



AGENDA

Ordinary meeting of the

Community Services Committee

**Thursday 12 April 2018
Commencing at 9.00am
Council Chamber
Civic House
110 Trafalgar Street, Nelson**

Membership: Councillor Gaile Noonan (Chairperson), Her Worship the Mayor Rachel Reese, Councillors Mel Courtney (Deputy Chairperson), Kate Fulton, Matt Lawrey, Brian McGurk, Paul Matheson and Mike Rutledge

Guidelines for councillors attending the meeting, who are not members of the Committee, as set out in Standing Order 12.1:

- All councillors, whether or not they are members of the Committee, may attend Committee meetings
- 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

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

- 1.1 An apology has been received from Councillor Matheson

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 1 March 2018 **6 - 11**

Document number M3306

Recommendation

That the Community Services Committee

Confirms the minutes of the meeting of the Community Services Committee, held on 1 March 2018, as a true and correct record.

- 6. Status report - Community Services Committee - 12 April 2018 **12 - 14****

Document number R9183

Recommendation

That the Community Services Committee

Receives the report Status report - Community Services Committee - 12 April 2018 (R9183) and its attachment (A1157454).

7. **Chairperson's Report**
8. **Youth Council Update**
9. **Community Lease - Melrose House** **15 - 19**

Document number R8859

Recommendation

That the Community Services Committee

Receives the report Community Lease - Melrose House (R8859) and its attachment (A1893139).

Recommendation to Council

That the Council

Approves the granting of a Community Lease for the Colonel Noel Percy Adams Trust (Melrose) Society at Melrose House as shaded in red on attachment one (A1893139) for a term of five years with one right of renewal of five years at an annual rent of \$200 + GST and a rent review at five years.

10. **Airport Sculpture Gifts** **20 - 26**

Document number R9136

Recommendation

That the Community Services Committee:

Receives the report Airport Sculpture Gifts (R9136) and its attachment (A1939921); and

Accepts the gift of nine sculptures for the city from Nelson Airport Limited; and

Thanks the Board of Nelson Airport Limited for making the nine sculptures available as public art for the community to enjoy; and

Delegates decision making on the sites of the nine gifted artworks to the Mayor and Chair of the Community Services Committee, based on advice from the Arts Selection Panel.

Note:

- **Lunch will be provided.**
- **Youth Councillors Jaid VanDenBerg-Kaire and Cassie Hagan 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 1 March 2018, commencing at 9.01am

Present: Councillor G Noonan (Chairperson), Her Worship the Mayor R Reese, Councillors M Courtney (Deputy Chairperson), K Fulton (by audio link), M Lawrey, and B McGurk

In Attendance: Councillor S Walker, Councillor I Barker, Councillor T Skinner, Chief Executive (P Dougherty), Group Manager Community Services (C Ward), Senior Strategic Adviser (N McDonald) and Governance Adviser (J Brandt)

Apologies Councillor Matheson, Councillor Rutledge

1. Apologies

Resolved CS/2018/001

That the Community Services Committee

Receives and accepts the apologies from Councillor Matheson and Councillor Rutledge.

McGurk/Her Worship the Mayor

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

There was no public forum.

5. Confirmation of Minutes

5.1 28 November 2017

Document number M3168, agenda pages 7 - 15 refer.

Resolved CS/2018/002

That the Community Services Committee

Confirms the minutes of the meeting of the Community Services Committee, held on 28 November 2017, as a true and correct record.

McGurk/Lawrey

Carried

6. Status report - Community Services Committee - 1 March 2018

Document number R8986, agenda pages 16 - 18 refer.

Group Manager Community Services, Chris Ward, answered questions about the Waka Landing and progress made with the appointments of Trustees to the Nelson Festivals Trust.

Resolved CS/2018/003

That the Community Services Committee

Receives the report Status report - Community Services Committee - 1 March 2018 (R8986) and its attachment (A1157454).

Lawrey/McGurk

Carried

7. Chairperson's Report

Document number R9065, agenda pages 19 - 20 refer.

The Chairperson spoke to her report and answered questions about the libraries. Councillor Barker noted that the video presentation at the reopening of the Nightingale Library Memorial was given in his capacity as Nightingale Library Guardian.

Resolved CS/2018/004

That the Community Services Committee

Receives the report Chairperson's Report (R9065).

Courtney/McGurk

Carried

8. Greenmeadows Centre - referral of delegation

Document number R9077, agenda pages 21 - 22 refer.

Group Manager Community Services, Chris Ward, answered a question about whether the delegations would remain with Council after the 20 March 2018 meeting or come back to the Community Services Committee.

Resolved CS/2018/005

That the Community Services Committee

Receives the report Greenmeadows Centre - referral of delegation (R9077); and

Refers decisions on the Greenmeadows Centre to the Council meeting of 20 March 2018.

McGurk/Her Worship the Mayor

Carried

Recommendation to Council CS/2018/006

That the Council

Considers matters relating to the Greenmeadows Centre project.

McGurk/Her Worship the Mayor

Carried

9. Community Services Report for 1 October to 31 December 2017

Document number R8679, agenda pages 23 - 49 refer.

Group Manager Community Services, Chris Ward, noted that a replacement of Attachment 1 had been provided for improved readability.

Mr Ward answered questions about library statistics, Wi-Fi, the Greenmeadows Centre, governance requirements for community groups and youth involvement at governance level.

The Committee noted that it would like to see active encouragement of young people on to community boards.

Resolved CS/2018/007

That the Community Services Committee:

Receives the Community Services Report for 1 October to 31 December 2017 (R8679) and its attachment (A1914292).

Fulton/McGurk Carried

10.

Youth Council update

Youth Councillors Emma Edwards and Ella Smith tabled a document on Youth Council Key Performance Indicators.

The youth councillors answered questions on the age connector project and heritage projects. Cr Courtney noted he was available to support the Youth Council with heritage related matters.

Attachments

- 1 A1686755 - Youth Council Key Performance Indicators Update

11. Exclusion of the Public

Resolved CS/2018/008

That the Community Services Committee

Excludes the public 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:

Lawrey/McGurk

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 - 28 November 2017	<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)(a) To protect the privacy of natural persons, including that of a deceased person Section 7(2)(b)(ii) To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information • Section 7(2)(c)(i) To protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information or information from the same source and it is in the public interest that such information should continue to be supplied.

The meeting went into public excluded session at 9.45 a.m. and resumed in public session at 9.46 a.m.

Please note that as the only business transacted in public excluded was to confirm the minutes, this business has been recorded in the public minutes. In accordance with the Local Government Official Information Meetings Act 1987, no reason for withholding this information from the public exists.

Confirmation of Public Excluded Minutes

28 November 2017

Document number M3169, agenda pages 3 - 5 refer.

Resolved CS/2018/009

That the Community Services Committee

Confirms the minutes of part of the meeting of the Community Services Committee, held with the public excluded on 28 November 2017, as a true and correct record.

Lawrey/Her Worship the Mayor

Carried

12. Re-admittance of the Public

Resolved CS/2018/010

That the Community Services Committee

Re-admits the public to the meeting.

Her Worship the Mayor/McGurk

Carried

There being no further business the meeting ended at 9.46 a.m.

Confirmed as a correct record of proceedings:

_____ Chairperson _____ Date

Status report - Community Services Committee - 12 April 2018

1. Recommendation

That the Community Services Committee

Receives the report Status report - Community Services Committee - 12 April 2018 (R9183) and its attachment (A1157454).

Elaine Stephenson
Governance Adviser

Attachments

Attachment 1: A1157454 - Community Services Committee Status Report [↓](#)

Item 6: Status report - Community Services Committee - 12 April 2018:
Attachment 1

Status Report - Community Services Committee – 12 April 2018			
MEETING DATE	SUBJECT	MOTION	RESPONSIBLE OFFICER COMMENTS
07 July 2016	Arts Fund - Approval of Waka Landing Site Concept	<p>THAT the report Arts Fund - Approval of Waka Landing Site Concept (R5322) be received;</p> <p>THAT the 'Taurapa' concept for artwork at the waka landing site is approved for further development;</p> <p>AND THAT the artwork is commissioned subject to successful resource and building consent applications and approval of the budget and final concept plans by Council's Art Selection Panel.</p>	<p>The artist has been contracted for the fabrication of the artwork. Installation is in progress and anticipated to be complete by June 2018.</p> <p>Ongoing</p> <p>Mark Preston-Thomas</p>
19 October 2017	CCTV Services	<p>That the Community Services Committee</p> <p>Receives the report CCTV Services (R8072) and its attachments (A1847247 and A1758371); and</p> <p>Notes that a new CCTV contract will be prepared for tender, including renewal of existing services and addition of new services.</p>	<p>A Request for Proposal for CCTV Services was advertised early 2018. Responses were assessed and a preferred respondent has been identified. Contract negotiations are progressing with the preferred respondent and contract signing is expected to take place during April 2018.</p> <p>Ongoing</p> <p>Alec Louverdis</p>
28 November 2017	Nelson Festivals Trust Deed	<p>That the Community Services Committee</p> <p>Receives the report Nelson Festivals Trust Deed (R8605) and its attachment (A1867010).</p>	<p>The Trust Deed will be finalised with board trustees who will be confirmed once police checks are completed.</p> <p>Ongoing</p> <p>Mark Preston-Thomas</p>

Item 6: Status report - Community Services Committee - 12 April 2018:
Attachment 1

Status Report - Community Services Committee – 12 April 2018			
1 March 2018	Greenmeadows Centre - referral of delegation	That the Community Services Committee Receives the report Greenmeadows Centre - referral of delegation (R9077); and Refers decisions on the Greenmeadows Centre to the Council meeting of 20 March 2018.	Chris Ward
<p>The Council resolved at its 20 March 2018 meeting that regular updates be provided to the Community Services Committee on the Greenmeadows Centre Budget and Programme. At this stage work is progressing well and the project is tracking in line with the revised budget and programme. A 'Certificate of Public Use' has been granted for the changing rooms enabling compliant access for the Stoke Rugby Club in time for the start of their season.</p>			Ongoing

Community Lease - Melrose House

1. Purpose of Report

- 1.1 To approve a Community Lease for the Colonel Noel Percy Adams Trust (Melrose) Society at Melrose House.

2. Recommendation

That the Community Services Committee

Receives the report Community Lease - Melrose House (R8859) and its attachment (A1893139).

Recommendation to Council

That the Council

Approves the granting of a Community Lease for the Colonel Noel Percy Adams Trust (Melrose) Society at Melrose House as shaded in red on attachment one (A1893139) for a term of five years with one right of renewal of five years at an annual rent of \$200 + GST and a rent review at five years.

3. Background

- 3.1 Melrose House and Gardens were gifted to Council in 1973. The Gardens and House exterior and structure are maintained by the Council. The Colonel Noel Percy Adams Trust (Melrose Society) was formed in 1974 and has worked to preserve and refurbish the house.
- 3.2 The Board and Committee are comprised of six members and are supported by the Friends of Melrose which has a membership base of approximately 80 people. The Trust has leased the land and buildings for the past ten years at an annual rental of \$200 + GST. The lease area is shown in Attachment 1.

4. Discussion

- 4.1 The Trust has confirmed that it wishes to continue leasing the House, remaining responsible for maintaining the interior of the House and promoting its use to the Community.
- 4.2 The Trust's Strategic Plan aims to create greater financial independence through the use of the House for commercial activities.
- 4.3 The Trust currently subleases part of the House as a Café and rents the upstairs apartment to the Café owners. The intention is to extend this sublease and rental if the Lease to the Trust is approved, thus continuing to provide a source of revenue for the Trust. The Café has confirmed that it will renew its sublease if the Lease to the Trust is approved by Committee and Council.
- 4.4 It is the intention of the Trust to appoint a permanent Marketing/Events Manager so better use can be made of the House and gardens than at present.
- 4.5 Council currently manages and maintains the grounds, exterior and structure of the House. It is proposed that Council retains this responsibility with the Trust retaining responsibility for outgoings, internal fit out and, with Council staff approval, modifications and improvements.
- 4.6 The lease will not be able to be assigned to any other party but in order to maximise the use of the House the Trust will be given authority to sublet spaces within the house subject to Council staff approval. This is in line with the previous lease.
- 4.7 The annual rent for this lease has been set outside the current Community Assistance Policy. This is due to the property being a Heritage House and the cost implications of maintaining and enhancing it being higher than those associated with other Council owned buildings leased to community groups.
- 4.8 The 2016 financial statements show gross revenue generated for the Trust by the Café lease and apartment rental was \$26,794.
- 4.9 The annual rent charged in accordance with the current Community Assistance Policy would be in excess of \$5,000 + GST. The terms of the lease state that in each year the Lessee shall apply any surplus income to the development and promotion of the property and the grounds around the property. Charging a discounted rent allows for the Trust to invest more funds in the property.
- 4.10 Over the previous ten year lease period the Trust has fulfilled its role in restoring the interior of the property to a high standard. This has included a full renovation of the downstairs toilets and washbasins, upgrading the heating to the house and the upstairs apartment and installing a new chiller to the kitchen area.

Item 9: Community Lease - Melrose House

- 4.11 In the previous ten years Council has provided grants totalling \$60,500 to the Trust as follows: community assistance grant of \$1,500, toilet refurbishment grant of \$57,000 and a marketing grant of \$2,000.
- 4.12 All the Lease terms have been discussed and agreed with the Trust, subject to Committee and Council approval.

5. Options

- 5.1 The Committee can either approve or decline to recommend approval of a lease to the Colonel Noel Percy Adams (Melrose) Society.

Option 1: Approve the lease	
Advantages	<ul style="list-style-type: none">Generates income for the next ten yearsThe interior of the House is maintained at the Trusts expense rather than Councils.
Risks and Disadvantages	<ul style="list-style-type: none">House is not available to any other prospective tenant for the term.
Option 2: Not approve a new lease	
Advantages	<ul style="list-style-type: none">House is available for other users.
Risks and Disadvantages	<ul style="list-style-type: none">Council has responsibility for the maintenance of the interior and exterior of the House.Council responsible for management of the house and marketing it to the community.

Jules Read
Leases Officer

Attachments

Attachment 1: A1833139 - Colonel Noel Percy Adams Trust (Melrose) Society - Lease Plan [↓](#)

<p>Important considerations for decision making</p>
<p>1. Fit with Purpose of Local Government</p> <p>The activities will benefit visitors and locals alike.</p> <p>The recommendation has been made in line with the objectives of Local Government towards the provision of recreational activities and community amenities.</p>
<p>2. Consistency with Community Outcomes and Council Policy</p> <p>The recommendation in this report is consistent with Council's objectives in the Long Term Plan 2015-2025 and the Heritage Activity Management Plan 2015-2025. The recommendation supports the Community Outcome 'Our communities have opportunities to celebrate and explore their heritage, identity and creativity' and 'Our communities have access to a range of social, educational and recreational facilities and activities'.</p>
<p>3. Risk</p> <p>The building will not be available to Council for the duration of the lease should it wish to use it for other purposes, or should another business seek an opportunity. The Trust could fail to meet its obligations; however it has a strong governance group, is financially stable and has successfully met its commitments over the last lease period.</p>
<p>4. Financial impact</p> <p>The rental income is budgeted in the Annual Plan and the Long Term Plan. The decision on this matter will have an immaterial financial impact.</p>
<p>5. Degree of significance and level of engagement</p> <p>Renewing of the lease at Melrose House is considered of low significance to residents, therefore there was no engagement required.</p>
<p>6. Inclusion of Māori in the decision making process</p> <p>Māori have not been consulted in the preparation of this report.</p>
<p>7. Delegations</p> <p>The Community Services Committee has the responsibility for Melrose House. The Community Services Committee has the power to recommend property transactions to Council.</p>

Item 9: Community Lease - Melrose House: Attachment 1



Airport Sculpture Gifts

Purpose of Report

- 1.1 To consider accepting a gift of nine sculptures for the city from Nelson Airport Limited.

2. Recommendation

That the Community Services Committee:

Receives the report Airport Sculpture Gifts (R9136) and its attachment (A1939921); and

Accepts the gift of nine sculptures for the city from Nelson Airport Limited; and

Thanks the Board of Nelson Airport Limited for making the nine sculptures available as public art for the community to enjoy; and

Delegates decision making on the sites of the nine gifted artworks to the Mayor and Chair of the Community Services Committee, based on advice from the Arts Selection Panel.

3. Background

- 3.1 Nelson Airport is currently undergoing redevelopment and has sculptures surplus to requirements that have been offered to Nelson City Council at no cost. The proposed offer is a 'take it or leave it' offer conditional on Council accepting all nine sculptures, or none at all, as these sculptures will not fit with the significant modernising of the Nelson Airport. There is one additional sculpture owned by Nelson City Council also requiring relocation, 'The Sister City'.
- 3.2 These sculptures have been endorsed by the Arts Selection Panel as being of artistic merit and suitable for display in and around Nelson City and, if accepted, will be installed over the next 12 months.
- 3.3 Council officers are engaged in early discussions with airport management on working in partnership to create a new gateway sculpture.

Item 10: Airport Sculpture Gifts

4. Discussion

- 4.1 A full list and images of the proposed gifts is presented in Attachment 1.
- 4.2 The Arts Policy identifies the three areas of priorities for art installations as Gateway Sites, Waterfront Sites and Secondary Gateways (including the Centre of New Zealand). Upon gaining approval to accept the artworks, staff will focus on these sites to relocate the artworks. Within these priority areas, there are multiple sites in Nelson that would be suitable for the sculptures and being relatively high visibility, they will enhance Nelson's arts reputation. Final recommendations on sites will be made once site assessments have been undertaken. It is recommended that site approvals be delegated to the Mayor and Chair of the Community Services Committee.
- 4.3 'The Sister City' sculpture currently on display at the airport was presented to Nelson City Council in 1999 by our Japanese Sister City Miyazu to commemorate 20 years of the sister city relationship. It needs relocation regardless of any decisions to accept the other nine. A site at Miyazu Gardens will be investigated.
- 4.4 Installation costs are estimated at \$20,000 which can be funded from uncommitted funds within the Arts Fund. Due to the robust nature of these works, being made from wood, Oamaru stone and metal, the ongoing maintenance costs are minimal and can also be funded from existing arts maintenance budgets.
- 4.5 If council accepts the gifts, documentation and agreements with the Nelson Airport will follow the Arts Policy requirements including full ownership of the artwork transferring to council.

5. Options

- 5.1 While there are installation and ongoing maintenance costs associated with accepting these artworks it is a relatively low cost way to acquire a number of quality works of public art to enhance the city. Option 2 is recommended; that the gift of the nine sculptures be accepted.

Option 1: Decline the gift of the sculptures	
Advantages	<ul style="list-style-type: none">• No additional cost to Council.
Risks and Disadvantages	<ul style="list-style-type: none">• An opportunity to display nine existing artworks is lost.• Possible reputational and media risk.

Item 10: Airport Sculpture Gifts

Option 2: Accept the gift of nine sculptures for the city from Nelson Airport Limited.	
Advantages	<ul style="list-style-type: none">• Can be installed and maintained within existing budgets.• Increased visibility of art around the city.• Offers wellbeing and enjoyment to community.
Risks and Disadvantages	<ul style="list-style-type: none">• \$20,000 estimated installation cost.

Maria Anderson

Facility Manager Founders Heritage Park



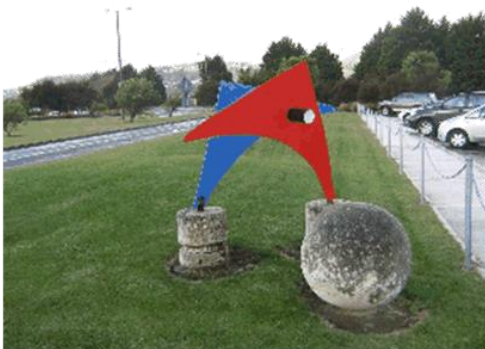
Attachments

Attachment 1: A1939921 - List of Airport Sculpture Gifts [↓](#)




Important considerations for decision making	
1. Fit with Purpose of Local Government	This is a discretionary activity that contributes to vitality and would contribute to community wellbeing in a cost effective way.
2. Consistency with Community Outcomes and Council Policy	This contributes to community outcomes including in particular, <i>"Our communities have opportunities to celebrate and explore their heritage, identity and creativity,"</i> and <i>"We value and support those things that make Nelson special and unique, our people, arts and crafts....There is a wide range of arts opportunities for everyone to take part in."</i>
3. Risk	There is a potential reputational or media risk associated with rejection as the artworks could end up outside of the region. None of the artworks have attracted any negative publicity when on display at the airport.
4. Financial impact	Installation and ongoing maintenance costs will be covered within existing Arts Fund budgets.
5. Degree of significance and level of engagement	This matter is of low significance as the investment is relatively low and consultation has occurred with the Arts Selection Panel, which is supportive.
6. Inclusion of Māori in the decision making process	Maori have not been consulted on this matter.
7. Delegations	The Community Services Committee has responsibility for Arts, Culture and Heritage. The Committee has the delegation to decide if this gift should be accepted and funded from existing budgets.

Item 10: Airport Sculpture Gifts: Attachment 1




Attachment 1: Airport Sculptures offered to Nelson City Council

1	 A sculpture made of two large, curved, light-brown stone or wood pieces, each with a spiral design at the top, standing on a dark base in a grassy area.	Double Koru Nigel Shaw 2008
2	 A sculpture consisting of a vertical stack of four rectangular stone blocks, with a small, dark, carved figure on top, situated on a grassy lawn.	Stone Stack Nicki Jiminez 2009
3	 A sculpture featuring two large, triangular sails, one red and one blue, mounted on a stone base, with a large, dark, spherical stone object in the foreground.	Sails Nicki Jiminez 2009

Item 10: Airport Sculpture Gifts: Attachment 1

4		<p>Rivers of the Region</p> <p>Darryl Frost</p>
5		<p>Pacific Angel</p> <p>Bodhi Vincent</p> <p>1995</p>
6		<p>Goddess of Flight</p> <p>Fiona Sutherland</p> <p>2011</p>

Item 10: Airport Sculpture Gifts: Attachment 1

7		<p>Flight of Imagination</p> <p>Dennis Berdinner</p>
8		<p>The Happy Travellers with their Suitcases</p> <p>Darryl Frost</p>
9		<p>On Legs</p> <p>Owen Gutsell</p> <p>1985-86</p>