



# AGENDA

Ordinary meeting of the

**Sports and Recreation Committee**

**Tuesday 3 July 2018  
Commencing at 9.00a.m.  
Council Chamber  
Civic House  
110 Trafalgar Street, Nelson**

Membership: Councillor Tim Skinner (Chairperson), Her Worship the Mayor Rachel Reese, Councillors Ian Barker, Mel Courtney, Bill Dahlberg (Deputy Chairperson), Kate Fulton, Brian McGurk and Stuart Walker

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**

**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 24 May 2018

**6 - 9**

Document number M3514

Recommendation

***That the Sports and Recreation Committee***

***Confirms the minutes of the meeting of the Sports and Recreation Committee, held on 24 May 2018, as a true and correct record.***

**6. Chairperson's Report**

**7. Fees and Charges 2018/2019 - Parks and Facilities 10 - 21**

Document number R9397

Recommendation

***That the Sports and Recreation Committee***

***Receives the report Fees and Charges 2018/2019 - Parks and Facilities (R9397) and its attachment (A1984651).***

Recommendation to Council

***That the Council***

***Approves the revised fees and charges for Community Facilities and Parks for 2018/19 outlined in the report R9397 and its attachment (A1984651).***

## **PUBLIC EXCLUDED BUSINESS**

### **8. Exclusion of the Public**

Recommendation

***That the Sports and Recreation 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:***

<b>Item</b>	<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Particular interests protected (where applicable)</b>
<b>1</b>	<b>Sports and Recreation Committee Meeting - Public Excluded Minutes - 24 May 2018</b>	Section 48(1)(a)  The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7.	The withholding of the information is necessary: <ul style="list-style-type: none"><li>• Section 7(2)(i) To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</li></ul>

**9. Re-admittance of the public**

Recommendation

***That the Sports and Recreation Committee***

***Re-admits the public to the meeting.***



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**Minutes of a meeting of the Sports and Recreation Committee**

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

**On Thursday 24 May 2018, commencing at 9.02am**

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Present: Councillor T Skinner (Chairperson), Her Worship the Mayor R Reese, I Barker, M Courtney, K Fulton, B McGurk, S Walker and B Dahlberg (Deputy Chairperson)

In Attendance: Acting Group Manager Community Services (R Ball) and Governance Adviser (E Stephenson)

Apologies : Nil

**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**

There was no public forum.

**5. Confirmation of Minutes**

5.1 3 April 2018

Document number M3386, agenda pages 6 - 10 refer.

Resolved SPO/2018/021

***That the Sports and Recreation Committee***

***Confirms the minutes of the meeting of the Sports and Recreation Committee, held on 3 April 2018, as a true and correct record.***

Courtney/Walker

Carried

## **6. Chairperson's Report**

There was no chairperson's report

## **7. Status Report - Sports and Recreation - 24 May 2018**

Document number R9292, agenda pages 11 - 13 refer.

Councillor Walker advised that Modellers Pond had been granted a resource consent to run the biological trial and that there would be an appropriate media release on that issue.

Resolved SPO/2018/022

***That the Sports and Recreation Committee***

***Receives the report Status Report - Sports and Recreation - 24 May 2018 (R9292) and its attachment (A1664423)***

McGurk/Walker

Carried

## **8. Exclusion of the Public**

Resolved SPO/2018/023

***That the Sports and Recreation 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:***

Barker/Courtney

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	<b>Sports and Recreation Committee Meeting - Public Excluded Minutes - 3 April 2018</b>	Section 48(1)(a)  The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7.	The withholding of the information is necessary: <ul style="list-style-type: none"> <li>• Section 7(2)(a) To protect the privacy of natural persons, including that of a deceased person</li> <li>• Section 7(2)(h) To enable the local authority to carry out, without prejudice or disadvantage, commercial activities</li> <li>• Section 7(2)(i) To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</li> </ul>
2	<b>Daelyn Drive Reserve - Revocation and Sale</b>	Section 48(1)(a)  The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7	The withholding of the information is necessary: <ul style="list-style-type: none"> <li>• Section 7(2)(i) To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</li> </ul>

The meeting went into public excluded session at 9.06a.m. and resumed in public session at 9.13a.m.

## 9. Re-admittance of the Public

Resolved SPO/2018/027

***That the Sports and Recreation Committee***

***Re-admits the public to the meeting.***

Barker/Walker

Carried

There being no further business the meeting ended at 9.13a.m.

Confirmed as a correct record of proceedings:

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



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## **Fees and Charges 2018/2019 - Parks and Facilities**

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### **1. Purpose of Report**

- 1.1 To advise and seek approval for fees and charges for Community Facilities and Parks for the 2018/19 financial year.

### **2. Recommendation**

***That the Sports and Recreation Committee***

***Receives the report Fees and Charges 2018/2019 - Parks and Facilities (R9397) and its attachment (A1984651).***

Recommendation to Council

***That the Council***

***Approves the revised fees and charges for Community Facilities and Parks for 2018/19 outlined in the report R9397 and its attachment (A1984651).***

### **3. Background**

- 3.1 Fees and charges are reviewed annually and adjusted in line with the Consumer Price Index (CPI), or adjusted to achieve the targets set out in the Revenue and Financing Policy.
- 3.2 Although Council officers have the delegated authority to set fees and charges, staff are seeking approval from the Sports and Recreation Committee, given the level of interest in fees and charges in previous years.

## Item 7: Fees and Charges 2018/2019 - Parks and Facilities

3.3 The following issues are not covered by this report:

- 3.3.1 Hanging baskets (this will be a future report);
- 3.3.2 Marina fees (this will be a future report);
- 3.3.3 Community leases (these are set as per the Community Assistance Policy).

### **4. Discussion**

4.1 This report divides the discussion of fees and charges into three categories:

- No fee increase
- CPI adjustments
- Increase above CPI. The focus of this report and the Attachment (A1984651) will be on this category.

#### **4.2 No fee increase**

4.2.1 There is no fee increase proposed for activities which already meet the Revenue and Financing Policy. These are: Saxton Stadium, Saxton Pavilion, Stoke Hall, Trafalgar St Hall, Wakapuaka Hall, Greenmeadows Centre, Saxton Oval, Waahi Taakaro Golf Club, Trafalgar Centre, Libraries, Broadgreen Historic House, and Founders Heritage Park.

#### **4.3 CPI adjustments**

4.3.1 CPI adjustments will apply to Trafalgar Pavilion and Cemetery operations and concessions.

#### **4.4 Proposed changes above CPI**

4.4.1 Proposed fees and charges above CPI for community facilities and parks are listed in the Attachment (A1984651). Subject to approval by Council, all users will be given 30 days' notice of the proposed changes prior to implementation. The main changes are summarised below.

4.4.2 Trafalgar Park and Saxton Oval (Premier Facilities):

- It is proposed that the temporary stand rate is removed to provide consistency when applying charges and one set fee is applied.
- Council purchased temporary stands in 2015. There are 1,200 temporary seats situated at Saxton Oval and 4,600 situated at Trafalgar Park. The intention was to recover user costs from hireage of the temporary stands, in addition to the hire of the ground. This was calculated on a per seat cost.

## Item 7: Fees and Charges 2018/2019 - Parks and Facilities

- An issue arises when community sports use Trafalgar Park on a community rate which allows for the stands to be used free of charge, as opposed to the Tasman Rugby Union, which is charged a commercial rate plus the charge for temporary stands. This creates inconsistency when applying fees. It is proposed that a consistent approach of charging for “ground hire and temporary stands” is applied at Trafalgar Centre and Saxton Oval. This is in line with other regional premier facilities e.g. Toll Stadium (Northland) Rotorua International Stadium, and McLean Park (Napier).
- It is also proposed that the option of a percentage recovery fee of 3.5% of the gross gate charges is removed. This fee has been rarely applied (ticket revenue would need to be above \$158,000 to make this charge worthwhile). Hirers prefer the fixed charge because it gives more certainty on their costs.
- In summary, this would mean a fee of \$5,000 is applied to commercial sporting events, per event day, and \$5,500 is applied to other non-sporting events, such as Nitro Circus. An additional \$500 cleaning fee shall apply for each event, unless prior arrangement has been made with the hirer to clean the venue to an acceptable standard.
- No change is proposed for community hire at either Trafalgar Park or Saxton Oval.

4.4.3 The table below illustrates the proposed impact for three typical categories of user at two sites. The main change is for commercial sport hire at Saxton Oval.

<b>Park User</b>	<b>2017/18 Charge</b>	<b>2018/19 Proposed Charge</b>
<b>Trafalgar Park</b>		
Commercial Sport hire (e.g. Tasman Rugby Union, Mako games)	\$2,750 for Park only or 3.5% of gate takings (whichever is greater).  \$5,500 for Park and use of temporary stands or 3.5% of gate takings (whichever is greater).	\$5,000 +\$500 cleaning (includes temporary stand charge)
Tasman Rugby Union Club use	\$4,000 (per season)	\$4,000 (per season)

Item 7: Fees and Charges 2018/2019 - Parks and Facilities

<b>Park User</b>	<b>2017/18 Charge</b>	<b>2018/19 Proposed Charge</b>
(10% Maintenance cost)		
Non-commercial sport and community hire (e.g. Nelson Bays Football, Relay for life)	\$472 (includes temporary stand charge)	\$472 (includes temporary stand charge)
Commercial events hire (e.g. Nitro Circus)	\$2,750 for Park only or 3.5% of gate takings (whichever is greater).  \$5,500 for Park and use of temporary stands or 3.5% of gate takings (whichever is greater)	\$5,500 +\$500 cleaning (includes temporary stand charge)
<b>Saxton Oval</b>		
Commercial Sporting (e.g. ODI)	\$2,750 for Park only or 3.5% of gate takings (whichever is greater).  \$3,250 for Park and use of temporary stands or 3.5% of gate takings (whichever is greater).	\$5,000 +\$500 cleaning (includes temporary stand charge)
Community events	\$472 (includes temporary stand charge)	\$472 (includes temporary stand charge)

- Further details are contained in the Attachment (A1984651). (Note the attachment contains only *changes above CPI*.)
- Tasman Rugby Union and Nelson Cricket have been consulted and have not objected to these proposed changes. Tasman Rugby Union noted the current fee would need to be reviewed if the total number of seats at Trafalgar Park (6408) was to ever change. (No discussions have been had with Nelson Football who are not affected by these changes.)

## Item 7: Fees and Charges 2018/2019 - Parks and Facilities

### 4.4.4 Swimming Pools

- There has not been an increase in general admission prices for three years. School pupil, pre-school and pool hire admission have not been increased since 2012.
- Proposed price increases will cover increased operating costs, CPI and align with other similar NZ facilities.

### 4.4.5 Brook Valley Holiday Park:

- It is proposed that the Brook campground fees increase. Fees have not been adjusted since 2009, when the Camp came back into Council management. (The Camp was closed February 2014 to December 2016.)
- While development at the Brook Camp has been minimal, awaiting the outcome of the City campground review, it is considered timely to increase fees at the camp to better reflect the level of service being delivered.
  - Powered tent sites are proposed to increase by \$1 per night to recover cost in power.
  - Non-powered sites are proposed to remain at the same rate. This is consistent with the Maitai camp ground and helps to provide an affordable option for those who might otherwise freedom camp.
  - Cabin fees are proposed to increase to reflect similar pricing with the Maitai camp and Tahunanui camp fees.
- Brook Camp does not meet the recovery target under the revenue and financing policy. This is a wider issue that will need to be addressed in the follow up to the campground review.

## 5. Options

<b>Option 1: Approve the proposed changes to the Fees and Charges</b>	
Advantages	<ul style="list-style-type: none"><li>• An increase in users' fees to Parks and Facilities will ensure that the Revenue and Finance policy is met.</li><li>• Less costs charged to rates.</li></ul>
Risks and Disadvantages	<ul style="list-style-type: none"><li>• Users may view an increase in fees across some facilities as unaffordable.</li></ul>
<b>Option 2: Accept the status quo and not approve changes to Fees and Charges</b>	

## Item 7: Fees and Charges 2018/2019 - Parks and Facilities

Advantages	<ul style="list-style-type: none"><li>• Reduced administration for Council staff and contractor staff to implement changes to fee structure.</li><li>• Users may not need to find additional funds to cover fee increases.</li></ul>
Risks and Disadvantages	<ul style="list-style-type: none"><li>• This could result in reduced revenue and inconsistencies between actual recoveries and Revenue and Finance Policy guidelines.</li><li>• More costs charged to rates.</li></ul>

### **6. Conclusion**

- 6.1 This report proposes some increases to fees and charges which can be justified by CPI adjustment and some additional increases to meet the Revenue and Finance Policy.

Gary Alsop  
**Team Leader Facilities**

### **Attachments**

Attachment 1: [A1984651 - Fees and Charges - Parks and Facilities](#) ↓

<b>Important considerations for decision making</b>
<b>1. Fit with Purpose of Local Government</b> Annual review of fees and charges enables Council to meet the current and future needs of communities for good-quality local infrastructure, local public services, in a way that is most cost-effective for households and businesses.
<b>2. Consistency with Community Outcomes and Council Policy</b> Approving amended fees and charges enables Council to carry out activity that is aligned with the community outcome "our infrastructure is efficient, cost effective and meets current and future needs".
<b>3. Risk</b> Fees and Charges are reviewed annually and either adjusted in line with the Consumer Price Index or adjusted to reflect any changes in process and/or costs incurred to Council. If proposed changes are not approved the income generated from fees and changes may not cover actual costs incurred and result in a financial shortfall.
<b>4. Financial impact</b> An estimate for fees and charges income based on past trends and the Revenue and Finance Policy is included in Council's Long Term Plan.
<b>5. Degree of significance and level of engagement</b> The recommendations outlined in the report are not considered significant in terms of Council's Significance Policy. No formal consultation has occurred with regards to the proposal in the report.
<b>6. Inclusion of Māori in the decision making process</b> Māori have not been consulted.
<b>7. Delegations</b> The Sport and Recreation Committee has delegated authority as follows: <ul style="list-style-type: none"><li>• <i>Recreation and Leisure Facilities and Services.</i></li></ul> The Committee has power to recommend as follows: <ul style="list-style-type: none"><li>• <i>Any other matters within the areas of responsibility noted above.</i></li></ul> Officers have delegated authority for:

Item 7: Fees and Charges 2018/2019 - Parks and Facilities

- *Setting of fees and charges, including for permits and licences, within the respective areas of responsibility for each officer position, within the parameters of the policies set by Council.*

**Attachment 1: COMMUNITY FACILITIES FEES AND CHARGES RELATING TO SPORT AND RECREATION 2018-2019**

**Section 2: Sport Fields:**

**Revenue and Financing Policy: 80-100% general rates: 0-20% user charges**

**Current recovery (June 2017): 92.2% general rates: 7.8% user charges**

**Trafalgar Park**

	2017-2018	2018 - 2019	Comment
Trafalgar Park (Commercial Charge)	<p><u>Venue Only (No stand)</u> \$2750 per event day or part thereof or 3.5% of gross gate take whichever is the greater</p> <p><u>Venue + Stand</u> \$5500 per event per day or part thereof or 3.5% of gross gate take whichever is the greater</p>	<p><u>Venue + Stand</u> \$5000 per event per day \$500 extra for cleaning.</p> <p><u>Venue + Stand (Commercial events) e.g.</u> Opera, motor bike events \$5500 per event per day, \$500 extra for cleaning.</p>	<p>Under the current fee structure Only the Tasman Rugby Union were charged for the stand whereas community sporting events who used the stand were not, because they were considered non – gated events therefore paid the community rate.</p> <p>Proposed to change to one fee, and remove the percentage recovery, which has not been favoured by users.</p> <p>A \$500 cleaning cost shall be applied to each event unless prior arrangement has been made with the hirer to clean the facility.</p> <p>Additional costs apply for Lights (\$200 per hour) Scoreboard (\$232). Cleaning (\$500).</p> <p>Commercial events such as concerts/ motorbike events have a wider impact on the facility for example setting up marquees or ramps on the playing surface, therefore should pay additional fee, and they are more likely to require the park over several days.</p>

**Attachment 1: COMMUNITY FACILITIES FEES AND CHARGES RELATING TO SPORT AND RECREATION 2018-2019**

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**Saxton Oval**

	2017-2018	2018-2019	Comment
Saxton Oval – (commercial charge) event	<p><u>Venue Only</u> \$2750 per event day or part thereof or 3.5% of gross gate take whichever is the greater</p> <p><u>Venue + Stand</u> \$3250 per event per day or part thereof or 3.5% of gross gate take whichever is the greater</p>	<p><u>Venue + Stand</u> \$5000 per event per day \$500 extra for cleaning.</p> <p><u>Venue + Stand (Commercial events)</u> e.g. Opera \$5500 per event per day, \$500 extra for cleaning</p>	<p>Venue hire in line with the hire of Trafalgar Park, including the temporary seating.</p> <p>Venue hire in line with other regional venues.</p> <p>Charges to include the use of the stand for internationals or representative games</p> <p>Venue only used for International Cricket and possibly large events.</p> <p>A \$500 cleaning cost shall be applied to each event unless prior arrangement has been made with the hirer to clean the facility.</p>

**Attachment 1: COMMUNITY FACILITIES FEES AND CHARGES RELATING TO SPORT AND RECREATION 2018-2019**

**Swimming Pools (Riverside and Nayland Pool)**

**Revenue and Financing Policy: 100% general rates**

**Recoveries: Nil Management Contractor (CLM) retains all user charges**

Hire	2017 -2018 (inc GST)	2018 - 2019	Comment
Adult Admission	\$5	\$5.30	<p>The reasoning and justification for considering a price increase</p> <ul style="list-style-type: none"> <li>• An increase in operating costs</li> <li>• CPI adjustment</li> <li>• Will align us with similar New Zealand facilities in terms of pricing</li> <li>• There has not been an increase for three years in general admission prices (2015). School Pupil, preschool and pool hire admissions have not increased since 2012.</li> </ul>
Child Admission	\$3	\$3.20	
*Seniors, Students & Community Service Card-Holders	\$4.20	\$4.50	
Pre-School Admission	\$4		
School Pupil Admission	\$2	\$2.20	
Pool Hire During Public Swimming Times - Riverside	\$475	No Change	
Pool Hire During Public Swimming Times - Nayland Complex	\$475	No change	
Regular Hire - Riverside	\$55	\$60	
Regular Hire - Nayland Complex	\$55	\$60	
Casual Hire Outside Public Swimming Times - Riverside	\$300	\$300	
Casual Hire Outside Public Swimming Times- Nayland Complex	\$280	\$280	
Lane Hire	\$32	\$32	

**Attachment 1: COMMUNITY FACILITIES FEES AND CHARGES RELATING TO SPORT AND RECREATION 2018-2019**

**Brook Camp**

**Revenue and Financing Policy: general rates 0-10% 90 -100 % user charges**

**Current funding recovery: 60% general rates: 40% user charges**

<b>Fees</b>	<b>2017 - 2018</b>	<b>2018 - 2019</b>	<b>Comment</b>
<b>Long Term Residents (weekly fee)</b>			
Site only	\$66	\$70	Fees haven't been increased at the Brook Camp since 2009 prior to the Camp being passed back to Council from the Tahununui camp following the expiry of the lease.
Site and power	\$80	\$85	
<b>Camping</b>			
Powered sites	\$17	\$18	Increase fees for long term residents and powered site to recover increase in power costs.
Per Child (6 – 14)	\$6	\$7	
Tent sites (includes vans) per person	\$10	\$10	
<b>Cabins (sleeps 3 people)</b>			Non powered sites to remain at the same rate which is comparable with sites at the Maitai and Tahunanui Camp grounds. This also helps provide an affordable option to those who might otherwise freedom camp.
Standard 1 or 2 people	\$42	\$48	
Extra Person	\$13	\$15	
Child (6 – 14)	\$7	\$8	
<b>Graded Cabin (sleeps 5 People)</b>			It is proposed that cabin fees increase between 14% – 16% to reflect rates that are comparable to similar cabins at Tahunanui Camp and Matai Camp grounds.
1 or 2 people	\$52	\$60	
Extra person	\$13	\$15	
Child 6 - 15	\$7	\$8	
<b>Graded one star (sleeps 3 people)</b>			
1 or 2 people	\$60	\$70	
Extra person	\$13	\$15	
Child 6 - 14	\$7	\$8	
<b>Graded two star (sleeps 7 people)</b>			
1 or 2 people	\$65	\$75	
Extra person	\$13	\$15	
Child 6 - 14	\$7	\$8	