



AGENDA

Ordinary meeting of the

Community Services Committee

**Thursday 11 April 2019
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

Nil

2. Confirmation of Order of Business**3. Interests**

3.1 Updates to the Interests Register

3.2 Identify any conflicts of interest in the agenda

4. Public Forum

4.1 Nelson Jazz Club - update and future plans

4.2 Nelson Centre of Musical Arts - update on operating activity and financial forecasts

4.3 Nelson Arts Festival Trust - update on progress since November 2018

5. Confirmation of Minutes

5.1 26 February 2019

7 - 16

Document number M4064

Recommendation

That the Community Services Committee

- 1. Confirms the minutes of the meeting of the Community Services Committee, held on 26 February 2019, as a true and correct record.***

6. Chairperson's Report 17 - 19

Document number R10126

Recommendation

That the Community Services Committee

- 1. Receives the report Chairperson's Report (R10126).***

7. Youth Council Update

8. Founders Heritage Park Strategic Focus Areas and Timeline 20 - 38

Document number R9842

Recommendation

That the Community Services Committee

- 1. Receives the report Founders Heritage Park Strategic Focus Areas and Timeline (R9842) and its attachments (A2032195 and A2032198); and***
- 2. Agrees that the five focus areas of the Founders Heritage Park plan will be enhancing the visitor experience, building Iwi partnerships, heritage protection and sector integration, venue development and financial sustainability; and***
- 3. Notes the proposed timeline for a draft plan to be reported to the Community Services Committee in December 2019; and***
- 4. Notes that landfill gas levels are being monitored and remediation measures applied where needed.***

Recommendation to Council

That the Council

- 1. Approves the proposed five focus areas of the Founders Heritage Park plan as enhancing the visitor experience, building Iwi partnerships, heritage protection and sector integration, venue development and financial sustainability.***

9. Greenmeadows Centre - Progress Update (Number Six)

39 - 41

Document number R10063

Recommendation

That the Community Services Committee

- 1. Receives the report Greenmeadows Centre - Progress Update (Number Six) (R10063).***

PUBLIC EXCLUDED BUSINESS

10. Exclusion of the Public

Recommendation

That the Community Services Committee

- 1. Excludes the public from the following parts of the proceedings of this meeting.***
- 2. 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 - 26 February 2019	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)(i) To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

Note:

- **Youth Councillors Emma Edwards and Holly Goulter 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 Tuesday 26 February 2019, commencing at 9.03a.m.

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

In Attendance: Councillors I Barker, T Skinner, S Walker, Chief Executive (P Dougherty), Group Manager Infrastructure (A Louverdis), Acting Group Manager Community Services (R Bartlett), Group Manager Community Services (R Ball), Group Manager Corporate Services (N Harrison), Group Manager Strategy and Communications (N McDonald), Governance Adviser (J Brandt) and Youth Councillors C Hagan and Z Jurgeleit.

Apology: Her Worship the Mayor for lateness

Leave of Absence: Councillor P Matheson

1. Apologies

Resolved CS/2019/001

That the Community Services Committee

Receives and accepts an apology for lateness from Her Worship the Mayor.

Lawrey/Courtney

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

4.1 Steve Cross - the review of pet cremation operations

Mr Cross spoke against the provision of pet cremation services by Council. He did not consider pet cremations a core Council activity and preferred Council to focus on core activities in order to keep rates low. Mr Cross noted that he considered offering pet cremation unfair competition to the private sector which was not subsidised.

5. Confirmation of Minutes

5.1 27 November 2018

Document number M3949, agenda pages 9 - 17 refer.

Resolved CS/2019/002

That the Community Services Committee

Confirms the minutes of the meeting of the Community Services Committee, held on 27 November 2018, as a true and correct record.

Courtney/McGurk

Carried

6. Chairperson's Report

Document number R10014, agenda pages 18 - 19 refer.

Attendance: Councillor Rutledge left the meeting from 9.20a.m. until 9.23a.m.

The Chairperson presented her report and answered questions about the Tahunanui Community Centre.

Recommendation CS/2019/003

That the Community Services Committee

Receives the Chairperson's Report (R10014).

Noonan/Lawrey

Carried

7 Youth Council Update

Youth Councillor Hagan tabled the Youth Council's Key Performance Indicator (KPIs) document (A1901298) and presented its 2018 achievements, including the submission to the Long Term Plan and work undertaken with the ageing population.

Youth Councillor Jurgeleit gave an update on 2019 developments and noted that the 2019 Youth Council, which had 16 new members, was getting involved with the coastal workshops and Waimea Road speed changes.

Attachments

1 A1901298 - Handout - Youth Council KPIs

8. Community Services Committee Quarterly Report to 31 December 2018

Document number R9929, agenda pages 20 - 44 refer.

Team Leader Arts and Heritage, Mark Preston-Thomas and Manager Community Partnerships, Shanine Raggett and Parks Property and Facility Asset Manager, Andrew Petheram answered questions regarding the following:

- Consultation and engagement processes with iwi
- The stakeholder meeting held in February 2019 regarding the Tahunanui Lions Toilet upgrade
- Bay Dreams costs, noting that a review was under way and would come to Council
- The Heritage Strategy, noting that the deferment was to ensure a quality document. Care would be taken to include work previously undertaken. Councillor Fulton offered her input as an original member of the working group in 2010/11.

Attendance: Councillor Skinner left the meeting from 10.00a.m. to 10.01a.m.

- Taurapa sculpture, noting that signage would fall to the Arts Selection Panel.

The Art Works Programme (agenda page 32) colour rating was queried and the Chief Executive noted that orange was more appropriate than red, as it was the major project that was over budget, not the overall art works portfolio.

Resolved CS/2019/004

That the Community Services Committee

Receives the report Community Services Committee Quarterly Report to 31 December 2018 (R9929) and its attachments (A2125593 and A2134396).

Noonan/Courtney

Carried

The meeting was adjourned from 10.41a.m. to 11.02a.m.

9. Pet Cremations Review

Document number R9575, agenda pages 45 - 61 refer.

Team Leader Facilities, Gary Alsop and Manager Parks and Facilities, Rosie Bartlett presented the report.

It was clarified that data collected was for cremations as one activity, which made it difficult to distinguish between human and pet cremations. The Chief Executive noted that options to improve data collection would be explored to assist with future decision-making.

Attendance: Her Worship the Mayor joined the meeting at 11.13a.m.

It was noted that any changes to levels of service provided by the crematorium, such as ceasing pet cremation services altogether, could be discussed as part of the next Activity Management Plan review.

It was noted that once new data from the crematorium had been collected and analysed, an adjustment to cremation fees could be made if needed, to ensure fees for pet cremations were not subsidised. It was clarified that such a decision would be within the Chief Executive's delegations. An amendment to the recommendation to Council was made to reflect this.

Resolved CS/2019/005

That the Community Services Committee

Receives the report Pet Cremations Review (R9575) and its attachments (A1484302, A1881839, A2136225 and A2123279)

McGurk/Courtney

Carried

Recommendation to Council CS/2019/006

That the Council

Approves the continuation of pet cremation services at the Wakapuaka Crematorium, noting that if the pet cremation is not fully user pays, then an adjustment to fees will be made to the fee schedule to achieve this outcome.

Her Worship the Mayor/Fulton

Carried

10. Stoke Community Youth Facility

Document number R9913, agenda pages 62 - 98 refer.

Andrew Petheram, Property Parks and Facilities Asset Manager presented the report and answered questions with Consultants Chris Ward of Policy Works and Amy Shattock of Autonomy NZ.

Attendance: Councillor Lawrey left the meeting from 12.21p.m. to 12.24p.m.

A point of order was raised regarding language used, in particular the tone of questioning. This was upheld by the Chairperson and the member apologised to the consultant.

Resolved CS/2019/007

That the Community Services Committee

Receives the report Stoke Community Youth Facility (R9913) and its attachment (A2120557); and

Agrees that Option 4 – go out with targeted options, (from report A2120557), is the preferred option; and

Agrees to hold a Community Services workshop to enable staff to prepare targeted options to take out for pre-consultation, to be followed by wider community consultation.

Fulton/Courtney

Carried

The meeting was adjourned from 12.54p.m. to 1.23 p.m.

11. Heritage Activity Management Plan 2018 - 28

Document number R9688, agenda pages 99 - 102 refer.

Team Leader Arts and Heritage, Mark Preston Thomas and Manager Community Partnerships, Shanine Raggett, presented the report.

Resolved CS/2019/008

That the Community Services Committee

Receives the report Heritage Activity Management Plan 2018 - 28 (R9688) and its attachment (A1826798).

Rutledge/Courtney

Carried

Recommendation to Council CS/2019/009

That the Council

Adopts the Heritage Activity Management Plan 2018 - 2028 (A1826798) to reflect the approved Long Term Plan 2018 - 2028.

Rutledge/Courtney

Carried

12. Arts Activity Management Plan 2018 - 2028

Document number R9687, agenda pages 103 - 106 refer.

Team Leader Arts and Heritage, Mark Preston Thomas and Manager Community Partnerships, Shanine Raggett, presented the report.

Resolved CS/2019/010

That the Community Services Committee

Receives the report Arts Activity Management Plan 2018 - 2028 (R9687) and its attachment (A1766400).

Courtney/Fulton

Carried

Recommendation to Council CS/2019/011

That the Council

Adopts the Arts Activity Management Plan 2018 - 2028 (A1766400) to reflect the approved Long Term Plan 2018 - 2028.

Courtney/Fulton

Carried

13. Options for 2019/20 Community Investment Fund and Updated Panel Terms of Reference

Document number R9853, agenda pages 107 - 120 refer.

Team Leader Arts and Heritage, Mark Preston Thomas and Manager Community Partnerships, Shanine Raggett, presented the report and noted an addition to the officer recommendation to better reflect the part of option 2 in the report, which proposed to increase the existing small grant pool of \$50,000 with the residual community investment funding.

Questions were raised regarding the accuracy of information provided in item 4.4 of the report and officers undertook to check this and come back later in the meeting.

Attendance: Councillor Rutledge left the meeting at 1.43p.m.

Discussion took place regarding likely impacts and roll-on effects of different options presented in the report. The importance of giving equal opportunity to all community groups was noted, and that the three groups mentioned in the report must not be given an advantage over others.

The meeting was adjourned from 1.45p.m. to 1.57p.m.

Attendance: Councillor Mc Gurk left the meeting at 2.01p.m.

The item was left to lie until later in the meeting.

14. Greenmeadows Centre - Progress Update (Number Five)

Document number R9861, agenda pages 121 - 124 refer.

Group Manager Infrastructure, Alec Louverdis, presented the report.

Resolved CS/2019/012

That the Community Services Committee

Receives the report Greenmeadows Centre - Progress Update (Number Five) (R9861).

Fulton/Lawrey

Carried

15. Exclusion of the Public

Resolved CS/2019/013

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:

Courtney/Fulton

Carried

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
1	Community Services Committee Meeting - Public Excluded Minutes - 27 November 2018	<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 <p>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</p>
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)(i) To enable the local authority to carry on, without prejudice or

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
			disadvantage, negotiations (including commercial and industrial negotiations)

The meeting went into public excluded session from 2.11p.m. and resumed in public session at 3.31p.m. at which time Councillors McGurk and Rutledge had returned to the meeting.

16 Options for 2019/20 Community Investment Fund and Updated Panel Terms of Reference (agenda item 13)

Document number R9853, agenda pages 107 - 120 refer.

Team Leader Arts and Heritage, Mark Preston Thomas and Manager Community Partnerships, Shanine Raggett, noted corrections to item 4.4 of the report, which should read:

'**Three** groups totalling **\$36,000** were awarded funding for one year (...). One of these Groups, Whanake Youth, applied for three years but was awarded funding for one year only and requested to reapply in 2019/20 as they were newly established. The other **two** groups, being Nelson Whakatū MenzShed (\$10,000) and Victim Support (\$6,000) were granted one year funding without any expectation of future support'.

It was noted that option 2 was still the officer recommendation. In light of the corrected information, members opted to progress with option 2 including the additional recommendation wording.

Resolved CS/2019/014

That the Community Services Committee

Receives the report Options for 2019/20 Community Investment Fund and Updated Panel Terms of Reference (R9853) and its attachments (A2093465 and A1960223); and

Agrees not to offer new Community Investment Fund applications for 2019/20; and

Notes that the panel will consider rollover funding from the Community Investment Fund for Whanake Youth of \$20,000 p.a. for 2019/20 and 2020/21 on receipt of an acceptable application; and

Agrees that the residual community investment funding 2019/20 (up to \$41,393) be combined with the existing small grant pool of \$50,000 for 2019/20.

Agrees that the Community Grant Fund approvals be increased from \$2,500 to \$5,000 maximum for 2019/20; and

Agrees to the updated Community Investment Fund Panel Terms of Reference (A2093465) and Code of Conduct (A1960223).

Fulton/Courtney

Carried

Resolved CS/2019/015

That the Council

Confirms that new Community Investment Fund applications will not be offered in 2019 /20; and

Agrees that the residual community investment funding 2019/20 (up to \$41,393) be combined with the existing small grant pool of \$50,000 for 2019/20.

Confirms that the Community Grant Fund approvals be increased from \$2,500 to \$5,000 maximum for 2019/20; and

Approves the updated Community Investment Fund Panel Terms of Reference (A2093465) and Code of Conduct (A1960223).

Fulton/Courtney

Carried

It was noted that the process for multiple-year funding should be reviewed and improved going forward.

There being no further business the meeting ended at 3.43p.m.

Confirmed as a correct record of proceedings:

_____ Chairperson _____ Date

Chairperson's Report

1. Purpose of Report

- 1.1 To update the Committee on current topics.

2. Recommendation

That the Community Services Committee

- 1. Receives the report Chairperson's Report (R10126).***

3. Greenmeadows Community Centre

- 3.1 I am pleased to report (as you will see from the separate report) that the Community Centre is now ready for the community to use. Several sporting groups are now utilising space and the café has been running for some weeks. The Stoke Seniors are preparing to move across in the near future and we will be ready to have an open day for the public to come and see how the building performs. It has been a very long wait and we are so pleased and excited to be using this community facility.
- 3.2 I'll be getting together with the Mayor and staff soon to look at plans for a community open day.

4. Nelson's Aging Strategy on an Ageing Demographic

- 4.1 Paul Steere has been appointed Chair of the Community Steering Group to develop the Strategy and is forming up his team. Two meetings have been held so far and have focussed on the Strategy vision, process and focus areas. Staff are working on a baseline analysis of how age-friendly Nelson is. The Steering Group will be able to use this to assess priority areas for further work and it will be useful as a starting point to measure progress against as the Strategy is implemented.

5. Community Housing

- 5.1 I want to thank the Mayor, Rachel Reese and Councillor Barker together with the staff who joined me to visit our community housing residents.

Item 6: Chairperson's Report

The purpose of our visit was to keep our residents up to date with the discussion at Council with the proposal to divest/sell our community housing to a provider in order to expand the capacity as our population ages. The feedback on this will be coming with the Annual Plan submissions.

6. New Library Service

- 6.1 Introducing the newest item in the children's library: Grab Bags. Do you have visitors of the younger kind? Pop into the library and pick up a Grab Bag. Grab Bags make it easy for you to provide a variety of activities for your young visitors – each bag includes books, CDs, DVDs, a game and other activities. There are different bags for different age groups. Ask in the children's library for more information or to borrow a bag. They can be loaned for four weeks, at no charge.



7. Book Launch

- 7.1 I attended a book launch at the Nelson Library for "Keepers of History – New Zealand Centenarians tell their stories" by Renee Hollis. This was a well-attended book. Renee interviewed 3 people in the Nelson/Tasman region and their accounts are written in the first person making for an interesting read.

8. Age Concern Nelson Tasman

- 8.1 I have asked Age Concern Nelson Tasman to give us an update of some of the work they are doing and the following was prepared for us by Caroline Budge, Age Concern Manager.
- 8.2 There's never a dull moment at Age Concern Nelson Tasman – whether it's training rest home staff on elder abuse, recruiting new volunteers for our visiting services, organising the amazing Clydesdale horse Tyson to visit aged-care facilities, or meeting with teenagers to recruit them for Tea & Tech, we're working hard on making Nelson the best place in the country to grow old.
- 8.3 Our biggest news recently has been the launch of our new AgeConnect website. This is at www.ageconnect.org.nz, and gives an overview of the initiative that we launched in 2017 to help build friendships and

Item 6: Chairperson's Report

community connections for older people. It has a calendar of events and activities as well and anyone can submit something to be shared.

- 8.4 We've also just re-booted Tea & Tech for the year – this is an amazing initiative that brings together young volunteers aged 14 to 22 and matches them 1:1 with older people to upskill them on their devices. So far we've recruited Nayland and Waimea Colleges, and held sessions at Summerset in the Sun and Oakwoods. We're also working with the Nelson Youth Council on this, and plans are afoot for community sessions as well.
- 8.5 All in all, Age Concern continues to innovate and work in collaboration with other agencies and organisations in providing information, support, advice and opportunities for older people to connect with their communities and keep socially contacted.

9. Nelson City Council Heritage Festival

- 9.1 Nelson Heritage Festival is in full swing for the month of April and has again grown in scale with over 60 events this year from last year's 44. Some key new partners, including Theatre Royal and Centre for Fine Woodworking, became Event Hosts in 2019. The Festival runs throughout the whole of April. Demand for the grant fund was oversubscribed by \$10,000 this year showing the increasing interest in the Festival from the community with \$25,000 allocated to groups hosting events. Festival highlights include Justin Eades the Wairau Affray at the Suter Theatre, the Let the Band Play on tea dance at the Boathouse on World Heritage Day as well as numerous activities for young and old. The 2019 Nelson Heritage Festival report with key stats from this year's events will be available in June.

Author: Gaile Noonan, Chairperson - Community Services Committee

Attachments

Nil

Founders Heritage Park Strategic Focus Areas and Timeline

1. Purpose of Report

- 1.1 To confirm the timeline and focus areas for an update of the Founders Heritage Park strategic plan.

2. Summary

- 2.1 Founders Heritage Park needs a plan to re-define the visitor experience, enhance heritage protection, tell Iwi stories and develop the Founders venues. The current vision, mission and strategic goals are included in the Heritage Activity Management Plan 2018.
- 2.2 A strengths, weaknesses, opportunities and threats (SWOT) analysis was completed with Heritage and Founders Park stakeholders in 2017 to inform strategic priorities. All of the stakeholders emphasised the need for an updated plan. A Community Services Committee workshop was held on 30 August 2018 to introduce strategic priorities, focus areas and resourcing implications.
- 2.3 This report defines the process and timetable for creating the new plan, with the intent that significant funding decisions are taken to the 2021 Long Term Plan for decisions.

3. Recommendation

That the Community Services Committee

- 1. Receives the report Founders Heritage Park Strategic Focus Areas and Timeline (R9842) and its attachments (A2032195 and A2032198); and***
- 2. Agrees that the five focus areas of the Founders Heritage Park plan will be enhancing the visitor experience, building Iwi partnerships, heritage protection and sector integration, venue development and financial sustainability; and***

3. Notes the proposed timeline for a draft plan to be reported to the Community Services Committee in December 2019; and

4. Notes that landfill gas levels are being monitored and remediation measures applied where needed.

Recommendation to Council

That the Council

1. Approves the proposed five focus areas of the Founders Heritage Park plan as enhancing the visitor experience, building Iwi partnerships, heritage protection and sector integration, venue development and financial sustainability.

4. Background

- 4.1 The current vision, mission and strategic goals for Founders Heritage Park are included in the Heritage Activity Management Plan 2018. Founders Heritage Park needs a strategic plan to develop this work further, including to define the visitor experience, enhance heritage protection, tell Iwi stories and develop the Founders venues.
- 4.2 A workshop was held in August 2018 with the Community Services Committee at Founders Heritage Park. The Committee was introduced to five potential focus areas being:
- (a) Enhancing the visitor experience. Locals and visitors to Nelson will spend longer in the park, come more often, enjoy a variety of quality attractions and activities, and attend more events and festivals.
 - (b) Building Iwi partnerships and telling Iwi stories. A shared cultural space will be developed and opportunities created for Iwi to share stories through displays and programmes.
 - (c) Heritage protection. A focus on improving care of the collection and greater integration across the heritage sector.
 - (d) Venue development. Improving displays, events and conferencing infrastructure.
 - (e) Financial sustainability. Implementing a hybrid model where increasing commercial income from tenancies and events reduces dependence on rates.

Item 8: Founders Heritage Park Strategic Focus Areas and Timeline

- 4.3 Feedback from the Committee was that a new plan was needed to facilitate growth. There was general support for the 'hybrid model' and the concept of income from commercial activities reducing the ratepayer burden. Most councillors supported more conferencing at Founders, but some expressed mixed thoughts about whether conference facilities should be at Founders or the CBD. It was accepted that further investment is needed to support growth and prevent deterioration of heritage assets with a specific focus on increasing curator hours and budget to inventory and care for heritage assets. Also highlighted was the importance of improving partnerships with the heritage sector and museum.
- 4.4 The Committee supported investment into protection for the collection, cover for the aeroplane, a shared cultural space and warm and weathertight venues. Other options favoured by councillors were incorporating Iwi stories into existing displays, refurbishing the energy centre and granary, refurbishing the church, a dedicated staff member for developing displays and developing a collection policy.
- 4.5 Options less favoured by the Committee were significant investment in a new dual use display and conference centre, and significant investment in a commercial visitor experience display.
- 4.6 Recent testing for landfill gases at the park confirms a need for continuing monitoring and remediation where elevated levels are detected.

5. Discussion

The need for a plan

- 5.1 Council has set a community outcome of "Our communities have opportunities to celebrate and explore their heritage, identity and creativity." A Long Term Plan (LTP) goal is that Founders Heritage Park is well used by residents and visitors.
- 5.2 The former Founders Park strategy expired in 2012. A new, aspirational plan will set the scene for Founders to develop as a premier visitor attraction for Nelson residents and tourists that will protect our heritage assets, strengthen Iwi partnerships and become more financially self-sustaining over the next ten years.

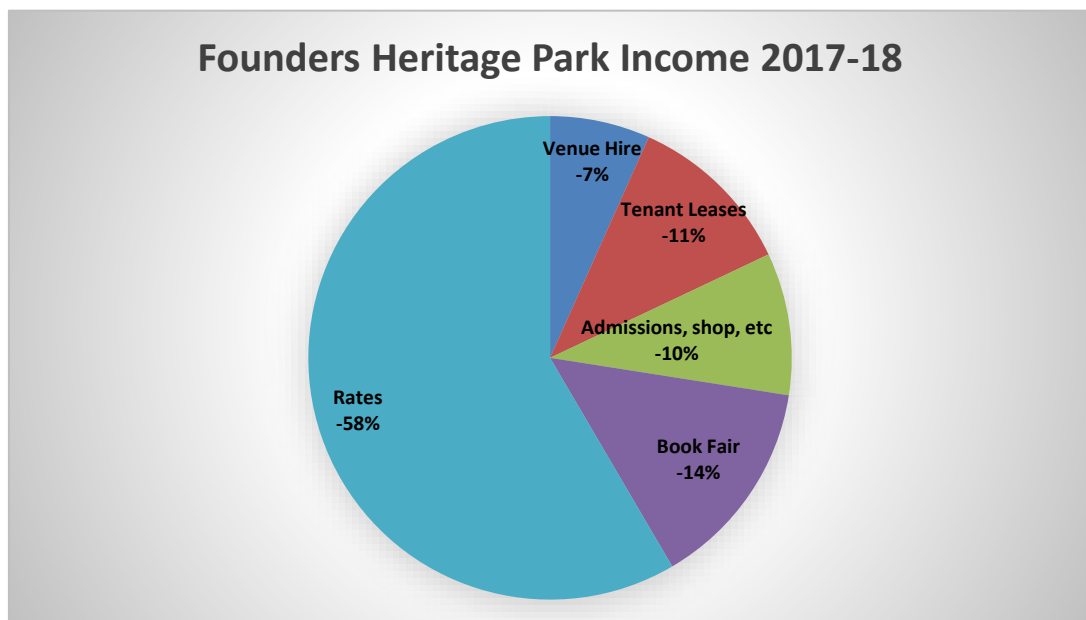
Who has been consulted to date?

- 5.3 A SWOT analysis was conducted in 2017 with heritage partners, tenants, Iwi, volunteers and council stakeholders. Key themes were support for the 'hybrid model,' a need to define the Founders vision and scope, strengthening the marae relationship, better care of collections and heritage assets, more conferencing, an improved visitor experience and improved infrastructure.

Item 8: Founders Heritage Park Strategic Focus Areas and Timeline

The Hybrid Model

- 5.4 Additional operating and capital expenditure is needed to develop Founders Park and improve the visitor experience. Consequently, it is proposed that Founders adopts a 'hybrid' business model. This involves an increasing amount of revenue coming from commercial activities, in particular business events, conferences and tenancies that cross subsidise non-commercial activities such as improvements to the visitor experience, park development and exhibitions.
- 5.5 Feedback from the Nelson Regional Development Agency and venue marketing officer is that there is real potential for Founders Park to considerably increase revenue from conferencing and business events, but this would require some infrastructure investment. Conference organisers generally love Founders Park as a potential venue due to its unique character.
- 5.6 Potential alternatives to a hybrid funding model are:



- (a) an increased ratepayer contribution to fund park development and collections care and operations, or
 - (b) finding alternative sources of income such as commercial sponsorship, or
 - (c) continuing with the status quo.
- 5.7 Options such as increasing fees and charges are considered unlikely to significantly increase revenue.
- 5.8 Just over half of Founders Park income is funded from rates, with the remainder coming from a variety of activities including the high profile book fair.
- 5.9 Founders Park Income 2017 / 2018 by amount.

Item 8: Founders Heritage Park Strategic Focus Areas and Timeline

Activity	Amount
Venue hire	\$72,753
Tenant leases	\$122,438
Admissions, shop, in house events, donations	\$103,393
Book fair	\$153,050
Rates	\$634,691
Total	\$1,086,595

Councillor feedback:

- 5.10 Feedback on the proposed approach was provided by councillors at the August 2018 workshop, and is summarised below:

Visitor Experience			
	Feedback	Implications	Opportunities
Exhibits	Variable quality and relevance.	Mixed impressions by visitors, park not achieving potential.	Develop a collections policy. Improve displays. Increase visitor numbers and reputation.
Tenancies	Not always relevant, not always open.	Inconsistent contribution to visitor experience, lost sales.	Tenants align with park character and are open at peak times.
Cafe	Great – when it is open. General expectation that food is available at a visitor attraction.	Local visitor numbers drop if café is not open.	Encourage café to consistently open during peak hours.

Item 8: Founders Heritage Park Strategic Focus Areas and Timeline

Iwi partnerships and stories			
	Feedback	Implications	Opportunities
Develop partnerships	No current partnership with Iwi and there are exciting untapped opportunities.	Need to build an effective partnership.	Develop an Iwi partnership alongside other arts and heritage activities.
Shared space	Kai fest is amazing. Need to better utilise the shared space.	The shared space should be developed in partnership with the marae.	Develop a plan for the shared space as an asset to both marae and Founders. Create a space in which to share Iwi stories and further the Iwi relationships.
Telling Iwi stories	No pre-European stories are told. No Iwi or Maori exhibits.	Founders does not yet reflect our bi-cultural Whakatu identity.	Tell Iwi stories through displays and programmes.

Heritage Protection and Integration			
	Feedback	Implications	Opportunities
Sector integration	Founders Park identity is unclear.	Founders role within the heritage sector is somewhat unclear with museum and heritage houses.	Define collections policy and sector integration.
Protecting heritage assets	Some assets are not adequately protected.	Collections are not cared for adequately to industry standards. Risk of deterioration.	Update and strengthen the collections policy, increase curatorial resource and storage. Relinquish items that don't fit with the policy.

Item 8: Founders Heritage Park Strategic Focus Areas and Timeline

Financial sustainability			
Theme	Feedback	Implications	Opportunities
Conferencing and business events	Untapped conferencing and events potential.	Potential source of revenue if investment is made in infrastructure.	Improve conferencing and events revenue and associated benefits.
Infrastructure	Need for improved break out spaces and improved facilities in Energy Centre and Granary.	Investment decisions needed by Council.	Consider investment opportunities in 2021 LTP.

Priorities

5.11 Councillors at the August 2018 workshop discussed potential priorities.

Committee Identified Priorities			
	Feedback	Implications	Opportunities
Incorporating Iwi stories into displays	Untapped opportunity to tell Iwi stories.	Founders does not demonstrate an Iwi partnership.	Need to develop Iwi partnership, develop the shared space and include Iwi stories into displays.
Refurbish the Church, Energy Centre and Granary	These buildings need improvements.	Higher utilisation and yield potential for events and conferencing.	Prioritise investment in these buildings.
Staff member for displays	Improving and maintaining display quality is important.	Benefits the visitor experience and protection of heritage assets.	Increase the curator and collections resource.
Develop a collections policy	Founders needs to define its niche within the heritage sector.	Collections will improve in quality, presentation and link with other regional heritage facilities.	Allocate staff resource to developing the collections policy.

Item 8: Founders Heritage Park Strategic Focus Areas and Timeline

Next steps and timeline

- 5.12 Officers will engage with heritage and Iwi stakeholders to create a draft plan for Committee workshopping with the Committee and final approval in December 2019. The plan will go out for public feedback but it is not envisaged that hearings will be required.
- 5.13 There is a low risk that developing the draft plan will take longer than projected. Timeframes could be stretched if stakeholders have diverse or strong views on the strategic direction for the park. This is somewhat unlikely due to the stakeholder engagement already undertaken during the SWOT analysis.
- 5.14 An action plan will be developed alongside the plan to define specific activities and projects, resourcing implications, risks, outcomes and timeframes.
- 5.15 The cost of feasibility reports or business cases needed to support capital investment decision making will be addressed via the 2020 / 2021 annual plan.
- 5.16 Any substantive investment decisions for Founders Park will be considered at the 2021 LTP. Activity Management Plans will be updated once the plan has been adopted.

6. Options

- 6.1 Option 1 is recommended.

Option 1: Agree to proposed strategy plan and timeline	
Advantages	<ul style="list-style-type: none">• Paves the way for work to start on a draft strategy.• Provides a structure, focus areas and timeframe for strategy development.• Provides a framework for the strategy to accommodate Committee, Iwi and stakeholder feedback.• Council does not need to commit financial resources to infrastructure development at this time.
Risks and Disadvantages	<ul style="list-style-type: none">• Timelines could stretch if stakeholders do not agree with the strategic direction.
Option 2: Not agree to the proposed plan and timeline	
Advantages	<ul style="list-style-type: none">• No expectations raised of future increased funding for capital works at Founders Park.

Item 8: Founders Heritage Park Strategic Focus Areas and Timeline

Risks and Disadvantages	<ul style="list-style-type: none">• Founders Park potential is not realised.• Heritage assets deteriorate over time.• Stakeholder and Iwi relationships deteriorate.
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7. Conclusion

- 7.1 Founders Heritage Park strategic direction needs updating that will allow the park to realise its potential as an engaging, educational and busy visitor attraction, protect our heritage assets and reduce ratepayer dependence. A 10-year plan will provide the framework for this to occur.

Author: Mark Preston-Thomas, Acting Library Manager

Attachments

Attachment 1: Founders Park - The Story So Far (A2032195) [↓](#)

Attachment 2: The Founders Vision on a page (A2032198) [↓](#)

Important considerations for decision making
1. Fit with Purpose of Local Government This project proposes to provide a strategic framework for Founders Heritage Park in a cost effective way that will allow an increase in income to offset cost to ratepayers.
2. Consistency with Community Outcomes and Council Policy The recommendation is consistent with the following community outcome: <ul style="list-style-type: none">○ Our Communities have opportunities to celebrate and explore their heritage, identity and creativity.
3. Risk There is a low risk that Council will not achieve its heritage goals if the development of the strategy is delayed. There is also a low risk that community or Iwi stakeholders may not agree with the proposed strategy which could delay implementation. There is a medium risk around raising expectations of an increased Council spend by community stakeholders. There is low risk associated with disappointment from the MenzShed that Council has not provided them with a permanent site.
4. Financial impact Financial decisions will be considered once the strategy and action plan have been developed, with any major investment decisions to be considered at the 2021 LTP.
5. Degree of significance and level of engagement Council has already engaged with key stakeholders, and will continue to engage with Iwi and heritage partners as the strategy is developed. This strategy is anticipated to be of medium importance to Iwi, and Iwi engagement is planned via the Iwi Arts and Heritage Steering Group currently being established.
6. Inclusion of Māori in the decision making process Maori were engaged as part of the earlier SWOT analysis. Continuing engagement will be via the new Iwi Arts and Heritage Steering Group.

7. Delegations

The Community Services Committee has the following delegations to consider Founders Heritage Park matters:

Areas of responsibility:

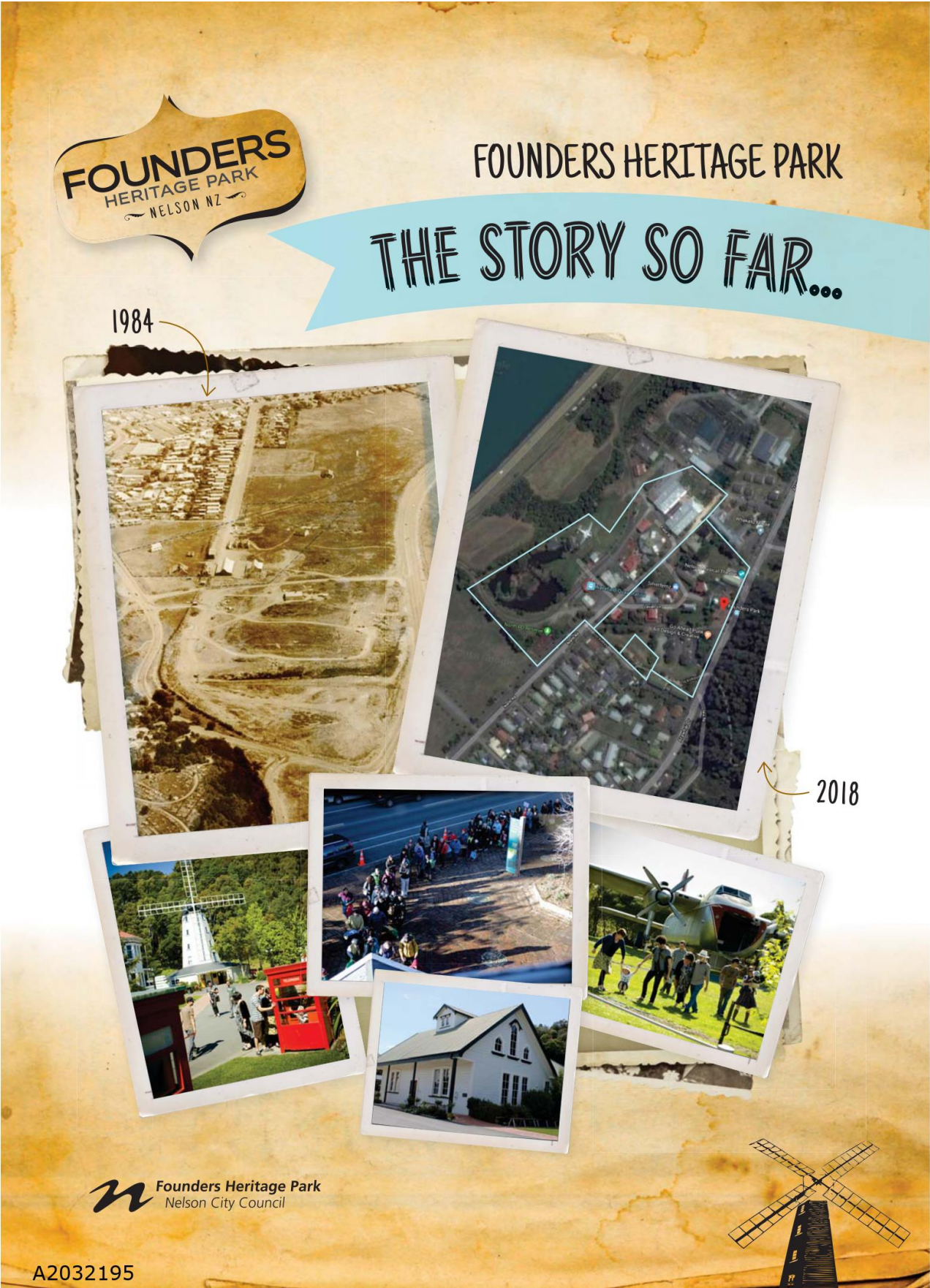
- *Arts, Culture and Heritage*
- *Community Development*
- *Heritage Facilities*
- *Founders Heritage Park*

Powers to Decide:

- *To undertake community engagement other than Special Consultative Procedures for any projects or proposals falling within the areas of responsibility*

Powers to Recommend:

- *Asset and Activity Management Plans falling within the areas of responsibility*
- *Development or review of policies and strategies relating to areas of responsibility.*





THE HISTORY OF FOUNDERS PARK



- **1974**
The idea of a permanent site for historical large transport objects to stop them leaving the district was floated, and in 1976 \$50,000 was donated by the Newman family to go towards a regional transport museum.
- **1977**
A Board of Trustees was established.
- **1980**
Nelson City Council approved the current site on Atawhai Drive on top of a closed landfill. 3-4 metres of city waste was covered with a layer of clay.
- **1982**
Work started on the site with a seconded team of 70, mostly unemployed men, allocated to the project by the Labour Department, and in 1986 Founders Park was officially opened.

- **1987**
Founders of Nelson Incorporated was established, but got into financial difficulty. The Council provided a \$15,000 grant plus a suspensory loan of \$75,000 to enable the park to continue to operate. That suspensory loan was later written off.

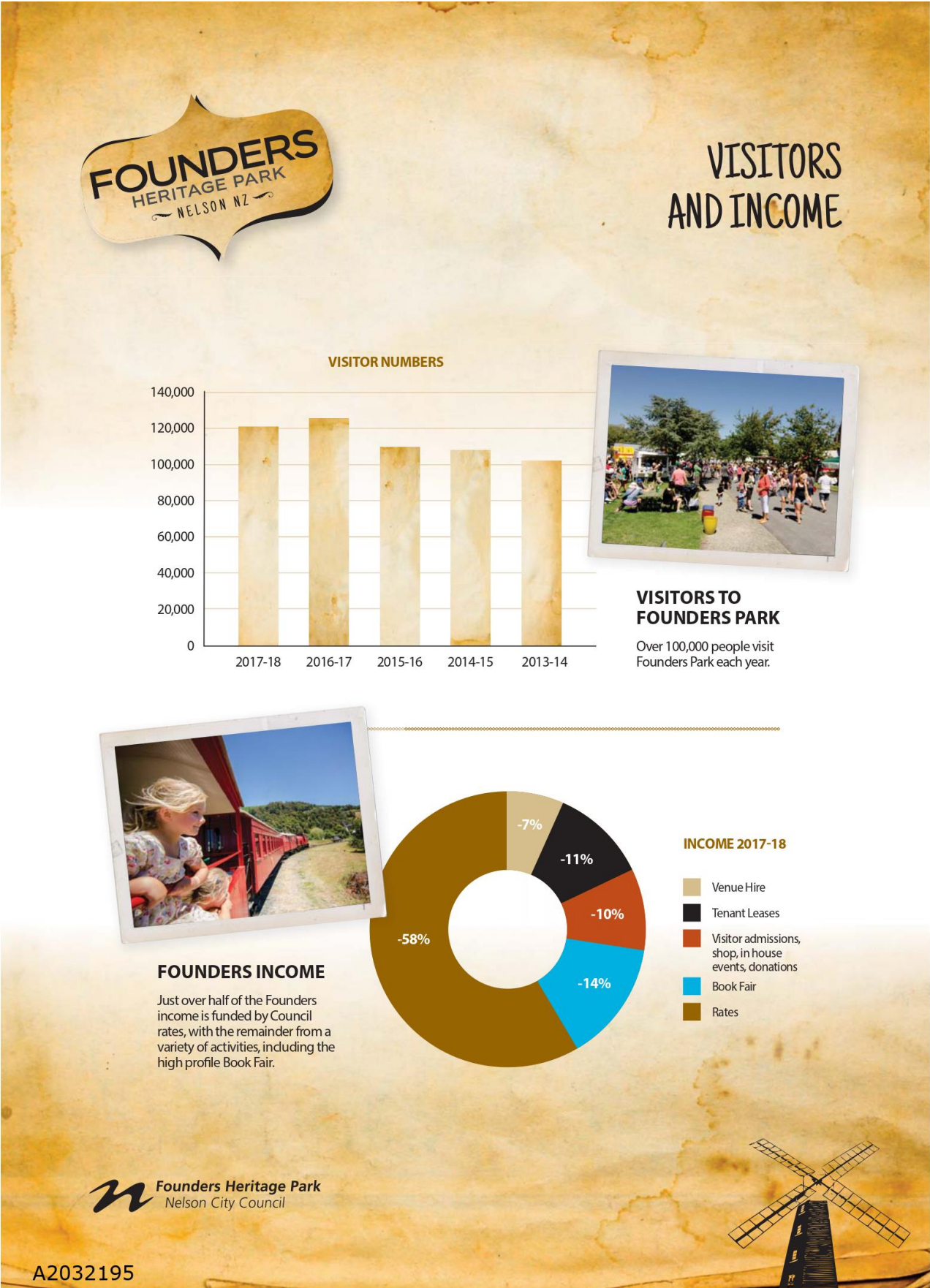
- **1995**
Nelson City Council provided \$80,000 to buy back the lease, paid out creditors at just under 60% of what was owing, and took over the running of the Park.

- **2003**
"Founders Heritage Park Subcommittee" (under the Community Services Committee) was established and charged with the governance of Founders Heritage Park.

- **2008**
The Founders subcommittee obtained a Council loan of \$400,000 to enable progress with various development projects, to be repaid over 10 years, plus interest, from book fair proceeds.

- Founders Park now has 29 dwellings on 5 hectares of land, and holds a collection of heritage items that covers the period 1880-1930. It has a mixture of relocated buildings (Old St Peters Church, the Granary, Anchor Inn, Duncan House, Livery Stables, Railway Cottage, and Bristol Freighter), full scale replicas (Dr. Bush's Windmill, Westpac Bank building and Rutherford Cottage), and purpose-built dwellings (Baigent Workshop, Baigent Museum, Jaycee Room).
- As Founders Park is located on an old landfill, buildings are supported on driven piles with water and sewerage mains supported by reinforced concrete bearers. The land is unstable leading to subsidence. Methane release is a particular risk requiring specific guidelines for excavation and ongoing monitoring.







TENANCIES, ATTRACTIONS AND VENUES

	TENANCIES	VISITOR ATTRACTION	FUNCTION & EVENT CENTRE
Summary	<p>21 tenants onsite.</p> <p>High occupancy with four vacant tenancies.</p> <p>3 Community Leases; The Nelson Railway Society, Fresh FM and Santa Parade.</p> <p>5 foot print leases, Park Life Brewery & Café, Nelson Railway Society, Nelson Musical Theatre, Plantier Developments and The Santa Parade Trust.</p>	<p>Visitors to the park enjoy a range of displays, interact with artisans and relax in the mature, well maintained gardens.</p> <p>Founders is currently ranked 9th out of 54 "Things to do" in Nelson on Trip Advisor, ranked above Broadgreen House, Suter and Provincial Museum. The World of Wearable Arts is the only attraction with an entry fee listed above Founders.</p> <p>Founders Heritage Park has a range of displays which focus on the commercial heritage of the region. There are a number of generic displays which do not have a specific connection to Nelson</p> <p>Founders Heritage Park organises several events & activities including Kai Festival, ANZAC Fair, Jazz on the Village Green and assists with the annual Book Fair.</p> <p>Additional income is generated through the Windmill Gift Shop which sells a combination of tenant's work on a commission basis and retro inspired gifts.</p>	<p>4 dedicated venues, Granary, Jaycee Room, Energy Centre & Church which are used by private and commercial users.</p> <p>399 venue bookings in 2017-18.</p> <p>11 externally run full park events in 2017-18.</p>
Income 2017-18	\$122,438	\$103,393	\$72,753
Visitor Numbers 2017-18	Tenant visitors not recorded.	<p>44,400</p> <p>70% locals, 17% NZ, 13% International</p> <p>(66,100 inc in house events)</p>	<p>76,300</p> <p>81% events, 12% private hire, 6% regular users.</p> <p>(includes 22,000 in house events)</p>
Key issues	<p>Park Life Brewery & Café closed on 30 March and was offered for sale. Despite significant interest a sale was not secured. A stumbling block are some lease terms, exposing potential buyers to a financial loss in the event that the lease is terminated. A 2 year lease to McCashins Hop Garden was secured at the end of October by Park Life. The building will be put back on the market shortly.</p> <p>The lack of cafe had a significant impact on local visitors over the winter, dropping by 60% in May & June.</p> <p>Community leases are 20% of commercial rate and significantly impact rental income.</p>	<p>Founders Heritage Park has a tactile collection which is available for visitors to touch.</p> <p>Significant Taonga for this region is not part of the Founders collection but is part of the Nelson Provincial Museum collection.</p> <p>Limited capacity to provide education programmes due to resource constraints.</p> <p>No telling of Pre-European stories.</p>	<p>Venues are improving slowly but still only offer basic amenities eg. no heating in Church or Energy Centre.</p> <p>Lack of break out spaces.</p> <p>The Energy Centre is expensive for event organisers as all resources must be brought into the park.</p>





THE ANNUAL FOUNDERS BOOK FAIR

THE FOUNDERS BOOK FAIR:

- The book fair started in 1988 with two objectives; to recycle books, and raise money for Founders Heritage Park.
- The Friends of Founders Trust was founded in 2000 as an Unincorporated Trust.
- Since 2009/10 all the profits from the sale go into the Development Fund which was established to pay for new initiatives (eg event development, new buildings and facilities, new displays). The development fund was used to repay the \$400,000 loan requested by the Founders Heritage Park Subcommittee in 2008, this loan was completely repaid by the end of 2018.
- In 2017-18 Book Fair revenue was \$153,000 realising a profit of \$128,000. Books sold in the Windmill throughout the year generated an additional \$15,000 income.



KEY STAKEHOLDERS

- Volunteer groups play a key role at Founders and include front of house volunteers, book fair volunteers, Nelson Railway Society, White Star Club (ex Newmans employees) and various project specific volunteers.
- Whakatu Marae. Founders Heritage Park has a good relationship with Whakatu Marae management having collaborated on the International Kai Festival for the past 10 years, however there are opportunities to strengthen relationships with the Whakatu Marae board and local Iwi.

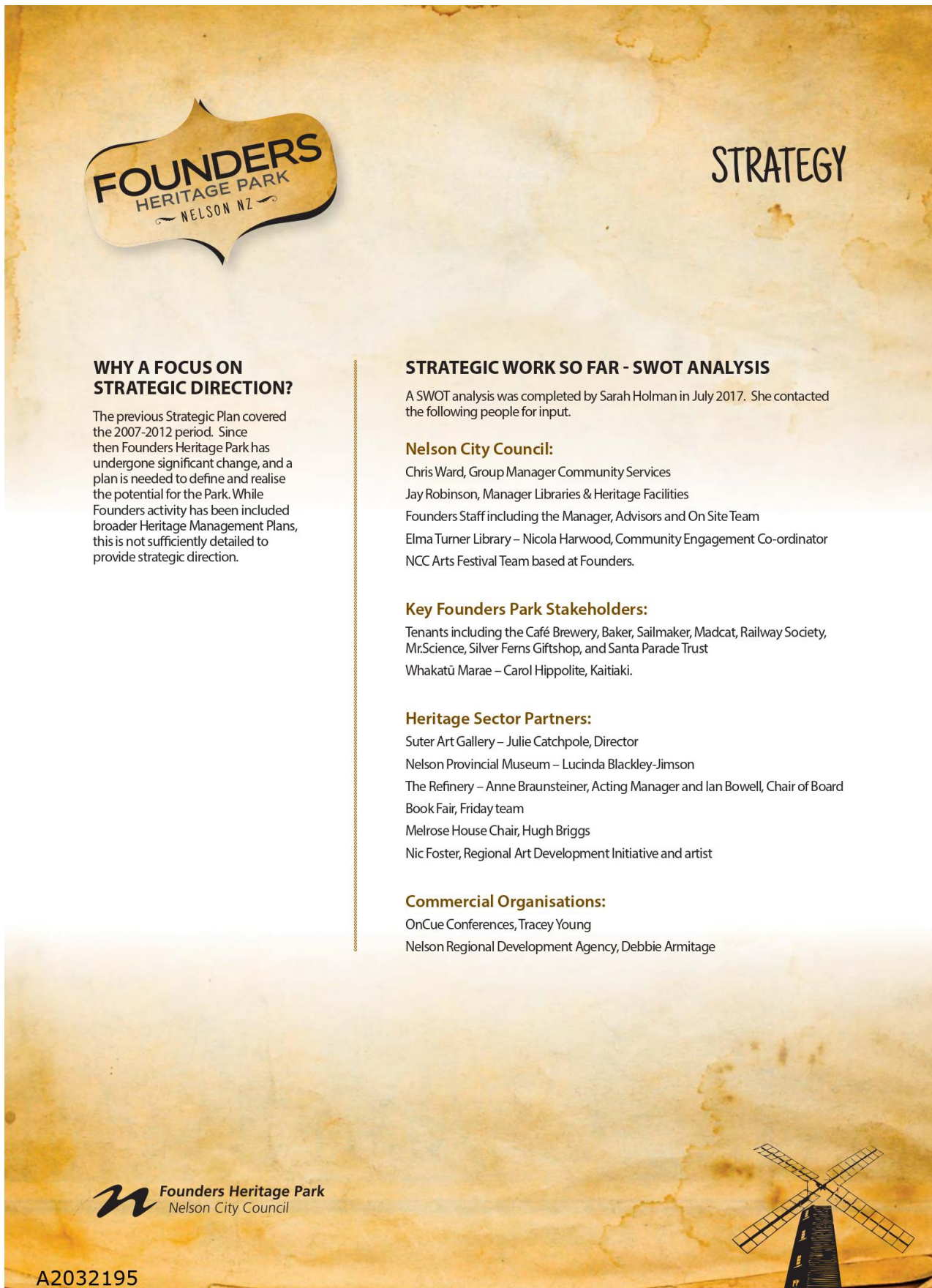


 Founders Heritage Park
Nelson City Council

A2032195







FOUNDERS HERITAGE PARK NELSON NZ

10 YEAR VISION STATEMENT

OUR VISION

Founders is an iconic and much-loved destination for locals and visitors alike that:

- significantly contributes to the fabric and well-being of the city
- provides outstanding and unforgettable venue options for community and business groups
- is recognised as a key contributor to the heritage and museum sector
- creates exhibitions and programmes that exceed the aspirations of the Nelson community.

WHO WE WANT TO BE

Founders Heritage Park is Nelson's must-do destination for visitors to the region, and a popular leisure choice for locals. Visitors come to be immersed in the Park's quaint and unconventional charm, which is used to tell the story of early Nelson. This is done through a mix of interactive exhibitions and ever changing programmes, set in unforgettable venues.

Founders Heritage Park is supported by strong relationships, passionate staff, volunteers and resident artisans, all working towards maximising the Park's income, and reinvesting it for the benefit of the community.

Founders Heritage Park facilities are also integral to the success of Nelson's wider heritage and museum sectors.

WHAT WE KNOW NOW

Founders Heritage Park has seen major growth and improvements over the past 10 years and has the potential to continue to develop and grow over the next 10 years with a strong vision, direction and investment from Council.

WHERE WE WANT TO BE IN 10 YEARS

Founders Heritage Park offers high quality conference and event venues that retain their old-world charm.

- The Energy Centre and Granary Hall are core front-of-mind venues for Nelson
- Their innate character, flexibility, and ease of operation gives them the edge
- Four well-equipped seminar spaces complement the wider venue
- The venues maximise year-round use of the Park with commercial and community bookings
- The service delivery model provides event coordination and technical staff who are based onsite and service all the Heritage venues.

Visitors are taken on a journey through Nelson's early story

- Founders Heritage Park tells a cohesive story of Nelson from the arrival of the mana whenua to post WWII
- Interactive, tactile displays, themed playgrounds, and resident craftspeople tell the story
- Founders Park exhibitions and programmes support the events calendar in Nelson
- The gardens are a place for visitors to relax, interact, and picnic.

Local Iwi enjoy a strong and active partnership with Founders Heritage Park

- The Park and Whakatu Marae share a dedicated space for Iwi stories and cultural events
- Local Iwi share their part of the Nelson story through displays, events and programmes
- Maori cultural experiences are incorporated into conference options onsite.

Nelson residents and businesses contribute to the financial success of Founders Heritage Park

- The variety of commercial income streams are maximised to support the future development and non-commercial activities of the Park.

Founders Heritage Park contributes to the success of Nelson's wider heritage and museum sector

- Founders Park holds a strong niche in the local heritage sector
- Staff collaborate and share knowledge with the heritage sector and museum professionals
- A purpose built workshop provides all Nelson's cultural institutions with the means to safely and professionally build new exhibitions.

DESIRED OUTCOMES IN 10 YEARS

- Founders Park is increasingly well used by both community and commercial hirers all year round
- Founders Park venues have a growing base of repeat customers.
- Visitors spend a longer amount of time in Founders Park
- Visitors engage in multiple activities while at Founders Park
- Visitor numbers increase during Nelson-wide festivals and celebrations.
- Visitors come to Founders Park to learn about local Maori history and culture
- The shared space with Whakatu Marae is increasingly used by local Iwi for public events
- Conferences at Founders Park provide revenue for the Marae.
- Commercial income for Founders Park increases each year
- Founders Park community activities are supported by the commercial income
- Founders Park enjoys a high retention and engagement rate for its volunteers.
- Nelson's heritage sector meets regularly with Founders Park to share information
- The Founders Park workshop is well used by Nelson's cultural institutions.



 **Founders Heritage Park**
Nelson City Council



REPORT R10063

Greenmeadows Centre - Progress Update (Number Six)

1. Purpose of Report

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

2. Recommendation

That the Community Services Committee

- 1. Receives the report Greenmeadows Centre - Progress Update (Number Six) (R10063).***

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 sixth progress update to the Committee and is to be read in conjunction with previous reports and report R10064 in the public excluded portion of the agenda. Detail covered previously is not repeated.
- 3.2 This will be the last update reported back to the Committee.

4. Discussion

Status of works

- 4.1 All work is substantially complete, with CPU issued for the entire building on 28 March. Practical completion is expected to be issued soon and this will allow all parts of the building to be used.
- 4.2 The building has now been completely "snagged" (minor repairs noted) and Watts and Hughes (W&H) are well underway in addressing these items. These minor snag list items will not affect the issuing of practical completion.
- 4.3 An open day will be scheduled in due course following discussion with the Mayor and Committee Chair.

Item 9: Greenmeadows Centre - Progress Update (Number Six)

Other

- 4.4 Stoke Seniors have advised that they will take occupation of their area in May to accommodate key members who are on leave and not available in April. Their doors will be open to members as from 13 May 2019.
- 4.5 Stoke Rugby will be occupying their area from 1 April 2019 in line with the start of their rugby season.
- 4.6 Work on the Centre Management Plan is well underway, this being a requirement of the resource consent that will allow the Centre to be used for functions.
- 4.7 Acoustic testing will also be undertaken (as required by the resource consent) during the first functions. This will be coordinated by CLM who will be managing the Centre.
- 4.8 CLM (Council's management contractor) will start taking bookings from 1 May this year.

On-site staff

- 4.9 W&H have continued to resource the project with qualified labour, with quality still the main focus.

Risk

- 4.10 There are no new risks associated with the physical works.

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.
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 is of higher significance to the residents of Stoke.
6. Inclusion of Māori in the decision making process No engagement with Māori has been undertaken in preparing this report.
7. Delegations The Community Services Committee has the following delegations to consider Greenmeadows Community Centre: <i>Areas of responsibility:</i> <ul style="list-style-type: none">• <i>Community Centre and Halls, including Greenmeadows Community Centre.</i> <i>Powers to recommend:</i> <ul style="list-style-type: none">• <i>Any other matters with the areas of responsibility noted above.</i> <i>Powers to decide: n/a</i>