



# AGENDA

**Ordinary meeting of the**

**Sports and Recreation Committee**

**Tuesday 21 August 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**

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 3 July 2018

**5 - 11**

Document number M3597

Recommendation

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

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

**6. Chairperson's Report**

**7. Adoption of the Parks and Reserves Asset Management Plan 2018-28**

**12 - 18**

Document number R9157

Recommendation

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

***Receives the report Adoption of the Parks and Reserves Asset Management Plan 2018-28 (R9157) and its attachment (A2004774).***

Recommendation to Council

***That the Council***

***Adopts the Parks and Reserves Asset Management Plan 2018-28 (A2004774) amended to reflect the approved Long Term Plan 2018 – 2028.***

**Note:**

- **Youth Councillors Samantha Cronin and Christiane Leaper will be in attendance at this meeting.**



---

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

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

**On Tuesday 3 July 2018, commencing at 9.03a.m.**

---

Present: Councillors T Skinner (Chairperson), I Barker, M Courtney, B Dahlberg (Deputy Chairperson), K Fulton, B McGurk and S Walker

In Attendance: Councillors G Noonan and M Rutledge, Chief Executive (P Dougherty), Group Manager Community Services (R Ball) and Governance Adviser (E Stephenson)

Apology: Her Worship the Mayor R Reese

### 1. Apologies

Resolved SPO/2018/028

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

***Receives and accepts an apology from Her Worship the Mayor R Reese.***

Courtney/Barker

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 24 May 2018

Document number M3514, agenda pages 6 - 9 refer.

Resolved SPO/2018/029

***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.***

McGurk/Walker

Carried

Attendance: Councillor Fulton entered the meeting at 9.08a.m.

## 6. Chairperson's Report

The Chair noted that a briefing on the Trafalgar Centre would follow the meeting and gave a brief verbal report. Matters he talked about included:

- Council had just adopted its Long Term Plan 2018/28 (LTP) and he was happy with sports and recreation in the Plan going forward, especially mountain bike activities. He congratulated the Nelson Mountain Biking Club, noting that the four day Enduro event would take place in February 2019
- funding in the LTP for sports field improvements – Neale Park, Grampians Track and Saxton Field athletics track resurfacing, Natureland and Waimarama Sanctuary funding
- Trafalgar Centre roof strengthening had improved the acoustics, and to achieve the maximum gain from this, the Centre was improving seating, the stage area and ease of hanging of lights and cameras (with a gantry) and a new scoreclock
- the desire to retain international netball events, he said that facilities behind the scenes could be rented out for individual events and that the new Northern end was a good area for smaller events
- sport – he was supportive of school tournaments in the region, but personally was disappointed that Nelson football Junior League was not recording scores or results for children playing sport.

## 6.1 Chairperson's Verbal Report

Resolved SPO/2018/030

***That the Sports and Recreation Committee  
Receives the Chairperson's Verbal Report.***

Courtney/Walker

Carried

## 7. Fees and Charges 2018/2019 - Parks and Facilities

Document number R9397, agenda pages 10 - 21 refer.

Manager Parks and Facilities, Rosie Bartlett, and Team Leader Facilities, Gary Alsop, summarised the report. Ms Bartlett pointed out the omission of the Crematorium from paragraph 4.2.1 of the agenda report, noting that the Crematorium already met the Revenue and Financing Policy.

Ms Bartlett and Mr Alsop answered questions about:

- the procedure going forward, which would be kept under review, with fees and charges going above the CPI being reported to the relevant committees
- temporary seating at Trafalgar Park
- campgrounds and long-term residents' charges
- commercial and non-commercial rates and cleaning charges
- consistency and streamlining of fees, concessions and operator costs and research on charges throughout the country
- Greenmeadows Centre leaseholder charges
- leaving the 3.5% recovery fee charges as an option, or increasing to 5%
- Saxton Oval temporary equipment and the possibility of working with Cricket Nelson for something more permanent to be raised under next year's Annual Plan
- providing certainty for event holders regarding fees payable and the need to be competitive and in line with national practices and competition
- different degrees of commercial activity and the possibility of a category for large scale premium events
- swimming pool fees, service/maintenance/renewals/profit margins/ the overall cost of the facilities currently and how much was met by the users and the overall ratepayer contribution to make up that balance

- clarification that facilities which sat under the delegations of the Community Services Committee would be discussed under the Community Services Report at the 12 July 2018 meeting, they were included in this report only to provide full context for the reader and noting there was little or no change. Officers apologised for any confusion
- whether there were any exceptions under the Revenue and Financing Policy to justify some changes around fees, swimming pool admissions and the Brook Valley campground and that if Council made a decision not in line with policy it had to justify why the decision was made outside the policy

The meeting was adjourned at 10.25a.m. and reconvened at 10.33.a.m.

The officer's recommendation was moved by Councillor Dahlberg, seconded by Councillor Courtney.

*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).*

An amendment was moved to set the non-commercial sport and community hire fee for Trafalgar Park and Saxton Oval at \$500, which is 10% of the commercial sport hire fee, plus an optional cleaning charge, however the amendment lapsed as the seconders withdrew support.

The meeting was adjourned at 10.41a.m. and reconvened at 10.53a.m.

An amendment was moved by Councillor McGurk, seconded by Councillor Walker. The amendment was lost.

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) amended as follows:*



*That fees for the Brook Camp are held at current rates in recognition of its role in public benefit and social housing; and*

*That fees are reviewed after the completion of the campground review or for the 2019/20 financial year, whichever comes first; and*

*That the charges for adult, child and seniors, students and community card holders admissions at swimming pools be held at 2017/18 levels in recognition of the health benefits swimming pools provide to the community.*

McGurk/Walker

The substantive motion was put and carried.

Resolved SPO/2018/031

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

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

Dahlberg/Courtney

Carried

Recommendation to Council SPO/2018/032

***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).***

Dahlberg/Courtney

Carried

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

Resolved SPO/2018/033

***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/McGurk

Carried

<b>Item</b>	<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Particular interests protected (where applicable)</b>
<b>1</b>	<b>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>

The meeting went into public excluded session at 11.11a.m. and resumed in public session at 11.12a.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.

## **9. Confirmation of Public Excluded Minutes**

9.1 24 May 2018

Document number M3515, agenda pages 3 - 4 refer.

Resolved SPO/2018/034

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

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

McGurk/Walker

Carried

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

Resolved SPO/2018/035

***That the Sports and Recreation Committee***  
***Re-admits the public to the meeting.***

McGurk/Courtney

Carried

There being no further business the meeting ended at 11.12a.m.

Confirmed as a correct record of proceedings:

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

---

## **Adoption of the Parks and Reserves Asset Management Plan 2018-28**

---

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

- 1.1 To adopt the Parks and Reserves Asset Management Plan 2018-28.

### **2. Recommendation**

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

***Receives the report Adoption of the Parks and Reserves Asset Management Plan 2018-28 (R9157) and its attachment (A2004774).***

Recommendation to Council

***That the Council***

***Adopts the Parks and Reserves Asset Management Plan 2018-28 (A2004774) amended to reflect the approved Long Term Plan 2018 – 2028.***

### **3. Background**

- 3.1 Asset Management Plans (AMP) are prepared and approved by Council to inform development of the Long Term Plan (LTP). Following consultation on the LTP and subsequent decisions, Asset Management Plans have been updated.
- 3.2 Three workshops were held with the Sports and Recreation Committee (4 April 2017, 4 July 2017 and 11 July 2017) to review levels of service, discuss issues, confirm priorities for 2018-28 and seek direction from the Committee.
- 3.3 A draft Parks and Reserves Asset Management Plan was presented to the Sports and Recreation Committee on 5 October 2017 and adopted (as a draft) by Council on 9 November 2017.

#### **4. Discussion**

4.1 The Parks and Reserves Asset Management Plan 2018-28 sets out the background to Council's reserves network and associated issues and opportunities. The Plan includes:

- Levels of Service,
- Focus areas for the activities during 2018-28,
- The activity budgets for operations and maintenance, renewals and capital expenditure.

#### **Changes made through Long Term Plan deliberations**

4.2 The following paragraphs summarise relevant resolutions made at the LTP deliberations meeting that affect budgets within the AMP. These changes have been incorporated into the final AMP and have been highlighted in the attachment to this report for the purposes of transparency (highlights will be removed prior to publishing).

- 4.2.1 Funding for mountain biking increased to \$190,000 in 2018/19, \$100,000 in 2019/20 and \$210,000 in 2020/21, as a grant to the Nelson Mountain Bike Club for trail development and preparations to allow hosting of the Enduro World Series in Nelson in 2021. This funding is an increase from \$10,000 in 2018/19, \$100,000 in 2019/20 (no change), and \$10,000 in 2020/21. The grant will be contingent on achievement of outcomes set out in a funding contract.
- 4.2.2 Great Taste Trail funding for Council's contribution to the Tahuna Beach to airport section has been brought forward to 2018/19. Previously this funding was split over 2018/19 and 2019/20.
- 4.2.3 New funding of \$10,000 has been allocated in 2018/19 for geotechnical and design work towards a proposed off-road cycle route between the Maitai Dam and the Maitai Camp, and \$50,000 in 2019/20 to develop the off-road route. An application for match-funding from the Ministry of Business, Innovation and Employment is presently being prepared (applications close end of August and decisions are expected around October).
- 4.2.4 New funding of \$50,000 has been allocated in 2018/19 to renew the Dun Mountain Trail from Coppermine Saddle to the Maitai Dam and \$50,000 in 2018/19 to reinstate the trail below the slip along the Maitai Pipeline. An application for match-funding from the Ministry of Business, Innovation and Employment is presently being prepared (applications close end of August and decisions are expected around October).
- 4.2.5 Funding for the renewal of the Saxton Field Athletics Track has been brought forward from 2022/23 to commence in 2018/19.

## Item 7: Adoption of the Parks and Reserves Asset Management Plan 2018-28

- 4.2.6 Funding for further shared path developments at Saxton Field has been delayed from 2018/19 to commence in 2020/21.
  - 4.2.7 Funding for the Stoke Youth Facility has been brought forward to commence with consultation in 2018/19, investigation and design in 2019/20 and construction in 2020/21. This funding was previously provided in 2019/20, 2020/21 and 2021/22.
  - 4.2.8 New funding of \$15,000 has been allocated in 2018/19 for a zig zag section on the Grampians main ridge track.
  - 4.2.9 New funding of \$30,000 has been allocated in each of the first three years of the LTP to improve the surface of fields at Neale Park.
- 4.3 The following resolutions were made but do not presently affect budgets in the AMP:
- 4.3.1 \$60,000 contribution in 2018/19 for Velodrome lighting and/or shading retained (funding is already provided in the AMP).
  - 4.3.2 Noted that staff will report back in 2018/19 on a policy for ownership and maintenance of lights on Council sportsgrounds.
  - 4.3.3 Agreed that over time Council will look to cease grazing open areas at the Paramata Flats Reserve and transition towards maintaining remaining grass through management methods other than grazing.
  - 4.3.4 Requested that officers investigate potential options for an extension to the Grampians linking to the Brook Valley and report back to the Sports and Recreation Committee in time for the 2019/20 Annual Plan.
  - 4.3.5 Agreed that where practicable and within existing budgets, vegetation along reserve pathways be maintained by methods other than chemical control.
  - 4.3.6 Supported in principle the investigation of a Maungatapu connection for cycle tourism opportunities.

### **Changes made since the Draft Asset Management Plan was Prepared**

- 4.4 The draft Asset Management Plan was adopted by the Sports and Recreation Committee on 5 October 2017, and at the time a number of sub activities and sections had not been finalised. Since the draft was adopted staff have made updates to the following areas:
- Financial summary
  - Risk management

## Item 7: Adoption of the Parks and Reserves Asset Management Plan 2018-28

- Saxton Field capital works
- Future demand (growth projections)
- Asset management maturity
- Levels of service performance measures: Trees, Sportsgrounds, Conservation Reserves, Landscape Reserves (no changes to levels of service, however some measures/targets have been completed or refined).

4.5 These changes have been highlighted in the attached AMP for the purposes of transparency (highlights will be removed prior to publishing).

### **Activity Management Plans 2021-31**

4.6 Planning for future Activity Management Plans 2021-31 is underway. To ensure officers have a clear understanding of Council's expectations and key issues a series of workshops will be arranged with the Sports and Recreation Committee over the next three years.

## **5. Options**

5.1 The Parks and Reserves Asset Management Plan 2018-2028 supports Council in meeting its obligations under section 93 and Schedule 10 of the Local Government Act 2002 and the recommended option is for Council to adopt this plan.

<b>Option 1: Adopt</b>	
Advantages	<ul style="list-style-type: none"><li>• Supports Council to meet requirements of the Local Government Act 2002.</li></ul>
Risks and Disadvantages	<ul style="list-style-type: none"><li>• Nil</li></ul>
<b>Option 2: Not adopt</b>	
Advantages	<ul style="list-style-type: none"><li>• Nil</li></ul>
Risks and Disadvantages	<ul style="list-style-type: none"><li>• Not adopting the Asset Management Plan would leave Council without a clear plan to mitigate risks and achieve levels of service.</li></ul>

## **6. Conclusion**

- 6.1 The Parks and Reserves Asset Management Plan 2018-28 has been reviewed and amended to reflect all decisions made by the Council in the adopted Long Term Plan 2018-28.
- 6.2 The AMP sets out the background to Council's reserves network and identifies associated issues and opportunities. The AMP establishes levels of service, discusses focus areas for activities and sets activity budgets for operations and maintenance, renewals and capital expenditure.

**Author:** Paul Harrington, Property, Parks and Facilities Asset Planner

### **Attachments**

Attachment 1: A2004774 - 2018-28 Parks and Reserves Asset Management Plan - Aug 2018 (*Circulated separately*) ⇨



<b>Important considerations for decision making</b>
<b>1. Fit with Purpose of Local Government</b>  Asset Management Plans set out the background to Council's reserves network and associated activities and assets, and will support Council in meeting its obligations under section 93 and Schedule 10 of the Local Government Act 2002.
<b>2. Consistency with Community Outcomes and Council Policy</b>  The Asset Management Plan has been developed to support the delivery of the following Council Community Outcomes: <ul style="list-style-type: none"><li>• <i>Our communities have access to a range of social, educational and recreational facilities and activities</i></li><li>• <i>Our region is supported by an innovative and sustainable economy</i></li></ul> The document has assisted Council in developing the LTP.
<b>3. Risk</b>  Adopting the Asset Management Plan is a low risk as it has been through a thorough development process and reflects all of the relevant Long Term Plan decisions. Adopting the AMP helps Council mitigate risks by providing a clear plan to establish levels of service, address relevant focus areas and set activity budgets for operations, maintenance, renewals and capital expenditure.
<b>4. Financial impact</b>  The Asset Management Plan reflects the decisions made by Council on the 21 June 2018 when they adopted the Long Term Plan 2018-28 and sets out budgets for both operational and capital expenditure. Funding is both directly from rates and indirectly through borrowing.
<b>5. Degree of significance and level of engagement</b>  This matter is of low significance because decisions arising from the Parks and Reserves AMP which were considered to be significant were consulted on through the LTP.
<b>6. Inclusion of Māori in the decision making process</b>  The development and approval of the Asset Management Plan is part of the Long Term Plan process. This included consultation with Māori during the development of, and the formal submission process, for the Consultation Document. A hui for iwi was held on 20 October 2017 and there was subsequent sharing of further information.

## **7. Delegations**

Relevant areas of responsibility listed under 6.4.1 include:

- *Recreation and Leisure Facilities and Services*
- *Parks and Reserves*
- *Modellers' Pond*
- *Sports Fields*

*All land and buildings relating to the areas of responsibility of the committee, including the acquisition, lease, sale or disposal, maintenance, management or development of any land or buildings.*

The Sports and Recreation Committee has the following delegation:

*6.4.3 Powers to Recommend:*

*Asset and Activity Management Plans falling within the areas of responsibility.*