

## **Minutes of a meeting of the Community Services Committee**

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

**On Tuesday 1 March 2016, commencing at 9.03am**

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**Present:** Councillor P Rainey (Chairperson), Her Worship the Mayor R Reese, Councillors R Copeland, M Lawrey, P Matheson, G Noonan (Deputy Chairperson), T Skinner and M Ward

**In Attendance:** Councillor I Barker, Chief Executive (C Hadley), Group Manager Infrastructure (A Louverdis), Group Manager Community Services (C Ward), Senior Strategic Adviser (N McDonald), Manager Communications (P Shattock), Policy Coordinator (S Holman), Parks and Facilities Asset Planner (Andrew Petheram), Administration Adviser (L Canton) and Youth Councillors J Stallard and T Shuker.

### **1. Apologies**

There were no apologies.

### **2. Confirmation of Order of Business**

The Chairperson explained that since the agenda was issued, an additional public forum had been confirmed, from George Truman who would speak about the Stoke Community Centre.

The Chairperson also explained that minutes of the last Youth Council meeting would be received at the next Community Services Committee. He added that Youth Councillors Jenna Stallard and Taylah Shuker would provide an update to this meeting.

### **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 Hugh Briggs - Melrose House Society

Hugh Briggs, Chair of Melrose House Society and Doug Hattersley, Melrose House Society committee member spoke to the meeting.

Mr Briggs spoke to the document distributed with the agenda.

Mr Hattersley tabled a draft business case for expenditure at Melrose House (A1515407) which he spoke to. He noted that Melrose House could potentially become self-funding if its usage as a venue for events increased, but this would not be possible without the proposed upgrades.

In response to a question, Mr Briggs said that competition for external funding was increasing and funding organisations were tightening up their requirements.

In response to a further question about how the venue was marketed, he said that as well as being a member of Nelson Venues, the Society had in-house marketing expertise and had also used marketing consultants.

#### 4.2 George Truman, Nelson Grey Power – Stoke Community Centre

George Truman said he was speaking on behalf of Nelson Grey Power about the proposed Stoke Community Centre.

Group Manager Community Services, Chris Ward reminded the meeting that the Stoke Community Centre was subject to a statutory hearing process currently before Independent Commissioners. He advised that, according to Council's Standing Orders, it was therefore inappropriate for the Committee to consider a public forum on this matter.

### 5. Confirmation of Minutes

#### 5.1 3 November 2015

Document number M1568, agenda pages 14 - 20 refer.

Resolved CS/2016/001

***THAT the minutes of the meeting of the Community Services Committee, held on 3 November 2015, be confirmed as a true and correct record.***

Copeland/Skinner

Carried

### 6. Status Report - Community Services Committee - 1 March 2016

Document number R5533, agenda pages 21 - 23 refer.

In response to a question about the Arts Fund – Approval of Concepts item, Mr Ward advised that a project manager was currently being appointed and the intention was to complete installation by the end of the 2015/16 financial year.

Resolved CS/2016/002

***THAT the Status Report Community Services Committee 1 March 2016 (R5533) and its attachment (A1157454) be received.***

Ward/Lawrey

Carried

## **7. Chairperson's Report**

There was no Chairperson's Report.

## **RECREATION AND LEISURE**

### **8. Asset Management Planning Updates for Property and Facilities Asset Management Plan 2018-2028**

Document number R4709, agenda pages 24 - 31 refer.

Group Manager Infrastructure, Alec Louverdis presented the report.

In response to questions about the relevance to this Committee of some of the items included in the Asset Management Plan (AMP), Mr Louverdis advised that the majority of the items pertained to the Community Services Committee delegations, but that some items came under the delegations of other committees.

Concern was expressed that items would not receive adequate governance oversight if they were not considered by the relevant committees. Mr Louverdis advised that if such items from this AMP needed further consideration, they would be reported to the relevant committee. It was requested that officers consider how to draw the AMP item updates to the attention of the relevant committees.

In response to a question about Melrose House, Mr Ward advised that the purpose of the AMP update was to reflect any significant changes officers have been made aware of since the AMPs were compiled in 2015. He advised that there were no major changes in Melrose House operations that needed inclusion in this report.

Resolved CS/2016/003

***THAT the report Asset Management Planning Updates for Property and Facilities Asset Management Plan 2018-2028 (R4709) and its attachment (A1489927) be received and updates noted.***

Ward/Matheson

Carried

## CEMETERIES AND CREMATORIA

### 9. Marsden Valley Cemetery - Request for Dedicated Burial Plots

Document number R5521, agenda pages 32 - 37 refer.

Parks and Facilities Asset Planner, Andrew Petheram presented the report.

In response to questions, Mr Petheram explained that the proposed number of dedicated burial plots to be allocated was based on the estimated number of deaths per annum. He confirmed that the Muslim community had advised that the proposed number for Muslim plots was appropriate.

In response to a further question, Mr Petheram advised that there remained sufficient provision for the next extension to the Returned and Services' Association section and this would come to Council as part of the next Long Term Plan.

Resolved CS/2016/004

***THAT the report Marsden Valley Cemetery - Request for Dedicated Burial Plots (R5521) and its attachments (A1485598 and A1485622) be received.***

Copeland/Lawrey

Carried

Recommendation to Council CS/2016/005

***THAT within the Marsden Valley cemetery, 100 plots be allocated as Catholic burial plots and 30 plots be allocated as Muslim burial plots, as shown on the indicative map attached as Appendix 2 (A1485622).***

Copeland/Reese

Carried

Attendance: The meeting adjourned for morning tea from 9.56am to 10.18am during which time Councillor Copeland left the meeting.

## MARINA

### 10. Nelson Marina Strategy

Document number R5566, agenda pages 38 - 103 refer.

Parks and Facilities Asset Planner, Andrew Petheram presented the report.

Attendance: Councillor Copeland returned to the meeting at 10.19am.

In response to questions, Mr Petheram said it was hoped that interested parties would participate in the consultation process. He added that as this was a long term strategy to be implemented in stages, there would likely be ongoing opportunities for public engagement.

Resolved CS/2016/006

***THAT the report Nelson Marina Strategy (R5566) and its attachment (A1498122) be received.***

Ward/Copeland

Carried

Recommendation to Council CS/2016/007

***THAT the draft Nelson Marina Strategy (A1498122) be received;***

***AND THAT fees and charges at the Marina be increased as from 1 July 2016 as per the Consumer Price Index;***

***AND THAT the Marina Development Levy be discontinued as from 1 July 2016;***

***AND THAT an unbudgeted amount of \$30,000 be provided in the Marina Opex Account in 2015/16 to remedy existing health and safety risks;***

***AND THAT the draft Nelson Marina Strategy (A1498122) be work shopped with the Marina users, other key stakeholders, and interested parties and reported back to a future Community Services Committee prior to adoption.***

Noonan/Copeland

Carried

## **11. Community Investment Funding Panel Minutes**

Document number R5535, agenda pages 104 - 113 refer.

Group Manager Community Services, Chris Ward presented the report.

A correction to the Interests section was noted, that the second reference to 'Mr Ward' in the last sentence should be replaced with 'Mr Thomas'.

In response to a question, Mr Ward advised that overall the feedback from the community about the new Community Investment Funding Panel process had been positive.

Resolved CS/2016/008

***THAT the unconfirmed minutes of the Community Investment Funding Panel, held on 23 October 2015, be received.***

Rainey/Copeland

Carried

## **12. Youth Council Update**

Youth Councillor, Jenna Stallard advised that the Youth Council's Youth Employment Subgroup had met last week and was planning to write to the Ministry of Education about improving the careers curriculum in schools.

Youth Councillor, Taylah Shuker said that Youth Councillors had also had a Heritage Week meeting to discuss the opening of the Refinery Art Gallery, an event that would include photos taken by youth as part of last year's Heritage Week photo competition. She added that two Youth Council members were attending the District Health Board meetings to provide a youth perspective. She added that the Youth Council had also approved the Youth Council Performance Indicators, which would help measure its performance and provide a year on year comparison into the future.

## **13. Exclusion of the Public**

It was queried whether item 4 on the public excluded agenda would be more appropriately considered in public.

Attendance: The meeting adjourned from 10.36am to 10.39am

The Chairperson advised that it was necessary to consider item 4 in the public excluded meeting and councillors could consider at that time whether any parts of the item could be released to the public.

Resolved CS/2016/009

***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/Noonan

Carried

<b>Item</b>	<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Particular interests protected (where applicable)</b>
<b>1</b>	<b>Community Services Committee Meeting - Public Excluded Minutes - 3 November 2015</b>	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"> <li>• Section 7(2)(i) To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</li> </ul>
<b>2</b>	<b>Public Excluded Status Report - Community Services Committee- 1 March 2016</b>	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"> <li>• Section 7(2)(i) To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</li> </ul>
<b>3</b>	<b>Crematorium Delivery Review</b>	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"> <li>• Section 7(2)(i) To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</li> </ul>
<b>4</b>	<b>Hardstand Akersten Street - Management Options</b>	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"> <li>• Section 7(2)(i) To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</li> </ul>
<b>5</b>	<b>Community Leases - Omnibus Report</b>	Section 48(1)(a)  The public conduct of this matter would be likely to result in disclosure of	The withholding of the information is necessary: <ul style="list-style-type: none"> <li>• Section 7(2)(i) To enable the local authority to carry on, without prejudice or</li> </ul>

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
		information for which good reason exists under section 7	disadvantage, negotiations (including commercial and industrial negotiations)

The meeting went into public excluded session at 10.40am and resumed in public session at 11.35am.

**14. Re-admittance of the Public**

Resolved CS/2016/010

***THAT the public be re-admitted to the meeting.***

Rainey/Skinner

Carried

There being no further business the meeting ended at 11.36am.

Confirmed as a correct record of proceedings:

\_\_\_\_\_ Chairperson \_\_\_\_\_ Date