire, practice rooms for musicians and a resource centre of musical scores and books. The School of Music has produced a Winter Music Festival each year since 1994. It houses the Nelson Symphony Orchestra, Greenhills Orchestra, Schola Musica, Nelson Civic Choir and the Nelson Male Voice Choir.
- 8.17. The auditorium closed at the end of 2013 for an unspecified period of time until earthquake strengthening could be addressed; since 2014 the administration staff and tuition and rehearsal space has been relocated into the Rainey Building while redevelopment occurs.
- 8.18. NSOM has received a grant commitment of \$850,000 from the Canterbury Community Trust for earthquake strengthening work in future. Council has indicated its commitment to supporting the NSOM as it progresses its redevelopment project.
- 8.19. Council has budgeted \$3,000,000 to support earthquake strengthening and refurbishment works, which will be matched by funding from the School of Music as they continue to work on plans for the redevelopment.

The Theatre Royal

- 8.20. The Theatre Royal underwent a significant upgrade and refurbishment project, re-opening in May 2010. The land and building now has a capital value of \$7.1 million and has been registered as a Category I Historic Place. It has a box office licence holder with Ticket Direct and is a well equipped facility for performing arts events particularly while the Trafalgar Centre, NSOM auditorium and the Suter theatres are closed over the next two years. It has a capacity of 340, and is one of the busiest proscenium arch style theatre in New Zealand.
- 8.21. In the 2013/14 year the theatre was booked for 274 performance days (75% occupancy). Attendance by ticket buyers was around 45,000 with a further 20,000 using the facility for conferences, meetings, rehearsals and other purposes
- 8.22. In a 2011 Residents' Survey 44% of Nelson residents had used or visited the theatre since it had reopened and 93% of those respondents who had visited the theatre since its refurbishment were satisfied or very satisfied with the venue. In 2014 the Theatre Royal has a following of 2000 on social media, and 3000 receiving newsletters, with feedback indicating hi satisfaction rates
- 8.23. The Theatre Royal incurred building cost increases during the restoration period and as a consequence has continued to experience financial difficulties despite high use rates. Operational funding in 2014/15 is \$220,000 to assist this key community asset.

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9. Asset Systems and Finances

Financial Forecast

- 9.1. The ten-year financial forecasts (2015-25) for the arts activities are shown in section 9.25 of this plan where the tables outline the funding required over the next 10 years to implement the recommended work in this Activity Management Plan. Projections are shown in dollar values current as at 1 July 2014. Depreciation is shown in the financial forecast as it is an accounting requirement to depreciate assets.

Arts Assets

Building Facilities

- 9.2. This building asset is owned by Nelson City Council and classed as a community property and covered in the Draft Property & Facilities Asset Management Plan.

Facility	Description	Ownership	Management
Refinery Art Gallery	Converted historic building. Contains gallery, shop and office space. Sub tenant is Arts Council Nelson. Location – 39 Halifax St	Nelson City Council	Building management under review.

- 9.3. The following building assets are owned by an entity independent of the Nelson City Council, so Council does not maintain any specific information relating to these assets.

Facility	Description	Ownership	Management
Suter Art Gallery	Purpose built art gallery. Category II Heritage New Zealand classification. Contains galleries, shop, theatre, café, art storage, art library and archives. Location – adjoining Queens Gardens off Bridge Street.	Nelson City Council as defined by the Suter Art Gallery Governance Act 2008.	Council Controlled organisation (CCO) with Trust operation and management.
Theatre Royal	Purpose built theatre for performing arts. Category I Heritage New Zealand classification. Contains theatre auditorium, rehearsal spaces, ticket office, bar and entry area, storage,. Location – 78 Rutherford Street	Nelson Historic Theatre Trust	An independent, not for profit, charitable trust is supported by Council by an operations grant in exchange for community use

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Facility	Description	Ownership	Management
Nelson School of Music	Purpose built auditorium. Category I Historic Places classification. Contains Auditorium, administration area, library, rehearsal spaces, storage. Location 48 Nile Street	Nelson School of Music Trust	An independent, not for profit, charitable trust is supported by Council through an operations grant in exchange for community arts activity support.

Artwork Assets

- 9.4. The art work assets are recorded in the Council's Hansen asset management system and the information is maintained as part of other asset operations, namely parks and roading services, based on the location of the assets. Definitions of subsets of arts are included in this system.
- 9.5. An art work is defined as a piece of art commissioned by, or gifted to Council and created by a named artist.
- 9.6. A detailed list of the artwork assets and their location, type, date of installation, artist and artists domicile at time of commission is provided in Appendix 1.

Category Type	Number
Sculpture (includes relief panesls/carvings)	34
Mural	17
Mosaics	4
Functional	9
TOTAL	64

- 9.7. Items such as fountains, memorials, landscape and ornamental items are not covered by this plan as they have been created by an architect, mass produced or by an unknown creator.
- 9.8. Artworks listed within the Civic collection and held within council properties, including paintings, ornaments and civic gifts are not recorded here.

Contracts and Maintenance

- 9.9. Maintenance or servicing requirements for the arts assets are minimal, as they are commissioned to be relatively low maintenance structures.
- 9.10. Artworks located on parks, are inspected regularly, together with other furniture and structures and any minor damage or simple repairs is actioned by the contractor. For more significant damage or repairs, the issue will be reported to Council staff for review and action.

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- 9.11. Artworks included on road assets are not included in any formal maintenance inspections, however contract or council staff will observe and report any damage as part of their other road asset maintenance and inspection duties.

Maintenance

- 9.12. There is no documented maintenance programme in place for the artwork assets other than listing the condition of the asset on Hansen Asset Register.
- 9.13. Murals are anti-graffiti coated when commissioned so the only cyclical maintenance task currently being undertaken is washing the work and this is simply scheduled individually as needed.
- 9.14. A high proportion of artworks are connected to buildings and their care is written into the building maintenance contract.
- 9.15. A cyclic maintenance programme needs to be established to cover regular cleaning, repainting/staining where required and other works that may be identified as part of the condition assessment. The planned maintenance programme should be reviewed and updated every three to five years based on condition inspections, maintenance trends and risk assessments.

Street Art

- 9.16. A specific operation is required relating to "street art", which is unofficial art work pasted or painted onto buildings or other structures. Guidance relating to dealing with street art is provided the Arts Policy.
- 9.17. The system involves Council staff assessing the "artwork" and determining if it has sufficient artist merit to remain in place. However, any approved street art is still regarded as temporary and will be removed when it deteriorates.
- 9.18. The Neale Park Skate Park urban art boards are to be replaced immediately by boards that are currently in storage if offensive material is put on them. They will be changed every six months using recycled boards organised by the Arts & Heritage Adviser and created by participating schools involved in the project. Plaques on the boards will be reused on replacement boards.

Service Standards

- 9.19. No service standards have been defined for the artworks and they are not considered necessary at this stage.

Condition Assessment

- 9.20. An informal condition assessment of the artworks has been undertaken based on age of asset, history of any damage, and likely maintenance requirements.

Renewals, Capital and Disposal

- 9.21. No renewal programme has been established for the artworks and it is not considered useful for managing this asset group due to the artistic and one-off nature of most assets. Murals will be programmed for renewal as appropriate.
- 9.22. For the assets that are identified as approaching the end of their life through the condition assessment and maintenance programme, they will be identified for removal and disposal.
- 9.23. Their potential replacement will be considered as part of the process and budget for new art works. An annual capital budget is provided for the on going purchase of new art works. The Arts Policy and the Regional Arts Strategy guide the provision and development of artworks.

Risk Management

- 9.24. The only risks related to the artworks are a low risk of personal safety in the event of assets falling over or structurally failing and injuring members of the public.
- 9.25. This risk is identified and managed as part of the parks risk register schedule and management processes.

Valuation and Depreciation

- 9.26. Council artworks are generally covered by undeclared items insurance cover.
- 9.27. The value of 22 heritage monuments, 7 Japanese ornaments and 6 sculptures is listed at \$564,700. This is only a small proportion of the total range of public art, civic collection and parks landscaping items. No depreciation is being applied to the artworks partly due to the difficulty of assessing effective lives and replacement cost, and also as direct replacement of the assets is not practical or desirable.

Assumptions and Sensitivity Analysis

- 9.28. The following basic assumptions have been made in preparing the 10 year cash flow forecasts:
 - All expenditure is stated in dollar values as at 1 July 2014 with no allowance made for inflation over the planning period;
 - Maintenance projections are based largely on historical unit costs and levels of expenditure;
 - Significant increases in the cash flow may result from more detailed evaluation of asset requirements;
 - Council will continue to be involved in providing community services.

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Funding Strategy

- 9.29. Council's overall funding strategy is contained in its Funding Policy within the Long Term Plan. The degree to which Council is willing to fund activities is based on a number of principles as follows:

Beneficiary pays	Those who directly benefit should pay to a larger degree.
Public Good	Where there is overall public benefit Council should pay to a greater degree.
Intergenerational Equity	Council should recover costs for the provision of services from the generation that receives the benefit of each service or activity.
Exacerbator Pays	Where costs are incurred due to the negative effects of people's actions (or inaction) then these people should pay.

Ten Year Financial Projections

9.30. Projections by activity

Managing Arts	2014/15 Actual	2015/16 Estimate	2016/17 Estimate	2017/18 Estimate	2018/19 Estimate	2019/20 Estimate	2020/21 Estimate	2021/22 Estimate	2022/23 Estimate	2023/24 Estimate	2024/25 Estimate
Operations and Maintenance											
Arts Policy Advice		5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Festival Delivery Options	12,504										
Artworks Maintenance		3,200	3,700	42,000	4,700	5,200	5,700	6,200	6,700	7,200	7,200
Condition Assessments		5,315	5,315	5,315	5,315	5,315	5,315	5,315	5,315	5,315	5,315
Art Strategy Implementation	27,378	31,456	31,456	31,456	31,456	31,456	31,456	31,456	31,456	31,456	31,456
Financial											
Depreciation	8,807	13,407	13,407	13,407	13,407	13,407	13,407	13,407	13,407	13,407	13,407
Capital Expenditure											
Art Works Programme	29,797	175,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000
Maitai Murals	48,811										
Washington Valley Artwork	9,998										
Community Liaison: Grants	2014/15 Actual	2015/16 Estimate	2016/17 Estimate	2017/18 Estimate	2018/19 Estimate	2019/20 Estimate	2020/21 Estimate	2021/22 Estimate	2022/23 Estimate	2023/24 Estimate	2024/25 Estimate
Grant: Arts Council	63,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000
Grant: Refinery Art Gallery	24,345	30,000	30,000								
Regional Community Facilities	2014/15 Actual	2015/16 Estimate	2016/17 Estimate	2017/18 Estimate	2018/19 Estimate	2019/20 Estimate	2020/21 Estimate	2021/22 Estimate	2022/23 Estimate	2023/24 Estimate	2024/25 Estimate
Performing Arts Centre Review				25,000							
Festivals	2014/15 Actual	2015/16 Estimate	2016/17 Estimate	2017/18 Estimate	2018/19 Estimate	2019/20 Estimate	2020/21 Estimate	2021/22 Estimate	2022/23 Estimate	2023/24 Estimate	2024/25 Estimate
Income											
External Revenue	458,592	493,000	418,000	121,000	46,000	121,000	46,000	121,000	46,000	121,000	46,000
Operations and Maintenance											

Bank Fees and Resource Consent	3,302	11,197	11,197	11,197	11,197	11,197	11,197	11,197	11,197	11,197	11,197
Festivals Governance Structure		15,000									
Arts Festival Grant				503,312	503,312	503,312	503,312	503,312	503,312	503,312	503,312
Broadgreen / Isel Festival	7,922	8,900	8,900	8,900	8,900	8,900	8,900	8,900	8,900	8,900	8,900
Youth Events	31,400	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
Arts Festival Programme	594,921	585,641	585,641								
Arts Festival Following Year	14,939										
New Years Eve Event	45,968	53,500	53,500	53,500	53,500	53,500	53,500	53,500	53,500	53,500	53,500
Opera in the Park	397	240,000		240,000		240,000		240,000		240,000	
Summer Festival	110,313	99,800	99,800	99,800	99,800	99,800	99,800	99,800	99,800	99,800	99,800
Economic Development	2014/15 Actual	2015/16 Estimate	2016/17 Estimate	2017/18 Estimate	2018/19 Estimate	2019/20 Estimate	2020/21 Estimate	2021/22 Estimate	2022/23 Estimate	2023/24 Estimate	2024/25 Estimate
Grant: Light Nelson		100,000	50,000	100,000	50,000	100,000	50,000	100,000	50,000	100,000	50,000
Events Contestable Fund	350,000	334,666	384,666	334,666	384,666	334,666	384,666	334,666	384,666	334,666	384,666
Bishop Suter Art Gallery	2014/15 Actual	2015/16 Estimate	2016/17 Estimate	2017/18 Estimate	2018/19 Estimate	2019/20 Estimate	2020/21 Estimate	2021/22 Estimate	2022/23 Estimate	2023/24 Estimate	2024/25 Estimate
Operations and Maintenance											
Operating Grant	477,839	485,481	485,481	485,481	485,481	485,481	485,481	485,481	485,481	485,481	485,481
Acquisition Fundraising	5,000										
Maintenance Grant	104,039			105,703	105,703	105,703	105,703	105,703	105,703	105,703	105,703
Suter Redevelopment	1,899,839	2,403,288									
School of Music	2014/15 Actual	2015/16 Estimate	2016/17 Estimate	2017/18 Estimate	2018/19 Estimate	2019/20 Estimate	2020/21 Estimate	2021/22 Estimate	2022/23 Estimate	2023/24 Estimate	2024/25 Estimate
Income											
NSOM Contribution Earthquake Strengthening	86,309										
Operations and Maintenance											

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8. Arts Activity Management Plan 2015-25 - Attachment 1 - A1126659 - Draft Arts Activity Management Plan 2015-25

Draft Arts Activity Management Plan
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Operating Grant	80,000	85,000	85,000	120,000	120,000	120,000	120,000	120,000	120,000	120,000	120,000
Other Organisation compensation grants	6,950										
Earthquake Strengthening	281,767	1,500,000	1,500,000								
Theatre Royal	2014/15 Actual	2015/16 Estimate	2016/17 Estimate	2017/18 Estimate	2018/19 Estimate	2019/20 Estimate	2020/21 Estimate	2021/22 Estimate	2022/23 Estimate	2023/24 Estimate	2024/25 Estimate
Operations and Maintenance											
Operating Grant	115,142	117,100	117,100	117,100	117,100	117,100	117,100	117,100	117,100	117,100	117,100
Community Use Subsidy	104,858	106,536	106,536	106,536	106,536	106,536	106,536	106,536	106,536	106,536	106,536

Theatre Royal	2013/14 Actual	2014/15 Budget	2015/16 Estimate	2016/17 Estimate	2017/18 Estimate	2018/19 Estimate	2019/20 Estimate	2020/21 Estimate	2021/22 Estimate	2022/23 Estimate	2023/24 Estimate	2024/25 Estimate
Income												
External Revenue		35,955	73,015	73,015	73,015	73,015	73,015	73,015	73,015	73,015	73,015	73,015
Operations and Maintenance												
Building Maintenance		79,699	164,451	164,451	164,451	164,451	164,451	164,451	164,451	164,451	164,451	164,451
Operating Grant	62,500	115,142										
Water and Insurance		22,848	22,848	22,848	22,848	22,848	22,848	22,848	22,848	22,848	22,848	22,848
Professional Advice on Acquisition	12,800											
Community use Subsidy	102,400	104,858	107,375	107,375	107,375	107,375	107,375	107,375	107,375	107,375	107,375	107,375
Financial												
Depreciation		61,200	122,328	122,328	122,328	122,328	122,328	122,328	122,328	122,328	122,328	122,328
Capital Expenditure												
Land		680,000										
Building	11,867	6,127,317										

10. Appendices

Appendix 1

Arts List

Council owns a range of public artworks largely done by local artists from the Nelson region. Domicile means domicile of the artist at time work was commissioned and Local is Nelson Tasman Region. Commission means Council had control over the choice of artist used and paid the full cost of the item.

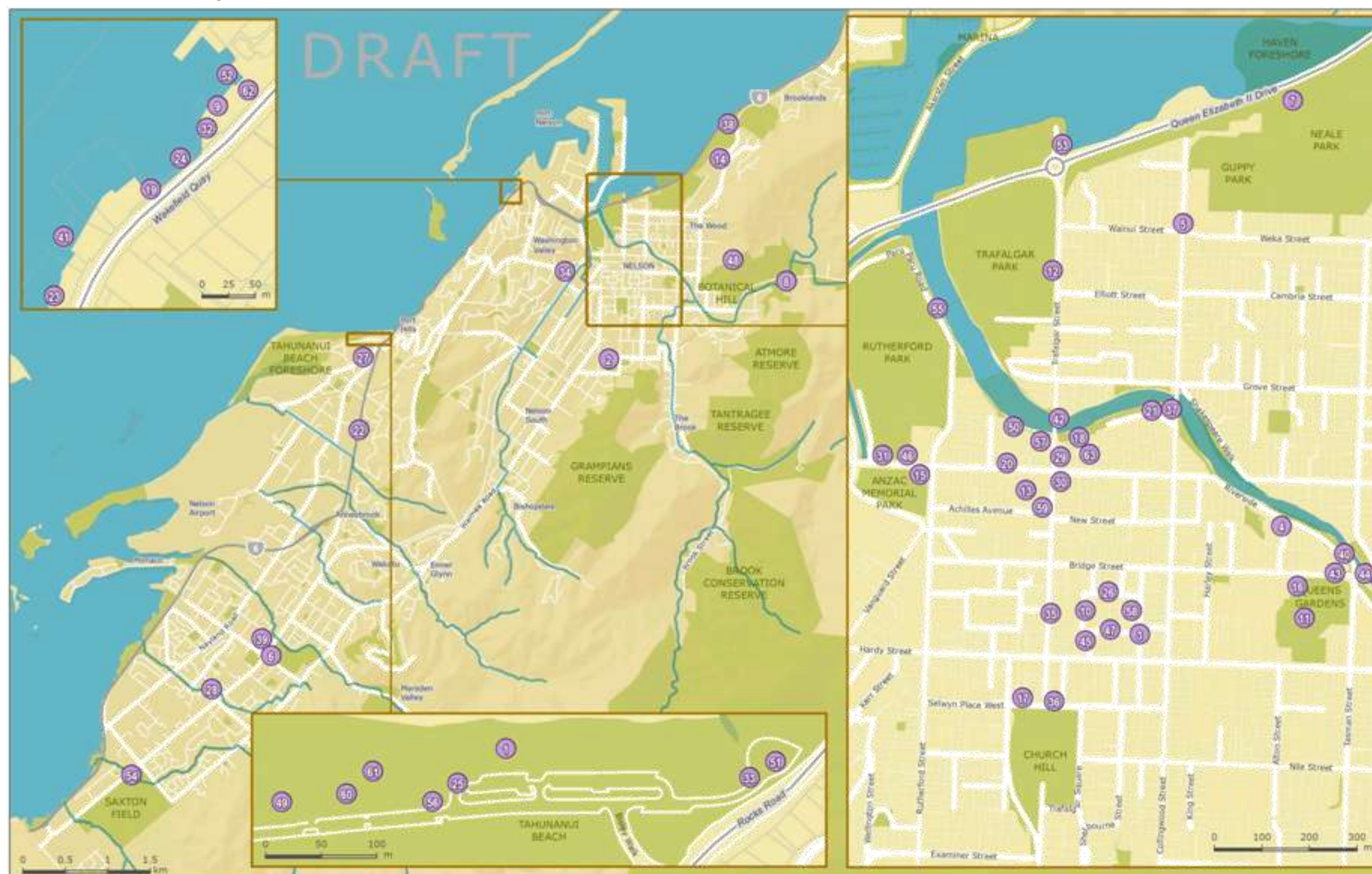
Map Number	Nelson Art work	First Name	Surname	Neighbourhood	Type	Date installed	Condition	Gift or Commission	Domicile
1	Love Mosaic	Tejas	Arn	TAHUNA	MOSAIC	2014	excellent	C	L
2	Project Butterfly	Tejas	Arn	Fairfield park MOSAIC	MOSAIC	2014	excellent	gift	L
3	Alma Lane Mosaic	Tejas	Arn	CBD	MOSAIC	2005	average	C	Y
4	Mural	Kathaleen	Bartha	MAITAI	MURAL	2014	excellent	gift	L
5	Pump & Jump	Janet	Bathgate	CBD	MURAL	2010	excellent	C	L
6	"Balls"	Janet	Bathgate	PARK	SCULPT	2010	excellent	C	L
7	"Air"	Janet	Bathgate	PARK	SCULPT	2011	excellent	C	L
8	"Skids"	Janet	Bathgate	PARK	SCULPT	2009	excellent	C	L
9	Obelisk	Janet	Bathgate	QUAY	SCULPT	2014	excellent	C	L
10	Pukeko's Escape Mural	Karen	Berge	CBD	MURAL	2013	excellent	gift	L
11	cupid fountain	Johann	Blecher	PARK	SCULPT	1894	average	C	O
12	Dancing figures	Harriette	Blount	CBD	MURAL	1999	average	C	L
13	Civic House lobby Mural	Hugh	Briggs	CBD	MURAL	2001	good	unknown	Unknown
n/a	Hub Mosaic	Valeska	Campion	CBD	MOSAIC	1998	removed	unknown	L
14	Pou whenua at Founders x2	Mark	Davis	Founders Park	SCULPT	2010	good	C	L
15	Waharoa	Mark	Davis	Anzac Park	SCULPT	2011	good	C	L
16	Sentinel	Dominique	De Borrekens	CBD	SCULPT	1998	average	C	L
17	Bust of Eelco Boswijk	Siene	de Vries	CBD	SCULPT	2014	excellent	gift	NZ
18	Sail Boats at River Mouth	Rick	Edmonds	MAITAI	MURAL	2014	excellent	gift	L
19	Aotearoa Mural	Chris	Finlayson	QUAY	MURAL	1984, then repainted by artist 2009	excellent	C	L
20	Knowledge Mural	Chris	Finlayson	CBD	MURAL	2014	good	C	L
21	Flow	Chris	Finlayson	MAITAI	MURAL	2013	excellent	gift	L

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Map Number	Nelson Art work	First Name	Surname	Neighbourhood	Type	Date installed	Condition	Gift or Commission	Domicile
22	Peace Mural	Chris	Finlayson	TAHUNA	MURAL	1980's	average	gift	L
23	Cutout panels sea creature themes	Brian	Flintoff	QUAY	FUNC	2014	excellent	C	L
24	Spyhole	Darryl	Frost	QUAY	SCULPT	2006	excellent	C	L
25	Freddies Front Door	Darryl	Frost	TAHUNA	SCULPT	2010	excellent	C	L
26	Abstract Murals x 3	Karin	Fruhauf	CBD	MURAL	2014	excellent	gift	L
27	Treasure Box	Lloyd	Hardwood	TAHUNA	MURAL	2011	good	C	L
28	Arrival & Beginning Wooden Sculpture	Michael	Hindmarsh	STOKE	SCULPT	2003	good	C	L
29	Seat	Michael	Hindmarsh	CBD	FUNC	2005	good	C	L
30	Vessel	Gavin	Hitchings	CBD	SCULPT	2005	good	C	L
31	Steel decorative gates	Ducan	Leask	CBD	FUNC	unknown	excellent	gift	L
32	Quintessence	Jim	Mackay	QUAY	SCULPT	2006	excellent	gift	L
33	Change of Tack - Sails sculpture	Michael	MacMillan	TAHUNA	SCULPT	2009	good	gift	L
34	Pioneer Park MOSAIC	Maria	Middlebrook Wells	PARK	MURAL	unknown	good	C	L
35	The Southern Cross	Bruce	Mitchell	CBD	SCULPT	1992	good	C	L
36	Battle of Trafalgar	Bruce	Mitchell	CBD	SCULPT	2005	good	gift	L
37	See the Past Look to the Future	Nelson Youth Council	Nelson Youth Council	MAITAI	MURAL	2013	excellent	gift	L
38	Nau Mai Ki Toku Ahuru Mowai (welcome to my safe home, my sheltered haven)	Juanjo	Novella	CBD	SCULPT	2012	excellent	C	O
39	Oracle	Grant	Palliser	STOKE	SCULPT	1996	excellent	C	L
40	High Flyers	Grant	Palliser	MAITAI	SCULPT	2002	average	gift	L
41	Seafarer's memorial	Grant	Palliser	QUAY	SCULPT	2001	excellent	gift	L
42	Reef knot	Grant	Palliser	MAITAI	SCULPT	2005	excellent	C	L
43	Aratuna Bridge relief - beneath bridge	Grant	Palliser	CBD	SCULPT	2008	good	C	L
44	Aratuna Bridge railing	Grant	Palliser	CBD	FUNC	2008	excellent	C	L
45	Plough Mural	Steve	Pike	CBD	MURAL	2011	good	C	NZ

Map Number	Nelson Art work	First Name	Surname	Neighbourhood	Type	Date installed	Condition	Gift or Commission	Domicile
46	Steel/glass artwork		Refinery arts collective	CBD	FUNC	unknown	good	gift	L
47	MOSAIC	Carleen	Reich-Simko	CBD	SCULPT	2013	excellent	gift	L
48	Wooden chair	Chris	Rendall	PARK	FUNC	2000	good	unknown	L
49	World	Grant	Scott	TAHUNA	SCULPT	2011	excellent	C	L
50	Tapa Cloth	Robert	Siataga-kavanaugh	MAITAI	MURAL	2014	excellent	gift	L
51	Abel Tasman Statue	Anthony	Stones	TAHUNA	SCULPT	2000	excellent	gift	O
52	Early settlers statue	Anthony	Stones	QUAY	SCULPT	2005	excellent	gift	O
53	Dance to the Music of Time	Terry	Stringer	CBD	SCULPT	2012	excellent	C	L
54	Up the Creek without a paddle	Fiona	Sutherland	STOKE	SCULPT	2012	excellent	C	L
55	Sanctuary	Fiona	Sutherland	MAITAI	SCULPT	2014	excellent	C	L
56	Ocean Dreaming	Adrienne	Tait	TAHUNA	SCULPT	2011	good	C	L
57	Jumping Fish	Mark	Thomas	CBD	SCULPT	2014	excellent	gift	L
58	Gates	Mark	Thomas	CBD	FUNC	2013	excellent	gift	L
59	The Cabbage Trees	Jeff	Thompson	CBD	SCULPT	2005	good	C	NZ
60	Portal	Sean	Walker	TAHUNA	SCULPT	2011	excellent	C	L
61	Glass landscape (tile mural on BBQ)	Francis	Woodhead	TAHUNA	FUNC	2011	good	gift	L
62	The Navigator	Tim	Wraight	QUAY	SCULPT	2006	average	gift	L
63	Seven Rivers (pillars at I site)	Tim	Wraight	CBD	FUNC	2005	good	C	L

Appendix 3 – Public Art Map



Council Art in Public Places



Legend

- Council Owned Art
Sculptures, Murals and Mosaics

September 2015

This map is an approximate representation and should not be used to identify legal boundaries. To the extent permitted by law, the Nelson City Council, their employees, agents and contractors warrant that the map is a true and accurate representation of the information provided to them. The Nelson City Council does not warrant the accuracy or completeness of the information represented. Nelson City Council information is licensed under a Creative Commons Attribution-NonCommercial 3.0 New Zealand License. Nelson City Council data may not be sold without prior written consent. For more information please contact us. Copyright information from the Land Information New Zealand. CROWN COPYRIGHT RESERVED.

Attachment 2: List of changes to Arts Activity Management Plan.

To summarise the key changes;

Page number	Change made
1, 14, 17, 18, 19	The plan was updated in regards to the LTP decision for a change in the governance structure for the Nelson Arts Festival, including the Masked Parade and Readers and Writers Festival. This will see the Festival operated by the new entity from 2017.
1, 9, 30	The Plan has been amended to include Council's support of the Light Nelson through a commitment of \$150,000 over two years for the event to develop, using the funding to leverage further support.
30	The plan has been amended to reflect the LTP decision to 'relax' of the criteria of the Events Fund to allow community events to be supported in 2015/16.
1, 18, 28	The plan notes that Council endorses the bid by Te Tau Ihu o Te Waka a Maui Maori Culture Council to host the Te Matatini Kapa Haka Competitions in Nelson in 2025.
6, 7	Updates to demographics
1, 23, 29	The plan includes Council support for the Refinery community art space as per LTP decisions.
4, 38-41	Amendments to reflect updated financial figures
7, 9	Updates to include latest information on trends in the Arts including Digital art, online ticketing
24	Plan updated to include future work – performing arts centre study, venue marketing and management.
25, 26, 27, 35	Amendments to reflect latest work done around Public Art as well and future work.

A1428219

Rutherford Park community groups relocation

1. Purpose of Report

- 1.1 To approve referral to full Council of the relocation of community groups from Rutherford Park.

2. Delegations

- 2.1 The Community Services Committee has delegated authority to consider matters in relation to community groups.
- 2.2 In accordance with the Local Government Act 2002 Schedule 7 Clause 32, once a local authority has delegated to a committee that committee needs to resolve to refer the matter to Council for it to be considered.

3. Recommendation

THAT the report Rutherford Park community groups relocation (R4880) be received;

AND THAT the Community Services Committee agree to refer to Council for a decision the relocation of community groups from Rutherford Park.

4. Background

- 4.1 The Trafalgar Centre is due to re-open in March 2016. Work on site has commenced.
- 4.2 In addition to the structural strengthening to the main and southern sections, the proposed work includes the upgrade of the northern part of the Centre and the integration into the wider Rutherford Park.
- 4.3 Council has approved funding for this project and has signalled its intention for these pieces of work to proceed as one continuous package.
- 4.4 The integration of the Rutherford Park works includes road works to the Centre and this in turn directly affects a number of existing groups in the area - the Highland Pipe Band, The Small-bore Rifle Club and Community Arts.

- 4.5 Council has previously resolved that these organisations will need to relocate. Officers are continuing discussions and negotiations with a view to bringing a report back to Council on how these organisations are to be relocated and accommodated in the long-term.

5. Discussion

- 5.1 Due to the urgency of the issue at hand it is proposed to refer the follow-up report to the 15 October 2015 Council meeting rather than wait for the November Community Services Committee.
- 5.2 This will allow officers to expedite relocation of the three groups, so that demolition can occur and tie-in with the other planned works.

6. Options

- 6.1 The Committee can either decide to hear this matter, which will delay the programme, or agree to refer it to the full Council for a decision which will allow a greater chance of success of the project.

7. Alignment with relevant Council policy

- 7.1 The relocation of the community groups from Rutherford Park is consistent with the Rutherford and Trafalgar Parks Development Plan, with previous Council decisions and is not inconsistent with any policies or Asset Management plans adopted by Council.

8. Assessment of Significance against the Council's Significance and Engagement Policy

- 8.1 This is not a significant decision in terms of Council's Significance and Engagement Policy.

9. Consultation

- 9.1 Consultation has not been carried out on this specific issue.

10. Inclusion of Māori in the decision making process

- 10.1 Consultation has not been carried out with Māori on this specific matter.

11. Conclusion

- 11.1 Due to the urgency of the issue of relocating three groups from Rutherford Park, officers propose that this matter be referred to the 15 October 2015 Council meeting rather than wait for the next Community Services Committee on 3 November 2015.

Rylee Pettersson
Community Leases Officer

Attachments

Nil

REPORT R4858

Community Investment Funding Panel Terms of Reference

1. Purpose of Report

- 1.1 To adopt the Community Investment Funding Panel Terms of Reference and update the Community Assistance Policy and delegations register accordingly.

2. Delegations

- 2.1 The Community Services Committee has the powers to decide Community Assistance Grants.

3. Recommendation

THAT the report Community Investment Funding Panel Terms of Reference (R4858) and its attachments (A1381696, A1426782 & A1427107) be received.

Recommendation to Council

THAT the Community Investment Funding Panel Terms of Reference (A1381696) are adopted and four community representatives are appointed to the membership of the Panel from September 2015 to June 2017 to incorporate the 2015/16 and 2016/17 financial years;

AND THAT the delegations register is updated in accordance with document A1426782 to incorporate the Community Investment Funding Panel and amend the name of the fund and delegated role of the Community Services Committee;

AND THAT the Community Assistance Policy is amended to reflect the changes in membership of the Community Investment Funding Panel as proposed in document A1427107.

4. Background

- 4.1 During the Long Term Plan 2015-25 deliberations Council resolved:

THAT Council recognise its role in community assistance is in setting the purpose, process and a financial contribution;

THAT an annual allocation of \$300,000 be approved in the Long Term Plan 2015-25 for Community Assistance, noting the need to meet existing commitments to ongoing agreements;

AND THAT of the \$300,000 allocation a maximum sum of \$50,000 be set aside as funding for small scale projects.

- 4.2 The Community Investment Funding Implementation (A1367556) outlines that final funding decisions will be made by the Community Investment Funding panel.

5. Discussion

Community Investment Funding Panel membership

- 5.1 As outlined in the Community Investment Funding Implementation Plan (A1367556), final funding decisions on Community Investment Funding will be made by the Community Investment Funding Panel.
- 5.2 The membership of this Panel is outlined in the Community Assistance Policy which was adopted by Council in July 2015. Currently, the Policy states that the membership of the panel comprises two community representatives and the Group Manager Community Services. Since the Policy was adopted there have been changes which require the number of community representatives to be amended.
- 5.3 Nominations for community representatives were called for in August 2015. Nominations were accepted from anyone in the community who wished to put forward a nominee.
- 5.4 Officers attended the Community and Whanau meeting on 12 August to present the new Community Assistance Policy and funding process. Feedback was positive, although it was generally felt that the number of community representatives on the panel was too low.
- 5.5 The Chair and Deputy Chair of the Community Services Committee, along with the Group Manager Community Services met to assess the nominations and decide on the membership of the panel. The nominations were assessed based on the nominee's knowledge of the local community, experience of financial and/or management systems, commitment to act with honesty and integrity, ability to recognise and manage conflicts of interest, previous committee experience.

- 5.6 It was recommended that four representatives should be selected, rather than two as originally suggested. This was due to the fact that nominations were of a very high calibre, and the feedback from the community was that two representatives did not reflect a wide enough cross section of the community.
- 5.7 Officers recommend that the Community Assistance Policy is amended to reflect this change to the number of community representatives on the Community Investment Funding Panel.

Terms of Reference

- 5.8 The Terms of Reference for the Panel (A1381696) reflect the proposed change to the membership of four community representatives, and sets out the purpose, responsibilities and other duties of the Panel. To formalise the establishment of this Panel, Council must adopt these Terms of Reference.
- 5.9 The length of appointment for membership of the Funding Panel is two (financial) years. This is to allow for consistency to the membership and the involvement with this area of responsibility.
- 5.10 Officers recommend that the Terms of Reference are adopted, along with relevant changes to the Community Assistance Policy in regards to the number of community representatives on the panel.

Delegations register

- 5.11 To reflect these changes and to formalise the delegation of decisions around Community Investment Funding, the Community Investment Funding Panel's duties, responsibilities and powers need to be included in the delegations register.
- 5.12 The delegations register also needs to be updated to reflect the change to the name of the fund, from Community Assistance Grants, to Community Investment Funding. Attachment two (A1426782) shows the proposed changes to the delegations register.

6. Options

- 6.1 Council can amend or approve the Terms of Reference as attached. The consequential changes to the delegation register are needed to reflect where decision making takes place.

7. Alignment with relevant Council policy

- 7.1 This report aligns with Council's Community Assistance Policy and Long Term Plan decisions.

8. Assessment of Significance against the Council's Significance and Engagement Policy

- 8.1 This is not a significant decision in terms of Council's Significance and Engagement Policy

9. Consultation

- 9.1 No specific consultation has taken place in terms of this report.

10. Inclusion of Māori in the decision making process

- 10.1 Maori have not been specifically consulted in relation to this report.

11. Conclusion

- 11.1 Following the adoption of the Community Assistance Policy in July 2015, the Terms of Reference for the Community Investment Funding Panel have been drafted and need to be adopted by Council. This will also require changes to the Community Assistance Policy to reflect the number of community representatives in the membership of the Community Investment Funding Panel. Council's delegations register also needs to be updated accordingly.

Shanine Hermsen
Manager Community Partnerships

Attachments

- Attachment 1: A1381696 - Community Investment Funding Panel Terms of Reference
- Attachment 2: A1426782 - Proposed changes to the delegations register
- Attachment 3: A1427107 - Proposed changes to the Community Assistance Policy

Community Investment Funding Panel

Terms of Reference

September 2015

1. Purpose

The Community Investment Funding Panel is responsible for assessing applications and allocating Community Investment Funding on behalf of the Nelson City Council Community Services Committee.

2. Membership

The Panel consists of four community representatives and the Group Manager Community Services. The Group Manager Community Services will act as the Chairperson. The four community representatives are Susan Hawthorne, Katy Steele, Graeme Thomas and Pat Webster.

3. Quorum

The Quorum for the Community Investment Funding Panel is three members, including the Chairperson.

4. Areas of Responsibility

The Funding Panel will consider applications for Community Investment Funding and allocate appropriate levels of funding against the criteria set out in the Nelson City Council Community Assistance Policy and the contribution of the project to the vision and strategic objectives of the Fund.

5. Powers to decide

The Community Investment Funding Panel has the powers to decide the allocation of Community Investment Funding.

6. Powers to recommend

None.

7. Role of the Funding Panel

- To consider applications for Community Investment Funding
- To allocate appropriate levels of funding against the criteria set out in the Nelson City Council Community Assistance Policy
- To consider the contribution of the project to the vision and objectives of the fund when assessing applications
- To be an interface between community and sector groups so that interested members of the public can provide feedback

8. Role of the Chair

- To review the agenda with staff prior to Funding Panel meetings

- To chair meetings according to the agreed agenda and to assist the Funding Panel to make decisions on funding applications
- To act as spokesperson for the Funding Panel

9. Role of staff

Staff provide technical expertise, project management and administrative support to the Funding Panel. Their role is to:

- Provide advice and reports to enable full consideration of the options before the Funding Panel
- Providing advice to the Funding Panel on legal and statutory issues and obligations
- Lead technical discussions on options under consideration
- Manage project resources (budget and staff time)
- Manage project issues, risks, changes and advise the Funding Panel Chair of issues as they arise
- Provide staff reports to meetings at decision making points
- Organising and managing engagement with key stakeholders and the wider community
- Keeping Funding Panel members briefed on key communications with key stakeholders and the public
- Prepare and distribute agendas for Funding Panel meetings
- Maintain records of process used, options considered, key decisions made by the Funding Panel and reasons for decisions, so that the decision making process can be clearly understood.

10. Conflicts of Interest

Conflicts of interest should be declared at the start of Funding Panel meetings.

11. Reporting

- Minutes of Funding Panel meetings will be taken

Amendment to Councils delegations register

24 September 2015

The following changes or additions are required to the delegations register (A1183061) in regards to Community Investment Funding and the role of the Community Investment Funding Panel:

Community Services Committee

Areas of Responsibility:

- Arts and culture grants
- Arts Strategy
- **Community Investment Funding**
- Festivals and Events, including related policies
- Community Development, including related policies
- The provision and operation of recreation and leisure facilities and services, including reserves, parks, sports fields, swimming pool facilities and motor camps
- The provision and operation of cemeteries and crematoria
- The provision and operation of libraries
- The provision and operation of community housing
- Heritage facilities
- The provision and operation of the Marina and Marina activities
- Youth Council

Powers to Decide:

- ~~Community Assistance Grants~~
- Approval of projects within the areas of responsibility of this committee, and included in Council's Annual Plan/Long Term Plan
- The approval of tenders for new capital and renewal projects, within the areas of responsibility of this committee, and included in Council's Annual Plan/Long Term Plan
- To hear and deliberate on submissions for Special Consultative Procedures falling within the areas of responsibility
- Lodge and present submissions to external bodies on policies and legislation relevant to the areas of responsibility

Powers to Recommend:

- To approve statements of proposals for Special Consultative Procedures falling within the areas of responsibility

- Final decisions on Special Consultative Procedures falling within the areas of responsibility
- Asset and Activity Management Plans falling within the areas of responsibility
- Development or review of policies and strategies relating to areas of responsibility
- Any other matters within the areas of responsibility noted above

Community Investment Funding Panel

Areas of Responsibility:

- The Funding Panel will consider applications for Community Investment Funding and allocate appropriate levels of funding against the criteria set out in the Nelson City Council Community Assistance Policy and the contribution of the project to the vision and objectives of the Fund.

Powers to Decide:

- The allocation of Community Investment Funding.

Powers to Recommend:

- None.

Amendment to the Community Assistance Policy

24 September 2015

The following clause in the Community Assistance Policy is to be changed to reflect the Community Investment Funding Panel Terms of Reference.

- 6.4 Final funding allocations will be made by the Community Investment Funding Panel which comprises ~~two~~ **four** community representatives and the Group Manager Community Services or his/her nominated representative.

10. Community Investment Funding Panel Terms of Reference - Attachment 3 - A1427107 - Proposed changes to the Community Assistance Policy

Broadgreen House - Change Proposal

1. Purpose of Report

- 1.1 To consider recommendations for changes to the levels of service at Broadgreen House.

2. Delegations

- 2.1 Community Service Committee has delegated responsibility for heritage facilities with the power to recommend policies, strategies or any other matters related to those responsibilities.

3. Recommendation

THAT the report Broadgreen House - Change Proposal (R4770) and its attachments (A1368342 and A1374924) be received.

Recommendation to Council

THAT Broadgreen House operate over winter with reduced opening hours of 11am-3pm and return to full opening hours, 10.30am-4.30pm, from 1 October to 31 May;

AND THAT Broadgreen Society take responsibility for providing volunteer guides necessary to enable Broadgreen House to remain open over winter;

AND THAT commencing 1 November 2015 all revenue from house entrance fees and souvenir sales now be retained by Council and used to fund heritage promotions, exhibitions and other activities;

AND THAT staff negotiate a new Areas of Financial Responsibility agreement with Broadgreen Society to reflect Council decisions.

4. Background

- 4.1 Broadgreen House and the onsite collections are owned by Nelson City Council and are managed by Council staff. Broadgreen Society contributes to the operations of the House and owns the adjacent Broadgreen Centre building which is on leased council land.
- 4.2 Changes to staffing, governance and management practices across the Council's heritage houses were noted as actions in both the adopted 2012-2022 and draft 2015-2025 Heritage Activity Management Plans (AMP).
- 4.3 In late 2014 Council staff commenced work on making the relevant changes at Broadgreen House in line with the adopted and draft Heritage AMPs. This work was flagged with the Broadgreen Society. In early April 2015 a draft Change Proposal was provided to the Society. After their initial feedback a revised final proposal was sent to the Society.
- 4.4 In July 2015 this report was withdrawn from the Community Services Committee meeting agenda to allow time for further consultation with Broadgreen Society.
- 4.5 Further consultation was undertaken which resulted in agreement with Broadgreen Society on proposed opening times for Broadgreen House. This addressed the most significant concern they raised from the Change Proposal.
- 4.6 The original feedback from the Society on the Change Proposal has been included as an attachment.

5. Discussion

2012-2022 Heritage Activity Management Plan

- 5.1 The adopted 2012-2022 Heritage AMP identified a number of actions required to ensure that operations are cost effective and provide the best value for ratepayer contribution.
- 5.2 These actions were reiterated in the draft 2015-2025 Heritage AMP.

In particular:

5.73 Explore the alignment of governance and management practices across heritage assets to make better use of Council resources and money, and to achieve better community outcomes for the houses

5.74 Continue work identified in the previous Heritage Activity Management Plan to reallocate Council officer time across heritage assets to maximise expertise and knowledge

5.76 Continue the work of the Heritage Promotion Group to promote these heritage assets and take a collaborative approach to marketing

and promotion where possible

5.79 As part of the business plan process, identify strategies to increase visitors to heritage assets

The recommendations in this report are in line with the actions from the adopted 2012 plan and the draft 2015 plan.

- 5.3 The following table summarises income and expenditure across all Council heritage houses. Expenditure for Isel and Melrose Houses covers insurance, regular minor property maintenance and specific larger building projects. Broadgreen House expenditure includes insurance, security, electricity, phones, water, cleaning, property maintenance and staffing.
- 5.4 The different funding regime for Broadgreen House is the result of an agreement signed between Council and Broadgreen Society in 1995. This agreement covers maintenance and operations of the House, and Council staffing that work onsite.

The following figures exclude interest and depreciation costs.

	2012/13 Actual	2013/14 Actual	2014/15 Budget
ISEL HOUSE			
Income	(200)	(200)	(200)
Expenditure	20,114	17,922	17,010
Staffing	1,152	850	10,000
TOTAL	21,066	18,572	26,810
MELROSE HOUSE			
Income	(200)	(200)	(200)
Expenditure	12,947	33,364	25,304
Staffing	1,913	2,276	0
TOTAL	14,660	35,440	25,104
BROADGREEN HOUSE			
Income	0	0	0
Expenditure	25,644	19,156	26,969
Staffing	142,490	119,487	111,418
TOTAL	168,134	138,643	138,387

- 5.5 The following table summarises the cost to rates for Broadgreen House relative to the number of visitors. The increased visitor numbers in 2014/15 is due mainly to the work undertaken by two summer students in promoting the house and arranging visits from local schools and rest homes.

	2012/13	2013/14	2014/15
<i>Cost to rates</i>	\$168,134	\$138,643	\$111,374 (closed April-July 2015 for cellar repair work)
<i>Visitor numbers</i>	2,535 House only	2,103 House only	3,035 House only
<i>Ratio of cost per visitor</i>	\$66.32	\$65.92	\$36.69

- 5.6 The most significant component of the Broadgreen House cost to rates derives from Council staffing. The adopted 2012 and draft 2015 Heritage AMP has recommended that staffing expertise and knowledge is maximised across all heritage assets which will also distribute the cost to ratepayers more evenly.

Broadgreen House Change Proposal

- 5.7 The following discussion points need to be read in conjunction with the initial Change Proposal (Attachment One) as more detailed supporting information is provided in the proposal.
- 5.8 The purpose of the initial Change Proposal is to ensure the continued viability of Broadgreen House by increasing the visibility and profile of the house and continuing to position the house as an important heritage facility.
- 5.9 Broadgreen House is open every day except Good Friday and Christmas Day. In 2014 – 2015 House visits over winter (June-Sept) averaged 85 visitors per month compared to 429 per month over summer (November to April).
- 5.10 It was originally proposed that opening times change to a model of an open summer season (October to June) and a closed winter season (June to October). Broadgreen Society expressed significant concern over the proposed winter closure. After discussion with the Society it is now recommended that Broadgreen Society provide volunteer guides to allow the house to remain open over the winter (1 June- 30 Sept) with reduced opening hours of 11am-3pm. This has been trialled since early August 2015 and works effectively. Should volunteers be unable to act as guides then the house will remain closed.

- 5.11 This provides Council staff with the capacity to undertake work across the other heritage facilities and to prepare a range of exhibitions and programmes to maximise usage during the summer months. The capacity to work across all facilities means that there will be greater synergies in heritage promotion, access to staff expertise, exhibitions and events.
- 5.12 Responsibility for the house, visitors and volunteers using the house ultimately sits with Council. There are a number of risks to Council with Society volunteers guiding in the house on their own for extended periods and without the support of a Council staff member. These risks have been mitigated by the Broadgreen Society double teaming with volunteers when Council staff are not available.
- 5.13 Annual revenue of approximately \$8-12,000 is derived from house entrance fees, sales and events, and is currently retained by the Society. The Change Proposal recommends that revenue from the house entry fees and souvenir sales (\$8-\$10,000) reverts to Council and contributes to the costs of heritage facilities promotions, delivering exhibitions and various summer events. Other revenue would remain with the Society to help fund some of their activities and expenses.
- 5.14 An agreement over areas of financial responsibility between Broadgreen Society and Nelson City Council was originally negotiated in 1995. As a result of this proposal this agreement would need to be renegotiated in line with approved recommendations.
- 5.15 The initial Change Proposal did include recommendations regarding the current vacant staff position and reporting structure. The intention with having Broadgreen House now come under the management of Founders Heritage Park is to build on the synergies between all Council heritage facilities. It should be noted that the proposal's staffing recommendation for a Heritage Registrar or similar position to work not only at Broadgreen House but across all heritage facilities is in line with achieving 5.74 of the draft Heritage AMP.

5.74 Continue work identified in the previous Heritage Activity Management Plan to reallocate Council officer time across heritage assets to maximise expertise and knowledge

- 5.16 Council has received some feedback from the community on the initial changes proposed. This has been prompted by the Broadgreen Society. Officers believe that the concerns raised in the feedback have been addressed in the change proposal and the recommendations.

6. Options

- 6.1 Status quo is maintained including a staff member recruited to fill the same role as previous. This would not be in line with actions required from the draft Heritage AMP.

- 6.2 Accept the full recommendations as outlined in Change Proposal. This does not have the support of Broadgreen Society.
- 6.3 Broadgreen House remains open but with varying hours over winter and Broadgreen Society volunteers taking responsibility for opening the House and providing guiding services during the winter months. This would allow visitors to continue to enjoy the House over winter. This is the preferred option.
- 6.4 Other recommendations from the change proposal are accepted. This would achieve a number of the actions from the draft Heritage AMP and allow the expertise and knowledge to be maximised across all heritage assets or distribute the cost to ratepayers more evenly. This is a preferred option.

7. Alignment with relevant Council policy

- 7.1 The recommendations in this report are consistent with the actions required in the 2015-2025 Draft Heritage Activity Management Plan.
- 7.2 The changes to levels of service will require funding to be allocated for promotions, running exhibitions and events but this would be covered with the entrance fees reverting back to Council.

8. Assessment of Significance against the Council's Significance and Engagement Policy

- 8.1 This matter is not significant in terms of Council's Significance and Engagement Policy 2014.

9. Consultation

- 9.1 Consultation was undertaken with the Broadgreen Society as the main impacted party. Their feedback has been included as an attachment.
- 9.2 No wider public consultation was undertaken.

10. Inclusion of Māori in the decision making process

- 10.1 Maori have not been consulted in regards to this report

11. Conclusion

- 11.1 A change to levels of service for Broadgreen House has been proposed. The purpose of the proposal is to ensure the continued viability of Broadgreen House and address action points from the draft Heritage AMP.
- 11.2 Opening times would change to a model of an open summer season and a reduced opening over winter which will be facilitated by Broadgreen Society. The change to winter services gives staff the capacity to undertake work across the other heritage facilities and would also distribute the cost to ratepayers more evenly across the heritage assets.

- 11.3 Revenue from house entrance fees would revert back Council to assist with funding heritage facilities promotion, exhibitions and events.

Ian Littleworth
Manager Libraries

Attachments

Attachment 1: Broadgreen House - Initial Change Proposal (A1368342)

Attachment 2: Broadgreen Society - Response to Change Proposal (A1374924)

Broadgreen House - Initial Change Proposal

INTRODUCTION

This proposal charts a future direction for Broadgreen House that will ensure the ongoing viability of the house as a key heritage facility.

Key Drivers

- Ensuring the ongoing viability of Broadgreen House:
 - Increasing the visibility and profile of Broadgreen House as a visitor destination
 - Position Broadgreen House as an important heritage facility that will continue to make a significant contribution to telling Nelson's historical story
 - Manage and promote the collection as an important element in telling this story
- Ensure that Broadgreen House operations are cost effective and provide the best possible value for ratepayer contribution
 - Ensure the operations of Broadgreen House are cost effective
 - Utilise staffing resources to greater benefit across all Nelson City Council heritage facilities
- Opportunity to review the relevant areas of governance, financial and operational responsibility of Broadgreen Society (Society) and Nelson City Council (Council).

Heritage Activity Management Plan (AMP)

The 2015-2025 draft Heritage AMP flags a number of issues that need to be resolved. These have been considered as part of this proposal

- More evenly distributing the cost to rates for heritage facilities across all heritage houses. Costs are predominantly driven by staffing and where staff resources are allocated (currently mainly to Broadgreen House)
- Level of staff support and expertise for exhibitions and collections provided to Isel and Melrose Houses

- Reliance on Friends groups or societies to manage the heritage house owned by Council going forward
- Low number of visitors
- Review is needed of the Broadgreen collection

PROPOSAL

OPENING TIMES

Broadgreen House is currently open from 10.30am – 4.30pm every day except Good Friday and Christmas Day.

An analysis of visitor numbers in 2014 shows:

November to April was busy with an average of 450 visitors per month. The two peak months were January and December which averaged 606 visitors per month.

May, September and October could be seen as shoulder months with variable numbers. In 2014 these 3 months averaged 143 visitors per month.

June-August are very quiet months with an average of 67 visitors per month. August was especially quiet with only 56 visitors.

Visitor figures for previous years follow similar trends.

Opening Times Proposal

Break the year into 2 seasons:

Summer Season (open) – from early October to Queen's Birthday weekend (June)

October opening would be in line with the traditional opening launch of Isel House (Isel in Bloom) which provides an opportunity for joint marketing of these heritage houses.

Closure at Queen's Birthday marks the end of busier months for Broadgreen House and is in line with Isel House closing for winter.

The summer season would have a focus on running programmes, exhibitions and promotions to maximise visibility and visits to Broadgreen House.

Opening the House would still be reliant on volunteers to staff the reception area and act as house guides. These volunteers would continue to be managed by Broadgreen Society.

Winter Season (closed) – Closed June to October

This is the time to prepare for summer season.

Prepare a range of exhibitions/programmes to be delivered in summer.

Greater focus on collection work across all heritage facilities.

Update any information resources and prepare marketing/promotional material.

Broadgreen House could still be opened up for specific tours or groups as required which would be organised through Broadgreen Society.

With this proposed closure of the House consideration needs to be given to ensuring the maintenance of an optimal climate/environment in the House to preserve the House and collections. Also external security would need to be reviewed given that staff and volunteers would not be present.

OPENING HOURS

Current hours are 10.30am-4.30pm.

Isel House is open from 11-4pm. This is an opportunity to bring some synergy of opening hours between the houses.

Opening Hours Proposal

10.30am – 4pm

10.30am is still felt to be the right time to open the House. An earlier start of 10.00am for this type of facility is too early both for visitors and the guides themselves. Whilst an 11.00am start is seen as too late in the morning.

Opening past 4.00pm raises the same questions around limited visitor demand and guides availability.

Daylight savings and summer weather would also provide a number of opportunities to offer temporary evening opening, perhaps as part of a holiday promotion or for events.

Tour visits could also be arranged outside of the regular opening hours depending on staff and volunteer availability.

STAFFING

Currently the position of Broadgreen Curator is vacant. This provides an opportunity to review this role and the delivery of services from Broadgreen House in light of the key drivers and the future requirements and needs raised in AMP

Through this position and Founders Heritage Park staff Council will have full responsibility for collections, exhibitions and promotions. This would continue to be supported by Broadgreen Society.

Staffing Proposal

That the role of a **Heritage Facilities Registrar** be created.

The position would be for approx 26+ hrs per week and would report to the Founders Heritage Park Team Leader. The position would work closely with the Founders Heritage Park Curator.

The position will have differing role focuses during the winter and summer seasons but the overall key responsibilities are to ongoing heritage collection work across all facilities, creating and delivering a suite of exhibitions and events to promote Broadgreen House and other heritage facilities, and a range of administration duties.

Winter season (closed)

- Focus on collections management across Broadgreen, Isel and Founders
 - Accessioning, processing loans etc
 - Database management
 - Preparing objects for exhibitions
- Contributing to the preparation of a range of programmes, promotions and exhibitions to be delivered during the summer season
- Deal with information enquires as required
- Administration
 - Emails

- Building maintenance / security / health and safety in collaboration with Library/Council staff

This position would not be based at Broadgreen House during this time although regular visits would be made.

Summer Season (open)

Whilst the focus in summer is on Broadgreen House the role during this time will need to be flexible as there will still be requirements to work at other locations on some days.

- Assist with the delivery of exhibitions/programmes as planned during winter season
- Continued heritage collection work with focus on Broadgreen House
- Implementing promotions including working with tour groups in collaboration with Broadgreen Society and supporting the guides if required
- Support the Society's guides by acting as a backup guide if required
- Assist with preparing information resources/leaflets as required
- Handle information queries
- Administration
 - Regular banking for Council
 - Collating visitor statistics
 - Deliver training as required – e.g. health and safety/ guides induction
 - Building maintenance / security / health and safety in collaboration with Library/Council staff

To be clear this position would NOT be:

- Managing the volunteer guides or their rosters
- Acting as front of house/ reception when guides are already on duty
- The default backup person for guides if volunteers are unavailable
- Undertaking administration duties on behalf of the Society
 - No longer preparing written monthly reports to the Broadgreen Society. A Council staff member would be happy to attend Society meetings and deliver regular updates and answer questions.

- As it is proposed (see below) that Broadgreen House's revenue reverts back to Council there is consequently no need for a monthly financial summary to go to the Society Treasurer.
- Managing Society's petty cash

PROMOTION

A key element of ensuring the ongoing viability of Broadgreen House is in the promotion / programme development of this facility and its collections.

The textile collection is a unique asset of the House and provides an opportunity to establish a point of difference in promoting Broadgreen.

The facility's offerings need to be well marketed and promoted including the development of a greater web presence. Any programme development and promotion needs to be undertaken in collaboration with other heritage facilities.

Promotion Proposal

That the promotion/marketing/web presence of the House would sit with the Founders Heritage Park Team Leader and will be incorporated into a package of heritage promotions and programmes across all Council heritage assets.

That an annual marketing plan be developed.

Assistance will be given by Curator, the new Registrar and the Society as they feel able.

Founders Heritage Park Team Leader would attend the Heritage Promotions Group meetings on behalf of Council heritage facilities.

The Society would continue to support and manage a summer student programme to help with promotional activities and to allow the volunteers to have a summer break.

BROADGREEN REVENUE

Revenue is currently derived mainly from a House entrance fee, the selling of souvenirs and other promotional materials, hiring of Broadgreen Centre and takings from events like Rose Day.

In July 1994 all takings derived from Broadgreen House passed from the Council to the Society. This was a historical arrangement to address the difficult financial situation the Society found itself in at the time. Currently the financial position of the Society is far more secure.

It is appropriate that this arrangement be re-evaluated in light of the financial and operational responsibilities increasingly shifting back to Council.

Souvenirs are currently purchased and managed by the Society who retain any sales revenue.

Under the Broadgreen Centre lease agreement the Council is responsible for the rubbish, electricity, telephone, water, rates and external maintenance costs for the Centre.

Revenue received in relation to Broadgreen Centre belongs to the Society and it is appropriate that remains with them.

Revenue Proposal

If Council is to take on a greater role in future direction, promotion, administration and operations of Broadgreen House then it is proposed that any House revenue from house entry fees (approx \$8-12K) contributes to the Broadgreen operational budget residing within Council. This ensures that the revenue from the House is being utilised for the ongoing benefit of Broadgreen. Council staff would need to manage the banking for Council and this would reduce the level of financial reporting made to the Society.

It is proposed that Council purchase the current souvenir stock from the Society and take over responsibility for managing sales and retain all revenue.

Funds raised by the use of Broadgreen Centre and from Rose Day activities (approx \$2,000 from raffles, afternoon teas, BBQ, stallholders fees etc) would remain with the Society. The banking of these funds would be the responsibility of the Society.

Current lease arrangements regarding Broadgreen Centre would continue until the end of lease term.

BROADGREEN SOCIETY

The recommendations made above mean that changes would need to be made to the Areas of Responsibility as outlined in the Broadgreen Society Inc Handbook.

Some discussion has already occurred and some of the points that were raised have been considered as part of preparing this proposal.

Broadgreen Society Proposal

To facilitate further discussion I have firstly summarised what I see as the implications of this proposal for the Society.

The Society would:

- Continue house guiding including providing ongoing weekend cover
- Manage House guides - rostering, filling gaps etc
- Continue as current the greeting of visitors, receiving entry fees, recording visitor statistics and other front of house duties
- Coordinate and deliver training in conjunction with Council staff as agreed
- Manage Broadgreen Centre and related bookings, finances and maintenance
- Organise the Society's AGM and Carol's in the Park event with the support of Council staff if available.
- Contribute to the organisation of Rose Day in conjunction with the Council funded event organiser. (Rose Day is a council funded event and as such ongoing funding is at the discretion of Council)
- Support and manage temporary summer staffing to help with giving guides a break and to assist with the summer programme of events/exhibitions etc
- Help with House exhibitions and promotions as required
- Support the marketing of the House

In order to facilitate a discussion on revising specific points in the Areas of Financial Responsibility including operational responsibilities for the Society and Council the following changes are proposed:

- Council takes responsibility for Broadgreen House banking whilst Society retains revenue and responsibility for the banking of Broadgreen Centre and other long standing events (Rose Day).
- Responsibility for additional/one-off events or exhibitions would be determined as part of preparing those events.
- Council staff will no longer prepare a written staff or financial report to the monthly Society committee meeting. Any reporting can be delivered verbally should staff be invited.
- Council staff will no longer prepare a monthly statistical summary. This would be replaced by a six monthly summary or on request.
- Society manages any petty cash related to the Society's activities
- Society continues to contribute funding towards the Broadgreen House collection, promotions and educational programmes although ownership and responsibility sits with Council staff.
- The level of that financial contribution would be agreed at the beginning of each financial year. The Society would also consider other special requests throughout the year if opportunities arise.
- That a revised list of responsibilities for each party be prepared

COUNCIL REPRESENTATION

Whilst not a specific part of this proposal there are potential implications regarding Councillor representation on the Society Committee.

It is recommended that discussion is undertaken as to the role of a City Councillor, appointed by Nelson City Council, as a member of the Society Committee in light of this proposal. This will also inform wider discussions that are currently being had at a Council level.

SUMMARY TABLE

	Current	Proposed
Opening Times	Daily except Good Friday and Christmas Day	Summer open season – Early Oct – Queens Birthday Weekend Winter closed season – Early June – early October
Opening hours	Daily 10.30am – 4.30pm	10.30am – 4.00pm
Staffing	Senior Curator	Heritage Facilities Registrar reporting to Founders Heritage Park Team Leader
Promotion / Web presence	Curator and Society	Lead by Founders Heritage Park Team Leader supported by Society
Broadgreen House revenue	Retained by Society	Entrance fees retained by Council who would now manage the banking Management of souvenirs and retention of sales revenue would shift to Council.
Broadgreen Centre /Rose Day etc revenue	Retained by Society	Retained by Society
Society		Continue to provide house guides Manage guides rosters, filling gaps, training etc Manage Broadgreen Centre bookings, events and finances Continue programme of summer staffing

	Current	Proposed
		Continue to support House exhibitions, promotions and marketing through an agreed annual contribution
Areas of financial and operational responsibility	As per Broadgreen Society Handbook	Review responsibilities
Councillor representation	Councillor Noonan	Potential implications of proposal need further discussion

Initial Change Proposal

Report from Broadgreen Society to Community Services Committee 2 July 2015

The Broadgreen Society represents a group of volunteers whose key commitment is to the preservation of Broadgreen Historic House and its contents and to facilitating the enjoyment of the House by all interested people. Volunteers have taken great pleasure in providing a first class experience for their visitors since the House opened to the public 60 years ago.

However, the Society is concerned that the current restructuring proposals for the operation of Broadgreen Historic House are driven by a priority to reassign the staffing allocation and do not sufficiently protect the present and future welfare of this unique Nelson treasure.

We request that the Community Services Committee considers the following very important factors:

1.
 - A. **Risk** : 3 very substantial risks are incurred by closing the House for 4 months during the winter:
 2.
 - (i) There is a risk to the security and preservation of Broadgreen Historic House and contents. It is a Category 1 Heritage NZ building and is protected by the RMA and the NRMP where it has a A1 I/S listing which covers the building, interior and surrounds. We have been advised that daily ventilation is essential for a cob construction which means that the House must remain unlocked daily for the activation of dehumidifying and some heating processes. Furthermore the security of the House is easily breached through the wooden verandahs and conservatory and, despite the alarm system, significant damage could be done before it was detected.
 3.
 - (ii) Winter closure presents a risk to our tourism profile because any uncertainty around availability/opening hours leads to confusion and missed visitor opportunities. While recognising that Nelson usually experiences a quiet winter tourism season, low numbers should not penalise those who chose to visit out of season. Verbal and online feedback consistently shows that Broadgreen Historic House is highly appreciated by domestic and overseas visitors. During the recent closure for repairs we were aware that there were many disappointed tourists turned away, including a party of 20 students and people who had travelled from Northland and Geraldine specifically to visit Broadgreen Historic House. The proposed closure time covers the Winter Festivals, the Arts Festival and 2 school holidays. At a time when NCC is engaged in extensive consultation about revitalising Stoke, it is surely a retrograde step to close one of its key local attractions for over a third of the year.
 - (iii) There is a risk to the retention of community and volunteers' goodwill. Broadgreen Society is very disappointed that the volunteers' offer to staff the House across winter with NCC staff in attendance part of one day per week was

rejected, even though there has been no cost analysis of the closure proposal. Experience shows that it is hard to retain and regenerate interest in a volunteer commitment after a lengthy break. It is particularly sad that we are making this report to you in National Volunteers Week. The Society has been successful in accessing grants from various community funding agencies to provide additional features to enhance the visitors' experiences and comfort. In our applications we have been confident in affirming that the House is accessible to all and can be visited for 363 days of the year. We consider that winter closure would compromise us in meeting our responsibilities to these funders and would jeopardise the success of future community partnerships. What rationale can be given to funders to explain why NCC has now restricted public access to the House by 40% annually?.

4.

B . Legal agreements between the Broadgreen Society and Nelson City Council.

Under the restructuring proposals, some aspects of the 1995 agreement will need to be renegotiated to reflect the proposed changes in responsibilities. However another relevant agreement postdates this - the Deed of Lease for the Broadgreen Centre Building signed on 9 September 1999. The Centre currently provides accommodation for NCC staff and specialised storage for the textile collection. The lease expires in 2019.

We have been advised by those who drew up the original Lease that the current restructuring proposals suggest that Clause E of the Lease agreement is not well understood. We are further advised that until this is clarified the Society should not enter into any further renegotiations of existing agreements.

Clause E refers to 'the Society being satisfied that its objectives are faithfully pursued by NCC' and is based on Clause A (b) which expresses the expectation that Broadgreen Historic House would be open for public enjoyment. We believe that winter closure negates this expectation.

C. Scope of the new staff position.

The proposed focus of the new staffing position, a Heritage Facilities Registrar, ignores some essential administrative and marketing tasks required to support heritage tourism at Broadgreen Historic House. The Broadgreen collection is static and is already very fully and repeatedly documented. There is very little room or rationale for new acquisitions and we are advised that most of the currently stored textile collection is unfit for the scope of the Broadgreen display collection.

The new part-time position requires an authoritative knowledge of Broadgreen Historic House and its collections and the ability to effectively market these to the domestic and overseas tourist market along with the skills to engage with visiting groups and individuals and to effectively liaise with a large number of volunteers.

The Broadgreen Society volunteers have been fulfilling most of these tasks in the 6 months since the retirement of the previous Curator. It is additionally disappointing that the re-opening of the House to tourists after the cellar strengthening project has been further delayed by the unavailability of specialist NCC curators to restore the displays and artefacts.

We trust you will give serious consideration to these factors and look forward to attending the public forum of the Community Services Committee on 2 July 2015.

A handwritten signature in black ink, appearing to read 'Mary B. Gavin'.

Mary Gavin
Broadgreen Society Chair

contact via:
marygavin58@gmail.com

Minutes of a meeting of the Nelson Youth Council

Held in Council Chamber, Civic House, 110 Trafalgar Street, Nelson

On Wednesday 1 July 2015, commencing at 12.45pm

Present: K Phipps (Chairperson), D Leaper, Z Palmer, L Field, H Malpas, E Thomas, B Shaw, E Ang, K Shaw, T Shuker, E Ngawhika-Elliott, F Jankiewicz-McClintock, J Morgan, S McIlroy, J Lankshear, F Sawyer, R Griffith, R McManus and H George

In Attendance: Councillors M Lawrey and P Rainey, Social Wellbeing Adviser (R Large), Cadet – Community Services (J Clementson), and Administration Adviser (S McLean)

Apologies: Lucy Field for early departure, and Councillors M Lawrey and P Rainey for lateness

1. Apologies

Apologies from Lucy Field for early departure, and Councillors Lawrey and Rainey for lateness, were noted.

2. Confirmation of Minutes

2.1 4 June 2015

Document number M1247, agenda pages 4 - 10 refer.

Resolved YC/2015/003

THAT the minutes of the meeting of the Nelson Youth Council, held on 4 June 2015, be confirmed as a true and correct record.

Phipps/McIlroy

Carried

3. Youth and Community Facility Trust

Jenna Baxter, The Truck Co-ordinator, joined the meeting to discuss the Youth and Community Facility Trust.

Ms Baxter spoke about Nelson Underage events and asked for suggestions of bands that youth would be interested in. She asked about ticket pricing, and it was agreed that youth would spend \$15-30 on a ticket to see a good band.

Ms Baxter spoke about continuing to come to Nelson Youth Council meetings to give event updates, as well as sending information on gigs to the Youth Council Facebook page. She asked to attend Youth Council meetings to obtain feedback for the monthly Board report, it was agreed this could be done twice a year as well as emailing the report to youth councillors for feedback on a more regular basis.

In response to a question, Ms Baxter advised that the Trust was a charity organisation.

4. Heritage Week 2016 project

Rachael Large encouraged youth councillors to get 30 people to sign up to the Heritage Week 2016 photography competition. She encouraged youth councillors to attend the workshops to provide assistance, and confirmed that Youth Council t-shirts would need to be worn.

Keegan Phipps advised the top 20 photos would be displayed at the Refinery. He tabled a promotion document on the photo competition (A1377212).

There was discussion on the content of the photography workshops. It was clarified that the workshops were for anyone wanting to develop their photography skills, even if they didn't want to enter into the competition.

Mr Phipps encouraged youth councillors to promote the event through their schools, and highlighted that future funding would be at risk if attendance numbers were low.

Ms Large congratulated Mr Phipps, Helena George and Elaine Ang for their efforts in working on and promoting this event.

5. Sonic and Masked Parade

Huup Waagan, Masked Parade Co-ordinator, joined the meeting to discuss the youth event after the Arts Festival Carnivale 2015. He tabled a document with further information (A1383712).

Mr Waagan detailed the different elements of the carnival and masked parade and advised the focus was on the inner CBD. He said that planning teams would be set up for different areas such as artistry and the youth-friendly zone.

Mr Waagan encouraged youth councillors to get involved in conceptualisation and management of the youth event. He confirmed the date of the event was 16 October 2015.

6. Discussion with the Mayor

Her Worship the Mayor Rachel Reese joined the meeting.

She congratulated Mr Phipps on his involvement at the 25 June Planning and Regulatory Meeting, and encouraged all youth councillors to speak up at meetings.

Her Worship the Mayor summarised several upcoming events that youth councillors were attending with her.

7. Nelson 2060

Mary Curnow, Environmental Programmes Officer, joined the meeting and provided information about Nelson 2060.

She asked for suggestions about how youth councillors envisaged Nelson looking in 2060. Ideas put forward were: zero carbon emissions, vibrant, community events, resources for population growth, focus on walking/biking, preserved natural environment, good public transport, less of a gap in socioeconomic status, fluoridated water, a gondola and a focus on sporting.

Ms Curnow had youth councillors read out the ten Nelson 2060 goals. She emphasised it was a strategy for the whole community.

In response to a question, Ms Curnow detailed the work Council was doing in this area such as increasing cycle lanes, reducing building material waste and the Love Food Hate Waste campaign.

Ms Large provided detail about community assistance and how groups now had to identify how their work fit within Nelson 2060.

In response to a question, Ms Curnow advised that Nelson 2060 did not include Tasman. She offered to have a workshop with youth councillors on Nelson 2060 and it was agreed this would be beneficial.

8. Youth Employment

Fynn Sawyer updated the Youth Council on the meeting with Lesley McQue, Economic Development Agency (EDA), on 17 June 2015 and the next steps for this project.

Mr Sawyer said the meeting had focused on youth employment in Nelson. He added that data would be collated for career offices across schools and given to Ms McQue so she could present this to the EDA.

Mr Phipps spoke about the youth employment subgroup and suggested it link up with the Regional Economic Development Strategy. He said the subgroup would be working to determine a direction moving forward.

9. Nelson 175 Anniversary

Daniel Leaper spoke about a recent Community Services Committee meeting, where youth councillors had been asked to think about events for the Nelson 175 Anniversary in 2017.

There was support for a carnival with music and food stalls. It was suggested this could be linked to the masked parade theme that year, and that Spud Monday be combined with these celebrations.

It was agreed that ideas would be collated and provided to the next Community Services Committee meeting.

10. Top of the South Forum

Hannah Malpas provided detail on the Top of the South Forum set for 17 July in Blenheim. Those who were interested in attending were: Keegan, Sam, Jamie, Jordan, Emily, Daniel, Zoe, Taylah, Elaine and Hannah.

11. Council Meet and Greet

Fynn Jankiewicz-McClintock spoke about his experience at the Council meet and greet event on 11 June 2015.

Mr Phipps said he had spoken to Councillor Matheson about youth employment, who will be getting in touch with the subgroup.

Attendance: Youth Councillor Lucy Field left the meeting at 1.47pm.

12. Arts Festival

Zoe Palmer provided an update on the Arts Festival subgroup meeting on 11 June 2015. She spoke about trialling the creation of hanging books. Emily Thomas said assistance from other youth councillors would be needed when this event took place.

13. Trustpower Community Award

Daniel Leaper provided an update on the Trustpower Community Awards night on 29 June 2015 at the Seifried Winery.

Ms Large advised that she had sat out of a judging round due to her interest in Nelson Youth Council. She said the winner of the Arts and Culture category had been the Celtic Pipe Band, with the runner up being the Sukita project.

14. Council Meetings

Document number R4474, agenda pages 11 - 12 refer.

14.1 Council Meeting – 11 June 2015

Bronte Shaw spoke about the 11 June Council meeting. She commended the Mayor's chairperson skills, and highlighted the interesting interaction between councillors and the Hon. Dr Nick Smith.

Ms Shaw spoke about the draft Brook Sanctuary Reserve Management Plan and suggested that the Youth Council make a submission. It was agreed that Fynn S, Fynn J, Ryan, Emily, Keegan and Jordan would assist with writing a submission and presenting this to the next Youth Council meeting.

Councillors Lawrey and Rainey provided further detail on the draft Brook Sanctuary Reserve Management Plan and the intentions behind the two different visions. Youth councillors supported vision 1, which included aspects of tourism.

Concern was raised that the Youth Council feedback on the Long Term Plan 2015-25 had supported aspects of biodiversity, and vision 1 in the draft Plan may risk that.

In response to questions, Councillor Lawrey suggested that the Brook Sanctuary would benefit from the income from increased visitor numbers.

Ms Large advised the deadline for the Youth Council submission was 4 August 2015 so it could be presented for approval at the next meeting.

Ms Shaw spoke about the Modeller's Pond item at the Council meeting.

14.2 Planning and Regulatory Committee Meeting 25 June 2015

Helena George spoke about the items on sandwich boards and dogs that were discussed at the Planning and Regulatory meeting on 25 June 2015.

Mr Phipps summarised the presentation given by Carolyn Hughes and Andrew Goldsworthy on the Nelson Environment Centre.

15. General Business

Ms Large emphasised that youth councillors need to make her aware if they couldn't attend a Council or Committee meeting at least a week in advance of the meeting date.

Ms Large displayed the Tahunanui Postcards and suggested the Youth Council could write their own media release. Mr Leaper agreed to do this.

Ms Large thanked the youth councillors who attended the induction meeting, commending them on the ideas they had generated.

Ms Shaw advised she was successful with a scholarship to Festival for the Future. As a scholarship requirement she is required to do a presentation to a group, hence she would appreciate an item regarding a presentation to the Festival for the 18 September Youth Council agenda.

Comments were made on sugary drinks, it was highlighted that Dr Beaglehole was doing audits on schools and was writing a submission to the Ministry of Health.

Mr Phipps spoke about the need to address any concerns about individual youth councillor behaviour in an appropriate manner. He emphasised that high standards needed to be held when participating in and representing Youth Council, and congratulated those who did as much as they could.

Ms Large reiterated that youth councillors were responsible for their standards and behaviours, and encouraged them to act appropriately in their roles.

There being no further business the meeting ended at 2.33pm.

Confirmed as a correct record of proceedings:

_____ Chairperson _____ Date

Minutes of a meeting of the Nelson Youth Council

**Held in the Council Chamber, Civic House, 110 Trafalgar Street,
Nelson**

On Tuesday 11 August 2015, commencing at 1.00pm

Present: T Shuker (Chairperson), E Ang, L Field, H George, R Griffiths,
F Jankiewicz-McClintock, J Lankshear, D Leaper, S McIlroy, H
Malpas, J Morgan, Z Palmer, K Phipps, F Sawyer, K Shaw, and
E Thomas.

In Attendance: Social Wellbeing Adviser (R Large), Cadet – Community
Services (J Clementson) and Administration Adviser (J Young).

Apologies: E Ngawhika-Elliott, Bronte Shaw, Councillors Lawrey and
Rainey.

1. Apologies

Apologies from Evy Ngawhika-Elliott, Bronte Shaw, Councillors Lawrey
and Rainey were noted.

2. Confirmation of Minutes

2.1 1 July 2015

Document number M1315, agenda pages 5 - 10 refer.

Resolved YC/2015/003

***THAT the minutes of the meeting of the Nelson
Youth Council, held on 1 July 2015, be confirmed
as a true and correct record.***

Phipps/Griffiths

Carried

3. ShakeOut

Social Wellbeing Adviser, Rachael Large, spoke about the upcoming
ShakeOut exercise in Emergency Management Officer, Michelle Griffiths'

absence. It was clarified the Civil Defence exercise planned for 15 October was to take place throughout New Zealand. The aim was noted to get individuals to register online for participation in the exercise, raising awareness and qualifying for a competition. Ms Large sought volunteers to help promote the ShakeOut in their schools. It was understood that Ms Griffiths would be visiting schools to seek their support.

Ms Large advised she would email the names of interested parties (Keegan Phipps, Hannah Malpas, Katie Shaw, Taylah Shuker, Jamie Morgan and Daniel Leaper) to Manager, Emergency Management, Roger Ball and Ms Griffiths at which time more information could be supplied.

4. Draft Brook Plan Submission

Document number R4628, agenda pages 11 - 11 refer.

The Youth Council Draft Brook Plan submission (A1393364) was tabled. Emily Thomas outlined Youth Council's support for Vision 1. The opinion was expressed that Youth Council would like to speak to their submission and those available, once the day/time is given, will attend.

Ms Large asked Youth Councillors to consider the impact of this view, in the event Council was faced with several vocal submitters in opposition. She explained that any request to speak must be included in their submission, and that if timing could not be arranged to suit, they could make their apologies.

Resolved YC/2015/004

THAT the Nelson Youth Council submission (A1393364) to the Brook Plan be approved.

Lankshear/Phipps

Carried

Attachments

- 1 A1393364 Tabled Document - Nelson Youth Council Submission

5. Heritage Week 2016 Project

Keegan Phipps encouraged further participation from students in the photography competition. He advised that a judging meeting would be held on Tuesday 18 August. He suggested the judging panel seek the opinions of their friends on the photos. It was noted that a Facebook poll could not restrict voting by competitors. Youth Council were asked not to reveal the names of the photographers, if known, as impartiality was important.

Taylah Shuker explained the topics covered in the photography workshops Youth Council ran, which included technical aspects,

Photoshop, the development of ideas and the linking of photos to those ideas.

Potential approaches to the production of a Youth Council film were discussed. Options suggested included a Heritage-based film and a Youth Council promotional film. Ms Large reminded Youth Council that there was potential to have a film run on a continuous loop at the Public Library, if a heritage topic was chosen. There was concern that a serious heritage-themed film may be uninteresting. Sam McIlroy offered the use of equipment and software for film production. It was suggested that if a film was required for the promotion of Youth Council, the example produced by Jacqui Liang was suitable. Ms Large ascertained that there was insufficient interest in making a heritage-themed film and advised she would advise Debbie Daniell-Smith.

6. Youth Employment

Fynn Sawyer summarised the topics covered by the guest speaker at the recent Mayor's Taskforce for Jobs workshop. He noted his comment that schools were mostly geared toward sending students on to university despite only 30% of students following that direction. He outlined features of the Swiss system, where teenage/young adult unemployment figures were very low. He noted that Switzerland schools also offer a wide variety of apprenticeships.

Fynn Sawyer noted his intention to speak to his school about encouraging employer relationships with schools.

7. Top of the South Forum

It was noted that Nelson Youth Council had dominated the numbers at the Top of the South Forum, with only one attendee each from Kaikoura, Marlborough and Tasman Youth Councils. The different systems of Youth Council funding were discussed, the varying focus between policy and community-style councils were noted.

Mr Leaper spoke about Marlborough Youth Council's interactive style of website. Ms Large explained that Youth Council had previously had its own website, but had experienced difficulties maintaining it.

Suggestions for next year's Top of the South Forum were discussed. Councillors said they had enjoyed and got a lot out of the presentation and personal development aspects of this year's forum, but agreed a team bonding focus would be beneficial, particularly if held earlier in the year. There was support for Lake Rotoiti as a location and a provisional date of the second to last Friday of the first term. It was noted that participation from the other regions needed further encouragement.

8. Nelson Public Libraries

Elaine acknowledged a presentation that Keegan and Taylor made to the library management team expressing the youth desire to have a dedicated study room with materials.

The difficulties in achieving a study room at the Nelson Library were explained. Ms Large gave very positive feedback from Library personnel on the Youth Council presentation.

9. Arts Festival

Zoe Palmer sought support for an experimental campaign on the 'Boosted' crowd-funding platform, to raise money for a public art installation directed at Youth. She explained that Youth Council could support this by sharing through their social media followers. She noted the details were confidential at present, but would be revealed gradually over five weeks by video release, ending on October 13. There was support for placing a link on the Youth Council Facebook page.

Ms Palmer advised there would be a workshop this Saturday, 10am–2pm at Nelson Marlborough Institute of Technology (NMIT). Elaine Ang, Jordan Lankshear, Daniel Leaper and Taylah Shuker volunteered to assist. Ms Large advised she would email their names to Axel de Maupeou.

10. Active Transport and Recreation Meetings

An outline by Keegan Phipps of the community meetings held on 21 July and 22 July was given. Sam McIlroy advised the Active Recreation meeting had discussed back country and forest tracks, with the main focus being on mountain biking. He said of particular interest were the conflicts between users, and how these were resolved.

Fynn Sawyer summarised the Active Transport meeting. He noted that an Automobile Association representative was in attendance, but almost all others present were representing cycling interests. There was strong support for safe cycling and walking systems within Nelson, he said. There was favour for fewer vehicles within the Central Business District.

11. Nelson Youth Council Recruitment 2016

Ms Large led a discussion around a suitable Youth Council recruitment schedule. The group concluded that 14 September would be an appropriate opening date. A further discussion would be had by Youth Council to promote applications. It was noted that Youth Councillors could raise the issue now when addressing their assemblies on other matters. Ms Large noted that many past prospects had been shoulder-tapped, and she asked Youth Councillors to think beyond their immediate friends.

12. Wellington Youth Council Workshop – 22 July 2015

Mr Leaper spoke about Wellington Youth Council's induction process, and how applicants are now shortlisted for interview due to the high numbers. He explained that they appeared quite focused on improving skills in the preparation and presenting of submissions. He particularly liked the idea of their parent/family evening, when families get the chance to discover what Youth Council was doing.

Ms Palmer spoke about the presentation by Careers New Zealand representative, Keith Marshall, and detailed tips for getting a job:

- Education – try to take all opportunities .
- Volunteer in areas of interest.
- Prepare a compelling CV that makes a good impression, using the tools on the Careers New Zealand website.
- Reliability - turn up, on time, every day, even if just volunteering.
- Attitude is everything; you can learn everything else.
- Attend all presentations, learn who people are – network.
- Know yourself – know what you like, what your work ethics are.
- Promote tools on the Careers New Zealand website.
- Ignore stereotypes around minimum wage roles.
- Ask for references, don't sell yourself short.

In response to a question from Ms Palmer about the Youth Council youth employment group, Mr Marshall recommended that Youth Council run CV classes and raise awareness of the resources on the website.

Helena George advised that Wellington Youth Council met fortnightly to discuss main items, then broke into smaller working groups for discussions, often at cafes. They were also setting up a Youth Council alumni. She added that Youth Councillors were paid \$30 per meeting to cover transport costs. They were active on social media, posted their minutes and used instagram, she added. Meetings were open to student journalists and others, she said, but they did not attend City Council meetings.

Ms Palmer noted that Wellington Youth Council used the dropbox system, rather than open email, for communication. She advised that a schedule of topics and activities was drafted at the beginning of each year, covering the whole year ahead. It was thought that they were policy-focused, and did not seem to get involved in projects.

Mr Leaper explained that two Wellington Youth Councillors were delegated to post twice a week on the Facebook site. Ms George noted that this quality of posting encouraged viewers to keep Youth Council on their feed.

Mr Leaper commented that Wellington Youth Council held performance-based interviews for new applicants. Ms Large clarified that new applicants joined Wellington Youth Council mid-year, and induction followed this.

Mr Phipps invited Youth Councillors to submit ideas for Youth Council Facebook and other social media.

13. Community Services Committee Meeting - 2 July 2015

Document number R4637, agenda pages 12 - 13 refer.

Fynn Jankiewicz-McClintock spoke about views that arose for and against the inclusion of a cafe at the Stoke Community Centre at the recent Community Services Committee Meeting.

14. Governance Committee Meeting - 9 July 2015

Document number R4638, agenda pages 14 - 15 refer.

Emily Thomas spoke about the Governance Meeting she attended, and the discussions about the Brook forest felling and the Brook Sanctuary fence erection. She noted that councillors and the Mayor thought the conflicting schedules should have been foreseen. It had highlighted a gap in communication and planning, she said.

15. Planning and Regulatory Meeting - 6 August 2015

Daniel Leaper summarised issues raised at the Planning and Regulatory Committee meeting, including heat pump noise concerns raised through public forum, the approval of the Local Approved Products Report, and air quality monitoring findings.

Mr Sawyer noted the meeting covered many topics, and he had found interesting public opinions posted on the heat pump issue on the Stuff website. He spoke about the discussion surrounding the sale of psychoactive substances, and noted that wording was changed after a decision was made to include distance of sellers from *tertiary institutions* in the policy.

Ms Large provided a reminder of upcoming meeting dates and attendees.

16. Youth Ambassador Update

Rhys Griffiths attended the Huangshi meeting on 17 July. He explained that he had found the translation process resulted in the meeting being disjointed and hard to follow. He noted that the Mayor of Huangshi was coming to Nelson's China Week celebrations and then to the re-signing of the City Sister agreement.

Rhys Griffiths noted that he and Jordan Lankshear had attended the Blessing of the Fleet, a service to remember those who lost lives at sea

and a blessing of the boats. They had enjoyed the readings, choirs and school performances, and noted it was a unique first-time Nelson experience.

17. General Business

Keegan Phipps noted that he was to meet with Clare Leyland of Tasman Youth Council and asked if anyone else wished to join him. Mr Leaper tentatively accepted.

Mr Phipps advised that he had attended the Arts Festival, where he spoke to some Press members, which may result in a photo in *The Leader*.

Mr Phipps congratulated Taylah Shuker for her capable chairing of the meeting.

Jamie Morgan said he had been approached by a health group in the community, to assist promoting the health benefits of drinking water. He asked whether the remaining Youth Council water bottles could be gifted to this cause. It was thought that the Stoke School was the wrong target, and they could be put to better use, possibly to Youth Council applicants.

It was noted the Snap Chat account was not currently being used.

Ms Large reminded Youth Councillors to be respectful of speakers by being attentive during meetings.

Ms Large advised that two Youth Councillors were invited to attend the re-signing of the Sister Cities Agreement on Tuesday 8 September, 9.30am-11am, in Council Chambers. Rhys Griffiths, Elaine Ang, Zoe Palmer, Taylah Shuker, Fynn Jankiewicz-McClintock and Lucy Field expressed an interest.

Ms Large noted that Rhys Griffiths had been asked to attend the Youth Emergency Services working group meeting.

Ms Large spoke about the area set aside for youth at the top of Trafalgar Street, in the Arts Festival, and working with Huup Waagan to provide advice. Helena George, Zoe Palmer, Jordan Lankshear, Emily Thomas, Lucy Field, Taylah Shuker, Keegan Phipps, Daniel Leaper, Katie Shaw and Fynn Sawyer expressed an interest in being involved.

In answer to a question, it was confirmed that only those with a specific role at the Masked Parade on 16 October would be attending as official Youth Council representatives, and others could take part in the parade if they wished.

Ms Large asked what interest there was in the upcoming Nelson City Council staff quiz night. Ms Palmer offered to coordinate the teams and advise Ms Large with final names. Ms Large advised the quiz night would

be held at the Trafalgar Pavilion, with entry by Trailways, in Trafalgar Street.

Youth Council received a camera, gifted by Scooter Palmer, to use as a prize in conjunction with the Heritage Week 2016 project.

Ms Large asked Youth Councillors to check carefully the 'End of Year' letter when she circulated it, as this would record Youth Councillors' involvement.

There being no further business the meeting ended at 3.03pm.

Confirmed as a correct record of proceedings:

_____ Chairperson _____ Date