



Notice of the ordinary meeting of the

Community Services Committee

Kōmiti Ratonga Hapori

Date:	Thursday 12 March 2020
Time:	2.00p.m.
Location:	Council Chamber, Civic House 110 Trafalgar Street Nelson

Agenda

Rārangi take

Chair	Cr Matt Lawrey
Deputy Chair	Cr Yvonne Bowater
Members	Her Worship the Mayor Rachel Reese
	Cr Trudie Brand
	Cr Mel Courtney
	Cr Kate Fulton
	Cr Judene Edgar
	Cr Brian McGurk
	Cr Gaile Noonan
	Cr Rohan O'Neill-Stevens
	Cr Pete Rainey
	Cr Rachel Sanson
	Cr Tim Skinner

Quorum: 7

Pat Dougherty
Chief Executive

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.

Community Services Committee - Delegations

Areas of Responsibility:

- Arts, Culture and Heritage
- Bylaws, within the areas of responsibility
- Cemeteries and Crematorium
- Community Centres and Halls, including Greenmeadows Community Centre, Stoke Memorial Hall and Tahunanui Community Centre
- Community Development, including youth issues, ageing issues and social well-being
- Community Festivals and Events
- Community Facilities, including public toilets
- Founders Heritage Park
- Heritage Facilities
- Heritage Houses and their grounds
- Libraries
- Sister City relationships
- Youth Council

Delegations:

The committee has all of the responsibilities, powers, functions and duties of Council in relation to governance matters within its areas of responsibility, except where they have been retained by Council, or have been referred to other committees, subcommittees or subordinate decision-making bodies.

The exercise of Council's responsibilities, powers, functions and duties in relation to governance matters includes (but is not limited to):

- Monitoring Council's performance for the committee's areas of responsibility, including legislative responsibilities and compliance requirements
- Developing, approving, monitoring and reviewing policies and plans, including activity management plans
- Reviewing and determining whether a bylaw or amendment, revocation or replacement of a bylaw is appropriate
- Undertaking community engagement, including all steps relating to Special Consultative Procedures or other formal consultation processes
- Approving submissions to external bodies or organisations, and on legislation and regulatory proposals

Powers to Recommend to Council:

In the following situations the committee may consider matters within the areas of responsibility but make recommendations to Council only (in accordance with sections 5.1.3 - 5.1.5 of the Delegations Register):

- Matters that, under the Local Government Act 2002, the operation of law or other legislation, Council is unable to delegate
- The purchase or disposal of land or property relating to the areas of responsibility, other than in accordance with the Long Term Plan or Annual Plan
- Unbudgeted expenditure relating to the areas of responsibility, not included in the Long Term Plan or Annual Plan
- Decisions regarding significant assets

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 Health Action Trust - Community Action on Youth and Drugs (CAYAD)

4.2 Nelson Youth Choir - Update on Choir's Plans

4.3 Male Room Incorporated - Male Room's plans for homeless men

5. Confirmation of Minutes

5.1 28 November 2019

7 - 11

Document number M6584

Recommendation

That the Community Services Committee

- 1. Confirms the minutes of the meeting of the Community Services Committee, held on 28 November 2019, as a true and correct record.***

6. Chairperson's Report **12 - 17**

Document number R15879

Recommendation

That the Community Services Committee

- 1. Receives the report Chairperson's Report.***

7. Youth Council Update

8. Heritage Strategy update and Councillor Liaison appointments **18 - 23**

Document number R13748

Recommendation

That the Community Services Committee

- 1. Receives the report Heritage Strategy update and Councillor Liaison appointments (R13748); and***
- 2. Appoints the following two Councillors as Liaison appointments to provide input into the Heritage Strategy development:***
 - Councillor Matt Lawrey;***
 - Councillor Mel Courtney.***

9. Update on Council-owned earthquake-prone buildings

This report was not available at the time of printing and will be provided in a supplementary agenda.

10. Community Services Quarterly Report to 31 December 2019

24 - 54

Document number R13634

Recommendation

That the Community Services Committee

- 1. Receives the report Community Services Quarterly Report to 31 December 2019 (R13634) and its attachments (A2325485 A2044411 and A2330725).***

CONFIDENTIAL BUSINESS

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	Chairperson's Report	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

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, commercial activities <ul style="list-style-type: none"> 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 Sophie Hampson and Anna Sawyer 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 28 November 2019, commencing at 2.06p.m.

Present: Councillor M Lawrey (Chairperson), Her Worship the Mayor R Reese, Councillors Y Bowater (Deputy Chairperson), T Brand, M Courtney, J Edgar, K Fulton, B McGurk, G Noonan, R O'Neill-Stevens, P Rainey, R Sanson and T Skinner

In Attendance: Group Manager Community Services (R Ball), Governance Adviser (J Brandt) and Youth Councillors N Frizzell and H Potts

Apologies : Nil

1. Apologies

There were no apologies.

2. Confirmation of Order of Business

It was noted that the meeting would be adjourned after the Sister Cities Coordinator report (agenda item 5), and reconvene following the Environment Committee meeting. It was also noted that there would be a verbal update from Youth Councillors following the Chairperson's report.

3. Public Forum (agenda item 4)

3.1 Young Parents' School - Housing and Work and Income Assistance

Attendance: Councillor Noonan joined the meeting at 2.13p.m.

A group from the Young Parents' School, T R Te Kawa, G Campbell, C Fleming-Ngatuere, M Samuela and M Taylor-Bowman, supported by social worker R Browning, spoke about the significant challenges they were facing in regards to accessing safe and affordable homes for their families. The main issues noted were lack of available, suitable housing, unaffordability of rents, and issues with transport. The group had written

to Hon Phil Twyford, the Minister for Urban Development and Transport, and asked Council for its support.

4. Sister Cities Coordinator Report (agenda item 5)

Document number R13606, agenda pages 6 - 8 refer.

Sister Cities Coordinator, Gail Collingwood, presented the report, with support from Bill Findlater from the Chinese Friendship Society Nelson Branch.

Wording changes to the International Relationships Policy were discussed and it was noted that the Policy would be looked at again.

Attendance: Councillor Fulton left the meeting at 2.49p.m.

Resolved CS/2019/058

That the Community Services Committee

- 1. Receives the report Sister Cities Coordinator Report (R13606).***

Noonan/Brand

Carried

The meeting was adjourned from 2.52p.m. to 3.03pm. during which time Councillor Fulton returned to the meeting.

The meeting was adjourned from 3.04p.m. to 4.25p.m. in order to conclude the Environment Committee meeting. During this time Her Worship the Mayor and Councillors Courtney, Rainey and Noonan left the meeting.

5. Interests (agenda item 3)

Councillor Brand declared an interest for item 8: Options for 2020/21 Community Investment Fund and Additional Funding from Nelson Tasman Safer Community Council.

6. Chairperson's Report

Document number R13602, agenda pages 9 - 10 refer.

The Chairperson presented his report and invited the Youth Councillors present to provide an update.

Youth Councillors Frizzell and Potts tabled the Youth Council 2019 Key Performance Indicators (A2318980) and highlighted achievements, such as the Annual Plan submission, the youth leadership forum and the creation of a Youth Council Instagram account.

Resolved CS/2019/059

That the Community Services Committee

- 1. Receives the report Chairperson's Report (R13602); and***
- 2. Appoints Elected Members to a liaison role as follows:***

Organisation/Group	Liaison
Arts Council Nelson Incorporated	Rohan O'Neill-Stevens
Community and Whanau	Rohan O'Neill-Stevens Pete Rainey
Heritage Houses	Mel Courtney
Working Group for the Strategy on Nelson's Ageing Demographic	Yvonne Bowater Trudie Brand Matt Lawrey Gaile Noonan

Edgar/Bowater

Carried

Attachments

- 1 A2318980 - Youth Council Update

7. Community Services Quarterly Report to 30 September 2019

Document number R12541, agenda pages 11 - 38 refer.

Manager Community Partnerships, Mark Preston-Thomas, presented the report and answered questions about the airport sculptures and the Arts Selection Panel.

Resolved CS/2019/060

That the Community Services Committee

- 1. Receives the report Community Services Quarterly Report to 30 September 2019 (R12541) and its attachments (A2282423, A2044411 and A1157454).***

McGurk/Bowater

Carried

8. Options for 2020/21 Community Investment Fund and Additional Funding from Nelson Tasman Safer Community Council

Document number R11471, agenda pages 39 - 54 refer.

Attendance: Councillor Brand declared an interest and left the meeting at 4.46p.m.

Manager Community Partnerships, Mark Preston-Thomas, presented the report. The Nelson Tasman Safer Community Council grant was discussed and the officer's recommendation was amended to reflect the requirement to accept the grant prior to the other decisions being made.

Resolved CS/2019/061

That the Community Services Committee

- 1. Receives the report Options for 2020/21 Community Investment Fund and Additional Funding from Nelson Tasman Safer Community Council (R11471) and its attachments (A2197848 and A1854528); and***
- 2. Accepts the grant of \$18,524.74 from the Nelson Safer Community Council to be added to the Community Investment Fund for allocation in 2020/21; and***
- 3. Agrees not to offer new Community Investment Fund Agreement applications for 2020/21; and***
- 4. Agrees that the residual Community Investment Funding 2020/21 (up to \$56,568) be combined with the existing Small Grant pool of \$50,000 for 2020/21; and***
- 5. Agrees that the Community Small Grant Fund approvals be increased from \$2,500 to \$5,000 maximum for 2020/21 except for Community Art Works and Women's Refuge who may apply for up to \$10,000 each.***

Lawrey/Fulton

Carried

Attendance: Councillor Brand returned to the meeting at 5.02p.m. and Councillor Bowater left the meeting at 5.03p.m.

9. Library security - request for unbudgeted expenditure

Document number R11473, agenda pages 55 - 64 refer.

Manager Libraries, Sarina Barron, presented the report and answered questions.

The recommendation to council was amended, as 'community safety services' better reflected the intent of the envisaged service.

Resolved CS/2019/062

That the Community Services Committee

- 1. Receives the report Library security - request for unbudgeted expenditure (R11473) and its attachment (A2283819).***

Fulton/Brand

Carried

Recommendation to Council CS/2019/063

That the Council

- 1. Approves unbudgeted expenditure of up to \$33,000 for community safety services within libraries.***

Fulton/Brand

Carried

There being no further business the meeting ended at 5.15p.m.

Confirmed as a correct record of proceedings:

_____ Chairperson _____ Date

Chairperson's Report

1. Purpose of Report

- 1.1 To update the Committee on areas that fall within the Committee's responsibilities.

2. Recommendation

That the Community Services Committee

- 1. Receives the report Chairperson's Report.***

2. Background

2.1 Homelessness

- 2.1.1 The number of people living locally without adequate shelter appears to be increasing, resulting in more enquiries to Council about people living in parks, reserves, under existing shelter and in cars and vans. Council continues to work with local social agencies to help meet the welfare needs of this group.
- 2.1.2 In terms of community response to homelessness, good news has arrived in the form of the Nelson Housing First service which is a partnership programme spearheaded by the Salvation Army. Housing First is about putting people who have experienced chronic homelessness into appropriate housing so that underlying issues can be addressed through a wrap-around service. This service is funded to deliver 50 places over the next two years.
- 2.1.3 Housing First was launched late last year with an event in Pioneer Park attended by members of our community who are homeless along with MPs and officials from government agencies and charities. As Community Services chair, I represented Council at the launch and I have to say it was an impressive coming together of people from literally all walks of life that bode well for the future of the programme.

Item 6: Chairperson's Report

- 2.1.4 Talking to fellow attendees of the Housing First launch, it was drawn to my attention that some of our homeless citizens, who are sleeping in their cars, live in fear of being fined under our freedom camping rules. This has led to conversations between staff and our contractors, Environmental Inspection Services Ltd, to try to ensure that people who are genuinely homeless are not ticketed. EIL will also continue to work with social agencies to provide homeless people with support.
- 2.1.5 Council has also been doing its bit by welcoming members of our community who are homeless to the Responsible Camping Hub on Halifax St. The feedback we've received on how this has been very positive and, as you may be aware, staff have successfully negotiated for hub to remain open until the end of this month.
- 2.1.6 Of course, publicity around the launch of the Hub over summer did lead many to rightfully ask: if we can do this for tourists, why can't we do it for members of our own community who are homeless?
- 2.1.7 As you will have already heard from Philip Chapman in Public Forum, The Male Room is working on a plan to develop such a hub and Council has already indicated that we will do what we can to help smooth the process in terms of helping with any consents that may be required.
- 2.1.8 Alongside The Male Room, a number of other charities and not-for-profit groups are also providing food, accommodation and social support for people living without adequate shelter. The Ministry for Social Development has increased its provision in this area too providing more staff support for people in emergency and transitional support with the aim of ensuring that instances of homelessness are brief, rare and non-recurring.
- 2.1.9 One grassroots movement that I would like to draw your attention to (and heap praise upon) is 'Giving Aroha in ANZAC Park' which sees volunteers preparing and serving hearty dinners to members of our community who are homeless. Spearheaded by Jackie Galland and Fiona McConnochie, it's been going since June last year and over the last couple of weeks over 70 people have been fed. Alongside the volunteers, supporters include Nelson Environment Centre's Kai Rescue Programme, Kāinga Ora (formerly Housing NZ), the Māori Wardens and Riverside Community.
- 2.1.10 In addition to providing people with a slap-up meal, Jackie and Fiona also distribute donated toiletries.

Item 6: Chairperson's Report

- 2.1.11 I've visited on a couple of occasions and the vibe is chilled, friendly, appreciative and respectful. Cr Skinner has also paid a visit and Jackie and Fiona would like all councillors to know that they are welcome to swing by and see what's going on any Sunday from 5pm – donations of food and time welcome.
- 2.1.12 It should be noted that, despite these positive developments, the numbers of homeless appears to still be increasing. In response to this the Government last month announced a \$300 million funding package for emergency housing. Staff will be doing their best to see that some of that extra funding is directed to Nelson.

2.2 Earthquake-prone buildings

- 2.2.1 As you will be aware, Council's Senior Leadership Team has decided to close Stoke Memorial Hall on 29 March and The Refinery. The former Stoke Seniors building behind the Memorial Hall is also unable to be used while we assess the implications of its proximity to the hall.
- 2.2.2 A decision has also been made to demolish the Mediterranean Food Warehouse in Halifax St and to fence off the Hounsel Circle bus shelter in Tahunanui.
- 2.2.3 Obviously these decisions will affect users of these facilities and cause disruption in other possibly unforeseen ways. I have no doubt, however, that staff are working hard to try to accommodate the people and events affected by these decisions. With regards to Stoke, however, I would like to stress that things would be considerably more challenging were it not for the fact that we now have Greenmeadows up and running.
- 2.2.4 On a personal note, I will be pleased to see the Mediterranean Food Warehouse building coming down. It has long posed a risk to safety and its demolition, as opposed to strengthening, was inevitable given our plans to redevelop the library. Not only that but its removal will create a new view shaft to the Maitai which I like to think will stimulate thought and discussion about the future of this special part of our city. By demolishing that building we will, in a small way, be helping to meet one of this Council's three priorities for the term. The space it creates may also present opportunities for Tactical Urban Initiatives (TUIs) given its proximity to what will soon be our new pocket park.

2.3 A City for All Ages - Community Survey launch and 'Use Our Loos'

- 2.3.1 Last month this chamber was the scene of a packed launch of our City for All Ages - Community Survey featuring an informative and thought-provoking presentation by Co-Director for Active Ageing at AUT Professor Stephen Neville.

Item 6: Chairperson's Report

- 2.3.2 Currently 20 per cent of people in Nelson are over 65 years of age, with that figure expected to rise to a third by 2043. The survey is open until March 25 and the information we get from it will inform our Community Steering Group on what's needed to improve Nelson's age friendliness.
- 2.3.3 One issue that came up in the group session at the launch was the difficulty some older people face when it comes to accessing loos and the barrier it presents to them coming into town. As all of us on Council know, building public toilets is an eye-wateringly expensive business and at the launch a particularly onto it staff member brought up a community toilets project in the UK that I think we should explore doing here.
- 2.3.4 It's called 'Use Our Loos' and it's a campaign that asks community-minded businesses to make their toilets available to members of the public in exchange for stickers or signage identifying them as part of the scheme, promotional publicity, increased customers and free cleaning products provided by a sponsor.
- 2.3.5 If the committee is supportive of this idea, I'd like to ask staff to have a look at it, to get an idea of the demand that exists in Nelson and have some initial discussions with businesses and Uniquely Nelson.



2.4 Heritage

- 2.4.1 It may surprise you to know that there are over 3000 objects in the Broadgreen Textile and Costume Collection, a collection which has been identified as of national significance.
- 2.4.2 It includes objects which date from 1700s through to the mid-20th century with many outstanding examples of 19th century fashion. Now, with both NCC and community support, it has an improved museum-standard storage solution to help conserve and protect it.
- 2.4.3 The project, completed at the end of last month and with a great deal of planning, involved a host of experts and volunteers from around New Zealand. As well as council Heritage and Collection's Officer Mahina Marshall and other NCC staff, Dr Stella Lange, from Otago Polytechnic, Jessie Bray-Sharpin, Museum Masters student from Victoria University Museums Studies Program, Karen Richards, Broadgreen textile volunteer and Nelson Provincial Museum staff got involved, as did a raft of other volunteers.
- 2.4.4 The project, dubbed the Textile and Costume Preservation Project will have multiple outcomes –
 - 2.4.5 1. Increased store room capacity through the installation of Hydestor museum standard shelving (including a mobile unit).
 - 2.4.6 2. Overflowing storage boxes repacked more appropriately and safely for long term conservation.
 - 2.4.7 3. An inventory taken of current items in the collection.
 - 2.4.8 4. An insurance appraisal undertaken with a Fine Arts and Museum consultant to value the collection and subsequently also insure it adequately.
- 2.4.9 The project cost was \$24,000 and generous community contributions by the Broadgreen Society (\$4,500) and Nelson Embroiderers Guild (\$2,000) helped to fund the project.

2.5 Youth

- 2.5.1 Late last year a number of Councillors and members of staff met with representatives from a several social services and Whanake Youth who run a drop-in centre for young people in Stoke and have in the past worked with Council to reduce the impact of youth-related issues around the Stoke library.

Item 6: Chairperson's Report

- 2.5.2 Whanake Youth are keen to do more for young people in Stoke and were talking to Council staff about the possibility of moving to what was formerly known as the Stoke Senior Rooms behind Stoke Memorial Hall. With the hall soon to be closed that plan is on hold but staff are determined not to lose any momentum and are looking for other ways to help Whanake Youth do more in Stoke.
- 2.5.3 I'm also pleased to report that wheels are quietly turning when it comes to finally making progress on getting a skatepark-youthpark in Stoke. It's very early days but, following a meeting with staff, myself and Sport and Recreation Committee Chair Cr Skinner, I can confirm that staff will be looking to get a rough concept of an idea to councillors for consideration at a workshop prior to us signing off the Annual Plan.

2.6 Arts

- 2.6.1 Community Services Deputy Chair Yvonne Bowater and I had a recent catch-up with Nelson Festivals Trust Chair Brent Thawley. Brent told us the trust is aiming for more events for both younger and older people and the plan is for the festival to connect more with groups not traditionally involved in the festival. Ideas included getting performances out of theatre spaces and into places where people are already congregating, new partnerships and increased central city visibility through the creation of a festival hub in town. The festival is also looking to connect with mana whenua and putting more energy into securing new sponsorship and funding.

Author: Matt Lawrey, Chairperson

Attachments

Nil

Heritage Strategy update and Councillor Liaison appointments

Purpose of Report

- 1.1 To update the Committee on the Whakatū Nelson Heritage Strategy milestones and timeframe, and to appoint two Councillor Liaison roles to provide input to the Strategy development.

2. Summary

- 2.1 The development of a Heritage Strategy for Whakatū Nelson is now in progress; objectives and key milestones are outlined in this report.
- 2.2 It is recommended to appoint two Councillor Liaison roles to provide input to the strategy at key stages and communicate back to Council on progress.

3. Recommendation

That the Community Services Committee

- 1. Receives the report Heritage Strategy update and Councillor Liaison appointments (R13748); and***
- 2. Appoints the following two Councillors as Liaison appointments to provide input into the Heritage Strategy development:***
 - Councillor Matt Lawrey;***
 - Councillor Mel Courtney.***

Item 8: Heritage Strategy update and Councillor Liaison appointments

4. Background

- 4.1 Council has allocated resource (\$20,000) to develop a Heritage Strategy for Whakatū Nelson in its Heritage Activity Management Plan 2018-28.
- 4.2 Council's current Heritage Strategy was written in 2006 and is due for an update. There is a strong sector and community drive to develop an integrated Heritage Strategy for Whakatū Nelson.
- 4.3 This report provides an update on key milestones and requests approval of Councillor Liaison roles to provide input to the Strategy.

5. Discussion

- 5.1 Development of the Whakatū Nelson Heritage Strategy is now underway. Business Lab has been appointed to undertake community engagement and draft the Strategy.
- 5.2 The Strategy will help make Whakatū Nelson an even better place by developing a clear heritage vision and direction, to allow our communities the opportunities to celebrate and explore our history and heritage, and how that contributes to our identity.
- 5.3 A Heritage Strategy for Whakatū Nelson will provide direction for Council in its decision making and provide an action plan for implementation of heritage activity in partnership with iwi, the local community and the heritage sector.

Objectives

- 5.4 The key objectives of the Strategy are to:
 - Gain an understanding of the current needs of the heritage sector in Whakatū Nelson.
 - Gain an understanding of what the community values around Heritage, why they value it, and how they wish to see it protected, promoted and celebrated.
 - Include relevant Council portfolios, work programmes and objectives into the strategy and engage with internal stakeholders.
 - Develop an integrated Strategy with a collective vision for heritage for the future which provides guidance for the protection and promotion of heritage in Whakatū Nelson.
 - Create a Council-agreed prioritised approach for what needs will be met, priorities for Council funding, and mechanisms for effective delivery through partnership.
 - Develop an agreed shared vision and values which will identify, promote and celebrate Te Tau Ihu iwi mana whenua and tangata whenua history.
 - Provide Council with a framework for working in partnership with iwi, Heritage New Zealand Pouhere Taonga (HNZ), stakeholders, listed building owners and the community to retain and promote our heritage.

Item 8: Heritage Strategy update and Councillor Liaison appointments

- Provide a comprehensive strategic direction to inform Council in the decisions it takes and priorities it places around heritage.
- Develop an action plan to achieve the objectives of the Strategy.

Key milestones

5.5 The key milestones and indicative timeframes are outlined below. Engagement with iwi as partners is the first key step.

5.6 Once the initial workshop with iwi has taken place, pre engagement with the community will be undertaken before a draft Strategy is presented to Council for approval. The Strategy will then go out for public consultation, after which Council will adopt the final Strategy.

Key milestone	How will this be delivered	Timeframe
Stakeholder engagement	Workshop with iwi - input sought on future iwi involvement with Strategy development. Pre-engagement: <ul style="list-style-type: none"> • Establish working group incl iwi representatives • Council workshop (10 June 2020) • Focus group meetings with key stakeholders • Electronic feedback platform 	March 2020 April-July
Develop draft Strategy	Content development Council officers and working group review and provide feedback into the draft Strategy.	Aug/Sep 2020 October 2020
Input into Long Term Plan budgets	Indicative Strategy implementation budgets included in Council's LTP.	October/Nov 2020
Draft Strategy presented to Council	Report to Council with draft Strategy for approval for consultation	November 2020
Public consultation on draft Strategy	Submissions received and considered	December to February 2021
Final Strategy delivered	Final Strategy including feedback from submissions is delivered. Report prepared for Council for adoption of the Strategy.	April 2021
Strategy adopted by Council	Final Strategy including Action Plan adopted by Council	May 2021
LTP Budgets confirmed	Council confirms LTP budgets for Strategy implementation	June 2021
Implementation	Strategy implementation begins	July 2021

Iwi Engagement

- 5.7 Initial engagement with iwi is the first key milestone as this is considered to be a significant strategy for iwi, who Council wish to work in partnership with from the outset.
- 5.8 There is a workshop scheduled for 30 March 2020 to discuss the Heritage Strategy. The invited attendees are members of the Te Ohu Toi Ahurea forum which is made up of iwi cultural managers or delegated representatives.
- 5.9 On advice from Council's Kaihautū, the workshop is being facilitated by Whaea Jane de Feu and is being held at Whakatū Marae.
- 5.10 This workshop will identify iwi involvement in the development of the Strategy. Progress will be reported to the Iwi-Partnership Group in May 2020. For example, it is possible that there will be 1-3 iwi representatives on the working group.
- 5.11 The workshop will also allow for initial conversations on what iwi would like to see in the Strategy and what this would look like.

Councillor Liaison appointments

- 5.12 It is recommended that two Councillors are appointed in a liaison role to provide input to the Strategy throughout its development. This will ensure early elected member input to and engagement with the development of the Strategy.
- 5.13 Councillor Liaison roles are appointed to provide input from the governance perspective and to communicate back to the Committee as the Strategy progresses. It is proposed that the appointees will be invited to attend public feedback sessions, provide feedback to the draft Strategy and be ambassadors for the Strategy.

The Working Group

- 5.14 A working group to develop the Strategy will be appointed after the iwi workshop and will include 8-12 operational members. The group will include representatives from iwi (decided at iwi workshop), the community and Council officers. There will be working group meetings at key points during the Strategy development to provide operational project guidance.

6. Options

- 6.1 Option one below is the recommended option as this allows for dedicated Councillor involvement in the development of the Strategy. Option two would result in more Councillor time, which is already in high demand. This option is not recommended.

Option 1: Appoint two Councillor Liaison roles	
Advantages	<ul style="list-style-type: none">• Allows for Council input into Strategy development without requiring the entire Council to be involved• Provides an opportunity to communicate to Council on the Strategy as it progresses• Provides Council representatives for the Strategy
Risks and Disadvantages	<ul style="list-style-type: none">• Those not appointed may not feel as included in the Strategy development
Option 2: Do not appoint Councillor Liaison roles and invite all Councillors to input	
Advantages	<ul style="list-style-type: none">• All Councillors have the same opportunity to input
Risks and Disadvantages	<ul style="list-style-type: none">• No dedicated Councillor input into Strategy• More Committee time is taken during the Strategy development to provide input and feedback.

7. Conclusion

- 7.1 The development of the Whakatū Nelson Heritage Strategy is now underway. This report provides an update on the key milestones and seeks Council approval to appoint two Councillor Liaison roles to input into the Strategy development.

Author: Shanine Hermsen, Team Leader Arts and Heritage

Attachments

Nil

Important considerations for decision making
<p>1. Fit with Purpose of Local Government</p> <p>The development of a Whakatū Nelson Heritage Strategy fits with the purpose of Local Government as it will deliver outcomes to our local area and contribute to the social and cultural well-being of our community. Appointing two Councillor Liaison roles will allow for open communication and input from Council into the Strategy development.</p>
<p>2. Consistency with Community Outcomes and Council Policy</p> <p>This report aligns with the Heritage Activity Management Plan 2018-28. It supports the Council Community Outcome "Our communities have opportunities to celebrate and explore their heritage, identity and creativity".</p>
<p>3. Risk</p> <p>It is likely that the recommendation in the report will achieve the desired outcome and is deemed low risk.</p>
<p>4. Financial impact</p> <p>There are no financial implications with the recommendations in this report. The development of Heritage Strategy has already been budgeted for.</p>
<p>5. Degree of significance and level of engagement</p> <p>This matter is of low significance because the report recommendations to appoint Councillor Liaison roles is of low impact or likelihood to lead to adverse consequences. No engagement on these appointments will take place. Engagement for the Heritage Strategy itself will be through focus groups, workshops, online submissions and other opportunities.</p>
<p>6. Climate Impact</p> <p>This has not been considered in preparation of this report.</p>
<p>7. Inclusion of Māori in the decision making process</p> <p>No engagement with Māori has been undertaken in preparing this report. Iwi will be consulted as part of preparing the Strategy.</p>
<p>8. Delegations</p> <p>The Community Services Committee has the following delegations to consider the development of a Heritage Strategy</p> <p><i>Areas of Responsibility:</i></p> <ul style="list-style-type: none">• <i>Arts, Culture and Heritage</i> <p><i>Delegations:</i></p> <ul style="list-style-type: none">• <i>Developing, approving, monitoring and reviewing policies and plans, including activity management plans</i>

Community Services Quarterly Report to 31 December 2019

1. Purpose of Report

- 1.1 To inform the Committee of the financial and non-financial results for the 2019 second quarter for the activities under its delegated authority.

2. Recommendation

That the Community Services Committee

- 1. Receives the report Community Services Quarterly Report to 31 December 2019 (R13634) and its attachments (A2325485 A2044411 and A2330725).***

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 year to date performance (1 July 2019 to 31 December 2019) 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 the 2019/20 Annual Plan budget plus any carry forwards, plus or minus any other additions or changes as approved by the Committee or Council.
- 3.4 More detailed project status reports are included (attachments) for the eight that fall under the Community Services Committee. These have been selected if their budget is at least \$250,000 for 2019/20, are multi-year projects with a budget over \$1 million, or have been assessed to be of particular interest to the Committee.

Item 10: Community Services Quarterly Report to 31 December 2019

- 3.5 Project status 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 (orange), 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.

4. Tenders Awarded

- 4.1 There are no accepted tenders that have gone through a request for proposal during quarter two that are included as part of the quarterly reporting. Tenders have been selected if their budget is at least \$300,000 for the quarter two and/or \$2,500,000 and accepted via the Tenders Subcommittee.

5. Key developments for the three months to 31 December 2019

City For All Ages project

- 5.1 Council is facilitating the preparation of a strategy for Nelson's ageing demographic. The strategy development is being led by a Community Steering Group.
- 5.2 The project is progressing well and is within budget. During the period, the Steering Group met with representatives of relevant Nelson-based agencies including Nelson Marlborough District Health Board, Nelson Bays Primary Health, Department of Internal Affairs, Ministry of Social Development, Department of Corrections, Accident Compensation Corporation and Kāinga Ora to discuss the project and related work being undertaken by each agency.
- 5.3 Focus group meetings were held with newcomers to Nelson, Māori and Pasifika as part of research for the Strategy that is being supported by a grant of \$12,600 by the Office for Seniors.
- 5.4 A new City For All Ages website has been developed and was trialled over the period. It will be launched on 24 February, along with a community survey on how age-friendly Nelson is.

Community Partnerships and Social Development Updates

- 5.5 Homelessness: Agencies report an increase in the number of homeless living in and around Nelson in garages, cars or parks and reserves. Housing First, which provides supported housing to 50 chronically homeless people for a two year period, had its official launch in December 2019, and has employed its first paid worker with other appointments to follow.
- 5.6 Housing: There has been an increase in households signing onto the public housing register which was 178 households in September 2019. Nelson is also facing rapid rent increases, with the average cost of Trade Me rental properties increasing by approximately 13% over the same

Item 10: Community Services Quarterly Report to 31 December 2019

period last year. Council continues to work with Central Government and other agencies through the Nelson Housing Forum in response to these issues.

- 5.7 Youth Strategy: The Nelson City Council Youth Strategy is delivering a suite of programmes covering Youth in Governance, Leadership Development and Community Engagement. This work is supported by the Nelson Youth Sector Leadership Group – a community-led advisory group set up specifically to support Council delivery under the Youth Strategy.
- 5.8 Youth Council: The Nelson Youth Council recruitment closed in October with 63 applications - the largest ever received. The 2019 and 2020 Youth Councillors attended induction where previous Youth Council members led sessions passing on experience to new members. There are six members returning for a second year along with 13 new members joining.

Community Investment Fund Updates

- 5.9 A member of the investment fund panel has resigned from the panel after starting new employment. At this stage a quorum remains and advice will be prepared regarding the recruitment of a new panel member.

Founders Park Updates

- 5.10 Founders Park Events: Founders Heritage Park had a busy event season, hosting five major events during the quarter; the Nelson Arts Festival, Day of the Dead, Fright Night, NZ Cider Festival and The Great Christmas Market.
- 5.11 Admission Price Increase: The admission price increase in September has not deterred visitors with the park seeing an increase in paying visitors of 19% compared with the 2018 period. Admission income has increased by 47% from \$12k to \$19k compared to the same quarter in 2018.
- 5.12 Founders Park Maintenance: Work undertaken in quarter two included repairing rot and repainting the exterior of the Maritime Building. Elevated methane levels were detected in a storm water manhole near the railway tracks in the park with investigations by the Solid Waste Team finding that the methane was isolated to this manhole. The manhole is currently venting and access restricted with site safe fencing whilst a permanent vent system is scoped.
- 5.13 Nelson Railway Society: The Society met with officers to discuss resource consent conditions requirements to run their newly restored steam train at Founders Park. A consenting process would be costly for the Society with no guarantee of success. The Society has informed officers that at this stage it is unlikely they will apply for consent and are considering building a static display for the train.

Heritage Updates

- 5.14 Heritage Festival: Submissions for Heritage Festival community programme events closed at the end of December 2019. Thirty five applications for 54 events were received for the April programme with \$25,000 of funding to be allocated to event organisers as part of a match funding approach.
- 5.15 Isel House: A successful 'Bloom' event was held at the house with over 4,000 people visiting and enjoying the star of the show, Rudd Kleinpaste. Isel House has also launched a new display on one of Nelson's earliest environmental advocates, "James Marsden: The Quiet Environmentalist."
- 5.16 Broadgreen House: A new exhibition at Broadgreen has been launched; "A Passage to Nelson: Unpacking the Past" supported by NMIT Maritime Institute's Captain Phil Pinniger. Broadgreen also continued their popular summer activities programme involving decoration making, paper making, sand dough tiles, family quizzes, outdoor games and "Who stole the Pie?"
- 5.17 Heritage Sector Workshop: Founders Heritage Park hosted a museums sector "Collection Rationalisation" workshop run in collaboration with National Services Te Paerangi (Te Papa) and the Nelson Provincial Museum.

Arts Updates

- 5.18 The Refinery: A feasibility study is near completion for developing a Community Arts Centre at the Refinery. Stakeholder engagement has been undertaken and the next step is a Council workshop on 5 March where the findings will be presented. The final feasibility report will be presented at the April 2020 Committee meeting. The Refinery is an Earthquake Prone building that achieves 11% of the New Building Standard (Importance Level 2) and design is budgeted in 2019/20, with strengthening budgeted in 2020/21. A peer review of the seismic assessment is also in progress, with strengthening design to commence once this is completed during 2020/21. This design will utilise the feasibility study and future use of the building.
- 5.19 Murals: Three murals were installed during the quarter, the Elma Turner Library, the Neale Park pump station and the Tahunanui pump station. The photo below is of the 'Tui' mural at Neale Park Pumpstation.



- 5.20 Arts Flags: This project attracted huge interest with 529 entries received, of which 80 flags were selected by iwi and the arts selection panel for production. The youngest and oldest submitters were five years and 92 years old respectively. The flags will be launched in mid-February once the Christmas flags are removed.
- 5.21 Sympathetic Resonance: Council supported the Suter with its current exhibition, highlighting the experiences of Nelson's LGBTQI+ community via a series of light art displays using the Council projector promoting safe spaces and welcoming organisations. Sites included Civic House, Nelson Hospital and NMIT. The photos below show light displays at the Police Station and Civic House.

Item 10: Community Services Quarterly Report to 31 December 2019



Events Updates

- 5.22 Santa Parade: The new provider, EBTAC Ltd, delivered this event to an estimated audience of 10,000 – 15,000, with favourable public feedback. Delivery for the 2020 – 2023 events will be tendered in mid-2020.
- 5.23 New Year's Eve: A family friendly event was delivered to approximately 4,500 people with a strong line-up of local and national artists at the top of Trafalgar Street. Feedback on the event has been very positive.
- 5.24 The Teddy Bears' Picnic and Stoke Christmas events: These were cancelled due to wet weather.
- 5.25 Christmas lunch: Despite reduced ticket sales of 70 compared to 92 in 2018, the event received positive feedback from participants. An earlier date in December and change of location to the Trafalgar Centre are anticipated to increase numbers for 2020.
- 5.26 Mako celebration: The successful ITM championship win by the Mako was celebrated with the Tasman Rugby Union through a parade, displays and presentation of the "Keys to the City" to the team.
- 5.27 Fright Night: Fright Night was the first of the series of seven youth events held across the city. A strong event at Founders Heritage Park involved 49 performers and crew and 602 attendees compared with 350 in 2018.
- 5.28 Lantern Celebration: 133 performers, and an estimated 2,100 attendees enjoyed the lantern festival in December at the Botanics. This event has grown in popularity over the years, with audiences two years ago estimated at 1500.
- 5.29 Nelson Arts Festival: A record audience of 85,000 people enjoyed over 80 events for the first year of delivery by the Nelson Festivals Trust. 77% of tickets were sold against the target of 60%. A report will be brought to the Committee in April relating to the festival and the Trust will attend to provide an activity update.
- 5.30 A continuing challenge for the events portfolio is the increasing popularity of Council supported events and maintaining quality, which in turn is placing pressure on the resources available. This has been a challenge for 'Opera in the Park' as well as some of the smaller events.

Libraries Updates

- 5.31 Health and Safety: The library safety officer began his role in November. This is on a six month fixed term trial position. During this quarter there were still a number of security incidents occurring (predominantly with youth), however the safety officer role has provided reassurance and support for staff and has been well received by the Public Service Association (PSA).

Item 10: Community Services Quarterly Report to 31 December 2019

- 5.32 **Vulnerable Customers:** In collaboration with the Community Partnerships team, a community resources flyer was produced. This resource provides more vulnerable customers with information on where to get basic assistance.
- 5.33 **Library Usage:** Library management is currently reviewing the content, programmes and services of Nelson Public Libraries. This is in response to the dropping door count. It is anticipated that operational changes will occur as a result of this with the aim of increasing library usage.
- 5.34 **Stoke Library:** The structural repair works on Stoke Library began in November. There have been some concerns with noise affecting customers and staff which have been addressed. This work is running to schedule and is due for completion in mid-February.
- 5.35 **College Engagement:** In November, all Year 9 students from Nelson College for Girls visited Elma Turner Library. The students were shown the resources and space available to them. There is a plan to continue and replicate this partnership with the remaining Nelson High Schools this year.
- 5.36 **Events and Programmes:** Key events and programmes in the past quarter included a well-attended talk by international author Liz Nugent, the creation of a Lego robotics club and mindfulness sessions for children. In December the Summer Reading Programme was launched with a Santa's Grotto event at Stoke and Elma Turner Libraries. Nellie Nightingale Library Memorial has launched a summer story-time session and fun beach games for patrons to enjoy.

6. Financial Results

Profit and Loss by Activity

Parks and Active Recreation	YTD Actuals	YTD Operating Budget 2019/20	YTD Variance	Total Operating Budget 2019/20	Total Annual Plan Budget 2019/20	Latest forecast
Income						
Rates Income	(6,603)	(6,603)	0	(13,206)	(13,206)	(13,206)
Other Income	(2,436)	(2,190)	(246)	(4,429)	(4,287)	(4,330)
Total Income	(9,039)	(8,793)	(246)	(17,635)	(17,493)	(17,536)
Expenses						
Staff Operating Expenditure	662	781	(119)	1,597	1,561	1,561
Base Expenditure	3,410	3,447	(37)	6,327	5,801	6,299
Unprogrammed Expenses	742	413	329	777	702	1,159
Programmed Expenses	1,255	1,598	(343)	2,909	3,227	3,095
Finance Expenses	1,275	1,302	(27)	2,605	2,605	2,605
Depreciation	1,761	1,744	17	3,488	3,488	3,488
Total Expenses	9,105	9,285	(180)	17,703	17,384	18,207
(Surplus)/Deficit	66	492	(426)	68	(109)	671

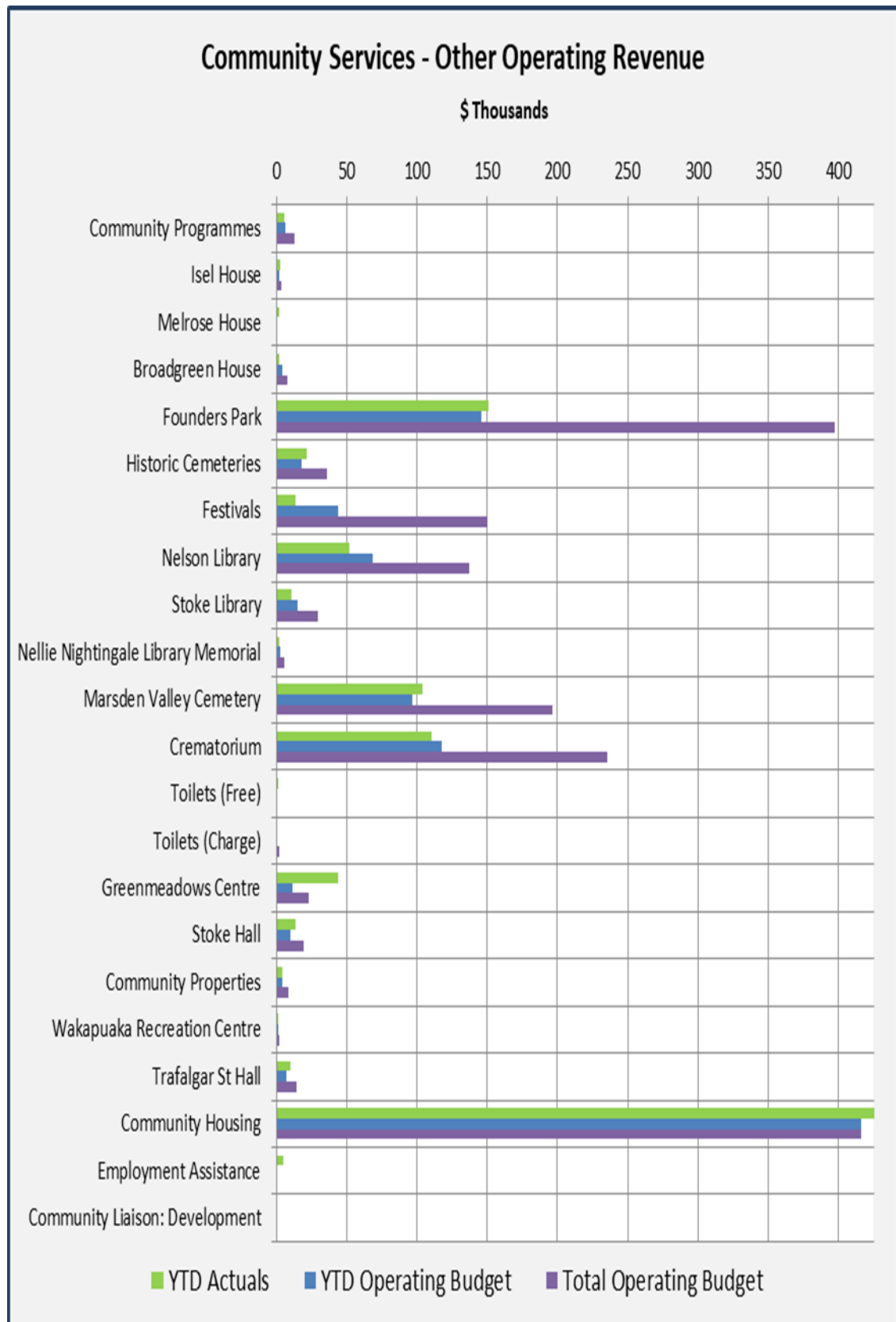
Item 10: Community Services Quarterly Report to 31 December 2019

Social	YTD Actuals	YTD Operating Budget 2019/20	YTD Variance	Total Operating Budget 2019/20	Total Annual Plan Budget 2019/20	Latest forecast
Income						
Rates Income	(7,003)	(7,003)	0	(14,005)	(14,005)	(14,005)
Other Income	(1,293)	(1,264)	(29)	(2,391)	(2,391)	(2,462)
Total Income	(8,296)	(8,267)	(29)	(16,396)	(16,396)	(16,467)
Expenses						
Staff Operating Expenditure	2,595	2,498	97	5,018	5,117	5,117
Base Expenditure	3,308	2,951	357	5,310	5,077	5,418
Unprogrammed Expenses	173	255	(82)	460	460	500
Programmed Expenses	1,724	2,026	(302)	3,502	3,494	3,515
Finance Expenses	568	564	4	1,128	1,128	1,128
Depreciation	617	671	(54)	1,250	1,250	1,250
Total Expenses	8,985	8,965	20	16,668	16,526	16,928
(Surplus)/Deficit	689	698	(9)	272	130	461

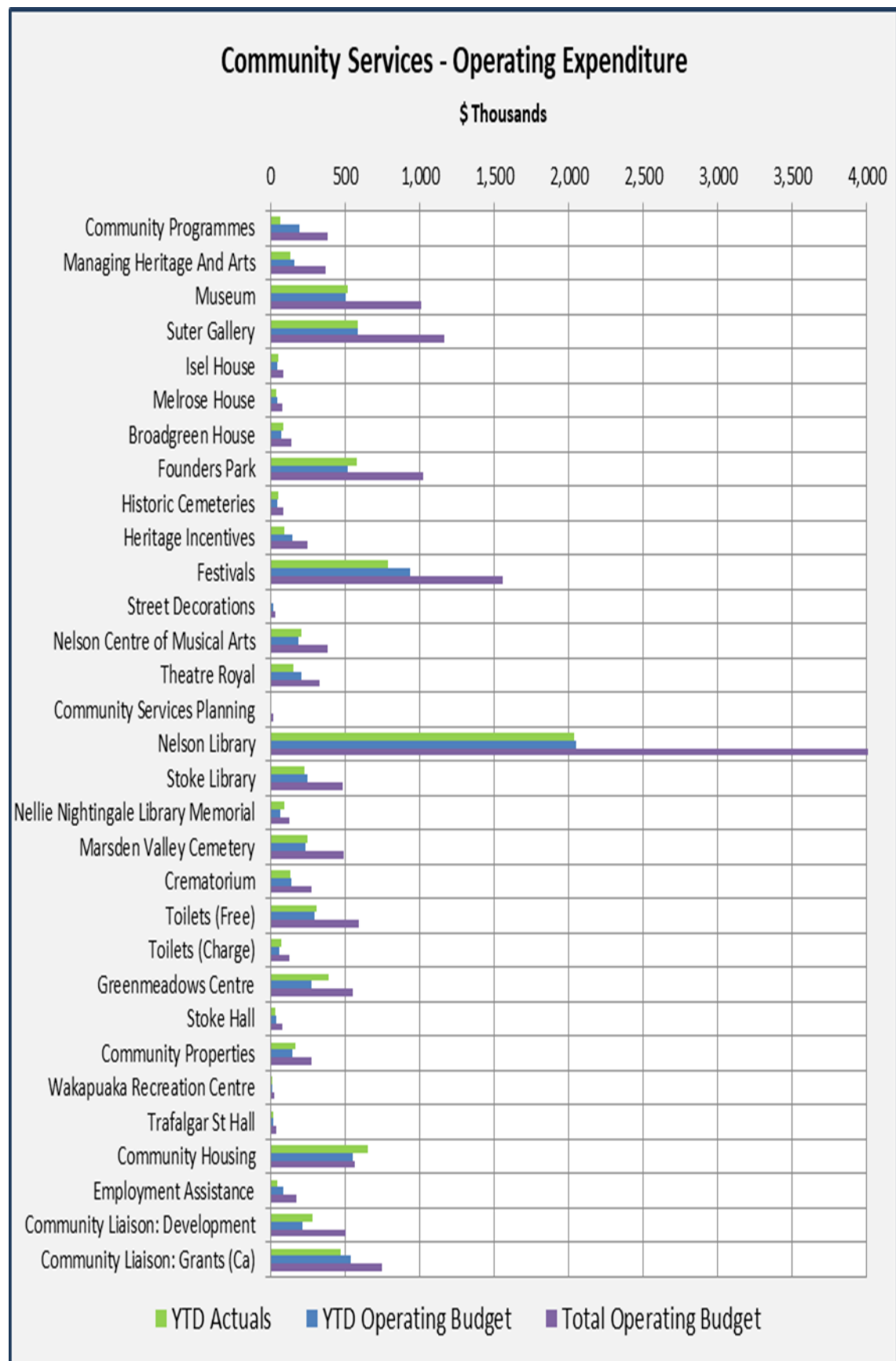
Notes

- The "Total Operating Budget" differs from the "Total Annual Plan Budget" in that it includes carry forwards and reallocations made after the final approval of the Annual Plan.
- Base Expenditure is expenditure that happens year after year, for example yearly contracts or operating expenses.
- Programmed Expenditure is planned, or there is a specific programme of works. For example, painting a building.
- Unprogrammed Expenditure is reactive or unplanned in nature, for example responding to a weather event. Budgets are included as provisions for these expenses which are unknown.
- The Profit and Loss reports presented above are shown by activity. These activities include some cost centres that are reported to other committees.

Operating Revenue (excluding rates)



Item 10: Community Services Quarterly Report to 31 December 2019

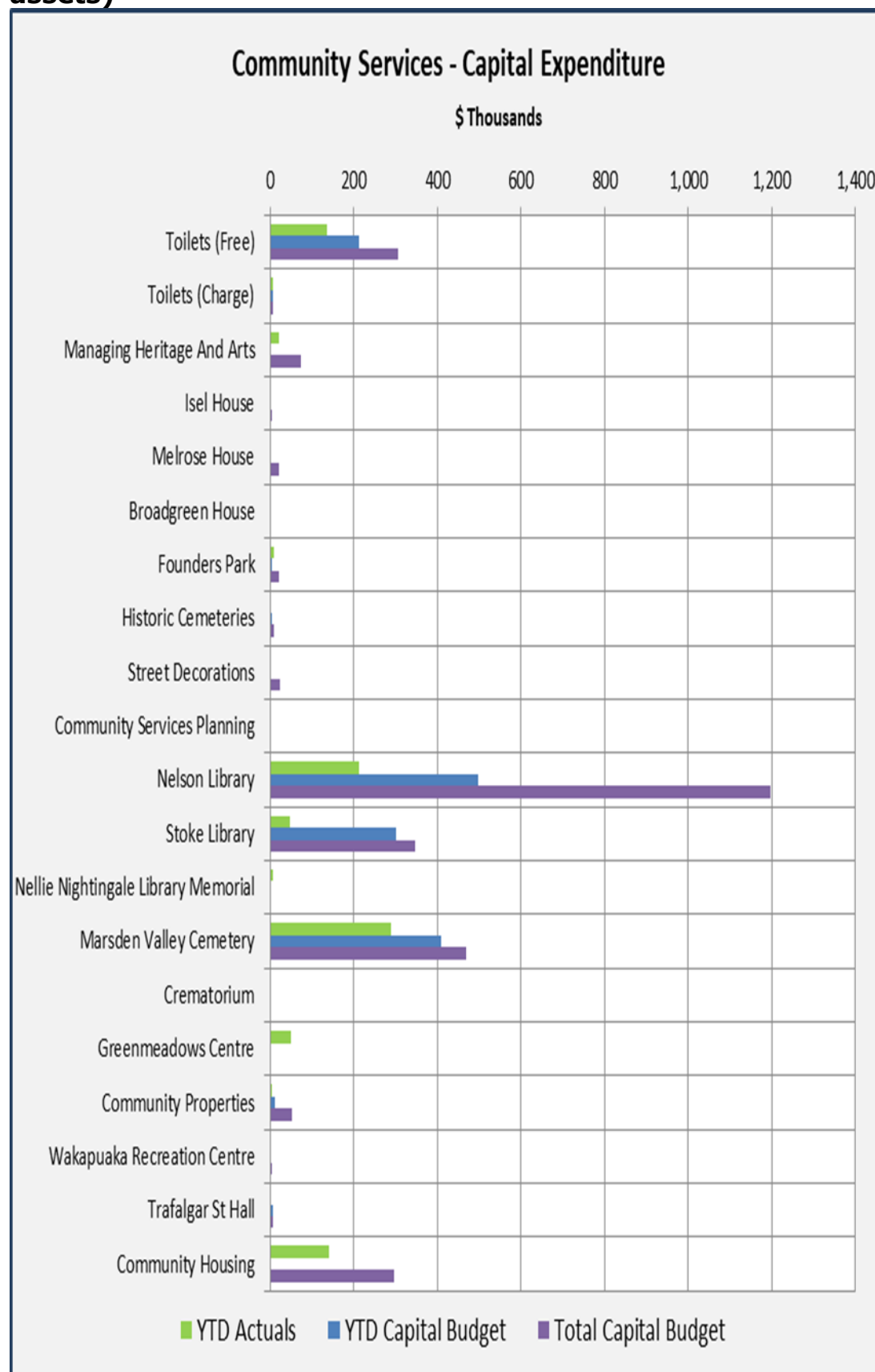


Item 10: Community Services Quarterly Report to 31 December 2019

- 6.1 **Staff costs** are overall ahead of budget by \$173,000 across Community Services, including operating staff expenditure ahead of budget by \$110,000 and capital staff expenditure ahead by \$63,000. Staff costs include expenditure relating directly to the employment of staff, as well as some overheads which are allocated to cost centres on the same basis as staff time. Individual variances in the cost centres for staff costs may be the result of actuals occurring in a different cost centre than budgeted, timing, or cost variances (overspends or underspends).
- 6.2 **Community Programmes expenditure is less than budget by \$24,000** with Youth Events being delivered later in the year and community programmes moving from the design to delivery phase.
- 6.3 **Community Housing expenditure is greater than budget by \$100,000.** Legal expenses (\$74,000) and audit fees (\$25,000) have been incurred against nil budgets. These will be capitalised if divestment occurs. Rates expenditure is ahead of budget by \$75,000. Un-programmed building maintenance is behind budget \$27,000. Depreciation is under budget by \$86,000. These variances relate to the anticipated timing of the divestment of Community Housing and associated budget allocations.

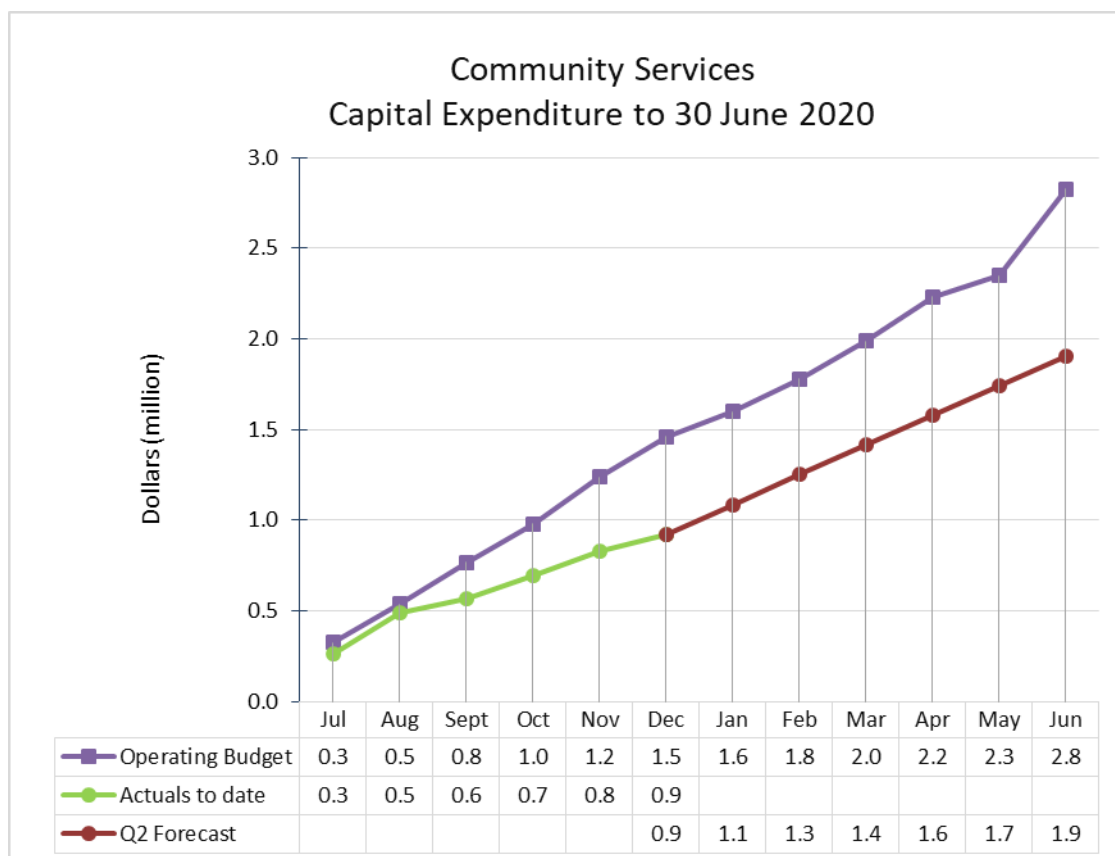
Terms used
Ahead/behind – this indicates that the variance is due to timing, or that it is not yet known whether the variance will continue for the full year. This should be clarified in the commentary.
Over/under – this indicates that a budget has been overspent or underspent, and that it is likely there is an actual cost saving or overrun. This should be made clear by the commentary.
Less/greater – these header terms are used to describe the total variance to budget for a cost centre and account type
Ahead/behind – this indicates that the variance is due to timing, or that it is not yet known whether the variance will continue for the full year. This should be clarified in the commentary.
Over/under – this indicates that a budget has been overspent or underspent, and that it is likely there is an actual cost saving or overrun. This should be made clear by the commentary.
Less/greater – these header terms are used to describe the total variance to budget for a cost centre and account type

Capital expenditure (including capital staff time, excluding vested assets)



All capital projects with a budget greater than \$250,000 in this financial year have a project sheet in Attachment 1 of this report.

Capital expenditure forecast chart



Commentary on Capital Projects

- 6.4 There are eight capital projects, within the Community Services Committee delegations, that are included as part of the quarterly reporting. Four of these are over \$250,000 for 2019/20 and two are included as they are over \$1m over three years. The remainder are included as they are of particular interest to the Committee.
- 6.5 Project status 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.
- 6.6 The Elma Turner Library Redevelopment expenditure forecast for the 2019/20 financial year has been significantly reduced. This is due to the

Item 10: Community Services Quarterly Report to 31 December 2019

ongoing discussions aimed at preparing a business case for Council as the next step.

- 6.7 These project updates are appended in Attachment 1. These figures exclude staff costs.

Project Delays to 19/20 Capital Delivery Programme and Key Changes to the 2020/21 Annual Plan

- 6.8 The following are changes to 2019/20 capital delivery programme, and key changes being made through the draft Annual Plan 2020/21:

Project	2020/21 LTP budget	2020/21 Draft Annual Plan budget	Comment
Tahunanui Lions Toilet upgrade	\$313,300	\$875,000	Approved by Community Services in 2019 Note, \$30K additional being sought through Annual Plan Refer project sheet attachment.
Growth: Millers Acre Toilet	\$208,900	\$717,000	Approved by Community Services in 2019 Refer project sheet and concept design attachment.
Stoke Hall remediation	\$0	\$120,000	As discussed at Annual Plan workshop

Item 10: Community Services Quarterly Report to 31 December 2019

Stoke Youth Park	\$501,352	\$250,000	As discussed at Annual Plan workshop See project sheet attached
Elma Turner Library Extension/Relocation	\$2,506,752	\$225,000	
Greenmeadows	\$0	\$35,000	Acoustic panels, as discussed at Annual Plan workshop December

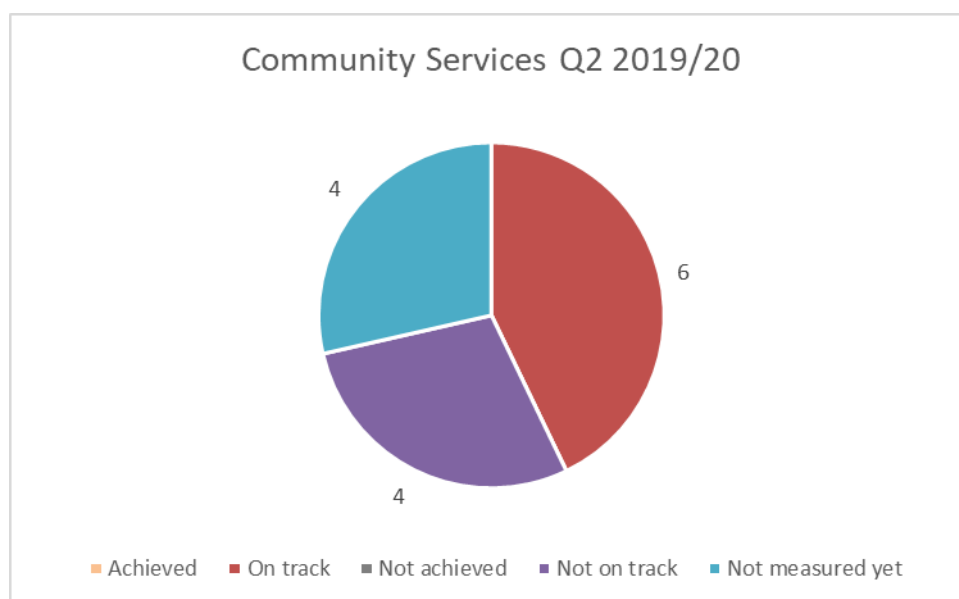
Commentary on Operational Projects

- 6.9 There is a detailed project report for one operational project included in the attachments; The Community Partnerships Fund. This project has been selected for quarterly reporting as it has been assessed to be of particular interest to the Committee.
- 6.10 This operational project is assessed on the same factors – quality, time and budget and noted as being on track, with some issues/risks or with major issues/risks. These project updates are appended in attachment one.

7. Key Performance Measures

- 7.1 As part of the development of the Long Term Plan 2018-28 Council approved levels of service, performance measures and targets for each activity. There are fourteen performance measures that are within the Community Services Committee's delegations.
- 7.2 Final results for each measure will be reported on through the Annual Report 2018/19, however this report includes an indication of progress for those measures. The scale to report on the performance measures is as follows:
- Achieved
 - On track
 - Not achieved
 - Not on track
 - Not measured yet

Quarterly Review of Key Performance Indicators



- 7.3 Six of the fourteen measures are on track during quarter two. Four measures are not on track and four measures have not yet been measured. Attachment 2 (A204111) lists all performance measures, their status and commentary.

8. Status Reports

- 8.1 Airport Sculptures: All of the art sculptures donated by Nelson Airport are now installed or disposed of due to condition with the exception of the Daryl Frost fencing and "Happy Travellers" sculpture that are having suitable locations scoped.
- 8.2 Community Investment Fund (CIF): The Nelson Safer Community Council grant has been received and will be allocated as part of the 2020 funding round.

9. Conclusion

- 9.1 The review of performance for the second quarter for the Community Services Committee is included in this report, with project reports and performance measure updates attached.

Author: Mark Preston-Thomas, Manager Community Partnerships

Attachments

Attachment 1: A2325485 Project Sheets Community Services Quarterly Report Q2 Oct-Dec 2019 [↓](#)

Item 10: Community Services Quarterly Report to 31 December 2019

Attachment 2: A2044411 Performance Measures Community Services Quarterly Report Q2 Oct - Dec 2019 [↓](#)

Attachment 3: A2330725 Scoping of Millers Acre Toilet design [↓](#)

Community Housing Renewals					1486
Renewal work for community housing.					
Overall Health			Quality	Time	Budget
Project Update (work completed, in progress, scheduled & budget change info)					
Programme confirmed with the Nelson Tasman Housing Trust (Oct 2018)					
Project Risks					
No concerning risks to report.					
Project Issues					
Managing an appropriate programme with consideration for the possible transfer of assets to another provider.					

Community Housing Renewals					1486
2013/14 to 2017/18 Actuals					383,462
	Year 1	Year 2	Year 3	Years 4-10	Total
	2018/19	2019/20	2020/21	2021/28	2018/28
Long-term Plan Budget	290,000	296,380	302,899	857,110	1,746,389
Carry-forwards / Amendments	(12,200)	-	(302,899)	(857,110)	(1,172,209)
Total Budget	277,800	296,380	-	-	574,180
Actual Spend to Date	285,473	129,204			
Full Year Forecast	285,473	296,380	-	-	581,853

Excludes capital staff time

We are currently transitioning to a model in which capital staff time is budgeted at a project level. Projects managed by the Capital Projects team have been moved to this new model in 2019/20. For these projects, capital staff time is included in the 2019/20 year where indicated. The remaining projects will transition in 2020/21.

Community Services

Stoke Youth Park				1074
Facility for the youth of Stoke				
Overall Health	Quality	Time	Budget	
Project Update (work completed, in progress, scheduled & budget change info)				
The first stage of the investigation was adopted by the Community Services Committee (Feb 2019) with 'Targeted Options' being resolved as the way forward. A Council workshop (29 March 2019) discussed those options including opportunites for Whanake Youth to be installed in the Stoke Seniors building along with relocatable recreation options in the short term. A small concrete temporary skate ramp has been constructed in the Marsden Reserve carpark, which will assist as a consultation focal point for future development. Discussions with Whanake Youth and other parties are ongoing.				
Project Risks				
Lack of agreement on a site.				
Project Issues				
"Time" is indicated in amber because the community has been expecting a project for youth in Stoke for a number of years, but there is no solution yet regarding a site. The budget variance for 2020/21 has been requested through the Annual Plan process.				

Stoke Youth Park					1074
2013/14 to 2017/18 Actuals					-
	Year 1	Year 2	Year 3	Years 4-10	Total
	2018/19	2019/20	2020/21	2021/28	2018/28
Long-term Plan Budget	52,660	51,100	501,352	-	605,112
Carry-forwards / Amendments	(27,660)	-	-	-	(27,660)
Total Budget	25,000	51,100	501,352	-	577,452
Actual Spend to Date	12,845	-			
Full Year Forecast	12,845	51,100	250,000	263,507	577,452

Excludes capital staff time

We are currently transitioning to a model in which capital staff time is budgeted at a project level. Projects managed by the Capital Projects team have been moved to this new model in 2019/20. For these projects, capital staff time is included in the 2019/20 year where indicated. The remaining projects will transition in 2020/21.

A2325485

Millers Acre Toilet upgrade				2002
Improve and increase facilities at Millers Acre.				
Overall Health		Quality	Time	Budget

Project Update (work completed, in progress, scheduled & budget change info)
<p>Concept design has been prepared and reviewed. Work on the initial design is now underway.</p> <p>Note, attached to this report (Attachment 3) is a high level concept design of the toilet project for information.</p> <p>An MBIE grant provides \$250,000 towards this project.</p>
Project Risks
<p>No concerning risks to report. It is not likely that there is an issue with the cladding in this section of the building, but if identified it will be addressed through the design of the toilets.</p>
Project Issues
<p>No issues identified.</p> <p>Note, the 2020/21 budget was approved by Community Services in 2019.</p>

Millers Acre Toilet upgrade					2002
2013/14 to 2017/18 Actuals					1,985
	Year 1 2018/19	Year 2 2019/20	Year 3 2020/21	Years 4-10 2021/28	Total 2018/28
Long-term Plan Budget	45,000	260,610	208,896	-	514,506
Carry-forwards / Amendments	(15,000) *	(163,251)	508,104	-	329,853
Total Budget	30,000	* 97,359	717,000	-	844,359
Actual Spend to Date	17,438	* 7,212			
Full Year Forecast	22,572	* 97,359	717,000	-	836,931

* Includes capital staff time

We are currently transitioning to a model in which capital staff time is budgeted at a project level. Projects managed by the Capital Projects team have been moved to this new model in 2019/20. For these projects, capital staff time is included in the 2019/20 year where indicated. The remaining projects will transition in 2020/21.

Elma Turner Library Re-development					2226
Elma Turner Library redevelopment to explore options					
Overall Health			Quality	Time	Budget
Project Update (work completed, in progress, scheduled & budget change info)					
Iwi engagement was completed 29 November 2019. The projects' next phase is dependent on wider discussions regarding location, synergies with other projects and climate effects. In the meantime, the forecasted project expenditure for 2019/20 has reduced significantly. A workshop will be held for Councillors in March 2020, along with a workshop for Library staff. The purpose will be to wrap up this phase of consultation with the public and iwi and relay the feedback on what the community is looking for in a modern library.					
Project Risks					
1) Sustainability decisions have not yet been finalised. Both of the above-mentioned risks may potentially increase costs and time. 2) Decisions regarding other CBD projects are also currently impacting this project. 3) Further research on coastal inundation and river flooding may affect timing.					
Project Issues					
The proposed location of the redevelopment is not yet finalised. This is impacting time and budget. The draft Annual Plan 2020/21 proposes budget for the 2020/21 financial year.					
Elma Turner Library Re-development					2226
2013/14 to 2017/18 Actuals					15,546
	Year 1	Year 2	Year 3	Years 4-10	Total
	2018/19	2019/20	2020/21	2021/28	2018/28
Long-term Plan Budget	400,000	1,226,400	2,506,752	10,797,350	14,930,502
Carry-forwards / Amendments	(325,000) *	(589,626)	-	914,626	-
Total Budget	75,000 *	636,774	2,506,752	11,711,976	14,930,502
Actual Spend to Date	121,610	* 27,648			
Full Year Forecast	121,610 *	636,774	300,000	13,872,118	14,930,502

* Includes capital staff time

We are currently transitioning to a model in which capital staff time is budgeted at a project level. Projects managed by the Capital Projects team have been moved to this new model in 2019/20. For these projects, capital staff time is included in the 2019/20 year where indicated. The remaining projects will transition in 2020/21.

Community Services

Tahunanui Lions Toilet Upgrade				3180
To replace aged toilet facilities.				
Overall Health		Quality	Time	Budget
Project Update (work completed, in progress, scheduled & budget change info)				
Procurement process to get a contractor on board to deliver the pre fabricated toilet is underway. Hydraulic engineer consulted to provide options to mitigate known water pressure and flow issues at the facility. MBIE has provided a funding agreement for the work for \$250,000. Environmental aspects will be considered through the design. The Arts Council will be involved in the project once the contractor has been selected.				
Project Risks				
Contractor may not be available to carry out work by November 2020, in which case construction will need to be carried out between April- June 2021.				
Project Issues				
No issues identified. The 2020/21 forecast was approved by Committee in 2019. An additional \$30,000 is being requested through the Annual Plan process for upgrading the water supply to the site.				

Tahunanui Lions Toilet Upgrade					3180
2013/14 to 2017/18 Actuals					-
	Year 1 2018/19	Year 2 2019/20	Year 3 2020/21	Years 4-10 2021/28	Total 2018/28
Long-term Plan Budget	60,000	143,080	313,344	-	516,424
Carry-forwards / Amendments	(35,000) *	(85,578)	531,700	-	411,122
Total Budget	25,000	* 57,502	845,044	-	927,546
Actual Spend to Date	19,167	* 4,678			
Full Year Forecast	19,167	* 35,000	875,000	-	929,167

* Includes capital staff time

We are currently transitioning to a model in which capital staff time is budgeted at a project level. Projects managed by the Capital Projects team have been moved to this new model in 2019/20. For these projects, capital staff time is included in the 2019/20 year where indicated. The remaining projects will transition in 2020/21.

Marsden new burial area 3206			
To prepare a detailed design based on Marsden Valley Cemetery Extension Concept Design and implement the works.			
Overall Health	Quality	Time	Budget

Project Update (work completed, in progress, scheduled & budget change info)
Construction for improving the groundwater issues and developing a new burial area has been completed. Grass seeding for the areas affected by the new drainage was planned for and done during favourable weather period in spring and the grass growth is progressing well.
Project Risks
No concerning risks to report.
Project Issues
No concerning issues to report.

Marsden new burial area 3206					
2013/14 to 2017/18 Actuals					-
	Year 1 2018/19	Year 2 2019/20	Year 3 2020/21	Years 4-10 2021/28	Total 2018/28
Long-term Plan Budget	850,000	-	-	-	850,000
Carry-forwards / Amendments	(350,000) *	275,000	10,000	-	(65,000)
Total Budget	500,000 *	275,000	10,000	-	785,000
Actual Spend to Date	504,758 *	262,965			
Full Year Forecast	504,758 *	275,000	10,000	-	789,758

* Includes capital staff time

We are currently transitioning to a model in which capital staff time is budgeted at a project level. Projects managed by the Capital Projects team have been moved to this new model in 2019/20. For these projects, capital staff time is included in the 2019/20 year where indicated. The remaining projects will transition in 2020/21.

Community Services

A2325485

Stoke Library structural Improvements				3302
Remedial Work due to water tightness issues				
Overall Health		Quality	Time	Budget

Project Update (work completed, in progress, scheduled & budget change info)
<p>Stage 2 remedial repairs are currently underway to the exterior of the library (under building consent 190009). Prior to Christmas, works were completed to the box beam ends of the building. Damage to the timber framing to the box beam ends of the building were found to be minimal. Repairs to the guttering near the library entrance have commenced. Works are expected to be completed by early February 2020.</p> <p>An underspend of \$260,000 for the total project is expected, excluding staff expenditure. The Quarter Three project sheet will report final project costs for 2019/20.</p>
Project Risks
No immediate risks impeding progress or cost at this stage.
Project Issues
No immediate issues that are impeding progress or cost at this stage. Noise complaints affecting staff and customers have been addressed.

Stoke Library structural Improvements					3302
2013/14 to 2017/18 Actuals					-
	Year 1 2018/19	Year 2 2019/20	Year 3 2020/21	Years 4-10 2021/28	Total 2018/28
Long-term Plan Budget	-	-	-	-	-
Carry-forwards / Amendments	335,678	* 320,004	-	-	655,682
Total Budget	335,678	* 320,004	-	-	655,682
Actual Spend to Date	75,648	* 45,791			
Full Year Forecast	75,648	* 320,004	-	-	395,652

* Includes capital staff time

** There was no budget in the LTP for this project. However there was a budget of \$200k allocated for 2019/20 plus a carryover of \$120k from 2018/19. Staff time of \$22,600 is included in this figure.

We are currently transitioning to a model in which capital staff time is budgeted at a project level. Projects managed by the Capital Projects team have been moved to this new model in 2019/20. For these projects, capital staff time is included in the 2019/20 year where indicated. The remaining projects will transition in 2020/21.

Community Services

Note, the forecast is less than the total budget for this project as the 2018/19 work was less than the budget for that year and is not expected to be spent in the future.

A2325485

Art Works Programme					1143
Public art fund as defined under Nelson Art strategy/policy.					
Overall Health			Quality	Time	Budget

Project Update (work completed, in progress, scheduled & budget change info)					
Three public murals were completed during the quarter, located at Neale Park pump station, Tahunanui pump station and Elma Turner Library. 529 designs were received for the Art Flags project. The Taurapa Lighting has been fully installed and is ready to launch during the Heritage Festival in April.					
Project Risks					
No risks to report.					
Project Issues					
No concerning issues to report.					

Art Works Programme					1143
	Year 1 2018/19	Year 2 2019/20	Year 3 2020/21	Years 4-10 2021/28	Total 2018/28
Long-term Plan Budget	181,098	82,882	84,705	651,815	1,000,500
Carry-forwards / Amendmer	46,402	(10,000)	-	-	36,402
Total Budget	227,500	72,882	84,705	651,815	1,036,902
Actual Spend to Date	226,539	(1,710)			
Full Year Forecast	226,539	72,882	84,705	651,815	1,035,941

Excludes capital staff time

We are currently transitioning to a model in which capital staff time is budgeted at a project level. Projects managed by the Capital Projects team have been moved to this new model in 2019/20. For these projects, capital staff time is included in the 2019/20 year where indicated. The remaining projects will transition in 2020/21.

Community Services

A2325485

Community Partnerships Fund				
Partnership support for groups to achieve community wellbeings.				
Overall Health		Quality	Time	Budget

Project Update (work completed, in progress, scheduled & budget change info)
Three new projects are being developed - a new migrant project to translate council information relevant to new migrants (\$25k), working with housing partners to improve hygiene service provision for homeless people (\$15k) and engaging stakeholders to identify solutions to Nelson's housing issues via the Community Action Network (\$3k).
Project Risks
None identified
Project Issues
None identified

Budget				
2013/14 to 2017/18 Actuals				19,422
	2018/19	2019/20	2020/28	Total 2018/28
Initial LTP Budget		50,000		50,000
Carry-forwards				
Amendments				
Total Budget		50,000		
Actual Spend				
Full Year Forecast		50,000		50,000

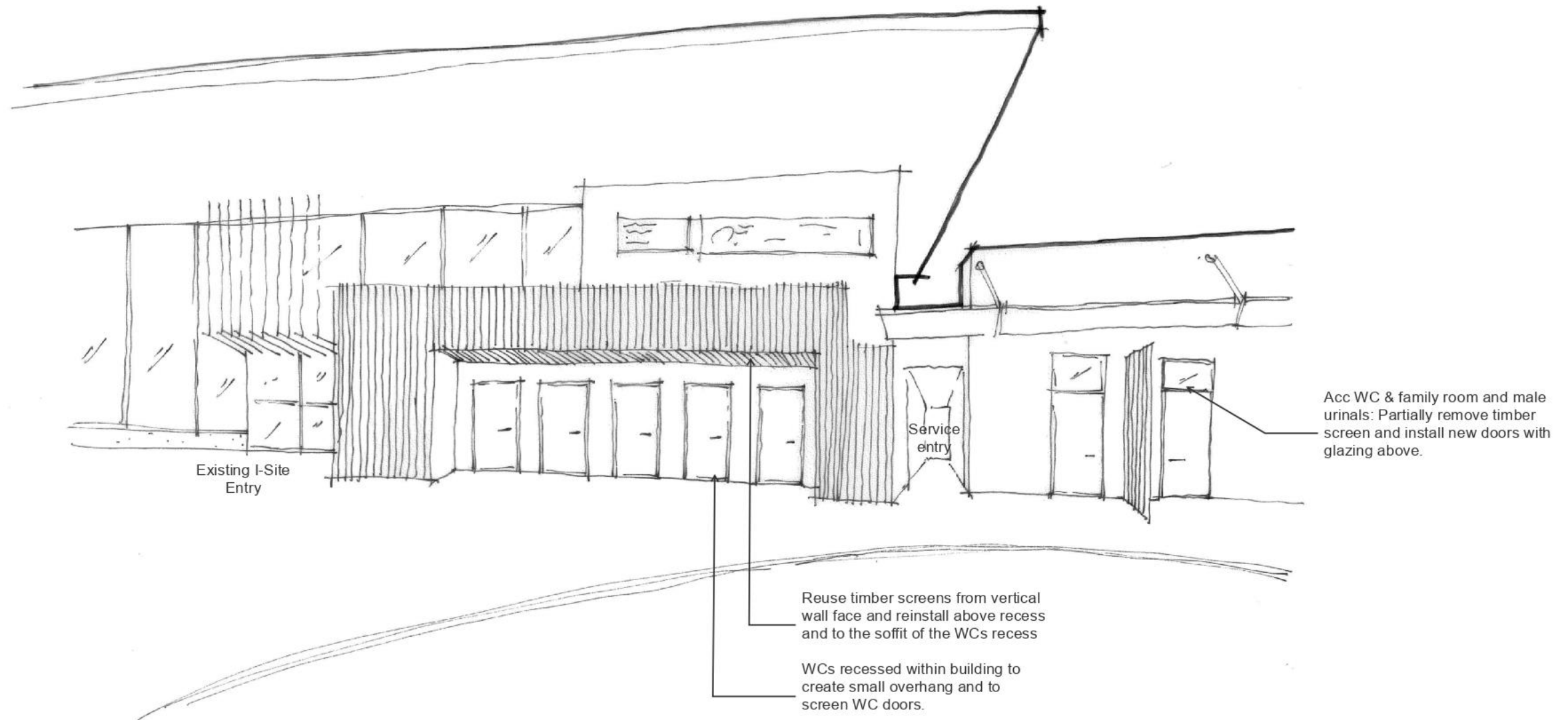
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Item 10: Community Services Quarterly Report to 31 December 2019: Attachment 2

What Council will provide	Performance measures	Result	
		Quarter 2 2019/20 comment	Quarter 2 2019/20 result
Community partnerships address community needs and issues	Number of successful projects funded where officers work with groups to increase partnership opportunities & leverage funding	Projects under way to support the Youth Leadership forum to deliver their action plan and gather community and funder support and to deliver the Connections Provider Forum meetings.	On track
Bishop Suter Art Gallery: a regional art gallery that engages, educates and entertains	% users satisfied or very satisfied with the facility	Measured via the residents survey in Quarter 4	Not measured yet
	Number visits per year	66,715 visitors recorded in six months to Dec 2019.	On track
Theatre Royal: regional theatre widely used	Audience numbers per year and percentage of local audience Days in use per year.	Audience numbers 19,711. 134 days in use. No data available yet for percentage of local audience. 2 of these three measures are tracking close to target.	Not on track
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 number Jul - Dec 4843 at ticketed events only (excludes free, unticketed and koha audiences, education events and closed-list events). Number of students 687 (on track). Data not available for number of people regularly using facility for community participation.	Not measured yet
Public libraries: well used, welcoming and safe	Customer satisfaction	Measured via the residents survey in Quarter 4	Not measured yet
	Library membership	The total number of members with Nelson addresses is 35,698. Libraries total membership is 41,237 (which includes members from Tasman and Marlborough). The estimated total Nelson population is 51,900 9 (Stats NZ) This equates to 68% of Nelson residents having library membership. There are plans in place to review our youth memberships and work with schools to increase our membership in this area.	Not on track
	Door counts	The door count for the second quarter was 82,475. Due to a software fault doorcount reporting failed from the 12th Dec through to the 31st Dec. This occurred at Elma Turner and Stoke Library. Based on last years estimates and the first part of the month it is likely we would have received 115,000 physical visitors this quarter. Addressing falling doorcount is a key priority for library management.	Not on track
	Online use (previous 3 years)	This quarter's usage is 550,490. This is an increase in previous years	On track

Founders Heritage Park: well used by residents and visitors	% occupancy of available space	89% occupancy, 24 out of 27 tenancies are occupied.	Not on track
	Number of visitors of the facility per year	Quarter 2 visitor numbers are 8471, a decrease compared with 8784 in Quarter 2 last year. Year to date has increased from 13559 to 13797.	On track
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	New Year's Eve: 4,500 to 5,000 attendees with positive media and feedback. Fright Night: 602 attendees, excellent feedback Nelson Arts Festival: A record attendance. 85,000 with positive feedback from attendees and artists. Nelson Santa Parade: New supplier, well received with positive media. Nelson Christmas Lunch: Reduced numbers but well received by attendees. Lantern Celebration: Good attendance and feedback. Teddy Bears' Picnic: Cancelled due to wet weather	On track
	Percentage of available tickets allocated	Arts Festival data available in Feb 2020	Not measured yet
	Satisfaction levels of attendees measured at events annually	Event summary reports received to date indicate higher levels of attendance and audience surveys suggest increased levels of audience satisfaction compared to 18/19. Positive mainstream and social media for all Council delivered events to date with no negative mainstream stories.	On track



3D PERSPECTIVE SKETCH

PDF ONLY
NO DWG FILE

FOR DISCUSSION ONLY

Concept 3D Perspective Sketch
SK02



KEY:

- Existing wall
- Walls / elements to be demolished

NOTES:

Allow to remove and reinstate existing concrete surface outside proposed WC's in order to create sufficient fall / minimise the step up into the WCs.

Allow to make good existing walls and ceilings where work has being carried out.

Contractor to locate all light switches, heat pump panels, fire alarms, sprinklers and security cameras and allow to isolate and/or relocate.

Reuse exterior timber screens to the line the soffit of the proposed WCs

Reuse exterior timber screens to create a gate to screen the service entry.

Existing I-Site customer service desk to be altered.

Water fountain to be located directly outside proposed WCs, fix to existing exterior structural column.

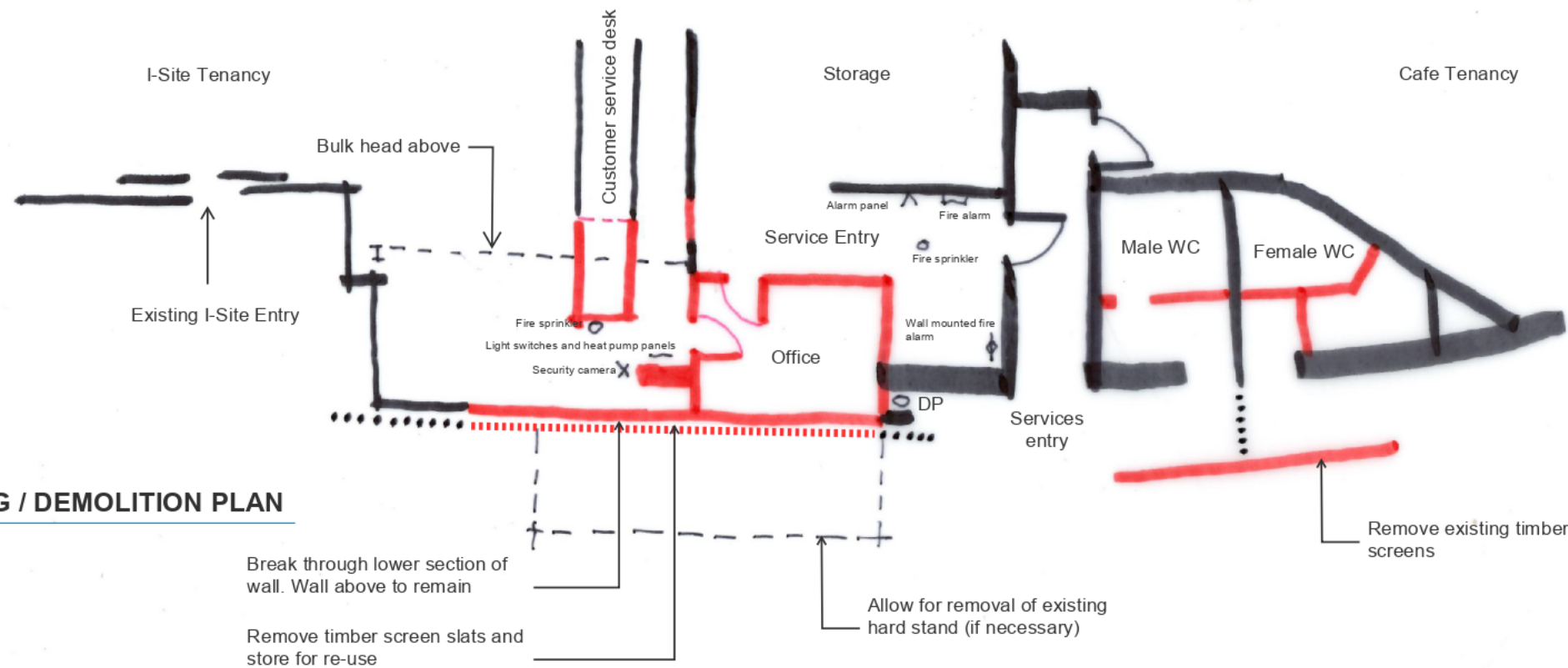
Proposed unisex WCs have direct access to the street

All new WC doors are to be the same colour so they are easily and immediately distinguishable as public toilets

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FOR DISCUSSION ONLY Existing and Proposed Floor Plan SK01

EXISTING / DEMOLITION PLAN



PROPOSED PLAN

