



AGENDA

Ordinary meeting of the

Community Services Committee

**Thursday 26 May 2016
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 room 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 Forum**5. Confirmation of Minutes**

5.1 14 April 2016

8 - 14

Document number M1830

Recommendation

THAT the minutes of the meeting of the Community Services Committee, held on 14 April 2016, be confirmed as a true and correct record.

6. Status Report - Community Services Committee - 26 May 2016**15 - 18**

Document number R5933

Recommendation

THAT the Status Report Community Services Committee 26 May 2016 (R5933) and its attachment (A1157454) be received.

7. Chairperson's Report

RECREATION AND LEISURE

8. Stoke Community and Sports Facility - Fees and Charges 19 - 25

Document number R5724

Recommendation

THAT the report Stoke Community and Sports Facility - Fees and Charges (R5724) and its attachment (A1546950) be received;

AND THAT the Stoke Community and Sports Facility Fees and Charges as per Attachment 1 (A1546950) of Report R5724 be approved for 2016/17.

COMMUNITY DEVELOPMENT

9. Funding Reallocation for Youth Activities in 2016/17 26 - 29

Document number R5897

Recommendation

THAT the report Funding Reallocation for Youth Activities in 2016/17(R5897) be received.

Recommendation to Council

THAT the \$100,000 allocated to the Youth and Community Facilities Trust in the 2016/17 draft Annual Plan be reallocated to youth activities for 2016/17 only, in alignment with Community Investment Fund processes;

AND THAT the funding be allocated in line with the Youth section of Council's Social Wellbeing Policy 2011 and the Community Assistance Policy 2015;

AND THAT Council engages with stakeholders in the youth sector to develop a Youth Strategy to guide future Council support for youth development and activities.

REPORTS FROM COMMITTEES

10. Nelson Youth Council Update

Youth Councillors Keegan Phipps and Alana James will provide an update on Youth Council activities.

11. Youth Council Minutes – 22 March 2016 30-35

Document number M1782

Recommendation

THAT the minutes of a meeting of the Nelson Youth Council, held on 22 March 2016, be received.

12. Youth Council Minutes – 13 April 2016 36-40

Document number M1826

Recommendation

THAT the minutes of a meeting of the Nelson Youth Council, held on 13 April 2016, be received.

13. Community Investment Funding Panel - 15 April 2016 41-50

Document number A1452812

Recommendation

THAT the unconfirmed minutes of a meeting of the Community Investment Funding Panel, held on 15 April 2016, be received.

PUBLIC EXCLUDED BUSINESS

14. 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 Minutes - 14 April 2016	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)(a) To protect the privacy of natural persons, including that of a deceased person.
2	Status Report - Community Services Committee - 26 May 2016	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	Stoke Community and Sports Facility - User Agreements	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	Community lease - Get Moving, Saxton Field	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)

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
5	Community lease - Tahunanui Community Centre	<p>Section 48(1)(a)</p> <p>The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7</p>	<p>The withholding of the information is necessary:</p> <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)

11. Re-admittance of the public

Recommendation

THAT the public be re-admitted to the meeting.

Note:

- Youth Councillors Keegan Phipps and Alana James will be in attendance at this meeting.

Minutes of a meeting of the Community Services Committee

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

On Thursday 14 April 2016, commencing at 12.42pm

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

In Attendance: Councillors I Barker, K Fulton and B McGurk, Group Manager Infrastructure (A Louverdis), Group Manager Community Services (C Ward), Manager Communication and Acting Manager Libraries and Heritage Facilities (P Shattock), Manager Administration (P Langley), Administration Adviser (E-J Ruthven) and Youth Councillors (D Leaper and E Edwards)

1. Apologies

There were no apologies.

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 Cynthia McConville

Cynthia McConville spoke about the contract CLM Fitness had with Nelson City Council for Riverside Pool. She suggested that Riverside Pool's practice of allowing freedom campers to use the changing facilities may be in contravention of its contract with Council.

In response to questions, Ms McConville said that there were limited showers available for gym and pool users, and when freedom campers used the facilities, they were not available for use by gym and pool users. She added that freedom campers should be directed to use the showers at the superloo in Montgomery Square instead.

In response to further questions she confirmed that adult admission to Riverside Pool was \$5, but that staff were charging freedom campers \$3 to use the showers.

Attendance: The meeting adjourned for lunch from 12.49pm to 1.17pm, during which time Her Worship the Mayor and Councillor Matheson left the meeting.

5. Confirmation of Minutes

5.1 1 March 2016

Document number M1737, agenda pages 8 - 15 refer.

Resolved CS/2016/011

THAT the minutes of the meeting of the Community Services Committee, held on 1 March 2016, be confirmed as a true and correct record.

Ward/Lawrey

Carried

6. Status Report - Community Services Committee - 14 April 2016

Document number R5720, agenda pages 16 - 18 refer.

Attendance: Her Worship the Mayor and Councillor Matheson returned to the meeting at 1.19pm.

Resolved CS/2016/012

THAT the Status Report Community Services Committee 14 April 2016 (R5720) and its attachment (A1157454) be received.

Rainey/Noonan

Carried

7. Chairperson's Report

There was no Chairperson's Report.

RECREATION AND LEISURE

8. Community Services Fees and Charges

Document number R4753, agenda pages 19 - 40 refer.

Manager Operations, Peter Anderson, presented the report. He said that the initial sentence under section 9: Broadgreen House should be updated to read "following a review, fees are now retained by Council".

In response to a question, Mr Anderson explained that higher fees for larger numbers of competitors at the Tahunanui Sport Field was as a result of larger numbers of competitors having a greater impact on the park.

There was a discussion regarding proposed fees for Saxton Stadium and Saxton Oval, and it was noted that the same description was used several times in the Pavilion Hire column, but with different prices listed against each.

Attendance: The meeting adjourned from 1.30pm to 1.31pm.

It was agreed that the item would lie on the table until later in the meeting, to enable further information to be gathered.

Attendance: Her Worship the Mayor left the meeting at 1.33pm.

9. Asset Management Planning Update for Parks and Reserves Asset Management Plan 2018 - 2028

Document number R5427, agenda pages 41 - 47 refer.

Andrew Petheram presented the report.

In response to a question, he explained that the reference to development of a raised boardwalk at Tahuna Beach Reserve was in relation to providing access from the beach camp to the beach, but that work was also continuing in relation to providing wheelchair access to the beach.

It was further noted that submissions to the draft Annual Plan 2016/17 had been received regarding outdoor gym equipment in the Stoke area.

Resolved CS/2016/013

THAT the report Asset Management Planning Update for Parks and Reserves Asset Management Plan 2018 - 2028 (R5427) and its attachment A1509547 be received and updates noted.

Rainey/Ward

Carried

COMMUNITY DEVELOPMENT

10. Youth Services Options and Priorities - Update

Document number R5764, agenda pages 48 - 48 refer.

Group Manager Community Services, Chris Ward, presented the report. He said that work was on-going with different organisations and youth providers, but that more time was required to assess and identify youth options and priorities, and understand gaps in the provision of youth services.

In response to questions, Mr Ward explained that clarity was required in terms of a strategy for youth. He said that the Social Wellbeing Policy was due for review in 2018, but that a youth strategy could be developed separately to this.

In response to further questions, Mr Ward confirmed that there were youth representatives on the Youth and Community Facilities Trust, and said that the report would be brought to the next Community Services Committee meeting.

Resolved CS/2016/014

THAT the report Youth Services Options and Priorities - Update (R5764) be received.

Rainey/Skinner

Carried

REPORTS FROM COMMITTEES

11. Nelson Youth Council - Update

Youth Councillors Daniel Leaper and Emma Edwards provided an update on Nelson Youth Council activities, including the Creative Communities Scheme, the provision of a Youth Council Award for Rockquest, a review of the Community Youth Award, a letter written to the Minister of Education to ask for greater careers education support in schools, and a youth survey being undertaken to inform the Youth Council submission to the draft Annual Plan 2016/17. They further noted a photography exhibition underway at The Refinery as part of Heritage Week activities.

12. Nelson Youth Council - 19 October 2015

Document number M1539, agenda pages 49 - 54 refer.

Resolved CS/2016/015

THAT the minutes of a meeting of the Nelson Youth Council, held on 19 October 2015, be received.

Rainey/Copeland

Carried

13. Nelson Youth Council - 9 February 2016

Document number M1694, agenda pages 55 - 60 refer.

Resolved CS/2016/016

THAT the minutes of a meeting of the Nelson Youth Council, held on 9 February 2016, be received.

Rainey/Copeland

Carried

14. Nelson Youth Council - 2 March 2016

Document number M1742, agenda pages 61 - 67 refer.

Resolved CS/2016/017

THAT the minutes of a meeting of the Nelson Youth Council, held on 2 March 2016, be received.

Rainey/Copeland

Carried

15. Exclusion of the Public

Resolved CS/2016/018

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/Copeland

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 - Public Excluded Minutes - 1 March 2016	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).

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
2	Public Excluded Status Report - Community Services Committee - 14 April 2016	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	Nelson Arts Festival Transition Group Membership Attachments include personal information of potential members.	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)(a) To protect the privacy of natural persons, including that of a deceased person.

The meeting went into public excluded session at 1.54pm and resumed in public session at 2.05pm.

16. Re-admittance of the Public

Resolved CS/2016/019

THAT the public be re-admitted to the meeting.

Rainey/Ward

Carried

Community Services Fees and Charges - Continued

Document number R4753, agenda pages 19 - 40 refer.

Manager Operations, Peter Anderson, tabled replacement pages from attachment one, relating to Saxton Stadium, Saxton Oval and Broadgreen House (A1537219).

He explained that headings in the table included in the agenda had been missing, and the tabled document separated the descriptions into different hire categories for private functions, non commercial/cultural and community events, and commercial use. He explained how these categories influenced the different hire prices.

In response to a further question, he explained that the hire fee for weddings reflected that additional cleaning costs were required following use of venues for this purpose.

Resolved CS/2016/020

THAT the report Community Services Fees and Charges (R4753) and its attachment (A1507700) be received;

AND THAT the proposed fees and charges as detailed in attachment 1 (A1507700) of Report R4735 be approved effective 1 July 2016;

AND THAT minor corrections be undertaken as outlined through the meeting and these be communicated back via the Councillors' newsletter;

AND THAT it be noted that the charging regime for the Golf Course will be brought to a future Committee meeting;

AND THAT it be noted that the charging regime for the Trafalgar Centre will be brought to a future Committee meeting;

AND THAT it be noted that the charging regime for Nelson Public Libraries will be brought to a future Committee meeting.

Rainey/Copeland

Carried

Attachments

1 A1537219 - Tabled document

There being no further business the meeting ended at 2.16pm.

Confirmed as a correct record of proceedings:

_____ Chairperson _____ Date

REPORT R5933

Status Report - Community Services Committee - 26 May 2016

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 26 May 2016 (R5933) and its attachment (A1157454) be received.

Shailey Burgess
Administration Adviser

Attachments

- Attachment 1: A1157454 - Status Report - Community Services Committee - 26 May 2016

<div> <div>Outstanding Actions</div> <div>Status Report - Community Services Committee – 26 May 2016</div> </div>				
MEETING DATE	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS
20 November 2014	Tahuna Beach Camp Incorporated Annual Report (referred from Council)	Resolved CS/2014/010 <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.	Chris Ward	Council workshop held on 8 March. Further financial modelling being undertaken. Report being drafted for a future committee meeting. Ongoing
26 February 2015	Matai/Mahitahi Walkway - Request for Name Change	Resolved CS/2015/007 <u>AND THAT</u> an interpretation panel is installed at a suitable location funded by the Nelson 2000 Trust.	Andrew Petheram	No further correspondence has been received from the RSA. Ongoing
22 May 2015	Arts Fund - Approval of Concepts	Resolved CS/2015/004 <u>THAT</u> the report Arts Fund - Approval of Concepts (R4133) and its attachments (A1338048) be received; <u>AND THAT</u> the following concepts for possible artwork are approved; <ul style="list-style-type: none"> • Hinake • Rock Hoppers • Rocks in the Sky • Sails • Stack • Welcome Cloak <u>AND THAT</u> the approved concepts are further considered by Council's Arts Selection Panel for commissioning from the Arts Fund.	Shanine Hermesen	Resource consents have been obtained for both the Welcome Cloak and Rocks in the Sky artworks, these are looking to be installed by the end of the calendar year. Complete

Outstanding Actions

Status Report - Community Services Committee – 26 May 2016

02 July 2015	Stoke Community and Sports Facility	<p>Resolved CS/2015/017</p> <p>AND THAT 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>	Alec Louverdis	<p>Officers are undertaking a comprehensive Section 17A relating to management of Council's facilities, specifically looking at packing all venues into one management contract.</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 on the charging regime and brought back to a future Community Services Committee meeting.</p>	Chris Ward	<p>Discussions ongoing with Golf Club to identify way forward. Draft MoU is being finalised and will be brought to the Community Services Committee for approval. Further work being carried out to understand Trafalgar Centre booking configurations and costs for Trafalgar Park.</p> <p>Ongoing</p>

Outstanding Actions

Status Report - Community Services Committee – 26 May 2016

14 April 2016	Community Services Fees and Charges	<p>Resolved CS/2016/020</p> <p><u>THAT</u> the report Community Services Fees and Charges (R4753) and its attachment (A1507700) be received;</p> <p><u>AND THAT</u> the proposed fees and charges as detailed in attachment 1 (A1507700) of Report R4735 be approved effective 1 July 2016;</p> <p><u>AND THAT</u> minor corrections be undertaken as outlined through the meeting and these be communicated back via the Councillors’ newsletter;</p> <p><u>AND THAT</u> it be noted that the charging regime for the Golf Course will be brought to a future Committee meeting;</p> <p><u>AND THAT</u> it be noted that the charging regime for the Trafalgar Centre will be brought to a future Committee meeting;</p> <p><u>AND THAT</u> it be noted that the charging regime for Nelson Public Libraries will be brought to a future Committee meeting.</p>	Peter Anderson	<p>Fees and Charges for Golf Course, Trafalgar Centre and Nelson Public Libraries will be prepared in due course and brought to future committee meetings.</p> <p>Ongoing</p>
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Stoke Community and Sports Facility - Fees and Charges

1. Purpose of Report

- 1.1 To approve fees and charges for general hire for the Stoke Community and Sports Facility for 2016/17 to apply on commissioning and occupation of the building.

2. Delegations

- 2.1 The Community Services Committee's area of responsibility covers the provision and operation of recreation and leisure facilities, parks and reserves.
- 2.2 Officers have delegated authority to set fees and charges, however officers are of the view that approval via the relevant committee is appropriate – in this case the Community Services Committee.

3. Recommendation

THAT the report Stoke Community and Sports Facility - Fees and Charges (R5724) and its attachment (A1546950) be received;

AND THAT the Stoke Community and Sports Facility Fees and Charges as per Attachment 1 (A1546950) of Report R5724 be approved for 2016/17.

4. Background

- 4.1 The Stoke Community and Sports Facility at Greenmeadows is a major project approved by Council.
- 4.2 Resource consent has been secured and detailed design complete.
- 4.3 Expressions of Interest for the construction of the facility have been called, evaluated and five companies have been short-listed. Detailed pricing is underway.

- 4.4 Council has also approved the relocation of stormwater across the site and this tender has been let and awarded. Work will commence as soon as practical to align with the pending building work.
- 4.5 It is anticipated that construction on the building will commence in September 2016.
- 4.6 It is now appropriate for the fees and charges to be set and approved.
- 4.7 The Community Services Committee resolved as below and in this matter officers are undertaking a comprehensive Section 17A review relating to management of Council's facilities, specifically looking at packing all venues into one management contract. This review is underway and it is not anticipated that this will affect the fees and charges for 2016/17.

AND THAT 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;

5. Discussion

- 5.1 The facility is first and foremost a community facility and comprises 9 rooms for use by the community.
- 5.2 In arriving at the general fees and charges for the facility in 2016/17, the proposed fees and charges have been set and assessed against the current Revenue and Financing Policy (Premier Park) – the same as for the Saxton Oval and Trafalgar Stadium – at 80-90% from general rates and 10-20% from user charges.
- 5.3 The proposed fees and charges for general use are as shown in Attachment 1. This attachment also shows a comparison of fees and charges for Saxton Oval Pavilion and Trafalgar Pavilion for the main halls respectively (based on the same per m2 rate).

Options

- 5.4 The options are to approve or not the proposed fees and charges.

6. Alignment with relevant Council policy

- 6.1 Setting fees and charges is not inconsistent with previous Council decisions.
- 6.2 Council have approved this project as part of the Long-Term Plan and work is well advanced.

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

- 7.1 The recommendations outlined in the report are not considered significant in terms of the Council's Significance and Engagement Policy.

8. Consultation

- 8.1 No consultation has been undertaken in setting fees and charges for general use.

9. Inclusion of Māori in the decision making process

- 9.1 Māori have not specifically been consulted on this issue.

10. Conclusion

- 10.1 The Stoke Community and Sports Facility project is well advanced with the next phase being the construction phase.
- 10.2 It is timely to consider and approve fees and charges for the facility in anticipation of opening of the facility.

Alec Louverdis

Group Manager Infrastructure

Attachments

Attachment 1: A1546950 - Greenmeadows Community Centre Fees 2016-17 comparisons

Stoke Community and Sports Facility – Greenmeadows

Revenue and Financing Policy:

80–100% General Rates

0–20% User charges.

All fees are GST inclusive

Community Centre Hire (Ground Floor)			
Main Hall	Green Meadows	Saxton Oval Pavilion	Trafalgar pavilion
Private Social Functions			
Main Hall (includes kitchen)	184 m ²	190 m ²	220 m ²
Full Hall Hire (all day)	\$552	Range \$370 - \$742	\$655
Full Main Hall Hire (half day)	\$364		
Half Main Hall Hire (all day)	\$182		
Half Main Hall Hire (half day)	\$91		
Meeting Non – Commercial /Cultural			
Full Main Hall Hire (all day)	\$364		
Full Main Hall Hire (half day)	\$240		
Half Main Hall Hire (all day)	\$120		
Half Main Hall Hire (half day)	\$60		
Commercial Use (Seminars or Expos)			
Full Main Hall Hire (all day)	\$644		
Full Main Hall Hire (half day)	\$425		
Half Main Hall Hire (all day)	\$212		
Half Main Hall Hire (half day)	\$140		

Ground Floor Function Room			
Commercial Use (Seminars or Expos)			
Function room (all day)	\$360		
Function room (half day)	\$238		
Function room (Evening)	\$260		
Breakout room 2	\$80 (full day) \$40 (half day/evening)		
Meeting-Non Commercial/Cultural and Community Events			
Function room (all day)	\$205		
Function room (half day)	\$135		
Function room (Evening)	\$147		
Breakout room 2	\$46 (full day) 23 (half day/evening)		
Private Social Functions (Weddings/Birthdays)			
Function room (all day)	\$310		
Function room (half day)	\$204		
Function room (Evening)	\$222		
Breakout room 2	\$70 (full day) 35 (half day/evening)		
Large Community Room			
Commercial Use (Seminars or Expos)			
Large Community room (all day)	\$298		
Large Community room (half day)	\$196		
Large Community room (Evening)	\$215 (+9% for evening)		
Small Community room 2	\$64 (full day) 32 (half day/evening)		
Meeting-Non Commercial/Cultural and Community Events			
Large Community room (all day)	\$168		

Large Community room (half day)	\$111		
Large Community room (Evening)	\$121		
Small Community room 2	\$42 (Full day) 21 (half day/evening)		
Private Social Functions (Weddings/Birthdays)			
Large Community room (all day)	\$255		
Large Community room (half day)	\$168		
Large Community room (Evening)	\$183		
Small Community room	\$54 (full day) \$27 half day/evening)		
Upper Floor			
Upper Floor Function Room (Includes Bar and Kitchenette and Southern Deck)			
Commercial Use (Seminars or Expos)			
Upper Floor Function room (all day)	\$325		
Upper Floor Function room (half day)	\$215		
Upper Floor Function (Evening)	\$234		
Meeting-Non Commercial/Cultural and Community Events			
Upper Floor Function room (all day)	\$214		
Upper Floor Function room (half day)	\$141		
Upper Floor Function room (Evening)	\$154		
Private Social Functions (Weddings/Birthdays)			
Upper Floor Function room (all day)	\$279		
Upper Floor Function (half day)	\$184		
Upper Floor Function room (Evening)	\$200		
Upper Floor Breakout Room (and Northern Deck)			
Commercial Use (Seminars or Expos)			

Upper Floor Function room (all day)	\$182		
Upper Floor Function room (half day)	\$120		
Upper Floor Function (Evening)	\$130		
Private Social Functions (Weddings/Birthdays)			
Upper Floor Breakout room (all day)	\$156		
Upper Floor Breakout room (half day)	\$103		
Upper Floor Breakout room Function (Evening)	\$112		
Meeting-Non Commercial/Cultural and Community Events			
Upper Floor Breakout room (all day)	\$120		
Upper Floor Breakout room (half day)	\$79		
Upper Floor Breakout room Function (Evening)	\$86		

Funding Reallocation for Youth Activities in 2016/17

1. Purpose of Report

- 1.1 To consider options for the reallocation of funding budgeted for the Youth and Community Facilities Trust towards funding of youth activities for the 2016/17 year.

2. Delegations

- 2.1 The Community Services Committee has the area of responsibility for community development.

3. Recommendation

THAT the report *Funding Reallocation for Youth Activities in 2016/17(R5897)* be received.

Recommendation to Council

THAT the \$100,000 allocated to the Youth and Community Facilities Trust in the 2016/17 draft Annual Plan be reallocated to youth activities for 2016/17 only, in alignment with Community Investment Fund processes;

AND THAT the funding be allocated in line with the Youth section of Council's Social Wellbeing Policy 2011 and the Community Assistance Policy 2015;

AND THAT Council engages with stakeholders in the youth sector to develop a Youth Strategy to guide future Council support for youth development and activities.

4. Background

- 4.1 Council has been formally supporting youth social services and recreational activities out of 'The Hub', the 'New Hub' and later 'The Truck' since 2002.

Youth and Community Facilities Trust (YCT) have provided governance and management over this time.

- 4.2 Council's original intent was to support a youth one stop shop (YOSS) in conjunction with other funders for a youth focused space with health, employment support, café, art and recreation activities that catered to a wide youth audience. In more recent years, without a youth specific venue, Council's funding for the Youth and Community Facilities Trust was allocated to recreation activities through the Truck and supporting the Manager position.
- 4.3 YCT presented a proposal to Council in October 2015 requesting an increase in investment to continue their service. Officers and the Mayor met with the YCT Board to try and find a way forward using the existing budget provision within the LTP. Having considered its options, the Youth and Community Facilities Trust notified Council on 16 May 2016 of its intention to wind up the organisation at the end of the 2016/17 financial year.
- 4.4 YCT was to be supported financially by Council with an allocation of \$100,000 in the 2016/17 draft Annual Plan. Council needs to consider if and how it wishes to continue to support youth activities with that budget allocation.
- 4.5 Separately, officers have consulted with several stakeholders who have identified the need for Council to clearly identify the outcomes that it is seeking from investing funds into youth development activities. This would seem to require the development of a youth strategy.

5. Discussion

- 5.1 Council has identified through the draft Annual Plan 2016/17 that it wishes to engage with youth and providers of youth services and identify key needs and priorities for young people and how Council can best contribute to meeting these. This work will take place in 2016/17.
- 5.2 Concurrently with this strategic thinking around youth, officers recommend reallocating the \$100,000 budgeted for YCT to ensure youth activities can continue in the 2016/17 financial year.
- 5.3 It is recommended the funding is allocated through a process in line with community investment funding for one year only. It would be made clear that this funding is for one year only so it does not become an expectation for this to continue after 2016/17.
- 5.4 Interested groups would be asked to provide an Expression of Interest which the Community Investment Panel would then assess and invite groups to submit a full application for assessment and allocation of funding. This will allow any organisation to submit a proposal based on community need and funding can be allocated through a robust and proven process within the community investment fund framework.
- 5.5 To ensure funding allocations align with Council's current priorities for Youth, the Youth section of the Social Wellbeing Policy 2011 will be used to

guide the allocation of funding in addition to criteria in the Community Assistance Policy. Groups must be able to demonstrate a link to Council's community outcomes and priorities for youth in the Social Wellbeing Policy such as leisure and recreation opportunities and social connectedness.

- 5.6 The allocation of funding towards youth development for one year through the community investment fund process will allow strategic thinking to take place for the long term focus around youth development whilst allowing for the continuation of provide services to young people.

6. Options

- 6.1 Option 1 is for Council not to spend the \$100,000 draft Annual Plan allocation for the 2016/17 year and to undertake engagement around priorities for Council's continued support of youth activities. This would result in a gap in service for youth activities in the 2016/17 year and is not recommended.
- 6.2 Option 2 is for officers to contract service providers directly to undertake youth activities for 2016/17. This option means that there would be no gap in services, however bears scrutiny to how funding is allocated and may not encompass ideas that could come forward through an expression of interest process. This option is not recommended.
- 6.3 Option 3 is to allocate the \$100,000 through the community investment fund process in line with the Youth section of the Social Wellbeing Policy 2011 and the Community Assistance Policy 2015. There is a potential risk this might set up an expectation this funding would be available in future years; this is offset by being able to allocate funding through a robust process, and it can be made clear during the process that it is for 2016/17 only. This is the recommended option.
- 6.4 It is also recommended that Council consider the development of a Youth Strategy in line with the outcomes of the engagement as set out in 2016/17 the draft Annual Plan 2016/17.

7. Alignment with relevant Council policy

- 7.1 The report aligns with Council's Long Term Plan 2015-25, the Community Partnerships Activity Management Plan 2015-2025 and the objectives set out in the draft Annual Plan 2016/17.
- 7.2 Council's Social Wellbeing Policy and Nelson 2060 have been taken into account in the preparation of this report. The recommendations in this report align with the objectives of the Youth section of the Social Wellbeing Policy.

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

- 8.1 This is a decision of low significance in terms of the Council's Significance and Engagement Policy.

9. Consultation

9.1 No consultation has been completed in the preparation of this report.

10. Inclusion of Māori in the decision making process

10.1 Maori were not specifically consulted in the writing of this report.

11. Conclusion

11.1 Council has a commitment to support youth initiatives as evidenced by its current activity.

11.2 Council wants to better understand what the priorities in the youth space are to guide future support for this activity.

11.3 Officers recommend allocating the budgeted \$100,000 (for the Youth and Community Trust) toward youth initiatives for the 2016/17 year through the community investment fund process, whilst engaging with stakeholders on the future support by Council for this activity.

Shanine Hermsen

Manager Community Partnerships

Attachments

Nil

Minutes of a meeting of the Nelson Youth Council

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

On Tuesday 22 March 2016, commencing at 1.02pm

Present: S McIlroy (Chairperson), D Leaper, E Ang, K Phipps, E Edwards, H Goldthorpe, J Stallard, C Collins, B Rumsey, L Wilkes, S Kuo, A James, I Lorandi, J Alison, F Sawyer, J Lankshear and A Tonks

In Attendance: Councillor M Lawrey, Social Wellbeing Adviser (R Large), Community Services Cadet (G Thawley) and Administration Adviser (E-J Ruthven)

Apologies: Z Palmer, M Dahal, and T Shuker (for attendance), and C Collins and J Alison (for lateness)

The Chairperson explained there would be two additional items relating to Roading Issues and the Community Youth Volunteer Awards.

1. Apologies

The apologies were noted.

2. Confirmation of Minutes

2.1 2 March 2016

Document number M1742, agenda pages 4 - 10 refer.

Resolved YC/2016/007

THAT the minutes of the meeting of the Nelson Youth Council, held on 2 March 2016, be confirmed as a true and correct record.

Leaper/Phipps

Carried

3. Nelson City Council Communications

Nellie Tuck, Nelson City Council Communications Adviser, gave an overview of the Council communications team, including the publication

M1782

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Nelson Youth Council Minutes - 22 March 2016

of Live Nelson. She said that she looked after community partnerships, and would be the main contact for any Youth Council-related articles for Live Nelson.

In response to a question, she said that, if Youth Council wished to raise the media profile of an issue, to liaise with Rachael Large in the first instance, who would then work with her. She reminded Youth Council that there was a regular article in Live Nelson, and highlighted opportunities to use photos alongside this.

In response to a further question, she said it was possible to link the Youth Council facebook page with other Council pages.

4. Roading Issues

Team Leader Roading and Solid Waste, Marg Parfitt, joined the meeting, to answer questions in relation to roading projects between Tahunanui and the city centre.

In response to questions, Ms Parfitt explained the parameters of the Haven Precinct and City to Sea projects, which together would connect the area from the Plant and Food building back to the city. She said that the Rocks Road Walking and Cycling project, which would link Tahunanui to the Plant and Food Building, was currently on hold due to further investigation by the New Zealand Transport Agency (NZTA) into the Nelson Southern Link.

In response to a further question, she said that Council maintained the footpath above the Tahuna seawall, but that the seawall itself was owned by NZTA, and Council could not take much action in this area. She added that the Rocks Road Walking and Cycling project included consideration of improving access for all users to the seawall.

Youth councillors discussed the proposed submission the draft Annual Plan 2016/17 relating to seating on Rocks Road, and whether to include this, given that there was little Council could do on Rocks Road at this time. In response to a question, Ms Parfitt noted the difficulties involved with undertaking amenity projects on Rocks Road, due to the lane-width requirements for state highways.

5. Annual Plan 2016-2017

Ben Rumsey spoke about the Nelson Youth Council submission to the draft Annual Plan 2016/17. He said that he had collated the submission, but that several issues required further discussion, including whether to include reference to the Tahunanui seawall seating, and the idea regarding moving the Elma Turner Library to Civic House.

Youth councillors discussed the location of the library. It was noted that there was a diversity of opinion on this issue amongst youth, and it was suggested that this would be an appropriate question for the survey to be undertaken prior to the Annual Plan hearing. It was agreed that the

issue would be included in the submission as an important issue for youth, noting that there was a diversity of opinion.

Attendance: C Collins joined the meeting at 1.27pm.

There was discussion regarding lighting on the Railway Reserve. It was noted that this had been included in previous submissions, but had not yet been implemented. There was general support for including lighting on the Stoke section in the submission.

There was a discussion regarding the Tahunanui seawall, and agreement that a general submission supporting better seating and access to the seawall in the future be included in the submission.

There was a further discussion regarding future Black Caps cricket games at Saxton Oval, and there was agreement to include a submission in support of this.

It was noted that there would be an opportunity to discuss the submission further following the meeting, in particular in relation to careers education, and connections with Nelson youth.

5. Youth Photograph

Carys Collins outlined an idea for a photography project focusing on fostering positive body images for youth. She suggested that youth could have photos taken for a small cost, with any funds raised to go to the Mental Health Foundation or similar charity.

Attendance: J Alison joined the meeting at 1.33pm.

In response to a question, she suggested putting a team together and running this as a Youth Council project.

Youth councillors discussed the proposed project. Several youth councillors indicated support for the project, but queried whether Youth Council had capacity to take on another project, and whether it would be better run by school Student Councils.

It was agreed that Youth Council would not run this project, but interested youth councillors were requested to email Carys Collins to consider pursuing this project through school Student Councils.

6. Rockquest Award

Daniel Leaper spoke about the 2016 Rockquest Event, and explained that previously Youth Council had provided an award for crowd involvement. He said that the award provided good promotion for Youth Council, and provided a chance to support local bands.

It was noted that the award had initially been established as a method of promoting awareness of Youth Council.

It was further noted that in previous years, Youth Council had worked with the Tasman Youth Council, but there had been communication challenges in the past.

It was agreed that Youth Council would again provide an award for Rockquest, and the tasks involved with doing so were noted. Interested youth councillors indicated their desire to be involved.

It was agreed to discuss involvement by Tasman Youth Council at a later stage.

7. Trustpower Community Awards

Social Wellbeing Adviser, Rachael Large, spoke about the Trustpower Community Awards. She outlined the nomination criteria, and noted that Youth Council had previously won awards. She added that all nominees were invited to attend the Awards evening, which provided a good chance to network with other community groups.

Youth councillors discussed whether to nominate Youth Council for the Awards, and whether any other voluntary groups should also be nominated by Youth Council. It was noted that individual youth councillors were also able to nominate any further groups outside of the Youth Council meeting.

Following discussion it was agreed to nominate Youth Council, the Nelson Hospice Shop, the Nelson College for Girls Refugee Support Group, Broadgreen Historic House volunteers, Youth in Emergency Services and Land, Search and Rescue for the Awards.

8. Council Meet and Greet

Jordan Lankshear spoke about the details for the Council Meet and Greet session on 24 March 2016, and encouraged youth councillors to be prepared to discuss various issues with councillors.

9. Heritage Week exhibition

Keegan Phipps provided an update regarding the Heritage Week exhibition. He said that invites had been sent, and provided details regarding music and glassware organised for the event.

He invited interested youth councillors not otherwise involved in the organisation of the event to assist on the night.

10. Double the quota

Isabella Lorandi spoke about the Murdoch Stevens presentation held on 14 March 2016. She outlined the key points made, and offered to provide interested youth councillors with resources handed out on the night.

11. Community Youth Volunteer Award

Keegan Phipps led a discussion regarding the method of nominations for the Community Youth Volunteer Awards. He outlined suggested changes for the nomination process.

It was noted that youth councillors were to speak with the Deputy Principals and Student Councils at their respective schools, and that a sub-group meeting might need to be held during the school holidays to proceed with this issue further.

It was further noted that, if any changes to the process were agreed to, Youth Council should be clear in its response to Council as to what capacity Youth Council had to be a part of the process.

12. Council Meetings

12.1 Governance Committee meeting – 3 March 2016

Fynn Sawyer and Luke Wilkes spoke about the Governance Committee meeting they attended on 3 March 2016. They outlined the public forum presentation given in relation to the Trafalgar Centre.

13. General Business

The following items were noted:

- Youth councillor attendance at upcoming Council and Committee meetings was confirmed;
- It was noted that Councillor Matheson had approached Youth Council for ideas for celebrating the 175th anniversary of Nelson in 2017, and youth councillors were asked to bring ideas to the next Youth Council meeting;
- It was noted that Taylah Shuker had been asked to speak about Youth Council activities as part of her address to the Sister Cities Conference. Youth councillors were asked to provide ideas and feedback directly to Taylah;
- It was advised that there was an opportunity for communication skills training for youth councillors, and youth councillors indicated their interest in taking part. It was suggested that an appropriate time for the training would be Friday 13 May, immediately following the Youth Council meeting;
- It was noted that four youth councillors would be attending the South Island Youth Council Hui on 27 April, and that it was not yet clear whether a Top of the South Youth Council Forum would take place during the July school holidays;
- It was noted that the provisional membership period had passed and that all youth councillors were now full members. It was

further noted that youth councillors were engaged in a high level of activity but the importance of reading and responding to emails was emphasised;

- It was noted that Youth Nelson was interested in having a presentation on Wednesday 6 April at 1.00pm, from up to two youth councillors regarding the Youth Council Survey. Interested youth councillors indicated their availability to present;
- It was noted that Youth Council's submission to the draft Annual Plan would likely be heard on Tuesday 3 May at 9.10am.

There being no further business the meeting ended at 2.35pm.

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 Wednesday 13 April 2016, commencing at 1.00pm

Present: F Sawyer (Chairperson), D Leaper, E Ang, T Shuker, S McIlroy,
K Phipps, H Goldthorpe, E Edwards, J Stallard, C Collins, M
Dahal, B Rumsey, L Wilkes, A James, S Kuo, I Lorandi, J
Alison, J Lankshear and A Tonks

In Attendance: Councillors M Lawrey and P Rainey, Social Wellbeing Adviser (R
Large), Community Services Cadet (G Thawley), and
Administration Advisers (S Burgess and J McDougall)

Apologies: E Edwards, J Stallard and S Kuo (for lateness)

1. Apologies and Resignation

The apologies were noted.

Fynn Sawyer advised that Zoe Palmer had resigned from the Youth
Council and noted appreciation for her contribution.

2. Confirmation of Minutes

2.1 22 March 2016

Document number M1782, agenda pages 4 - 9 refer. It was noted that a
correction was required to the spelling of Taylah Shuker's surname.

Resolved YC/2016/008

***THAT the amended minutes of the meeting of the
Nelson Youth Council, held on 22 March 2016, be
confirmed as a true and correct record.***

Leaper/Phipps

Carried

Nelson Youth Council Minutes - 13 April 2016

3. Sonic and Masked Parade

Axel de Maupeou, Team Leader Festivals, advised that this year's Masked Parade would be on 21 October 2016, which is the Friday before Labour weekend.

Mr de Maupeou said that the name of the Masked Parade coordinator was likely to be known on Friday 15 April 2016 and the coordinator would be introduced at the next Youth Council meeting. He added the coordinator's role was to liaise with the Youth Council and focus on and streamline youth engagement in the Masked Parade.

Mr de Maupeou also advised that he would be looking after all youth events for the next year.

4. Trafalgar Centre

Councillor Rainey provided background information on the Trafalgar Centre and answered questions from the Youth Councillors regarding funding, the Trafalgar Theatre, the current developments and the events scene in Nelson.

5. Annual Plan 2016/17

Ben Rumsey advised that he had received survey results from five Youth Councillors and asked that the rest of the results be sent to Ms Large by 15 April 2016.

Mr Rumsey noted that from the 161 surveys received so far, 83% opposed the possible Library move and 78% supported the gondola project.

Social Wellbeing Adviser, Rachael Large, advised that the Youth Council would have the opportunity to speak to Council on their submission at 9.00am on Wednesday 4 May 2016. Ben Rumsey coordinated Youth Councillors who wished to speak to the submission.

Attendance: Emma Edwards and Jenna Stallard joined the meeting at 1.44pm

6. Rockquest Award

Jordan Lankshear led a discussion about current actions for the Youth Council Rockquest Award for 2016.

Youth Councillors indicated they wished to work with the Tasman Youth Council (TYC) on Rockquest, agreeing that this was not dependant on any financial contribution from TYC.

Taylah Shuker was asked to talk to the TYC to see if they would like to work with the Nelson Youth Council on Rockquest and if so, if they would also like to contribute financially to the Rockquest Award.

It was decided to do the same as last year and make the award for crowd participation, and for the award to be a \$200 voucher from the Rock Shop.

The group discussed how best to promote the Youth Council award to the bands, including use of Facebook.

It was noted that there was an opportunity to promote the award at 6pm on 14 May 2016 when the heats started.

Councillor Rainey agreed to contact Jordan Lankshear with a list of registered Rockquest bands so that Youth Council could contact the bands directly.

Several Youth Council members were interested in talking about the award at the heats and also in presenting the award. It was noted that if the Tasman Youth Council wished to work on Rockquest, they may also wish to be part of the promotion and award ceremony.

Jordan Lankshear agreed to email Youth Council members about promotion of Rockquest at Nelson College in case other schools wished to do something similar.

7. Council Meet and Greet

Jordan Lankshear provided an update from the Councillor meet and greet on 24 March 2016.

8. Heritage Week Exhibition

Keegan Phipps provided a brief update about the exhibition opening today at 5pm at the Refinery. He said the exhibition was on for two weeks and entry was free.

Ms Large encouraged Youth Councillors to promote the People's Choice Award for the exhibition.

9. Youth Employment

Fynn Sawyer provided an update on the meeting with Mayor Reese on 4 April 2016 regarding the Youth Council letter to the Minister of Education on the topic of career support at schools.

It was noted that in the second week of the school holidays the Youth Employment group was meeting.

10. Creative Communities Local Funding Scheme Panel

Daniel Leaper spoke about the Creative Communities Local Funding Scheme Panel meeting he attended on 24 March 2016 and the process for assessing applications and the groups which were funded.

11. Soles for Syria

Jordan Lankshear provided information about the Soles for Syria project. It was decided that while individual schools may wish to support this project, it would not be a Youth Council project. Jordan Lankshear to send information to Youth Councillors about the project.

Attendance: Samuel Kuo joined the meeting at 2.24pm

12. Tasman Youth Council

Taylah Shuker provided information on the Tasman Youth Council and some initiatives that this group was involved with.

It was noted that the Colour fest event 22 May 2016 would be discussed at the next Youth Council meeting.

13. Council Meetings

1. Council meeting – 24 March 2016

Keegan Phipps and Isabella Lorandi reported back on the Council meeting on 24 March 2016.

2. Works and Infrastructure Committee meeting – 31 March 2016

Fynn Sawyer and Hayley Goldthorpe reported back from the Works and Infrastructure Committee meeting held on 31 March 2016.

In response to questions, Councillor Lawrey gave background to the Nelson Southern Link Investigation.

Ms Large agreed to ask NZTA to attend the next Youth Council meeting to provide details on the Nelson Southern Link Investigation. Ms Large also agreed to send out copies of the 2010 Youth Council submission on Rutherford Park and the Nelson Southern Link Investigation.

14. General Business

1. Ms Large advised she would send information on the Sister Cities Conference in Youth Councillors.
2. Ms Large agreed to invite Clare Hadley, Chief Executive, to a Youth Council meeting at a suitable time to outline her role and responsibilities.
3. Taylah Shuker thanked the Youth Council for their efforts in promoting the Youth Council Facebook page which had resulted in 900 'likes'. Taylah Shuker challenged Youth Councillors to achieve over 1000 'likes' by 13 May 2016.
4. Daniel Leaper agreed to investigate for the next meeting the cost of wristbands as possible promotional items for future events.

5. Ms Large agreed to email the Youth Council budget to members for their information.
6. Carys Collins encouraged Youth Councillors to look at the Youth UN Conference in Wellington which was happening in the next few months.
7. Trustpower Community Awards - Fynn Sawyer and Isabella Lorandi said that they would nominate specific groups for the Awards as agreed at the last meeting.
8. It was noted the Youth Employment meeting and Community Youth Award meeting would be combined on 26 April 2016.
9. At the request of members, Ms Large agreed to present an "Elections 101" session after the 9 June 2016 meeting.
10. Ms Large said if anyone was interested in an opportunity for Young Leaders, eligible for NCEA credits, which involved two weekends at Bridge Valley in May 2016, they should contact her.
11. Ms Large advised that Councillor Barker had asked if the Youth Council would like to be part of the Anzac Day ceremony this year. She said this would involve reading a 100 year old speech to those present. Several Youth Council members volunteered.

Isabella Lorandi volunteered to make a wreath for laying at the ceremony.

There being no further business the meeting ended at 3.05pm.

Confirmed as a correct record of proceedings:

_____ Chairperson _____ Date

Minutes of a meeting of the Community Investment Funding Panel

Held in Nelson Regional Economic Development Agency Boardroom, 39 Halifax Street, Nelson

On Friday 15 April 2016, commencing at 10.03am

Present: Chris Ward (Chairperson), Susan Hawthorne, Katy Steele, and Patricia Webster

In Attendance: Manager Community Partnerships (S Hermsen), Social Development Adviser (N Gausel), and Administration Advisers (L Canton and J McDougall)

Apology: Graeme Thomas

1. Apologies

Resolved

THAT apology be received and accepted from Graeme Thomas.

Steele/Hawthorne

Carried

2. Interests

Mr Ward advised an interest in the Open Home Foundation and Ms Steel advised an interest in Volunteer Nelson and Nelson Tasman Housing Trust. Both panel members said they would leave the meeting at the appropriate times.

3. Confirmation of Minutes

3.1 Community Investment Funding Panel – 23 October 2015

Document number A1452812, agenda pages 4-13 refer.

Resolved

THAT the minutes of a meeting of the Community Investment Funding Panel, held on 23 October 2015, be confirmed as a true and correct record.

Steele/Webster

Carried

A1535217

1

Community Investment Funding Panel
15 April 2016

4. Process for selection of EOIs

4.1 Process for considering expressions of interest

Manager Community Partnerships, Shanine Hermesen outlined the selection process. She noted that the panel's comments on individual expressions of interest (EOI) would be passed on to applicants if they were asked to provide a full application.

Ms Hermesen confirmed that up to \$183,310 would be available for allocation to funding agreements at the panel's next meeting on 29 June 2016.

Social Development Adviser, Nicola Gausel tabled a late expression of interest from the Nelson Community Foodbank Trust (document A1540419) and asked whether the panel wished to consider it.

Resolved

THAT the panel receives and considers the late expression of interest from the Nelson Community Foodbank Trust (document number A1540519).

Ward/Hawthorne

Carried

It was noted that of the 32 EOIs, 17 were for amounts less than \$8,000. The panel considered whether the additional application process for a funding agreement was a good use of time for those applicants and suggested that they instead be directed to apply to the smaller Community Investment Fund Grant scheme.

Ms Webster tabled a document (A1540499) listing the reasons for not funding that were used in the previous funding round. The panel agreed that these reasons be used for the current round, and added a further reason that the application was more appropriate to be funded by a Community Investment Fund Grant and would either be automatically referred by the panel at this meeting, or encouraged to apply separately.

4.2 Feedback on the expressions of interest process to date

It was noted that it may be difficult to describe more complex projects and sufficient context within the 200 word limit.

There was a discussion about the timing of funding allocation. Ms Hermesen advised that the aim was to eventually align funding with the Long Term Plan.

It was suggested that the next meeting include an agenda item to review how the conditions applied last year actually worked in practice.

During its discussion of individual EOIs, the panel noted that organisations may be intending to also apply for a Community

Community Investment Funding Panel
15 April 2016

A1535217

2

Investment Fund Grant for a separate project. It was suggested that, if an application was for one of a series of projects, the panel needed to see details of the full package.

The panel discussed the need for funding to be sufficient to deliver the required service standard in a sustainable manner. It was suggested that organisations may be applying for small amounts on the assumption that it made their application more likely to succeed. The panel discussed whether feedback to applicants could incorporate a question on whether the amount requested was sufficient to support effective and sustainable project outcomes.

5. Selection of Expressions of Interest

Document number A1517156 and A1519611, agenda pages 14-78 refer.

5.1 Age Concern Nelson Tasman

The panel discussed the EOI. The panel asked officers to consider whether any additional information was required and communicate this to the applicant.

It was agreed that the EOI be **declined**. The Panel considered the EOI:

- was more appropriate to be funded by a Community Investment Fund Grant and the organisation would be automatically referred, contingent on officers identifying to the applicant any additional information required.

5.2 Beneficiaries and Unwaged Workers Trust

The panel noted the partnership funding in place.

It was agreed that the EOI be **approved**.

5.3 Big Brothers/Big Sisters

The panel discussed the EOI.

It was agreed that the EOI be **approved**.

5.4 English Language Partners

The panel noted that the project met social development objectives in the broader sense of community integration and belonging.

It was agreed that the EOI be **declined**. The panel considered the EOI:

- was more appropriate to be funded by a Community Investment Fund Grant and the organisation would be encouraged to apply, noting that it needed to better demonstrate how the project fits with the Grant criteria.

A1535217

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Community Investment Funding Panel
15 April 2016

5.5 Epilepsy Association of NZ

During a discussion it was noted the EOI did not identify how the project met the funding agreement criteria.

It was agreed that the EOI be **declined**. The panel considered the EOI:

- Did not align closely with its priorities and funding criteria.

5.6 Food for families

The panel discussed the EOI and noted that one of the criteria was to show partnership, and this was done well.

It was agreed that the EOI be **approved**.

5.7 Health Action Trust

When discussing the EOI, the panel queried whether the project outcomes were sustainable and noted that the applicant should consider this in future applications.

It was agreed that the EOI be **declined**. The panel considered the EOI:

- was more appropriate to be funded by a Community Investment Fund Grant and the organisation would be encouraged to apply, noting that the application would need to demonstrate sustainable project outcomes.

5.8 IHC New Zealand Incorporated

The panel confirmed that social coordination for the purposes outlined was within the funding criteria. During discussion, it was noted that a full application would need to: address how the project outcome was sustainable, given that the proposed salary was below the living wage level and funding was only for one year; demonstrate partnership funding; provide greater detail on the social coordinator's duties.

It was agreed that the EOI be **approved**.

5.9 Kidpower Teenpower Fullpower Trust

The panel discussed the EOI and questioned how the effectiveness of outcomes would be demonstrated.

It was agreed that the EOI be **declined**. The panel considered the EOI:

- was more appropriate to be funded by a Community Investment Fund Grant and the organisation would be encouraged to apply, noting that the application would need to demonstrate effective project outcomes.

5.10 Life Linc Nelson Inc

The panel discussed the project's fee structure in the context of client buy-in noting that the full application should address the justification for 10 free sessions rather than a sliding scale fee structure, and should include the number of people benefitting from the service.

It was agreed that the EOI be **approved**.

5.11 Magenta Creative Space Charitable Trust

In response to a question, Ms Gausel outlined her knowledge of the Trust, explaining it was targeted at drop-in art therapy for clients with various forms of mental illness. The panel agreed that the organisation be requested to consider whether Community Investment Fund Grant would be more appropriate, or alternatively to ensure it demonstrated matched funding in its grant application.

It was agreed that the EOI be **approved**.

5.12 Neighbourhood Support Nelson

The panel discussed the EOI and noted that the application should include detail of outcomes rather than outputs, and whether coordination is duplicated across areas.

It was agreed that the EOI be **approved**.

5.13 Nelson Community Christian Night Shelter Trust

The panel discussed the EOI.

It was agreed that the EOI be **declined**. The panel considered the EOI:

- was more appropriate to be funded by a Community Investment Fund Grant and the organisation would be automatically referred.

5.14 Nelson Community Patrol

The panel noted that the EOI did not provide evidence of partnership funding or a social development aspect and did not address health and safety aspects.

It was agreed that the EOI be **declined**. The panel considered the EOI:

- does not align closely with its priorities and funding criteria.

Attendance: Katy Steele left the meeting at 11.11am.

5.15 Nelson Tasman Housing Trust

The panel acknowledged there was a need for the service, but noted the application needed greater detail on the number of clients and how clients would be identified. It was also noted that, if the Youth and Community Trust EOI was also approved, the panel would like to see the two organisations identify any synergies.

It was agreed that the EOI be **approved**.

5.16 Volunteer Nelson

The panel noted that while Volunteer Nelson supported the work of Community and Whanau, it was important to understand that Community and Whanau was a separate entity.

It was agreed that the EOI be **approved**.

Attendance: Katy Steele returned to the meeting at 11.17am.

5.17 Nelson Tasman Pasifika Community Trust

The panel considered that the project related to an appraisal process for community need. It was felt that the shortfall of \$30,000 for operating costs was high and this should be addressed in the application along with an explanation of specific outcomes sought. It was also noted that a definition of 'Nelson region' was required.

It was agreed that the EOI be **approved**.

5.18 Nga Wahine Tamariki Punanga o Whakatu – Nelson Women's and Children's Refuge

The panel noted that the full application should show links with other similar community projects.

It was agreed that the EOI be **approved**.

Attendance: Chris Ward left the meeting at 11.22am.

5.19 Open Home Foundation – Nelson

The panel noted that the full application needed to detail the number of foster parents required in the region to quantify need, and provide details of whether this service was previously government funded.

It was agreed that the EOI be **approved**.

Attendance: Chris Ward returned to the meeting at 11.24am.

5.20 Peacemakers Ministries

The panel considered the project did not meet the funding criteria and asked officers to consider whether and where the applicant could be directed to access other support.

It was agreed that the EOI be **declined**. The panel considered the EOI:

- does not align closely with its priorities and funding criteria.

5.21 Post Natal Depression Support Network Nelson Inc

The panel noted that the application may be more appropriate for a Community Investment Fund grant. It was suggested that a full application for a funding agreement would need to demonstrate the organisation's sustainability.

It was agreed that the EOI be **approved**, subject to the organisation considering an application for a Community Investment Fund grant instead.

5.22 Project Litefoot Trust

The panel discussed the EOI.

It was agreed that the EOI be **declined**. The panel considered the EOI:

- does not align closely with its priorities and funding criteria.

5.23 Q-Youth

The panel noted that a full application would need to demonstrate a community need for the project, to clarify the organisation's connection to the Maori community, and to demonstrate how the project was different from the work Nelson City Council is already funding the organisation to carry out, and demonstrate how the funding will be used effectively.

It was agreed that the EOI be **approved**.

5.24 Rutherford St Kindergarten

The panel discussed the EOI.

It was agreed that the EOI be **declined**. The panel considered the EOI:

- does not align closely with its priorities and funding criteria.

5.25 Sexual Abuse Support & Healing (SASH-Nelson) Inc

The panel discussed the EOI.

It was agreed that the EOI be **approved**.

5.26 SVS-Living Safe

The panel discussed the wider community benefit of the project for a small client base and noted that 10 clients was a realistic number. It

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was noted that the full application would need to show whether anyone else provides similar services or outcomes and if so, how they fit with this project.

It was agreed that the EOI be **approved**.

5.27 Tahunanui Community Centre Inc

The panel discussed the EOI, noting that the project addressed an important area but needed to demonstrate a tighter focus with an emphasis on outcomes.

It was agreed that the EOI be **approved**.

5.28 The Nelson ARK

The panel discussed the EOI and noted that the phrase 'Nelson area' need to be defined.

It was agreed that the EOI be **approved**.

5.29 The Salvation Army Nelson Tasman Bays Corps

During a discussion of the EOI the panel expressed that the project was aligned with health rather than social development outcomes.

It was agreed that the EOI be **declined**. The panel considered the EOI:

- does not align closely with its priorities and funding criteria.

5.30 Victory Boxing Charitable Trust

The panel considered the EOI.

It was agreed that the EOI be **declined**. The panel considered the EOI:

- was more appropriate to be funded by a Community Investment Fund Grant and the organisation would be encouraged to apply.

5.31 Victory Community Centre

The panel discussed the EOI.

It was agreed that the EOI be **approved**.

5.32 Youth and Community Trust

The panel noted that a full application would need to detail other funding sources. It further noted that a whole-funded project could be applied for, contingent on the application detailing the wider context of the project and its outcomes, and the sustainability of organisation.

It was agreed that the EOI be **approved**.

- 5.33 Nelson Community Foodbank Trust - late application – document A1540519

The panel noted that the full application needed to demonstrate the sustainability of the service.

It was agreed that the EOI be **approved**.

Resolved

THAT the following groups who have provided Expressions of Interest be asked to provide a full application to the Community Investment Funding Panel:

- ***Beneficiaries and Unwaged Workers Trust***
- ***Big Brothers/Big Sisters***
- ***Food for families***
- ***IHC New Zealand Incorporated***
- ***Life Linc Nelson Inc***
- ***Magenta Creative Space Charitable Trust***
- ***Neighbourhood Support Nelson***
- ***Nelson Tasman Housing Trust***
- ***Volunteer Nelson***
- ***Nelson Tasman Pasifika Community Trust***
- ***Nga Wahine Tamariki Punanga o Whakatu – Nelson Women's and Children's Refuge***
- ***Open Home Foundation – Nelson***
- ***Post Natal Depression Support Network Nelson Inc***
- ***Q-Youth***
- ***Sexual Abuse Support & Healing (SASH-Nelson) Inc***
- ***SVS-Living Safe***
- ***Tahunanui Community Centre Inc***
- ***The Nelson ARK***
- ***Victory Community Centre***
- ***Youth and Community Trust***
- ***Nelson Community Foodbank Trust***

Ward/Hawthorne

Carried

6. Agreement Funding Allocation Meeting

Patricia Webster advised her intention to resign following the Agreement Funding Allocation Meeting in June.

The panel agreed to defer further discussion on this item to the next meeting.

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7. Grant Funding

The panel agreed to defer discussion on this item to the next meeting.

8. Priority Setting for 2017/18

The panel agreed to defer discussion on this item to the next meeting.

Attendance: Susan Hawthorne left the meeting at 12.25pm.

There being no further business the meeting ended at 12.30pm.

Confirmed as a correct record of proceedings:

_____ Chairperson _____ Date

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