



AGENDA

Ordinary meeting of the Community Services Committee

**Tuesday 27 November 2018
Commencing at 9.00a.m.
Council Chamber
Civic House
110 Trafalgar Street, Nelson**

**Pat Dougherty
Chief Executive**

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

Quorum: 4

Nelson City Council Disclaimer

Please note that the contents of these Council and Committee Agendas have yet to be considered by Council and officer recommendations may be altered or changed by the Council in the process of making the formal Council decision.

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 Her Worship the Mayor R Reese

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

- 4.1 Brent Thawley and Sarah Yarrow - Nelson Festivals Trust. An update on the Trust's strategy/visioning process.

5. Confirmation of Minutes

- 5.1 4 October 2018 **7 - 14**

Document number M3806

Recommendation

That the Community Services Committee

***Confirms the minutes of the meeting of the
Community Services Committee, held on 4 October
2018, as a true and correct record.***

- 6. Chairperson's Report 16 - 18**

7. Youth Council Update

- 8. Community Partnerships Activity Management Plan
2018 - 2028 18 - 43**

Document number R9680

Recommendation

That the Community Services Committee

Receives the report Community Partnerships Activity Management Plan 2018 - 2028 and its attachment (A2012013).

Recommendation to Council

That the Council

Adopts the Community Partnerships Activity Management Plan 2018 – 2028 (A2012013) to reflect the approved Long Term Plan 2018 - 2028.

9. Community Services Committee Quarterly Report 1 July - 30 September 2018 44 - 64

Document number R9769

Recommendation

That the Community Services Committee

Receives the report Community Services Committee Quarterly Report 1 July - 30 September 2018 (R9769) and its attachments (A2080638 and A2083117).

10. Greenmeadows Centre - Progress Update (number four) 65 - 68

Document number R9770

Recommendation

That the Community Services Committee

Receives the report Greenmeadows Centre - Progress Update (number four) (R9770).

11. Community Housing 69 - 72

Document number R9815

Recommendation

That the Community Services Committee

Receives the report Community Housing (R9815); and

Refers to Council all powers of the Community Services Committee relating to the future of Nelson City Council's community housing.

Recommendation to Council

That the Council

Considers all matters relating to the future of Nelson City Council's community housing with a view to developing a proposal for community consultation in 2019.

PUBLIC EXCLUDED BUSINESS

12. Exclusion of the Public

Recommendation

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:

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 - 4 October 2018	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)(g) To maintain legal professional privilege • Section 7(2)(h) To enable the local authority to carry out, without prejudice or disadvantage, commercial activities

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	Greenmeadows Centre - Progress Update	<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)(g) To maintain legal professional privilege • Section 7(2)(h) To enable the local authority to carry out, without prejudice or disadvantage, commercial activities
3	Queens Gardens Toilets Update	<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)(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

Note:

- **Lunch will be provided.**
- **Youth Councillors Campbell Rollo and Jaid VandenBerg-Kaire 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 4 October 2018, commencing at 1.08p.m.

Present: Councillor G Noonan (Chairperson), Councillors M Courtney (Deputy Chairperson), K Fulton, M Lawrey, B McGurk, P Matheson and M Rutledge

In Attendance: Councillors I Barker, S Walker, Chief Executive (P Dougherty), Group Manager Infrastructure (A Louverdis), Group Manager Community Services (R Ball), Group Manager Corporate Services (N Harrison), Group Manager Strategy and Communications (N McDonald) Manager Communications Paul Shattock, and Governance Adviser (R Terry)

Apologies: Her Worship the Mayor R Reese and Councillor P Matheson for early departure on Council business.

1. Apologies

Resolved CS/2018/042

That the Community Services Committee

Receives and accepts an apology from Her Worship the Mayor R Reese and Councillor P Matheson for early departure

Courtney/McGurk

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 30 August 2018

Document number M3726, agenda pages 7 - 14 refer.

Resolved CS/2018/043

That the Community Services Committee

Confirms the minutes of the meeting of the Community Services Committee, held on 30 August 2018, as a true and correct record.

McGurk/Courtney

Carried

6. Chairperson's Report

Document number R9743, agenda pages 15 - 17 refer.

The Chair welcomed the new Manager Libraries, Jan Holmquist.

The Chair advised that the recent governance training had been successful and the Among the Roses Festival would be held on 18 November 2018 at Broadgreen Historic House.

The Chair tabled an e-mail update from Jenna Stallard, a previous member of the Youth Council.

Resolved CS/2018/044

That the Community Services Committee

Receives the report Chairperson's Report (R9743).

Noonan/Courtney

Carried

Attachments

- 1 A2079641 - E-mail update from Jenna Stallard - Youth Council

7. Youth Council Update

Youth Councillor, Uk Hlei Cinzah provided an update on behalf of the Youth Council. He noted they would be involved in the masked parade on 26 October 2018, assisting with judging, managing and decorating the CBD. Youth Council members were currently talking to schools to promote the masked parade.

The Youth Council was in the process of recruitment for 2019. A short video clip had been made of the main highlights and the important issues facing youth in Nelson to the Council. The video is available on the Nelson Youth Council Facebook page.

Youth Councillor Nathanael Rais discussed the consultation and submissions on joint waste minimisation strategy and noted they were putting together a submission for the Brook Reserve and the Gambling Policy.

8. Adoption of Property and Facilities Asset Management Plan 2018 - 2028

Document number R9181, agenda pages 18 - 22 refer.

Attendance: Councillor Matheson left the meeting at 1.41p.m.

Manager Parks and Facilities, Rosie Bartlett and Property and Facilities Asset Planner, Jock Edmondson presented and answered questions regarding:

- Priority of items in the improvements section
- Committees to set priority tasks each year
- Strategic property work and asset management planning and principles
- Condition rating and assessment of facilities
- Review of swimming pools
- Heritage value, activation of buildings and strategy of purchasing

It was noted that the next Property and Facilities Asset Management Plan would not include forestry, as this had been delegated to the Forestry Advisory Group.

Attendance: Councillor McGurk left the meeting at 1.58p.m. and returned to the meeting at 2.02p.m.

Attendance: Councillor Lawrey left the meeting at 2.03p.m. and returned to the meeting at 2.05pm

Resolved CS/2018/045

That the Community Services Committee

Receives the report Adoption of Property and Facilities Asset Management Plan 2018 - 2028 (R9181) and its attachment (A2013479).

Courtney/McGurk

Carried

Recommendation to Council CS/2018/046

That the Council

Adopts the Property and Facilities Asset Management Plan 2018 - 2028 (A2013479) amended to reflect the approved Long Term Plan 2018 - 2028.

Courtney/McGurk

Carried

9. Greenmeadows Centre - Progress Update (number three)

Document number R9690, agenda pages 23 - 26 refer.

Group Manager Infrastructure, Alec Louverdis answered questions and discussion took place regarding:

- Progress made, noting that resources were up to the required standard
- Update on the work programme. Mr Louverdis noted that quality is the main focus and ensuring the work is actioned in sequence
- A liaison officer had been appointed to provide regular updates to the tenants and be available as the main point of contact
- Resourcing and vacancies
- Anticipated date for completion, noting that tenant occupation will be phased

Resolved CS/2018/047

That the Community Services Committee

Receives the report Greenmeadows Centre - Progress Update (number three) (R9690).

Lawrey/McGurk

Carried

10. Stoke Library Weather Tightness

Document number R9531, agenda pages 28 - 146 refer.

Property Parks and Facilities Manager, Andrew Petheram and Property and Facilities Asset Planner, Jock Edmonson presented the report.

It was noted that the first priority would be the immediate repairs required for the Stoke Library. A conceptual design approach taking account of the wider area would follow, ensuring proposed facilities and activities in Stoke were considered at the design stage.

Mr Petheram and Mr Edmonson answered questions regarding:

- The Stoke memorial hall and other commercial activities
- Medium and long term options for the Stoke CBD to ensure a cohesive approach
- Priority for work to be completed, ensuring safety first
- Further design work and estimates to be completed

Attendance: Councillor Rutledge left the meeting at 2.26p.m. and returned to the meeting at 2.30p.m.

Councillor Noonan, seconded by Councillor Courtney moved an amendment to the motion.

Recommendation

That the Community Services Committee

Receives the report Stoke Library Weather Tightness (R9531) and its attachment 'Weathertightness Report Stoke Library 1 August 2018' (A2022791), and previous report R9489 (A2067838) and its attachment 'Weathertightness Report Structural Roof Beams at Stoke Library' (A1999139).

Recommendation to Council

That the Council

Approves unbudgeted expenditure of \$200,000 for an immediate short term structural renewal for the Stoke Library; and

Approves unbudgeted expenditure of \$25,000 for design work considering the medium and long term solutions for the Stoke Library to inform the draft Annual

Plan 2019/20, giving consideration to activities in the Stoke CBD.

The meeting was adjourned at 2.46pm and reconvened at 3.00pm.

Attendance: Councillor Lawrey returned to the meeting at 3.03pm.

The amendment was carried and became the substantive motion.

The substantive motion was put and carried.

Resolved CS/2018/048

That the Community Services Committee

Receives the report Stoke Library Weather Tightness (R9531) and its attachment 'Weathertightness Report Stoke Library 1 August 2018' (A2022791), and previous report R9489 (A2067838) and its attachment 'Weathertightness Report Structural Roof Beams at Stoke Library' (A1999139).

Noonan/Courtney

Carried

Recommendation to Council CS/2018/049

That the Council

Approves unbudgeted expenditure of \$200,000 for an immediate short term structural renewal for the Stoke Library; and

Approves unbudgeted expenditure of \$25,000 for design work considering the medium and long term solutions for the Stoke Library to inform the draft Annual Plan 2019/20, giving consideration to activities in the Stoke CBD.

Noonan/Courtney

Carried

11. Exclusion of the Public

Resolved CS/2018/050

That the Community Services Committee

Excludes the public from the following parts of the proceedings of this meeting.

Item 6: Chairperson's Report

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:

Fulton/Rutledge

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)
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2	Greenmeadows Centre - Progress Update	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)(g) To maintain legal professional privilege • Section 7(2)(h) To enable the local authority to carry out, without prejudice or disadvantage, commercial activities

The meeting went into public excluded session at 3.10p.m. and resumed in public session at 3.45pm.

There being no further business the meeting ended at 3.45p.m.

Item 6: Chairperson's Report

Confirmed as a correct record of proceedings:

_____ Chairperson _____ Date

Chairperson's Report

Whanake Youth

1. I recently met with two members of Whanake Youth to discuss what they are currently doing. I asked them to write a piece for my report to update the committee and our community on what they are doing and this follows:

"Whanake Youth is a youth health and wellbeing charitable trust and means to 'rise to the sky'. Our mission statement is "to empower rangatahi to participate and lead their journey from adolescence to adulthood with the support of community and whanau."

We have established the Wicked Tooth Fairy, the first transport and support program for young people age 13-17 to see a dentist!

Whanake Youth also employed nine young people in the recent school holidays to consult with the community about our vision for a youth one stop shop. They surveyed over 500 people from Stoke, Nelson, Richmond and Summerset Rest Home. Since the survey was completed Whanake Youth has leased a space in Stoke Central Mall, the vision is to offer two clinic rooms for young people to access free health care, a space to access computers for housing and work options and a formal board room and 'lounge' for young people to meet in. Work on the fit out of the unit is being planned for now through until the end of January 2019.

Our other exciting news is that through funding from the Mental Health Foundation and other organisations, Whanake Youth and Youth Nelson have Charles and Janine Williams-International Mural Artists to work on a mural on the wall of Jack Robbins Stadium. The students at Youth Nelson are part of the creation and are part of giving back to the community as with learning more of their journey and making good decisions."

Nelson Arts Festival

2. The 24th Nelson Arts Festival was held recently and notably the last under NCC auspices. The Festival utilised many

Council operated or funded venues, including Founders Heritage Park, Nelson Theatre Royal, The Suter Theatre and Gallery and the newly reopened Nelson Centre of Musical Arts. The Festival wrapped up with a fabulous 'Weird & Wonderful' Masked Parade & Carnivale which saw Nelsonians out in droves enjoying the parade – won by Mahana School. Sales were down slightly due to the timing of the new Lift Off event and competition from the All Blacks for public awareness and share of ticket spend, however things bode well for the future of the festival under the new Trust.

Community Investment Panel

3. I would like to thank, through this report, Graeme Thomas, Katy Steele, Susan Hawthorne and Rachel Saunders for their reading, deliberating and granting funding through our Community Investment Fund. Their term has now come to an end and a new recruitment will soon take place. I had the pleasure, along with Cr Courtney, of hosting the panel members to a morning tea at which we debriefed on the year past and presented the panel with certificates. We have had some very grateful letters from some of the recipients to the panel and Council for funding.

Armistice 100 Celebrations

4. Nelson's Armistice 100 Celebrations were a true community partnership with RSA, Histrionics, Nelson Provincial Museum, Arts Council Nelson and Uniquely Nelson all working directly with Nelson City Council. The events included a rededication of the Cenotaph, adding 80 new names and reuniting six pairs of brothers and a church steps street party with theatrical performances, a "Wall of Remembrance" banner display and flax poppy artwork installation. Promotion generated over six separate media stories including national coverage for Nelson. It is estimated that over 2,000 people attended these activities, with the church steps event coordinated to be an exciting launch to the Upper Trafalgar Street Summer Closure. A special thanks to the Menzshed Nelson Whakatū for constructing the railway carriage and all involved in organising and participating.

Among the Roses

5. Thanks to the Broadgreen Society who hosted its annual event Among the Roses on 18 November after a rainy day the day prior. There was the addition of a vintage car display, with the usual music food and wine. This is always a popular event on our calendar.
6. There are many events and commitments between now and our next meeting but as this is the last meeting for the

Item 6: Chairperson's Report

calendar year I would like to wish the committee, staff who support us and the community as a whole a safe and restful Christmas. Our first meeting for 2019 is scheduled for 26 February but we will be working well before that.

Community Partnerships Activity Management Plan 2018 - 2028

1. Purpose of Report

- 1.1 To adopt the Community Partnerships Activity Management Plan 2018-2028.

2. Recommendation

That the Community Services Committee

Receives the report Community Partnerships Activity Management Plan 2018 - 2028 and its attachment (A2012013).

Recommendation to Council

That the Council

Adopts the Community Partnerships Activity Management Plan 2018 – 2028 (A2012013) to reflect the approved Long Term Plan 2018 - 2028.

3. Background

- 3.1 Activity Management Plans (AMP) are prepared and approved by Council to inform development of the Long Term Plan (LTP). A draft Community Partnerships AMP workshop was held with the Community Services Committee on 6 April 2017 to discuss levels of service, issues, confirm priorities for 2018-28 and seek direction from the Committee in relation to a draft Community Services Activity Management Plan 2018-28. The draft Community Partnerships AMP is now being presented back to the Committee for adoption following consultation on the LTP.

4. Discussion

- 4.1 The Community Partnerships Activity Management Plan 2018-28 sets out the background to Council's social development programme 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 project delivery.

Changes made through Long Term Plan deliberations

- 4.2 The following paragraphs summarise relevant resolutions made at the LTP deliberations affecting budgets in the AMP. These changes have been incorporated into the final AMP and have been highlighted in the attachment to this report (highlights will be removed prior to publishing).

4.2.1 An allocation of \$4,000 per annum to support work on volunteering issues.

4.2.2 An allocation of \$50,000 for one year to provide security guards and youth workers in response to antisocial behaviour outside the Stoke Library.

- 4.3 Since the draft version was written updates have also been made to some sections including:

- Financial summary
- Volunteering
- Anti-social behaviour of young people at the Stoke Library
- The Community Investment Fund
- New migrants and former refugees.

- 4.4 These changes have also been highlighted in the attached AMP.

Activity Management Plans 2021 - 31

- 4.5 Planning for the Activity Management Plans 2021-31 is underway. To ensure officers have a clear understanding of Council's expectations workshops will be arranged with the Community Services Committee in 2019.

5. Options

- 5.1 The Community Partnerships Activity Management Plan 2018-28 supports Council in meeting its obligations under section 93 and

Item 8: Community Partnerships Activity Management Plan 2018 - 2028

Schedule 10 of the Local Government Act 2002 and the recommended option is for Council to adopt these plans.

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

6. Conclusion

- 6.1 The Community Partnerships Activity Management Plan 2018-28 has been reviewed and amended to reflect all decisions made by the Council in the adopted Long Term Plan 2018-2028.
- 6.2 The AMP sets out the background to Council's social development programme and identifies associated issues and opportunities. The AMP establishes levels of service, discusses focus areas for activities and sets activity budgets for programmes.

Author: Mark Preston-Thomas, Manager Community Partnerships

Attachments

Attachment 1: A2012013: 2018 - 28 Community Partnerships AMP [↓](#)

Important considerations for decision making
<p>1. Fit with Purpose of Local Government</p> <p>The Community Partnerships Activity Management Plan 2018 - 28 sets out how Council will deliver agreed levels of service to the community in the most cost effective way.</p>
<p>2. Consistency with Community Outcomes and Council Policy</p> <p>The document has assisted Council in developing the LTP.</p> <p>The Activity Management Plan has been developed to support the delivery of the following Council Community Outcomes:</p> <ul style="list-style-type: none">• <i>Our communities are healthy, safe, inclusive and resilient</i>• <i>Our communities have access to a range of social, educational and recreational facilities and activities.</i>
<p>3. Risk</p> <p>Adopting the Activity 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 Activity Management Plan also helps Council mitigate risks by providing a clear plan to achieve levels of service, address relevant focus areas and sets activity budgets for operations, maintenance, renewals and capital expenditure.</p>
<p>4. Financial impact</p> <p>The Activity Management Plan reflects the decisions made by Council on the 21 June 2018 when the Long Term Plan 2018-28 was adopted and sets out budgets for both operational and capital expenditure. Funding is directly from rates.</p>
<p>5. Degree of significance and level of engagement</p> <p>This matter is of low significance because decisions arising from the Long Term Plan were consulted on through the Long Term Plan 2018–28.</p>
<p>6. Inclusion of Māori in the decision making process</p> <p>No engagement with Māori has been undertaken in preparing this report.</p>
<p>7. Delegations</p> <p>The Community Services Committee has the following power to recommend:</p> <ul style="list-style-type: none">• <i>Asset and Activity Management Plans falling within the areas of responsibility</i>



2018-28 COMMUNITY PARTNERSHIPS ACTIVITY MANAGEMENT PLAN



Version:	2
Date:	3 September 2018
Status:	Draft
Author:	Mark Preston-Thomas, Manager Community Partnerships
Adopted:	Not adopted

A2012013 - last updated: 1 November 2018



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2018-28 Community Partnerships Activity Management Plan

1. Executive summary

- 1.1. Community partnerships activity encompasses the work undertaken by Council to enhance the wellbeing of the Nelson community. By developing the community, improving social outcomes and increasing collaboration and partnerships across the sector, the community will become more resilient and engaged.
- 1.2. The Community Partnerships Activity Management Plan (AMP) focuses on five key outcome areas, under which the activity is grouped. These include:
 - Our communities are healthy, safe, inclusive and resilient
 - Our Communities have opportunities to celebrate their heritage, identity and creativity,
 - Our communities have access to a range of social, educational and recreational facilities and activities
 - Our Council provides leadership and fosters partnerships, a regional perspective, and community engagement
- 1.3. Under each outcome area, levels of service are set to meet outcomes to ensure the activity achieves positive change in a measurable way. Levels of service are achieved through different mechanisms, ranging from grant funding allocation, direct service purchasing or through providing officer time toward developing community initiatives. Throughout the work in this AMP, partnerships are key to delivering the outcomes and achieving strong community engagement across different sectors.
- 1.4. Some of the key issues facing the community sector include increased demands on funding, the governance capacity of community organisations, and that the current community investment fund focuses on social development. Opportunities include encouraging innovation and greater collaboration across the sector.
- 1.5. It is important to focus on where Council can contribute in the most valuable way, in ways that other agencies such as other funders cannot. Council has the unique ability to work alongside community groups to achieve local outcomes for community development. Council is also in a unique position to include social outcomes in procuring services across Council which has now commenced.
- 1.6. With an ageing population, and projected decline in the number, but particularly the proportion of young people, Council should focus on ensuring the community is ready to tackle the issues facing these demographics, ensuring older adults remain connected and our young people are fostered and encouraged to thrive in Nelson.
- 1.7. The total Council contribution across this activity area is \$745,556.

Introduction (Why we need a plan)

2. Purpose of this Activity Management Plan

- 2.1. The purpose of this activity management plan is to plan for community partnerships activity, outline key issues, focus areas and levels of service.
- 2.2. Community partnerships, are non-asset based activities that seek to improve the social wellbeing outcomes of the community through partnerships where possible.
- 2.3. The key outcome areas for community partnerships activity are:
 - A connected, capable, engaged and resilient community.
 - Community networks are supported.
 - Community contribution is celebrated.
 - Community leadership is developed.
 - Partnerships are developed to meet community needs and aspirations.
- 2.4. This plan updates the 2018-28 Community Partnerships Activity Management Plan.

3. Activities included in the Plan

- 3.1. Programmes and activities covered by this Plan are aligned to the key outcome areas:

A connected, capable, engaged and resilient community

- 3.2. Social connectedness is important across the entire community, it contributes to the health and wellbeing of residents and builds a more cohesive community.
- 3.3. Council can encourage social connection through events, places and spaces, sharing of information and a community that supports social connection, seeking to reduce isolation.
- 3.4. Activity includes supporting community organisations and their governance to develop and grow, providing grants for civic activities to encourage neighbourhood connectedness, encouraging innovation and social outcomes in Council funding and service provision.
- 3.5. Engagement with the community is important to ensure the community is involved with Council decision making and processes and have its voice heard. Where the community is involved with co-design and co-production to solutions the best outcomes will be achieved as the community will take ownership and therefore have less dependency on Council.
- 3.6. Developing the community through strengthening sector capability, capacity and resilience will increase community engagement and encourage civic activity that leads to a strong community.

2018-28 Community Partnerships Activity Management Plan

What we do	Why we do it
Community capacity and capability building.	To strengthen the community sector and build community resilience to enhance community organisations capability to deliver services successfully.
Provide community activities at Council facilities.	To encourage social connection.
Provide neighbourhood programmes and events.	To encourage social connection.
Share information to the community through publications.	To ensure information is easily accessible.
Encourage the community to make healthy choices.	To lead to positive health and wellbeing outcomes.
Support intergenerational activity.	To encourage social connection and sharing of knowledge between generations.
Submit feedback to relevant central government issues.	To be the conduit to provide a community voice to central government.
Encouraging innovation through social enterprise and procurement.	To encourage new ways to deliver services with community and social outcomes in mind. To foster innovative and collaborate ideas.
Encourage civic activity through neighbourhood grants.	To encourage civic activity and strengthen neighbourhoods.

Supported Networks

- 3.7. Council supports several community networks in various ways. The most benefit can be achieved through encouraging networks to be effective beyond just networking by taking a strategic approach. For some activity, Council funds networks to operate and in some cases staff attend and contribute.

What we do	Why we do it
Support and fund relevant community networks.	To provide a forum for community groups to engage, share ideas and information and best practise within the sector and between Council and the sector.
Officers and Councillors attend community networks and forums.	To enhance community connections and hear from the community, share

2018-28 Community Partnerships Activity Management Plan

	Council information, contribute to development of initiatives and ensure Council activities align with community.
Support community networks to collaborate effectively.	To support networks to function strategically to achieve outcomes across the community.

Community contribution and celebration

- 3.8. This includes activities to recognise community achievements and celebrate community spirit. By recognising these achievements, the community will be encouraged and inspired to achieve more.
- 3.9. Celebrating community through events encourages the social connectedness of community. Community events are generally free or low-cost to attend and celebrate a specific community sector, neighbourhood or occasion.

What we do	Why we do it
Support community awards.	To celebrate community volunteers and community projects through the Trustpower community awards and Eelco Boswijk civic awards.
Community youth volunteer awards.	To recognise individual young people's contribution to volunteering the community.
Celebrating community and (diversity) through events.	To provide activities for people to connect, celebrate their community, culture or mark a specific occasion.

Leadership development

- 3.10. Developing our community leaders encourages a stronger sector and community led approach to developing communities.
- 3.11. Encouraging our youth to engage with the community through leadership opportunities provides pathways to continued involvement, building future leaders.

What we do	Why we do it
Develop and encourage leaders in our community.	To encourage and foster community leaders to develop and step forward to take ownership and lead activity and development in their community

2018-28 Community Partnerships Activity Management Plan

Provide cadetships for young people to work at Council.	Provides young people studying at NMIT the chance to learn while studying. Can lead to employment opportunities.
Youth Council.	To provide a youth voice at the Council table, for young people to engage with local government and learn about Council activities.
Youth development funding.	To give young people the opportunity to attend leadership courses and develop their leadership skills.

Partnerships

- 3.12. Partnerships are created to increase social development and community wellbeing outcomes by working collaboratively to increase the impact of support or funding provided.
- 3.13. Partnerships in the community context take different forms and range from relationships through to formal agreements to achieve outcomes.
- 3.14. Partnerships can include many partners or a single partner, some are planned proactive approaches and others are created in reaction to a community need.

What we do	Why we do it
Support groups to achieve outcomes, work alongside them, assist to seek funding, fund as appropriate.	To achieve Council outcomes based on community investment fund priorities.
Work with key agencies and funders across the community.	To encourage opportunities for interagency partnering for outcomes and sharing of best practice.
Provide funding towards collaborative activities.	To encourage strong connections across the community.
Seek opportunities to partner.	To leverage Council's contribution to community activity.

2018-28 Community Partnerships Activity Management Plan

4. Key stakeholders in the Plan

4.1. Stakeholders identified in this Plan are:

- Community organisations
- Community and Whanau network
- Nelson Youth Council
- Positive Ageing Forum
- Organisations supporting older people
- Organisations supporting young people
- Connections Youth Provider Forum
- Community services providers
- Libraries
- Nelson Tasman Community Funders Network
- Grant funders of community groups
- Government agencies – in particular NMDHB, Police, MSD and Te Puni Kōkiri.
- Tasman District Council
- Emerging community leaders
- Community Investment Funding Panel

5. Strategic context (links to organisation vision, goals and strategies)

5.1. Council's community partnerships activity is informed by the following Council strategic documents

- Council's Community Outcomes
- Long Term Plan 2018-28
- Nelson 2060
- Social Wellbeing Policy 2011
- Youth Strategy 2017
- Community Investment Policy 2017

Community outcomes

- 5.2. Councils are required by the Local Government Act 2002 to have Community Outcomes, which are a statement of the goals Council is working to achieve in meeting the current and future needs of our community. Council's community outcomes are set out in the Long Term Plan 2018-28.
- 5.3. The community partnerships activity contributes to the following community outcomes below in the following ways:

2018-28 Community Partnerships Activity Management Plan

Community Outcome	How this activity contributes to the outcome
<p>Our communities are healthy, safe, inclusive and resilient</p> <ul style="list-style-type: none"> Nelson is a city of strong, and connected people and communities who live, work and play together. We support each other to build individual and community resilience. Our community works in partnership to understand, prepare for and respond to the impacts of natural hazards. We take pride in the warm welcome we give to our visitors and new arrivals and work together to see that our people are safe, and their diversity supported. 	<p>The community is engaged to take part in civic activities and be part of decisions made for them.</p> <p>Young people are supported and participate in our community.</p>
<p>Our communities have opportunities to celebrate and explore their heritage, identity and creativity:</p> <ul style="list-style-type: none"> We are proud of and celebrate our history and heritage and how that contributes to our identity. We have a strong sense of community, enhanced by the wide range of arts, cultural and sporting opportunities on offer 	<p>Community achievement is celebrated through awards.</p> <p>Events celebrate the community we live in.</p>
<p>Our communities have access to a range of social, educational and recreational facilities and activities</p> <ul style="list-style-type: none"> Nelson has developed high quality sports and recreation facilities for all ages. There are educational and leisure opportunities for the whole community to enjoy. We protect, enhance and celebrate Nelson's human heritage and historic sites. 	<p>Social, educational and recreation activities are provided for through activity</p>
<p>Our Council provides leadership and fosters partnerships, a regional perspective, and community engagement</p>	<p>We provide leadership opportunities for our young people</p>

2018-28 Community Partnerships Activity Management Plan

<ul style="list-style-type: none"> • Our leaders understand our community, are confident in our future, know how to drive success and to work with others to tackle the big issues facing Nelson. • Council leaders are strongly connected to our people and mindful of the full range of community views and of the generations that follow. • Residents have the opportunity to participate in major decisions and information is easy to access. We support and mentor our young people to be our leaders of the future. 	<p>through youth council, cadetships and youth development grants</p> <p>We support networks in the community sector to become stronger</p> <p>Partnerships are created to achieve Council outcomes and meeting community needs</p>
<p>Our region is supported by an innovative and sustainable economy</p> <ul style="list-style-type: none"> • Nelson is a business-friendly city and the commercial centre of Te Tau Ihu, the top of the South Island. • Economic activity is sensitive to the environment, heritage and people of Nelson. • We are skilled and adaptable and we see the benefits of high-value industries and businesses. • We enjoy a range of employment, education and training opportunities and take pride in being a city where youth can live, learn and work. • Innovation and achievement are recognised and celebrated by our community. 	<p>Youth are supported through actions from the Youth Strategy</p> <p>We develop our community leaders</p> <p>We celebrate community contribution</p>

Long Term Plan

- 5.4. The Long Terms Plan 2018 – 28 (Council’s 10 year plan as required under the Local Government Act) informs this activity management plan. As the Long Term Plan 2018-28 has now been consulted on and adopted, this activity management plan has been updated with changes made through this process. The activity management plan will be finalised and approved by the Community Services Committee and Council.

Nelson 2060

- 5.5. The relevant goals from Nelson 2060 are as follows:
- Goal One: We support and encourage leaders across our community

2018-28 Community Partnerships Activity Management Plan

- Goal Two: We are all able to be involved in decisions
- Goal Nine: Everyone in our community has their essential needs met

Social Wellbeing Policy

- 5.6. The Social Wellbeing Policy sets the strategic direction for planning and delivering services that have a social impact and contribute to the social wellbeing of the community.

Youth Strategy

- 5.7. Council adopted its Youth Strategy in July 2017 to inform and guide Council's work with young people. The current stage sees the development of the Action Plan to implement the Strategy, this has helped to inform the Long Term Plan 2018-28.

Community Investment Policy

- 5.8. The Community Investment Policy sets out the way Council supports the community, through loans, leases and funding.

6. Legislative context

- 6.1. Council's community partnerships activity is informed by the following legislation and requirements:
- Local Government Act 2002
 - Treaty of Waitangi Act 1975
- 6.2. Other supporting legislation and standards that the Council need to take into account for community partnerships activity include:
- Charities Act 2005
 - Citizenship Act 1977
 - Vulnerable Children's Act 2014

Local Government Act 2002

- 6.3. The Local Government Act Section 10, outlines the purpose of local government as:
- a) To enable democratic local decision-making and action, by, and on behalf of communities; and
 - b) To meet the current and future needs of communities for good quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost effective for households and businesses.
- 6.4. Community partnerships activity can be considered to fall within the need for good quality local public services.

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7. Relationships with Iwi/Māori

- 7.1. Relationships with Iwi/Māori for community partnerships activity is carried out according to the scope of the activity and level of community engagement relevant to each work stream. Local Iwi are seen as key partners for Council. The role of Iwi/Māori is recognised as an important component of the community and should be considered across all activity to ensure manaakitanga (support) for the whole community.
- 7.2. Key relationships are developed and maintained between key Māori specific agencies such as Te Piki Oranga, Whakatu Marae, Te Putahitanga and Te Puni Kokiri as well as Council Officer representation and support for the Māori Partnership and Investment Forum.
- 7.3. The Nelson Youth Council has specific Rangatahi Māori representative member seats.

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8. Key issues for this activity

Key issue	Discussion of key issue
Governance capacity of community organisations	<p>Community organisations rely not only on their operations but also on their governance boards to provide strategic direction and oversight. Often this work is undertaken in a voluntary capacity.</p> <p>The strength of a governance board relies on the willingness but also capability of these individuals to dedicate their time and expertise. Providing support and developing these important roles is often overlooked.</p> <p>Council is able to make a difference by partnering to provide programmes and connecting these leaders in a professional development capacity to increase the level of quality governance across the sector.</p>
Opportunities for community groups to be innovative	<p>Community groups are often focused on reactive issues or maintaining the operations of the group by applying for funding to continue. This results in less possibility for groups to have a strategic future focus or be innovative and collaborate.</p>
Focus of Community Investment funding on social development	<p>The changes during the LTP 2018-28 have resulted in a gap in funding toward activity other than social development such as 'arts' activity and community events.</p>

9. Levels of service (What we provide)

- 9.1. Activity Management Plans set out what Council will deliver by way of Levels of Service for the activity.
- 9.2. Levels of service are intended to:
 - Inform people of the proposed type and level of service to be offered
 - Act as a focus for the work required
 - Enable people to assess suitability affordability and equity of the services offered.

2018-28 Community Partnerships Activity Management Plan

9.3. The following need to be considered when deciding what level of service the Council will aim to provide:

- The needs and expectations of the community
- Statutory obligations
- Alignment of services with Council strategy, policy and objectives
- Affordability of the level of service

Desired levels of service

9.4. The future levels of service and performance measures for community partnerships activity are summarised below. They describe the outputs and objectives Council intends to deliver for customers.

2018-28 Community Partnerships Activity Management Plan

Level of service	Performance measure	Performance target (Year 1-10)	Current performance
Community networks are supported to develop and grow	The number of networks with better outcomes	One community network is supported to focus on its strategic outcomes annually	<p>The 'Nelson Tasman Settlement Forum', a network group for organisations working with newcomers and migrants to Nelson was supported to become more strategic with the development of a vision and plan as well renaming to become the Nelson Tasman Settlement Forum with various work streams underway.</p> <p>Officers participated at community forums such as Positive Ageing, Community Response Forum, Māori Partnership & Investment Forum, Nelson Tasman Community Funders Network.</p> <p>Council continues to support the Community & Whanau network to hold monthly meetings by covering the cost of meeting venue and facilitation.</p> <p>The Connections Youth Provider Forum is funded by Council to bring together youth service agencies.</p>
	The participation by officers at networks and community forums	Six community networks are attended by officers annually	
	Networks are supported to operate	Two community networks are supported with Council funding to operate annually	
Council, with the community, celebrates community achievements	Council supports events that recognises community achievements	One community awards event is held annually as well as a civic awards event every 3 years	Council is an ongoing supporter of the Trustpower community awards, and provides youth community volunteer awards annually, both are highly valued by the community, as evidenced by anecdotal feedback, and recognise the contribution of volunteers to community.
	Council recognises youth achievement through school awards	Four community youth volunteer awards are presented to secondary school students each year	

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Level of service	Performance measure	Performance target (Year 1-10)	Current performance
Council works with the community to increase capability, resilience and connectedness	Community events are encouraged to offer healthy beverage choices to participants	Six events are supported to offer healthy beverage choices	The water tanker continues to provide water at community events.
	Events are provided to encourage greater community connectedness, health and wellbeing	Three events focussing on community connectedness are provided by Council each year One annual programme of recreational activities is provided to encourage active lifestyles and promote Council parks and facilities	Council provides or supports several community focussed events such as Children's Day, Positive Aging Expo, youth specific events. Recreation activities for older adults and families are provided in Council parks over the summer.
	Neighbourhoods are strengthened through easy access to information and activities	At least five neighbourhood grants fund civic projects and neighbourhood activity annually One local neighbourhood per year is supported by officers to strengthen community engagement and connectivity	Street Ambassador service will be provided between December and March 2017/18. Workshops were funded on breaking isolation and loneliness for older adults, with continued work in this area in partnership with TDC and Age Concern.
	The number of groups supported to encourage older adults to participate and contribute to community	Three groups supported to provide better outcomes for older adults	Neighbourhood connectedness and local leadership was encouraged in Stoke by developing partners – Neighbourhood support, Isel Market, St Barnabas, Stoke School and working with and encouraging local leaders.
	The number of community organisations provided opportunities to improve governance and capability and provided with training and	Ten organisations are provided with training and development opportunities	

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Level of service	Performance measure	Performance target (Year 1-10)	Current performance
	development based on community need		<p>Neighbourhood grant funding was provided to 5 projects in 2017/18.</p> <p>Work is in progress on a programme with community partners on strengthening the governance of community organisations.</p> <p>Partnering with Rata Foundation and the Institute of Directors three Institute of Directors courses Finance Essentials, Strategy Essentials and Not for profit Governance Essentials were delivered to community organisations.</p>
Community leadership is fostered to drive change and action in the community	Council supports the community to enable leadership development	<p>One opportunity per year is provided for community leaders to emerge and take the lead in their community to drive change and action</p> <p>Youth Council provides the opportunity for 20 young people to engage young people with local government</p>	<p>Youth Council continues to provide leadership opportunities to 20 young people each year.</p> <p>Six youth development grants were awarded to young people to attend residential leadership programmes</p>
	Youth development grants encourage our young leaders	Six young people are provided a grant to attend leadership and development courses	
Partnerships address community needs and	Community Investment Fund agreements and grants allocated as per advertised timeframes	All funding through the Community Investment Fund is delivered as per advertised timelines	Community Investment Funding successfully allocated through the Community Investment Funding Panel. This year 32 of the 39 eligible Community Investment Fund Agreement

2018-28 Community Partnerships Activity Management Plan

Level of service	Performance measure	Performance target (Year 1-10)	Current performance
issues, leveraging Council's contribution	The number of successful projects funded where officers work with groups to increase partnership opportunities and leverage funding	One successful project is funded per year	applications were awarded funding, totalling \$268,000. A total of 35 grant applications have been received, where \$50,000 is available for allocation.
	Funders and agencies share information and work collaboratively	<p>Six meetings per year of the Nelson Tasman Community Funders Network</p> <p>Two collaborative projects are developed through partnerships each year</p>	<p>The Nelson Tasman Settlement Forum to secure funding from the Office of Ethnic Affairs to research models of successful integration.</p> <p>Nelson Tasman Community Funders Network was established in 2015 and continues to meet on a quarterly basis. Sub groups that are more project based meet in separately on as required basis.</p> <p>Neighbourhood Support was supported to successfully obtain funding for a BBQ Trailer.</p> <p>Nelson's Housing Forum (under the Top of the South Impact Forum) brings local agencies together to address the needs of those with housing vulnerabilities. This will include a community consultation with stakeholders.</p>

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Future Demand (Planning for the future)

Demand drivers and forecasts

Population and demographic changes

- 9.5. The most recent family and whanau status report, 'Family Wellbeing in Marlborough and Nelson', notes: "Families in Marlborough and Nelson did not vary greatly from the average New Zealand family. Along with most family members across the rest of New Zealand, they were likely to report being treated fairly, feeling safe at home and work, and having easy access to services. However, families in Marlborough and Nelson were the most likely in the country to report adequate income and they were the least likely to have a smoker in the family. There were also some differences across a few family types. For example, couples under 50 were less likely to live in well-off areas than other couples of the same age across New Zealand. Further, members from single-parent families with young children felt like they were able to express their identity more easily, suggesting perhaps that those who live in the region are more accepting of people's differences." (Social Policy Evaluation and Research Unit, February 2017 – superu.govt.nz)
- 9.6. Population and household projections for Nelson include*:
- Nelson's population is expected to grow by 5,000 residents over the next ten years, to 56,800 in 2028, at an average annual growth rate of 0.9 percent.
 - Nelson's population is likely to grow by a further 6,300 over the 20 years between 2028 and 2048, to 63,100 in 2048, at an average annual growth rate of 0.5 percent.
 - Nelson's population is ageing and the median age is projected to increase from 44 in 2018 to 52 in 2048.
 - The proportion of the population aged 65 years and over will increase from 20% in 2018 to 27% in 2028 and is likely to make up a third of the population in 2048.
 - The proportion of the population aged under 15 years will decrease from 18% in 2018, to 16% in 2028 and to 14% by 2048.

*This information is based on population projections by Statistics New Zealand published on 14 December 2016.

These predicted changes to Nelson's population will result in an increased demand for services relating to older adults and Council intends to work with the community to build capability to cope with demands and needs of this demographic.

- 9.7. Increases in population will also put an increased demand on social service providers potentially resulting in more support requested from Council and other funders. There are significant changes in terms of ethnicity currently in primary school aged children in Nelson. As this current tranche of young people age there will be implications for high schools, and post-school training and ultimately the employment market and social services.

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10. Risk management (dealing with uncertainty)

- 10.1. Areas of higher risk for this activity are mostly around non-delivery of results from funding granted, loss of funds and potential loss of Council reputation.
- 10.2. A further area of risk around community partnerships activity is around outcomes not being achieved and the difficulty in measuring these outcomes.
- 10.3. Though not a regular occurrence it is possible that organisations that are provided with funding do not spend the money on the agreed purpose, leading to unmet outcomes.
- 10.4. Actions in place to mitigate this from occurring including the requirement to submit accountability reports and future funding allocations only be provided if previous outcomes have been met.
- 10.5. An additional risk involves Council activity and resources not meeting the expectations of community groups that are increasingly under pressure due to funding shortfalls.
- 10.6. Actions in place to mitigate this include developing effective partnerships with other agencies to ensure services are in place targeted to need and developing effective communication strategies to set realistic community expectations.

11. Financial summary

Financial statements and projections

- 11.1. Appendix 1 shows the financial forecasts (2018-28) for community partnerships activity where the table outlines the funding required over the next ten years to implement the recommended work in this Activity Management Plan and includes:
 - Expenditure projections for current year
 - Forecasts by year, broken down into programmes/services/projects

- 11.2. Total budget:

Activity	Budget 2018/19
Supported Networks	\$14,500
Community Celebrations	\$4,832
Connected, capable, resilient and engaged	\$197,040
Leadership Development	\$35,700
Partnerships	\$493,484
Total	\$745,556

Revenue and Financing Policy

- 11.3. Community partnerships activity is mostly funded through rates, with external funding for specific projects to match Council's contribution as well as in-kind contributions via partnerships to achieve outcomes.

Key assumptions

- 11.4. All expenditure is stated in dollar values as at 1 July 2018 with no allowance made for inflation over this period.
- 11.5. Council will continue to be involved in community partnerships activity.

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Appendix 1: Financial Information

Account	Total Operating Budget 2018/19	2019/20 Final Inflated LTP (2018)	2020/21 Final Inflated LTP (2018)	2021/22 AMP	2022/23 AMP	2023/24 AMP	2024/25 AMP	2025/26 AMP	2026/27 AMP	2027/28 AMP
Supported Networks										
751043222609. Connections	6,000	6,096	6,194	6,000	6,000	6,000	6,000	6,000	6,000	6,000
752523100815. Community and Whanau meetings	8,500	8,687	8,878	8,500	8,500	8,500	8,500	8,500	8,500	8,500
Community Celebration										
10402342. Civic Awards to Schools	531	539	548	531	531	531	531	531	531	531
751023100474. Mayors Taskforce Trade Graduation	4,301	4,395	4,491	4,300	4,300	4,300	4,300	4,300	4,300	4,300
Connected, capable, resilient and engaged										
36794342. Youth Festival	8,626	8,762	8,902	8,624	8,624	8,624	8,624	8,624	8,624	8,624
752523100798. Sugar-Free Beverages Policy	6,750	6,899	7,050	6,750	6,750	6,750	6,750	6,750	6,750	6,750
752543428107. Community Capacity Building	20,000	20,320	20,645	20,000	20,000	20,000	20,000	20,000	20,000	20,000
753043428106. Neighbourhood grants	5,000	5,080	5,161	5,000	5,000	5,000	5,000	5,000	5,000	5,000
752543421597. Ambassadors (Street)	53,061	53,899	54,761	53,050	53,050	53,050	53,050	53,050	53,050	53,050
367943420800. Preschool Recreation Programs	3,184	3,234	3,286	3,183	3,183	3,183	3,183	3,183	3,183	0
368543421466. Physical Activity Plan	16,268	16,528	16,793	16,268	16,268	16,268	16,268	16,268	16,268	16,268
367943420106. Older Adults	15,000	15,240	15,484	15,000	15,000	15,000	15,000	15,000	15,000	15,000
752543422032. Older Adults support	21,917	22,264	22,620	21,913	21,913	21,913	21,913	21,913	21,913	21,913
752543422033. Accessibility support	11,128	11,304	11,485	11,126	11,126	11,126	11,126	11,126	11,126	11,126
367943421152. Boredom Busters	4,245	4,312	4,381	4,244	4,244	4,244	4,244	4,244	4,244	4,244

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36854362. Found Directory	5,377	5,493	5,614	5,375	5,375	5,375	5,375	5,375	5,375	5,375
751023100613. Youth Nelson	13,932	14,234	14,548	13,928	13,928	13,928	13,928	13,928	13,928	13,928
75102699. Youth Vans operating expenses	6,452	6,592	6,737	6,450	6,450	6,450	6,450	6,450	6,450	6,450
752543221560. Migrant & Refugee Support	6,100	0	0	0	0	0	0	0	0	0
Leadership Development										
75252310. NN Youth Council	11,610	11,862	12,123	11,607	11,607	11,607	11,607	11,607	11,607	11,607
75254310. Local Community Grants Liaison	5,377	5,493	5,614	5,375	5,375	5,375	5,375	5,375	5,375	5,375
367943420108. Programme: After School	11,321	11,500	11,684	11,319	11,319	11,319	11,319	11,319	11,319	11,319
751043220112. Cadetships	4,000	4,064	4,129	4,000	4,000	4,000	4,000	4,000	4,000	4,000
752543120133. Youth Development Fund	3,392	3,445	3,500	3,391	3,391	3,391	3,391	3,391	3,391	3,391
Partnerships										
753043121201. Grant: Community Assistance Programme	318,363	323,393	328,568	334,155	339,836	345,954	352,180	358,871	365,689	373,003
752543220800. Stoke Youth Services	50,000	0	0	0	0	0	0	0	0	0
752543423123. Youth Strategy implementation	106,121	107,819	109,544	106,121	106,121	106,121	106,121	106,121	106,121	106,121
75303312. Community partnership projects	10,000	10,160	10,323	10,000	10,000	10,000	10,000	10,000	10,000	10,000
753043128164. Volunteer Nelson	4,000	0	0	0	0	0	0	0	0	0
753043428125. Grant: Community Patrol	5,000	5,080	5,161	5,000	5,000	5,000	5,000	5,000	5,000	5,000

Community Services Committee Quarterly Report 1 July - 30 September 2018

1. Purpose of Report

- 1.1 To inform the Community Services Committee of the progress and financial results of the activities under its delegated authority.
- 1.2 To highlight any material variations.

2. Recommendation

That the Community Services Committee

Receives the report Community Services Committee Quarterly Report 1 July - 30 September 2018 (R9769) and its attachments (A2080638 and A2083117).

3. Background

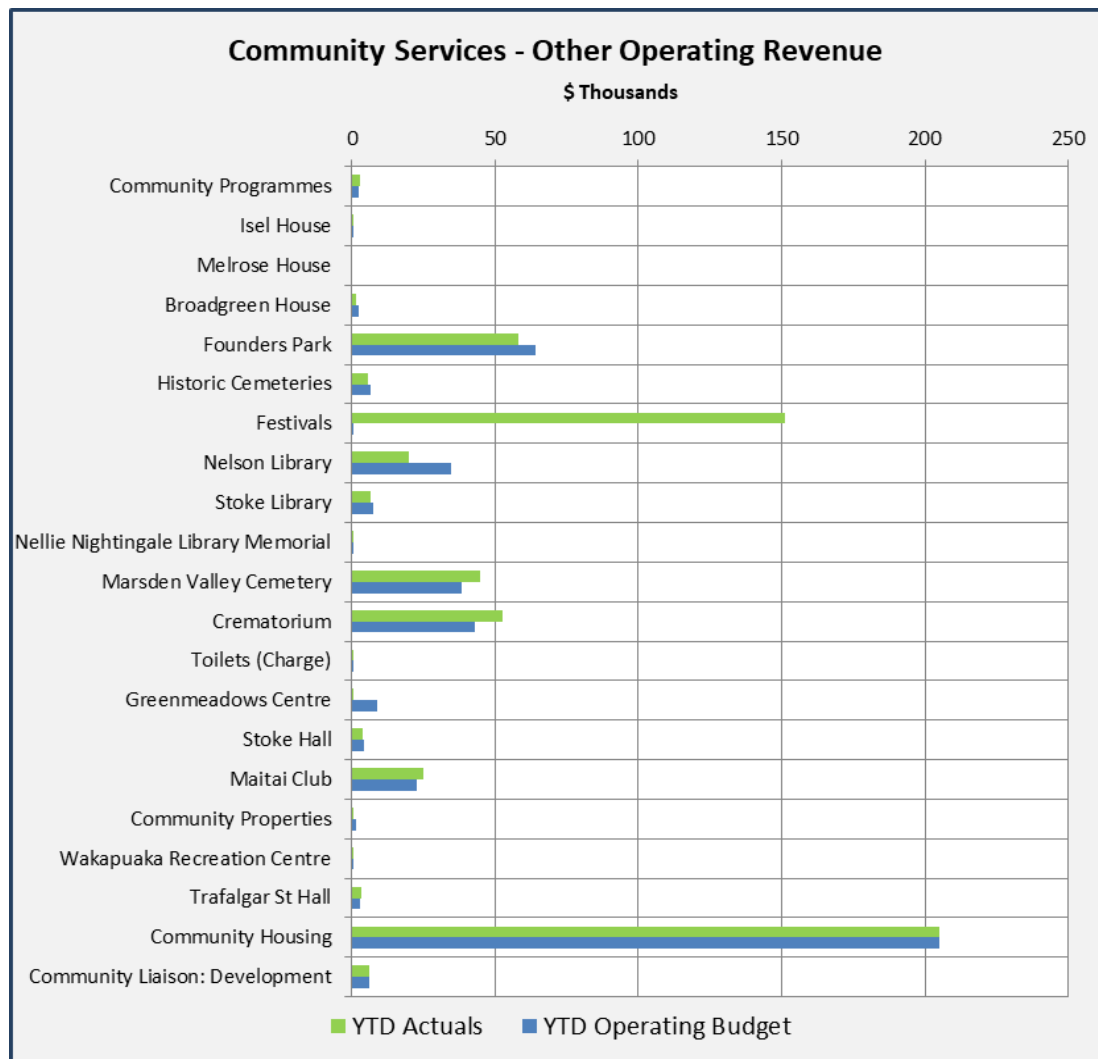
- 3.1 Quarterly reports on performance are being provided to each Committee on the performance and delivery of projects and activities within their areas of responsibility.
- 3.2 The financial reporting focuses on the three month performance (1 July to 30 September) compared with the year-to-date (YTD) approved capital and operating budgets.
- 3.3 Unless otherwise indicated, all information is against approved operating budget, which is 2018/19 Long Term Plan budget plus any carry forwards, plus or minus any other additions or changes as approved by the Committee or Council.
- 3.4 The contents of this report will be a work in progress, and officers welcome feedback from all Committees. In the interests of efficiency it is proposed to keep the contents of the quarterly reports standard to all Committees and avoid customisation where possible.

4. Key developments for the three months to 30 September 2018

- 4.1 Tahunanui Beach Lions playground toilet: the project has been allocated to a consultant for investigation.
- 4.2 Millers Acre toilet renewal: the project has been allocated to a consultant. Consultation is yet to begin.
- 4.3 Elma Turner Library redevelopment: the library management team has been working towards a vision and strategy that will inform the design process. A workshop with staff and the Community Services Committee Chair was held in September to explore ideas for a community engagement process.
- 4.4 Stoke Library Weather tightness: Council has agreed to \$225,000 of unbudgeted expenditure for an immediate structural fix to the Stoke Library, resulting from weather tightness issues. Implications for the work programme will need to be assessed, will be discussed with the Committee Chair, and the Committee will be updated in the next quarterly report.
- 4.5 Marsden Cemetery new burial area – addition of drainage: the project has been allocated to a consultant.
- 4.6 Community Housing renewals – maintenance contract: the programme under the contract has been confirmed with Nelson Tasman Housing Trust (Oct 2018).
- 4.7 Greenmeadows Community Centre: is the subject of a progress report within this agenda.
- 4.8 Artworks programme: the Taurapa Project involves installation of the Waka Landing Site, a 7 metre metal structure on the banks of the river Maitai. Construction is finished and an official opening for Waitangi Weekend is being planned following consultation with iwi.
- 4.9 Queens Gardens new toilet block: is the subject of a report within this agenda.
- 4.10 Stoke Youth Project: a youth worker is available each weekday in and around the library. This has enabled a reduction in security guard presence (currently two days per week). Conversations are underway with other agencies for support beyond the end of project.
- 4.11 Nelson Arts Festival Transition: the 2018 Nelson Arts Festival is being delivered by Council in 2018 and will transition to the Nelson Festivals Trust from 1 November 2018. The Trust is undertaking strategic development work for the Festival to set its strategic direction for 2019 and future years.

5. Financial Results

Revenue

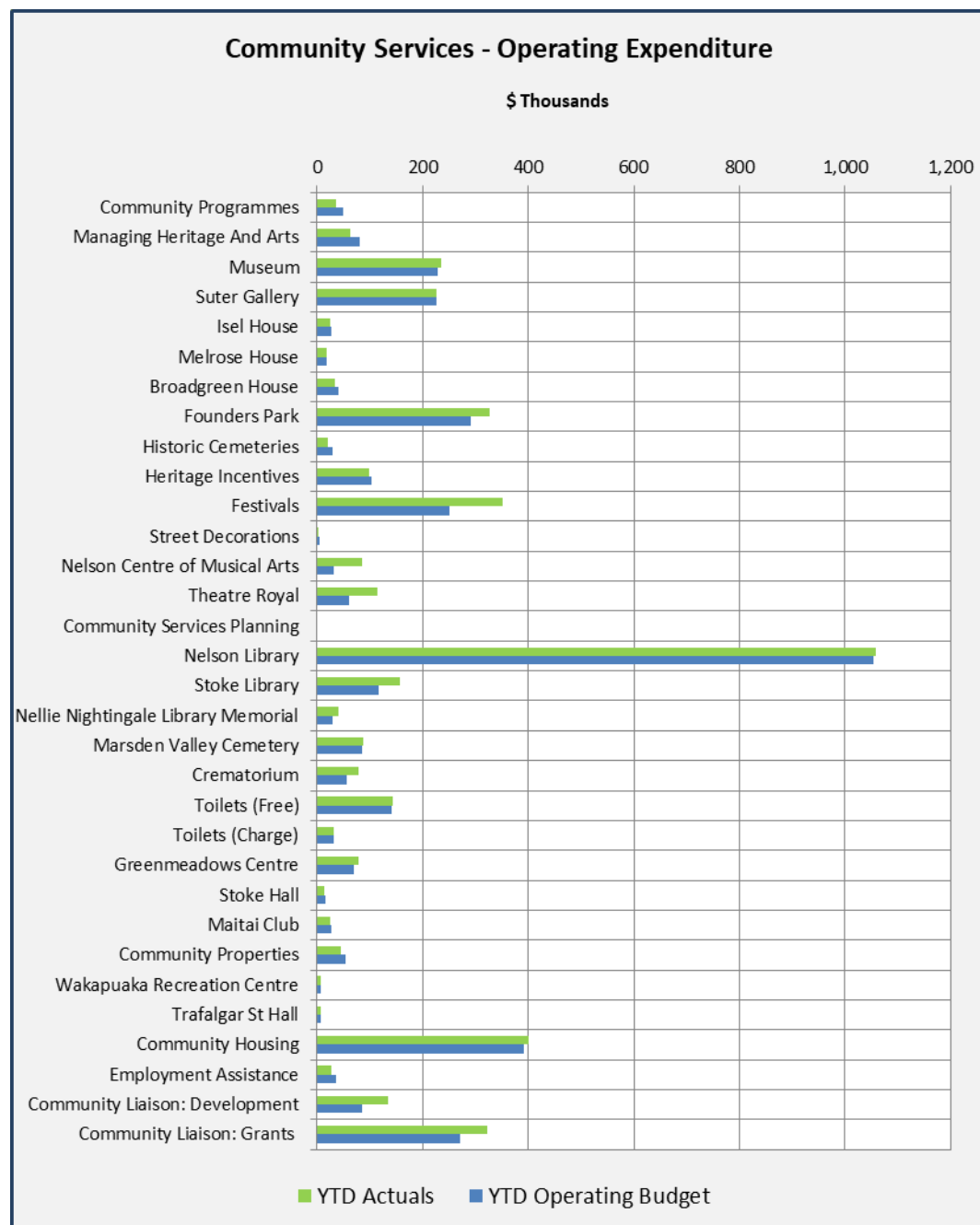


- 5.1 Founders Park income is slightly behind budget due to a credit issued to a lessee for incorrect power readings dating back to July 2016.
- 5.2 Festivals is \$151k ahead of budget. This is a reflection of the timing of the devolvement of Arts Festival activities to a Community Trust structure which was assumed to be from July 2018 in the budget.
- 5.3 Nelson Library is behind budget in revenue across most income generating activities including extended loan charges, library fees and audio fees which reflects changes in borrower behaviours. Future budgets will be adjusted to accommodate these trends and the management team is considering new ways to generate income.
- 5.4 Marsden Valley Cemetery is ahead of budget in sales of ashes plots by \$10k YTD and behind budget in the sale of burial plots by \$3.8k

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- 5.5 Greenmeadows anticipated income for rentals and recoveries has not occurred due to delays in opening the facility.

Operating Expenditure



- 5.6 Community Programmes is behind YTD budget due to phasing of actuals not aligning to budget.
- 5.7 Managing Heritage and Arts is behind budget with phasing of grants to Fairfield House and the Community Arts Centre not aligning to budget, and no expenditure on artworks maintenance so far this year.

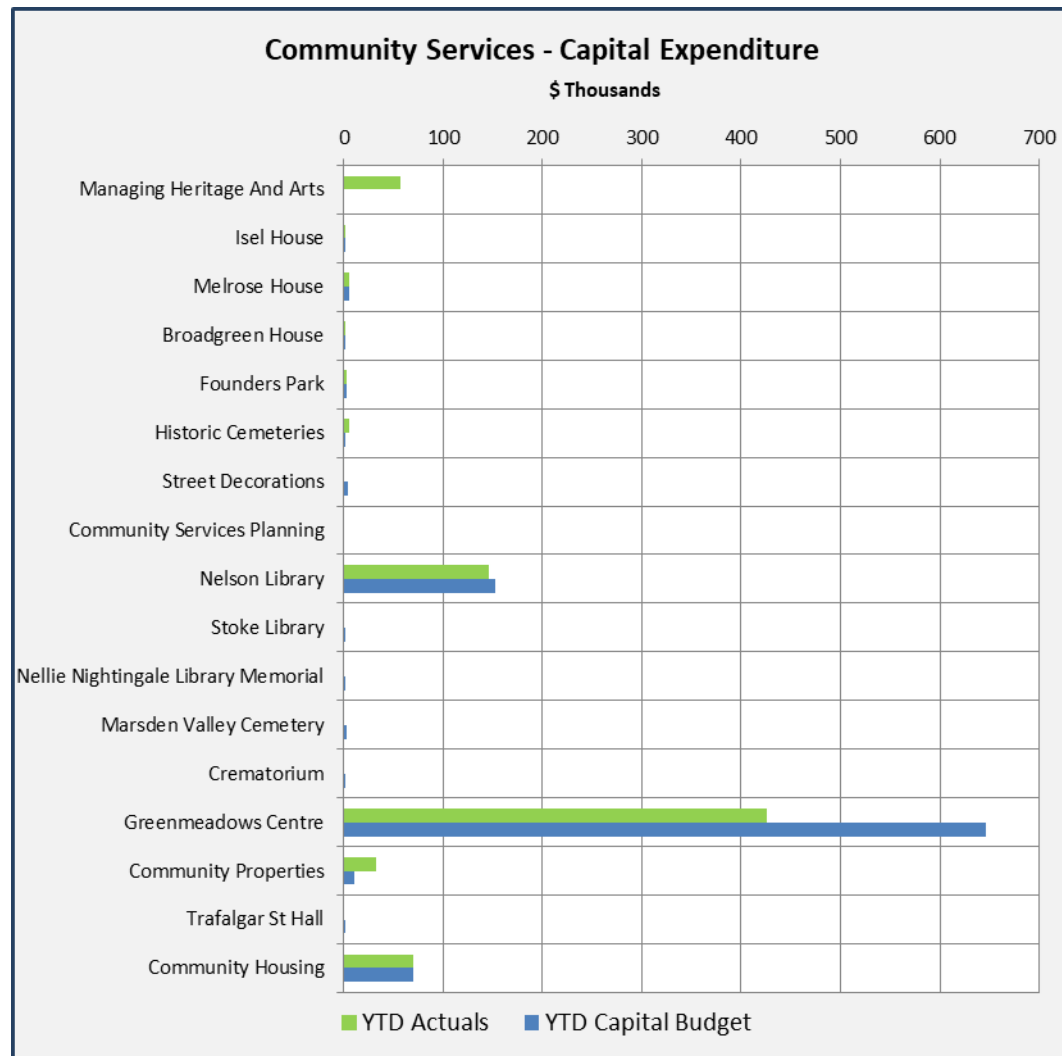
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- 5.8 Founders Park is ahead of budget in staff overheads by \$36k due to one off costs associated with a staff change process.
- 5.9 Festivals is \$99k YTD ahead of budget which reflects the Arts Festival expenses remaining within NCC instead of going through the Trust as assumed in the budget. This has been offset by the retention of revenue within NCC.
- 5.10 Nelson Centre of Musical Arts (previously Nelson School of Music) expenditure is ahead of YTD budget due to timing issues of the payments as grant payments are made in advance.
- 5.11 Theatre Royal expenditure is ahead of YTD budget due to timing issues of the payments as grant payments are made in advance.
- 5.12 Stoke Library is ahead of budget by \$40k YTD. \$27k relates to staff overhead and \$8.5k to unprogrammed maintenance which reflects the current building maintenance challenges at the facility. The budget is being adjusted to better reflect cost across the three libraries in Nelson.
- 5.13 Crematorium is ahead of budget by \$21k. This is due to increased application costs associated with the processing of applications by EIL for activities involving the medical registrar for cremations. This extra cost is offset by increased revenue earned for cremation services.
- 5.14 Greenmeadows Centre is behind budget in operational expenditure due to delays in opening the facility. At present this is offset by additional expenditure for legal and related fees.
- 5.15 Community Liaison development is ahead of budget in staff overheads YTD by \$52k reflecting the allocation of time by Community Partnerships staff. This will be offset in the remainder of the 18/19 year as staff focus on other projects.

Capital Expenditure

- 5.16 All capital projects with a budget greater than \$250k in this financial year have a project sheet in Attachment 1 of this report.

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6. Commentary on projects - capital

- 6.1 There are nine community services projects that are included in Attachment 1 as part of the quarterly reporting. Two of these are over \$250,000 for 2018/19, three are multi-year projects over \$ 1 million, and the remainder are included because they are considered to be of particular interest to the committee.
- 6.2 Project progress is analysed based on three factors; quality, time and budget. From the consideration of these three factors the project is summarised as being on track (green), some issues/risks (yellow), or major issues/risks (red). Projects that are within 5% of their budget are considered to be on track in regards to the budget factor.

7. Commentary on projects – operational

- 7.1 There are three operational projects that have been included as part of the quarterly reporting. These are: Stoke Youth Project, Nelson Arts Festival Transition, and Strategy for Nelson's Ageing Demographic. These projects have been selected for quarterly reporting as they make an important contribution to Council's work programme. These projects

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have been assessed on the same factors being quality, time and budget and noted as being on track, with some issues/risks or with major issues/risks. These project updates are also included in Attachment 1.

8. Key Performance Measures

8.1 As part of the development of the Long Term Plan 2018-28 (LTP) Council approved levels of service, performance measures and targets for each activity. There are eight performance measures for the Community Services Committee. The final results for each performance measure will be reported on through the Annual Report. Preliminary results are summarised below. The scale to report on the performance measures is as follows:

- On track
- Not on track
- Achieved
- Not achieved
- Not measured yet

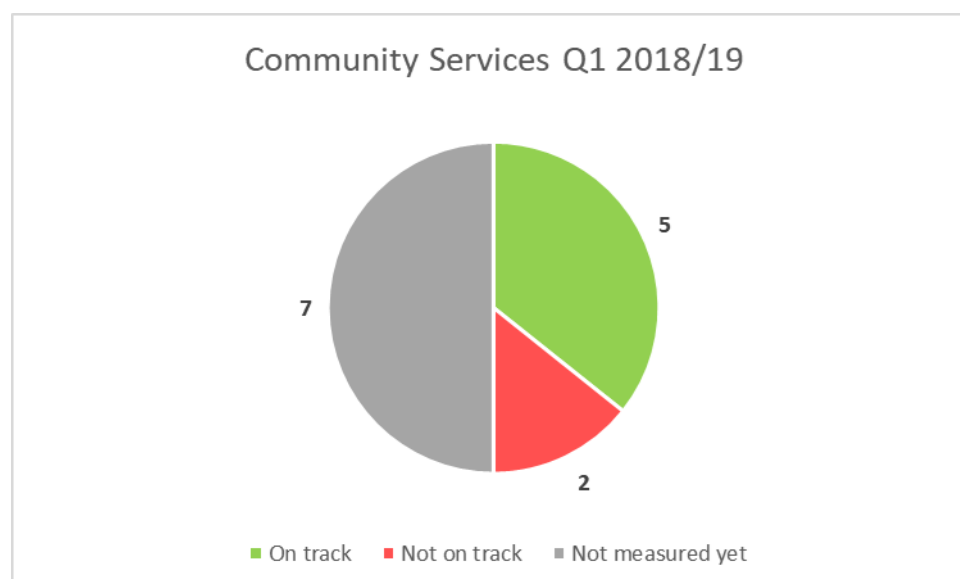
Quarterly Review of Performance Measures

8.2 In the graph below, five of the 14 measures were on target as at the end of the first quarter.

8.3 The results of seven measures are not known as yet but information relating to a number of these measures will be available for the quarter 2 report.

8.4 Two performance measures are not on target. These are the percentage of residents who are library members and the number of visitors to the library. Attachment two lists all performance measures, their status and commentary.

8.5 These results are attached as Attachment 2.



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2018

Author: **Mark Preston-Thomas, Manager Community Partnerships**

Attachments

Attachment 1: A2080638: Project Reports Q1 Quarterly Report for Community
Services Committee [↓](#)

Attachment 2: A2083117: Performance measure summary for the Community
Services Committee - Quarter One [↓](#)

Item 9: Community Services Committee Quarterly Report 1 July - 30 September 2018:
Attachment 1

Community Housing Renewals				1486
Renewal work for community housing.				
Status		Quality	Time	Budget
Comments				
Programme confirmed with Nelson Tasman Housing Trust (Oct 2018)				
Project Risks				
No concerning risks to report.				
Issues				
Managing an appropriate programme with consideration for the possible shift of assets.				
Budget				
2013/14 to 2017/18 Actuals				383,462
	2018/19 LTP	2019/20 LTP	2020/28 LTP	2018/28 Total
Initial LTP Budget	290,000	296,380	1,160,009	1,746,389
Carry-forwards	(11,989)			(11,989)
Amendments	-			-
Total Budget	278,011	296,380	1,160,009	1,734,400
Actual Spend	69,504			
Full Year Forecast	278,011	296,380	1,160,009	1,734,400

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Attachment 1

Tahunanui Lions Toilet Upgrade				3180
To replace aged toilet facilities.				
Status	Quality	Time	Budget	
Comments				
Work has been allocated to a consultant. Community consultation being planned.				
Project Risks				
Consultation takes longer resulting in delays to defining the agreed concept.				
Issues				
No concerning issues to report.				
Budget				
2013/14 to 2017/18 Actuals				-
	2018/19 LTP	2019/20 LTP	2020/28 LTP	2018/28 Total
Initial LTP Budget	60,000	143,080	313,344	516,424
Carry-forwards	-			-
Amendments	-			-
Total Budget	60,000	143,080	313,344	516,424
Actual Spend	-			
Full Year Forecast	60,000	143,080	313,344	516,424

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Artworks Maintenance				
To maintain public artwork				
Status	Quality	Time	Budget	
Comments				
Welcome cloak requires relocating and repair following wind damage.				
Project Risks				
Portfolio attracts public interest and differing opinions on placement and style				
Issues				
Repair and relocation of Welcome Cloak has resulted in media interest in this and related art. Relocation is scheduled at new Millers Acre site by the end of 2018 at an estimated cost of \$25,000.				
Budget				
2013/14 to 2017/18 Actuals				-
	2018/19 LTP	2019/20 LTP	2020/28 LTP	2018/28 Total
Initial LTP Budget	43,386	44,340	393,620	481,346
Carry-forwards	-			-
Amendments	-			-
Total Budget	43,386	44,340	393,620	481,346
Actual Spend	-			
Full Year Forecast	43,386	44,340	393,620	481,346

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Attachment 1

Art Works Programme (Tait, Ryan)				1143
2017-18 project is installation of the Waka Landing Site, a seven metre metal structure on the banks of the river Maitai.				
Status		Quality	Time	Budget
Comments				
Taurapa sculpture manufacture and fabrication complete, ready to install. Iwi leaders hui approval granted with minor changes to orientation. Installation to correspond with a dawn ceremony unveiling scheduled for Waitangi weekend.				
Selection process underway for the Port Wall mural with the Arts Council.				
Project Risks				
Artist disengages following changes to sculpture installation. Coordination of installation and Iwi availability for dawn ceremony, proposed for Waitangi weekend 2019.				
Issues				
Scott Construction to resubmit installation quote based on orientation change.				
Budget				
2017/18 Actuals				72,089
	2018/19 LTP	2019/20 LTP	2020/28 LTP	2018/28 Total
Initial LTP Budget	181,098	82,882	736,520	1,000,500
Carry-forwards	46,402			46,402
Amendments	-			-
Total Budget	227,500	82,882	736,520	1,046,902
Actual Spend	56,358			
Full Year Forecast	227,500	82,882	736,520	1,046,902

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Attachment 1

Millers Acre Toilet upgrade				2002
Improve and increase facilities at Millers Acre.				
Status	Quality	Time	Budget	
Comments				
Project allocated to consultant. Engagement activities being scheduled.				
Project Risks				
No concerning risks to report.				
Issues				
No concerning issues to report.				
Budget				
2013/14 to 2017/18 Actuals				1,985
	2018/19 LTP	2019/20 LTP	2020/28 LTP	2018/28 Total
Initial LTP Budget	45,000	260,610	208,896	514,506
Carry-forwards	-			-
Amendments	-			-
Total Budget	45,000	260,610	208,896	514,506
Actual Spend	-			
Full Year Forecast	45,000	260,610	208,896	514,506

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Attachment 1

Queens Garden Toilet				2909
Stand alone toilet block - Queens Garden.				
Status		Quality	Time	Budget
Comments				
A peer review has been completed of the construction estimate. The budget does not reflect any additional requests for funding.				
Project Risks				
Additional funding is required and a separate report will be presented to this committee. Due to the current construction market and that fact that this project has been tendered previously, there is a risk that contractors may not be interested in tendering for this project.				
Issues				
No concerning issues to report.				
Budget				
2013/14 to 2017/18 Actuals				38,906
	2018/19	2019/20	2020/28	2018/28
	LTP	LTP	LTP	Total
Initial LTP Budget	-	-	-	-
Carry-forwards	186,312			186,312
Amendments	-			-
Total Budget	186,312	-	-	186,312
Actual Spend	16,700			
Full Year Forecast	413,000		-	413,000

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Attachment 1

Marsden Valley Cemetary				3206
To prepare a detailed design based on Marsden Valley cemetery extension concept design and implement the works.				
Status		Quality	Time	Budget
Comments				
Professional Services Brief has been allocated to a consultant on the Council panel.				
Project Risks				
High risk of delays to both design and construction timing - phasing of work and budget to be reviewed during the Annual Plan.				
Issues				
No concerning issues to report.				
Budget				
2013/14 to 2017/18 Actuals				-
	2018/19 LTP	2019/20 LTP	2020/28 LTP	2018/28 Total
Initial LTP Budget	850,000	-	-	850,000
Carry-forwards	-			-
Amendments	-			-
Total Budget	850,000	-	-	850,000
Actual Spend	-			
Full Year Forecast	500,000	350,000	-	850,000

Item 9: Community Services Committee Quarterly Report 1 July - 30 September 2018:
Attachment 1

Stoke Youth Project			
Provide youth-friendly intervention as a response to ongoing issues with youth behaviour in and around Stoke Library and the impact on Library staff and the wider community.			
Status	Quality	Time	Budget

Comments
Provision has been made for each weekday in and around Library for attendance of a youth worker. There has been a reduction in security guard presence from two days per week. Conversations underway with other agencies for support beyond end of project (Ministry of Social Development and Te Puni Kōkiri to date). Community involvement is being developed through use of a steering group involving Library staff, Te Piki Oranga and community representation to ensure outcomes are met by June 2019.
Project Risks
Insufficient community change is achieved within the project timeframe and situation worsens when intervention is complete. This risk is being actively addressed.
Issues
No concerning issues to report.

Budget				
2013/14 to 2017/18 Actuals				14,101
	2018/19 LTP	2019/20 LTP	2020/28 LTP	2018/28 Total
Initial LTP Budget	50,000	Na	Na	50,000
Carry-forwards	-			-
Amendments	-			-
Total Budget	50,000	-	-	50,000
Actual Spend	41,135			
Full Year Forecast	50,000	-	-	50,000

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Attachment 1

Nelson Arts Festival Transition			
Transition Arts Festival to the Nelson Festivals Trust			
Status	Quality	Time	Budget

Comments
<p>The Nelson Arts Festival is being delivered by Council in 2018 and will transition to the Nelson Festivals Trust from 1 November 2018, with the transition completed by 30 June 2019 and the Trust delivering the Festival from 2019.</p> <p>The Trust Deed was approved by Council on 20 September 2018 and the process is underway for the Trust to become formally established, after which the Trust can become effective and take over operations. 2 existing staff will remain with Council until the end of 2019 due to timing of signing of the delivery agreement with delivery costs adjusted to ensure cost neutrality.</p> <p>The Trust is undertaking strategic development work for the Festival to set its strategic direction for 2019 and future Festivals.</p>

Project Risks
<p>Potential delays in the timing of the transition initially as the Trust is formally established – to be completed by 30 June 2019.</p>

Issues
<p>No concerning issues to report</p>

Budget				
2013/14 to 2017/18 Actuals				14,101
	2018/19 LTP	2019/20 LTP	2020/28 LTP	2018/28 Total
Initial LTP Budget	556,632	565,538	574,589	1,696,759
Carry-forwards	-			-
Amendments	-			-
Total Budget	556,632	565,538	574,589	1,696,759
Actual Spend	-			
Full Year Forecast	556,632	565,538	574,589	1,696,759

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Attachment 1

Greenmeadows Centre				1175
New sports and community facility in Stoke.				
Status		Quality	Time	Budget
Comments				
<p>Remedial works progressing in coordinated manner, resource consent variation obtained, café space CPU issued.</p> <p>This project is being reported separately to the Community Services Committee</p>				
Project Risks				
<ol style="list-style-type: none"> 1. Deterioration in relationship with contractor. 2. Lack of qualified personnel - competent resources are on site and this is being monitored by the Clerk of Works. 3. Number of personnel on site - this is by far the greatest risk that could affect the completion date. 4. Quality - a process is now in place to ensure that all remedial work is being delivered to the required standards. 5. Reputational risk to Council - the focus is on ensuring that the project is delivered to a high quality. 6. The extra Council staff committed to this project will see other project works delayed. 				
Issues				
Final costs will only be known as consolidated additional costs identified as the project nears completion.				
Budget				
2013/14 to 2017/18 Actuals				6,597,582
	2018/19 LTP	2019/20 LTP	2020/28 LTP	2018/28 Total
Initial LTP Budget	125,000	-	-	125,000
Carry-forwards	737,509			737,509
Amendments	-			-
Total Budget	862,509	-	-	862,509
Actual Spend	427,251			
Full Year Forecast	862,509	-	-	862,509

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Attachment 1

Elma Turner Library				3206
New public library at the river precinct				
Status		Quality	Time	Budget
Comments				
<p>The library management team has been working towards a vision and strategy to inform the design process. The vision is currently being rolled out to contributions from staff. Next step is a community engagement process in 2019. The objective is that the library will reach more people and support learning for more people, thereby increasing its impact on the community in becoming a smart community for the smart little city and making Nelson an even better place to live, work and play. In addition officers are also commencing scoping work on location options.</p>				
Project Risks				
<ol style="list-style-type: none"> 1. The facility does not meet community expectations. 2. The community do not participate in the engagement process. 3. Architects and contractors do not deliver a quality building. 4. The facility will not adequately take into account trends in technology, library design and community needs. 5. Combining library services with other functions may dilute the vision of a world class library for the community of Nelson. <p>Robust project planning, contract management, consultation and design work will mitigate these risks.</p>				
Issues				
No concerning issues to report.				
Budget				
2013/14 to 2017/18 Actuals				-
	2018/19	2019/20	2020/28	2018/28
	LTP	LTP	LTP	Total
Initial LTP Budget	400,000	1,230,000	13,300,000	14,930,000
Carry-forwards	(200,000)		200,000	-
Amendments	-			-
Total Budget	200,000	1,230,000	13,500,000	14,930,000
Actual Spend	-			
Full Year Forecast	200,000	1,230,000	13,500,000	

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Attachment 1

Strategy for Nelson's Ageing Demographic			
Development of a strategy for Nelson's ageing demographic			
Status	Quality	Time	Budget

Comments
<p>This is a new project. Work commenced in this quarter.</p> <p>Progress in the quarter:</p> <ul style="list-style-type: none"> • Development of strategy approved by Community Services Committee. • Councillor working group appointed. • Terms of reference of councillor working group finalised. • Project plan prepared.
Project Risks
<ul style="list-style-type: none"> • Lack of interest in participating from some partners. • 2018 census data, which is required to inform analysis, may be unavailable. In July 2018, the release date was revised from October 2018 to March 2019. • Far-reaching nature of the issue makes it difficult to contain the scope.
Issues
No issues to report

Budget				
	2013/14 to 2017/18 Actuals			N/A
	2018/19	2019/20	2020/28	Total 2018/28
Initial LTP Budget	10,000	10,000	-	20,000
Carry-forwards				
Amendments				
Total Budget	10,000	10,000	-	20,000
Actual Spend	-			
Full Year Forecast	10,000	10,000	-	20,000

Item 9: Community Services Committee Quarterly Report 1 July - 30 September 2018: Attachment 2

Quarterly reporting 2018-19

Committee responsible	Activity	Number	What Council will provide	Performance measures	Targets	2018/19 Results	
Community Services	Social	8.01	Community partnerships address community needs and issues	Number of successful projects funded where officers work with groups to increase partnership opportunities & leverage funding	One new project funded per year that achieves the outcomes of the funding agreement.	The Strengthening Community Governance project with working with Rata, Te Putahitanga, DIA and local agencies to deliver a suite of training opportunities including Governance Bites, Institute of Directors training and develop a governance portal.	On track
Community Services	Social	8.02	Bishop Suter Art Gallery: a regional art gallery that engages, educates and entertains	% users satisfied or very satisfied with the facility	At least 80% of users satisfied or very satisfied	Residents' Survey results due in Q4	Not measured yet
Community Services	Social	8.03		Number visits per year	At least 110,000	Information not available as at preparation of quarter 1 reporting	Not measured yet
Community Services	Social	8.04	Theatre Royal: regional theatre widely used	Audience numbers per year and percentage of local audience Days in use per year.	Audience of 40,000 per annum 70% local audience At least 275 days of usage	Information not available as at preparation of quarter 1 reporting	Not measured yet
Community Services	Social	8.05	Nelson Centre of Musical Arts: independent music school & venue	Audience numbers per year Number of students per year Number of people regularly using recital rooms / facility usage / community participation	Audience numbers per year: At least 13,000 Number of students attending per year, including pathway courses: At least 530 Number of people regularly using facility for community participation: At least 12,000	Information not available as at preparation of quarter 1 reporting	Not measured yet
Community Services	Social	8.06	Public libraries: well used, welcoming and safe	Customer satisfaction	At least 90% user satisfaction	Residents' Survey results due in Q4	Not measured yet
Community Services	Social	8.07		Library membership	At least 75% residents are library members	Total number of members with Nelson addresses is 33,375. (Total number of members is 42,189. The estimated total Nelson population at June 2017 (most recent Statistics New Zealand estimates) is 51,400. This equates to 64% which is below the target.	Not on track
Community Services	Social	8.08		Door counts	At least 500,000 per year (except during redevelopment period)	For the first quarter of the year, would need to have 125,000 visitors in order to be 'on track' to meet this target. The door count was 111,213 for the first quarter.	Not on track
Community Services	Social	8.09		Online use (previous 3 years)	Online use increasing each year	Total online usage for the quarter was 523,713. This compares to 2,022,647 for the 2017/18 year. This quarter's result is slightly higher than 25% of the 2017/18 full year result.	On track
Community Services	Social	8.1	Founders Heritage Park: well used by residents and visitors	% occupancy of available space	95% occupancy maintained	96% occupancy achieved for the quarter	On track
Community Services	Social	8.11		Number of visitors of the facility per year	Maintain or increase visitor number each year	NZ & International visitors same as 2017/18 but local visitors down by 47% due to closure of café (re-opened 18 Oct). Venue & event visitors on track.	On track
Community Services	Social	8.12	High quality, popular and accessible arts events	Nelson Arts Festival, Summer Programme and Opera in the Park well-supported by local community measured by Council survey of attendance every three years	Council resident survey attendance levels maintained or exceeded: · 53% Summer Festival · 44% Masked Parade · 31% Arts Festival · 30% Opera in the Park (alternate years)	Residents' Survey results due in Q4	Not measured yet
Community Services	Social	8.13		Percentage of available tickets allocated	Percentage of available tickets allocated is greater than 60%	First five weeks on sale have been the most successful ones in five years.	On track
Community Services	Social	8.14		Satisfaction levels of attendees measured at events annually	The percentage of attendees' satisfaction at events increases each year from a baseline of 2018/19	Survey results will be collected end of October	Not measured yet

A2083117

1 - 1

12/11/2018 9:11 a.m.

Greenmeadows Centre - Progress Update (number four)

1. Purpose of Report

- 1.1 To update the Committee on progress of the Greenmeadows Centre (Centre).

2. Recommendation

That the Community Services Committee

Receives the report Greenmeadows Centre - Progress Update (number four) (R9770).

3. Background

- 3.1 On 20 March 2018, Council approved additional funding to enable the completion of the Centre and requested regular updates be provided to this Committee. This is the fourth progress update to the Committee and is to be read in conjunction with previous reports and report R9771 in the public excluded portion of the agenda. Detail covered previously is not repeated.

4. Discussion

Progress on works

- 4.1 Exterior cedar cladding panelling - Replacement of the panels along the western end of the facility (Songer Street end) is 90% complete. Overall 50% complete. Further progress is subject to completion of the additional work to the veranda canopy and completion of the first level works.
- 4.2 Windows - All windows in the facility have either been opened up and correct air seals installed or programmed to be installed in accordance with the specifications and drawings – overall 80% complete.
- 4.3 Stormwater slot drain – not yet commenced. Will form part of the overall programme of works for the first floor (refer item below).

Item 10: Greenmeadows Centre - Progress Update (number four)

4.4 Baseplate remedial works on first floor:

- Area to be occupied by Nelson Cricket - Work on the baseplates is 80% complete and this required the removal of the south facing window frames. The frames have been re-set. The eastern facing window frame has also been removed to allow the installation of the waterproof membrane, but this is not yet complete.
- Area to be occupied by Stoke Rugby – Work on the baseplates is 90% complete and this also required the removal of the south facing window frames. The frames have been re-set. The western facing window frames have also been removed to allow the installation of the waterproof membrane, but this is not yet complete.

4.5 The diaphragm ceilings and bracing walls strengthening in the rooms from the Main Road Stoke frontage to the function room is now complete.

4.6 The roof investigation is complete and this confirms that there are no underlying structural issues, but that there are a number of issues with respect to water tightness that need to be addressed. Work is to be co-ordinated with the sub-contractor and is yet to commence. 0% complete.

4.7 Work on addressing the greater than expected flexing of a number of the steel cantilevered veranda beams on the western side of the building are being investigated and will be strengthened as required. Work is underway. 20% complete.

4.8 The blockwork veneer along the eastern side of the building needs to be replaced as the blocks have suffered salt leaching which has discoloured the blocks and they cannot be cleaned. 0% complete.

4.9 Quality remains the main focus. A completion date is not yet known but the building will be progressively opened with most of the building likely to be opened sometime in January 2019.

Tenants

4.10 The Chair of the Community Services Committee, with the aid of a consultant are both available to work with all the tenants.

Other work

4.11 Work both inside and outside the front of the café area is complete (subject to snag list items), allowing the tenant to continue with their fit-out. A Certificate of Public Use (CPU) has been secured for the café portion of the building, but the café tenant still needs to apply for their own CPU.

4.12 Work in the tennis area continues with the aim of ensuring that occupation can take place as soon as possible.

Item 10: Greenmeadows Centre - Progress Update (number four)

On-site staff

- 4.13 W&H continues to staff the project with qualified tradesmen, although resourcing adequate numbers of carpenters is proving challenging.

Other related issues

- 4.14 Councillors at the previous committee meeting asked for an update as to how materials that were to be replaced or have already been replaced on site are been recycled if at all.
- Materials removed as a result of weather damage has been disposed of to landfill as they could not be re-used; and
 - Other material removed, which still remain in the ownership of W&H (such as the cedar cladding), have been recycled to individuals. The final end use of the product by those individuals is unknown.

Risk

- 4.15 The following risks still exist:
- Lack of qualified personnel – competent resources are on site and this is being monitored by the Clerk-of-Works.
 - Number of personnel on site – this is by far the greatest risk that could affect the completion date.
 - Quality – a process is now in place to ensure that all remedial work is being delivered to the required standards.
 - Reputational risk to Council – the focus is on ensuring that the project is delivered to a high quality.
 - The extra Council staff committed to this project will see other project works delayed.

Author: **Alec Louverdis, Group Manager Infrastructure**

Attachments

Nil

Important considerations for decision making
1. Fit with Purpose of Local Government The new facility is important for both Nelson and Stoke and has a high profile in the local community. It will add to the well-being and vibrancy of the Stoke community and provide for good quality local infrastructure.
2. Consistency with Community Outcomes and Council Policy The new facility meets the following Community outcome - 'Our communities have access to a range of social, educational and recreational facilities and activities'.
3. Risk The risks to Council include reputational damage and additional costs not able to be recovered. In addition, the extra work related to this project also increases the risk of non-delivery of other 2018/19 projects.
4. Financial impact Additional funding has already been approved for this project.
5. Degree of significance and level of engagement The facility has a high community interest and has a moderate significance to all residents, but will be of higher significance to the residents of Stoke.
6. Inclusion of Māori in the decision making process No engagement with Maori has been undertaken in preparing this report.
7. Delegations The Community Services Committee responsibilities include: <i>"Community Centre and halls – Greenmeadows Community Centre".</i>

Community Housing

1. Purpose of Report

- 1.1 To agree to refer the mandate for decisions relating the future of Council's community housing to Council.

2. Recommendation

That the Community Services Committee

Receives the report Community Housing (R9815); and

Refers to Council all powers of the Community Services Committee relating to the future of Nelson City Council's community housing.

Recommendation to Council

That the Council

Considers all matters relating to the future of Nelson City Council's community housing with a view to developing a proposal for community consultation in 2019.

3. Discussion

- 3.1 The Community Services Committee has delegated authority to consider matters in relation to Council's community housing.
- 3.2 Housing New Zealand and the Nelson Tasman Housing Trust have both expressed an interest in acquiring Council's community housing and are currently undertaking due diligence on the portfolio.
- 3.3 The future of Council's community housing is considered to be a matter of high public interest and is defined as a strategic asset in Council's Significance and Engagement Policy. Therefore it is appropriate for the

Item 11: Community Housing

full Council to take an active role in considering any potential divestment of its community housing asset.

- 3.4 Referring the mandate to Council would also assist with a timely consideration of the issue and enable a special consultative procedure to be undertaken as part of public consultation on the Annual Plan. Operational matters relating to community housing would remain within the mandate of the Community Services Committee.

4. Options

- 4.1 The Committee can either refer this matter to Council or not. Option 1 is recommended.

Option 1: Refer the matter to Council	
Advantages	<ul style="list-style-type: none">• Decision making on a significant issue relating to a strategic asset would be undertaken by full Council• Provides for more streamlined decision making and would enable consultation to be carried out as part of the Annual Plan
Risks and Disadvantages	<ul style="list-style-type: none">• More governance time required by full Council
Option 2: Do not refer the matter to Council	
Advantages	<ul style="list-style-type: none">• The Community Services Committee has delegated authority to consider matters relating to community housing
Risks and Disadvantages	<ul style="list-style-type: none">• Decision making on the issue will be slower due to the need to proceed through both Committee and Council

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Attachments

Nil

<p>Important considerations for decision making</p>
<p>1. Fit with Purpose of Local Government</p> <p>Not applicable- this is an administrative matter.</p>
<p>2. Consistency with Community Outcomes and Council Policy</p> <p>The recommendations in this report are not inconsistent with Council Policy.</p>
<p>3. Risk</p> <p>The recommendation to refer this matter to Council does not include any risks. If Council chose not to accept the recommendation then there may be a risk that any potential divestment may be delayed.</p>
<p>4. Financial impact</p> <p>This decision does not involve any financial impact.</p>
<p>5. Degree of significance and level of engagement</p> <p>This matter is of low significance as it is an administrative matter and not a substantive decision and therefore no consultation has been undertaken</p>
<p>6. Inclusion of Māori in the decision making process</p> <p>No engagement with Māori has been undertaken in preparing this report.</p>
<p>7. Delegations</p> <p>The Community Services Committee has the following delegations to consider community housing:</p> <p><i>Areas of Responsibility:</i></p> <ul style="list-style-type: none"> • <i>Community Housing</i> <p><i>Powers to Decide:</i></p> <ul style="list-style-type: none"> • <i>To undertake community engagement other than Special Consultative Procedures for any projects or proposals falling within the areas of responsibility</i> • <i>To hear and deliberate on submissions for Special Consultative Procedures, or other formal consultation requirements arising from legislation, falling within the areas of responsibility</i>

Item 11: Community Housing

Powers to Recommend:

- Statements of proposals for Special Consultative Procedures, or proposals for other formal legislative consultation procedures, falling within the areas of responsibility
- Final decisions on Special Consultative Procedures, or other formal consultation legislative consultation procedures, falling within the areas of responsibility
- Property transactions for any land or 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.