



**Notice of the ordinary meeting of the
Community and Recreation Committee
*Te Kōmiti Hapori / Hākinakina***

| | |
|-----------|--|
| Date: | Thursday 4 March 2021 |
| Time: | 9.00a.m. |
| Location: | Council Chamber, Civic House 110 Trafalgar Street Nelson |

Rārangi take

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

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 and Recreation Committee Delegations

Areas of Responsibility:

- Arts, Culture and Heritage
- Bylaws, within the areas of responsibility
- Cemeteries and Crematorium
- Community Centres and Halls
- Community Development, including youth issues, ageing issues and social well-being
- Community festivals and events, excluding:
 - Events Strategy and Events Fund (matters for Council)
- Founders Heritage Park
- Governance of Nelson City Council Controlled Organisations and Council Organisations, within the areas of responsibility:
 - The Bishop Suter Trust;
 - The Nelson Arts Festival Trust
 - The Nelson Centre of Musical Arts
 - The Nelson Municipal Band Trust
 - The City of Nelson Civic Trust
 - Sport Tasman
- Heritage Houses and their grounds
- Libraries
- Modellers Pond
- Natureland
- Nelson Gondola Project and Koata Park
- Parks and Reserves, aside from
 - Saxton Field (a matter for the Saxton Field Committee)
- Recreation and Leisure Facilities and Services, including swimming pool facilities and Waahi Taakaro Golf Course
- Rural Fire Risk
- Sister City relationships
- Sports Fields, including Trafalgar Park and the Trafalgar Pavilion
- The Trafalgar Centre
- 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, monitoring and reviewing strategies, policies and plans, with final versions to be recommended to Council for approval
- Developing and approving in principle draft Activity Management Plans, for inclusion in the draft Long Term Plan
- 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, other than final approval
- Approving submissions to external bodies or organisations, and on legislation and regulatory proposals
- Approval of increases in fees and charges over the Consumer Price Index (CPI)

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
- Decisions in relation to the Nelson Gondola Project and Koata Park
- Approval of final versions of strategies, policies and plans

1. Apologies

- 1.1 An apology has been received from Her Worship the Mayor R Reese

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

- 3.1 Updates to the Interests Register
- 3.2 Identify any conflicts of interest in the agenda

4. Public Forum**5. Confirmation of Minutes**

- 5.1 10 December 2020 **8 - 22**

Document number M15340

Recommendation

That the Community and Recreation Committee

- 1. Confirms the minutes of the meeting of the Community and Recreation Committee, held on 10 December 2020, as a true and correct record.***

6. Chairperson's Report**7. Youth Council Update****8. Nelson Centre of Musical Arts - Strategic Presentation**

Jan Trayes, Chair, Alex Davidson, Trustee and James Donaldson, Director, of the Nelson Centre of Musical Arts will give a presentation.

9. Community Investment Fund Update

23 - 43

Document number R19245

Recommendation

That the Community and Recreation Committee

- 1. Receives the report Community Investment Fund Update (R19245) and its attachments (A2570591 and A2570711); and***
- 2. Approves the Community Investment Fund priorities to support Nelson's 'communities of greatest need' as being reducing social isolation, reducing housing vulnerability, improving access to work and learning and reducing the impact of poverty; and***
- 3. Approves the amended membership, recruitment processes and Terms of Reference for the Community Investment Funding Panel (A2570591); and***
- 4. Notes the funding allocation decisions made by the Community Investment Funding Panel for the 2020/21 financial year (A2570711).***

10. Stoke Youth Park - Location and progression to detailed design and construction

44 - 89

Document number R21389

Recommendation

That the Community and Recreation Committee

- 1. Receives the report Stoke Youth Park - Location and progression to detailed design and construction (R21389) and its attachments A2566264, A2468368 and A2542711; and***
- 2. Approves the location for the Stoke Youth Park adjacent to the Stoke Memorial Hall shown as Area A and some replacement car parking as Area B in the Stoke Youth Park Business Case Attachment 2 (A2468368); and***
- 3. Agrees to proceed to detailed design for the Stoke Youth Park; and***

4. **Approves that the Stoke Youth Park project begins construction in the 2020/21 financial year.**

11. Bay Dreams 2021 Review

90 - 96

Document number R22566

Recommendation

That the Community and Recreation Committee

1. **Receives the report Bay Dreams 2021 Review (R22566); and**
2. **Notes Bay Dreams South Ltd will enter contract negotiations to continue to host Bay Dreams South Festival in Nelson 2022.**

12. Community and Recreation Fees and Charges 2021/22 and removal of Rates Remission for Cemeteries

97 - 123

Document number R21445

Recommendation

That the Community and Recreation Committee

1. **Receives the report Community and Recreation Fees and Charges 2021/22 and removal of Rates Remission for Cemeteries (R21445) and its attachments (A2562009, A2565812 and A2571622); and**
2. **Approves the proposed changes to the Community and Recreation fees and charges in Attachment 1 (A2562009).**

Recommendation to Council

That the Council

- 1. Agrees to consult on the removal of the Rates Remission Policy for cemeteries;***
- 2. Agrees the cemeteries remission changes be consulted on within the Consultation Document to the Long Term Plan 2021-31.***

13. Community and Recreation Quarterly Report to 31 December 2020 **124 - 168**

Document number R21486

Recommendation

That the Community and Recreation Committee

- 1. Receives the report Community and Recreation Quarterly Report to 31 December 2020 (R21486) and the attachments project sheets (A2558791), and performance indicators (A2563220).***

CONFIDENTIAL BUSINESS

14. Exclusion of the Public

Recommendation

That the Community and Recreation 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 and Recreation Committee Meeting - Confidential Minutes - 10 December 2020 | <p>Section 48(1)(a)</p> <p>The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7.</p> | <p>The withholding of the information is necessary:</p> <ul style="list-style-type: none"> • Section 7(2)(b)(ii) To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information • Section 7(2)(i) To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) • Section 7(2)(a) To protect the privacy of natural persons, including that of a deceased person |
| 2 | Supplementary advice on community and recreation fees and charges 2021/22 | <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 |
| 3 | Nelson Festivals Trust - Reappointment of Trustees | <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)(a) To protect the privacy of natural persons, including that of a deceased person |



Minutes of a meeting of the Community and Recreation Committee

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

On Thursday 10 December 2020, commencing at 10.09a.m.

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

In Attendance: Chief Executive (P Dougherty), Acting Group Manager Community Services (M Preston-Thomas), Group Manager Strategy and Communications (N McDonald), Governance Adviser (E-J Ruthven) and Governance Support (P Boutle)

Apologies: Councillor P Rainey, and Councillors M Lawrey and R Sanson (for lateness)

Opening Prayer

Councillor Skinner gave an opening prayer.

1. Apologies

Resolved CAR/2020/001

That the Community and Recreation Committee

- 1. Receives the apology from Councillor P Rainey for attendance and Councillors M Lawrey and R Sanson for lateness.***

Brand/Bowater

Carried

2. Confirmation of Order of Business

The Chairperson advised that the public forum presenter had withdrawn her presentation. He added that items may be taken out of order to accommodate external presenters participating in the meeting.

3. Interests

There were no updates to the Interests Register,

Councillor Bowater declared an interest in relation to Item 14, Request for Assistance from Nelson Giants for Trafalgar Centre Hireage, and the corresponding item on the Confidential agenda, item 1, Request for Assistance from the Nelson Giants for Trafalgar Centre Hireage – Additional Information.

4. Public Forum

4.1 Rachel Gordon - Wellbeing Hub

This item was withdrawn from the agenda.

5. Chairperson's Report

Councillor Skinner tabled a Chairperson's Report and spoke to it. He acknowledged the work of the previous Sport and Recreation and Community Services Committees and their Chairpersons.

Attendance: Her Worship the Mayor joined the meeting at 10.16a.m.

Resolved CAR/2020/002

That the Community and Recreation Committee

1. Receives the report Chairperson's Report (R22539).

Bowater/Fulton

Carried

Attachments

1 A2541708 - Chairperson's Report

6. Youth Council Update

Document number R22522, agenda pages 10 - 11 refer.

Youth Councillors Rosie Armstrong and Nathan Dunn gave an update on behalf of Nelson Youth Council, noting the performance and achievements of Youth Council over the course of 2020.

The Youth Councillors answered questions regarding planning for next year's Youth Council activities.

7. Bishop Suter Trust - Strategic Presentation

Julie Catchpole, Suter Director, and Jeff Morris, Commercial Manager, gave a PowerPoint presentation (A2541082). Bishop Suter Trust Chairperson, Craig Potton, and Trustees Gabrielle Hervey and Jane de Feu, were present.

Ms Catchpole and Mr Morris answered questions regarding whether the Trust surveyed the community to understand its desires for Gallery and its programmes, and whether grant funding or central government funding was available for operational requirements.

The Committee expressed its thanks to the Bishop Suter Trust Board and to all volunteers at the Bishop Suter Art Gallery, for their work during 2020.

Attachments

- 1 A2541082 - Bishop Suter Trust - Power Point Presentation

8. Nelson Festivals Trust Six Monthly Update

Brent Thawley, Board Chair, Nelson Festivals Trust, and Padma Naidu, Festival Director, gave a PowerPoint presentation (A2537952).

Mr Thawley and Ms Naidu answered questions regarding the festival model, how to ensure the Nelson Festival reflected the Nelson community, and the likely timeframes for the Festival leadership team to be back to full capacity.

The Committee expressed its thanks to the Trustees and Ms Naidu for their work throughout 2020, including their response to the challenges of COVID-19.

Attachments

- 1 A2537952 - Nelson Festivals Trust - Power Point Presentation

The meeting adjourned from 11.08a.m. to 11.18a.m.

9. Top of the South Island Regional Sport and Active Recreation Spaces and Places Strategy

Document number R21454, agenda pages 12 - 68 refer.

Parks and Facilities Activity Planner, Nathan Mourie, presented the report, along with Brent Maru, of Sport Tasman and Brent Thawley, of Sport NZ.

Mr Mourie tabled an updated copy of the Top of the South Island Regional Sport and Active Recreation Spaces and Places Strategy (A2538798).

Mr Mourie, Mr Maru and Mr Thawley answered questions regarding:

- The status of the Strategy in providing a stocktake of regional facilities currently available with no obligations placed on Council for any future decision-making;
- The definition of 'active recreation' and how the scope of the Strategy was focused by this;
- Examples of different sports and activities that were not included in the scope of the Strategy but which may be captured in terms of the facilities utilised for these;
- The potential for facility-sharing for sporting facilities; and
- The participation in sport and active recreation of various demographic or minority groups and how this linked with the provision of active recreation facilities.

Attendance: Councillors Lawrey and Sanson joined the meeting at 11.44a.m.

Resolved CAR/2020/003

That the Community and Recreation Committee

- 1. Receives the report Top of the South Island Regional Sport and Active Recreation Spaces and Places Strategy (R21454) and its Attachment (A2513736).***

Brand/Bowater

Carried

Attachments

- 1 A2538798 - tabled document - updated copy of Regional Sport and Active Recreation Spaces and Places Strategy

10. Sport Tasman Strategic Presentation

Nigel Muir, Sport Tasman Chief Executive, and Brent Maru, Sport Tasman, gave a PowerPoint presentation regarding Sport Tasman's focus areas and its role in the community (A2565620).

They answered questions regarding:

- The active recreation patterns and preferences of rangitahi/young people and how to increase active recreation in this demographic, especially with regards to teenage girls;
- How to better understand the views of rangitahi/young people and the wider community, to ensure active recreation resources are appropriately directed; and

- The definition of 'active recreation', and Sport Tasman's wider focus on active recreation, noting that only 20% of active recreation is engaged through traditional sporting organisations.

Attachments

- 1 A2545620 - Sport Tasman - Power Point Presentation

11. Sport Tasman - Loan Agreement

Document number R19219, agenda pages 69 - 76 refer.

Principal Parks and Facilities Activity Planner, Andrew Petheram, presented the report. Sport Tasman Chief Executive, Nigel Muir, was present.

Mr Petheram answered questions regarding the wording of the officer recommendation in the agenda report.

The meeting was adjourned from 12.21p.m. to 12.30p.m.

Councillor Noonan, seconded by Councillor Fulton, moved:

That the Community and Recreation Committee

1. *Receives the report Sport Tasman - Loan Agreement (R19219); and*
2. *Refers to Council the matter of cancelling Sport Tasman's loan repayments for Sports House of \$166,000.*

Recommendation to Council

That the Council

1. *Approves the cancellation of Sport Tasman's loan for Sports House of \$166,000, with effect from 1 July 2021; and*
2. *Agrees to charge a community rent of \$5,600 per annum for consideration in the Long Term Plan 2021-31 from 1 July 2021, noting that Council has provided Sport Tasman rent relief through to 30 June 2021.*

Mr Petheram, along with Mr Muir and Group Manager Corporate Services, Nikki Harrison, answered questions regarding:

- Whether Council had other similar historical arrangements with organisations;
- Whether Tasman District Council should be involved, given the Sports House facility was located at Saxton Field;

- How the arrangements with Sport Tasman were treated in financial recording by both Council and Sport Tasman;
- The arrangements as understood by both parties at the time the agreement was made; and
- The usual arrangements Council makes with community organisations for projects relating to the building of facilities

Committee members debated the motion, and an amendment was foreshadowed.

The meeting was adjourned from 12.56p.m. to 1.01p.m.

With the agreement of the mover and seconder, the wording of the motion was altered to:

Recommendation

That the Community and Recreation Committee

1. *Receives the report Sport Tasman - Loan Agreement (R19219).*

Recommendation to Council

That the Council

1. *Approves the cancellation of Sport Tasman's future commercial lease obligations loan for Sports House of \$166,000, with effect from 1 July 2021; and*
2. *Agrees to charge a community rent of \$5,600 per annum for consideration in the Long Term Plan 2021-31 from 1 July 2021, noting that Council has provided Sport Tasman rent relief through to 30 June 2021.*

During debate, and with the agreement of the mover and seconder, the wording of clause one of the recommendation to Council was altered to:

1. *Approves the cancellation of Sport Tasman's future commercial lease obligations loan for Sports House of \$166,000, with effect from 1 July 2021, noting that a loan was never formally documented; and*

Resolved CAR/2020/004

That the Community and Recreation Committee

1. ***Receives the report Sport Tasman - Loan Agreement (R19219).***

Noonan/Fulton

Carried

Recommendation to Council CAR/2020/005

That the Council

- 1. Approves the cancellation of Sport Tasman's future commercial lease obligations for Sports House, with effect from 1 July 2021, noting that a loan was never formally documented; and***
- 2. Agrees to charge a community rent of \$5,600 per annum from 1 July 2021, noting that Council has provided Sport Tasman rent relief through to 30 June 2021.***

Noonan/Fulton

Carried

12. Community Services Quarterly Report to 30 September 2020

Document number R19236, agenda pages 77 - 97 refer.

Manager Libraries, Sarina Barron, presented the report. She noted a correction to clause 8.6, that the draft Property and Facilities Activity Management Plan 2021-2031 had not yet been presented to Council, but would come to Council in early 2021 following workshops with the Strategic Development and Property Subcommittee.

Ms Barron, along with Acting Group Manager Community Services, Mark Preston-Thomas, answered questions regarding:

- Trends relating to the numbers of homeless people in Nelson,
- Progress on the 'Use Our Loos' programme;
- Delays in the appointment of a business adviser to the Nelson Centre of Musical Arts; and
- External sources of funding for the Stoke Memorial Hall.

Resolved CAR/2020/006

That the Community and Recreation Committee

- 1. Receives the report Community Services Quarterly Report to 30 September 2020 (R19236) and its attachments (A2508503 and A2507991).***

Noonan/Brand

Carried

The meeting was adjourned from 1.26p.m. to 1.56p.m.

13. Natureland Wildlife Trust - Extension to Current Lease Area

Document number R21356, agenda pages 98 - 108 refer.

Leases Officer, Jules Read, presented the report, and Stephen Standley, Chair of the Natureland Wildlife Trust, joined the meeting.

Ms Read and Mr Standley answered questions regarding:

- Whether a lease extension was required prior to a business case being developed, including whether a lease extension was required to be able to source external funding;
- Whether there was any opportunity cost to giving a lease extension to Natureland in terms of other development that could take place at Tahunanui Reserve;
- Natureland's collection including exotic, as well as native animals, including consultation to take place with iwi regarding extending the collection;
- The term of an extended lease;
- Natureland's obligations to maintain the land area should the lease extension be granted; and
- Council's abilities to impose additional conditions on Natureland in negotiating an extended lease area.

Councillor Noonan, seconded by Councillor Bowater, moved

That the Community and Recreation Committee

1. *Receives the report Natureland Wildlife Trust - Extension to Current Lease Area (R21356) and its attachments (A2340165, A2517562, A2510226); and*
2. *Agrees to extend the current lease area of Natureland Wildlife Trust as indicated on attachment 1 (A2340165), noting that the annual rent shall remain at \$10 plus GST.*

During debate, and with the agreement of the mover and seconder, a third clause was added to the motion:

3. *Notes that the extension of the lease does not indicate a commitment to future funding support by Council for the enhancement of Natureland.*

Resolved CAR/2020/007

That the Community and Recreation Committee

- 1. Receives the report Natureland Wildlife Trust - Extension to Current Lease Area (R21356) and its attachments (A2340165, A2517562, A2510226); and***
- 2. Agrees to extend the current lease area of Natureland Wildlife Trust as indicated on attachment 1 (A2340165), noting that the annual rent shall remain at \$10 plus GST; and***
- 3. Notes that the extension of the lease does not indicate a commitment to future funding support by Council for the enhancement of Natureland.***

Noonan/Bowater

Carried

A division was called:

For

Cr Skinner (Chairperson)
Her Worship the Mayor
Cr Brand
Cr Bowater
Cr Courtney
Cr Fulton
Cr Noonan
Cr O'Neill-Stevens

Against

Cr Edgar
Cr Lawrey
Cr McGurk
Cr Sanson

Apology

Cr Rainey

The motion was carried 8 - 4.

14. Request for Assistance from the Nelson Giants for Trafalgar Centre Hireage

Document number R21457, agenda pages 109 – 116 refer.

Councillor Bowater declared an interest in this item and the corresponding item on the confidential agenda, and left the meeting at 2.32p.m. She did not take part in discussion or voting on this matter.

Mike Fitchett, Nelson Giants Head Coach, and Tony Bowater, Nelson Giants Director, joined the meeting. Manager Parks and Facilities, Rosie Bartlett, presented the report.

Ms Bartlett answered questions regarding the economic benefit of Nelson Giants home games and the value that the Nelson Giants added to the Nelson community, the potential for the Nelson Giants to need further financial support in the future, the composition of the Nelson Giants board, and charges for additional services associated with hiring the Trafalgar Centre.

15. Exclusion of the Public

The Chairperson noted that Mike Fitchett and Tony Bowater, of the Nelson Giants, would be in attendance for Item 1 of the Confidential agenda to answer questions and, accordingly, a procedural resolution was required to be passed.

Resolved CAR/2020/008

That the Community and Recreation Committee

1. ***Confirms, in accordance with sections 48(5) and 48(6) of the Local Government Official Information and Meetings Act 1987, that Mike Fitchett and Tony Bowater remain after the public has been excluded, for Item One of the Confidential agenda (Request for Assistance from Nelson Giants for Trafalgar Centre Hireage – Additional Information), as they have knowledge relating to the Nelson Giants' hireage of the Trafalgar Centre that will assist the meeting.***

Brand/O'Neill-Stevens

Carried

Resolved CAR/2020/009

That the Community and Recreation 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:***

Brand/O'Neill-Stevens

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 | Request for Assistance from the Nelson Giants for Trafalgar Centre Hireage - Additional Information | 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)(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 |
|--|--|--|--|

The meeting went into confidential session at 2.46p.m. and resumed in public session at 2.48p.m.

16. Request for Assistance from the Nelson Giants for Trafalgar Centre Hireage (agenda item 14 continued)

Document number R21457, agenda pages 109 - 116 refer.

Resolved CAR/2020/012

That the Community and Recreation Committee

- 1. Receives the report Request for Assistance from the Nelson Giants for Trafalgar Centre Hireage (R21457).***

O'Neill-Stevens/Edgar

Carried

Recommendation to Council CAR/2020/013

That the Council

- 1. Approves unbudgeted expenditure of \$25,101 to provide a reduced rate of \$35,000 for the Nelson Giants' use of Trafalgar Centre between April and July 2021.***

O'Neill-Stevens/Edgar

Carried

Attendance: Councillor Bowater returned to the meeting at 2.50p.m.

17. Recommendations from the Greenmeadows Hearings Panel: proposed classification of Greenmeadows

Document number R22506, agenda pages 117 - 136 refer.

Senior Policy Adviser, Michelle Joubert, presented the report.

Resolved CAR/2020/014

That the Community and Recreation Committee

- 1. Receives the report Recommendations from the Greenmeadows Hearings Panel: proposed classification of Greenmeadows (R22506) and its attachments (A2097295, A2140227, A2437010 and A2517526).***

Noonan/McGurk

Carried

Recommendation to Council CAR/2020/015

That the Council

- 1. Approves, in accordance with section 16(1) of the Reserves Act, the classification of part of Greenmeadows (being part of Record of Title NL114/188) as shaded orange in Attachment 1 (A2097295) as Local Purpose (Community Purposes) Reserve under s23 of the Reserves Act 1977; and***
- 2. Approves, in accordance with section 16(1) of the Reserves Act, the classification of part of Greenmeadows (being part of Record of Title NL114/188) as shaded red in Attachment 1 (A2097295) as Local Purpose (Road) Reserve under s23 of the Reserves Act 1977; and***
- 3. Delegates to the Chief Executive authority to:***
 - (a) prepare and approve a survey plan that defines the land classified in accordance with this report (R22506) and the 13 December 2018 report R9565;***
 - (b) prepare and place notices in the New Zealand Gazette that record the classifications of the land in accordance with this report (R22506) and report R9565; and***
 - (c) attend to registration of the published Gazette Notices against the Records of Title for the classified land.***

Noonan/McGurk

Carried

16. Adoption of the Community Partnerships Activity Management Plan

Document number R18142, agenda pages 137 - 175 refer.

Acting Group Manager Community Services, Mark Preston-Thomas, presented the report. He answered questions regarding how the following aspects were reflected in the Activity Management Plan:

- Supporting communities of greatest need during emergencies;
- Climate change and resiliency;
- Health and well-being, including active recreation and mental health;

- Equality and equal opportunities for vulnerable or minority groups in the community; and
- Expanding the considerations around community wellbeing to emphasise the importance of nature for mental health.

Resolved CAR/2020/016

That the Community and Recreation Committee

- 1. Receives the report Adoption of the Community Partnerships Activity Management Plan (R18142) and its attachment (A2457019); and***
- 2. Approves the Draft Community Partnerships Activity Management Plan 2021-31 (A2457019) as the version to inform the Long Term Plan 2021-31, with minor amendments as noted at the Community and Recreation Committee meeting of 10 December 2020; and***
- 3. Notes that the Draft Community Partnerships Activity Management Plan 2021-31 will be updated, and the final Activity Management Plan adopted, after the adoption of the Long Term Plan 2021-2031.***

Noonan/Fulton

Carried

The meeting was adjourned from 3.18p.m. to 3.28p.m.

17. Sports and Recreation Quarterly Report to 30 September 2020

Document number R20300, agenda pages 176 - 0 refer.

Manager Parks and Facilities, Rosie Bartlett, and Team Leader Parks and Facilities Activity Management, Paul Harrington, presented the report, along with Parks and Facilities Activity Planner, Jane Loughnan, Principal Parks and Facilities Asset Planner, Andrew Petheram, and Parks and Facilities Asset Analyst, Angela Broecker.

They answered questions regarding:

- The potential for external funding sources for the Stoke Youth Park;
- Progress on the Maitai Mountainbiking Hub;
- The managed retreat process being followed in relation to erosion at the Tahunanui Back Beach; and
- Timeframes for the resurfacing of the Marina hardstand.

Resolved CAR/2020/017

That the Community and Recreation Committee

- 1. Receives the report Sports and Recreation Quarterly Report to 30 September 2020 (R20300) and its attachments (A2506440) and (A2507706).***

Brand/Edgar

Carried

18. Exclusion of the Public

Resolved CAR/2020/018

That the Community and Recreation 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:***

McGurk/Bowater

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) |
|------|--|---|--|
| 2 | Bishop Suter Trust - Statement of Expectation 2021/22 | 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)(i) To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) |
| 3 | Reappointment of Trustees to the City of Nelson Civic Trust | Section 48(1)(a) The public conduct of this matter would be likely to result in disclosure of information for which | The withholding of the information is necessary: <ul style="list-style-type: none"> Section 7(2)(a) To protect the privacy of natural persons, including that of a deceased person |

| Item | General subject of each matter to be considered | Reason for passing this resolution in relation to each matter | Particular interests protected (where applicable) |
|------|---|---|---|
| | | good reason exists under section 7 | |

The meeting went into confidential session at 3.38p.m and resumed in public session at 4.07p.m.

RESTATEMENTS

It was resolved while the public was excluded:

| | |
|----------|---|
| 1 | CONFIDENTIAL: Request for Assistance from the Nelson Giants for Trafalgar Centre Hireage - Additional Information |
| | <p><i>That the Community and Recreation Committee</i></p> <p>2. <i><u>Agrees</u> that Report R22504 and Attachments A2530456 and A2512241 remain confidential at this time.</i></p> |

| | |
|----------|---|
| 2 | CONFIDENTIAL: Bishop Suter Trust - Statement of Expectation 2021/22 |
| | <p><i>That the Community and Recreation Committee</i></p> <p>4. <i><u>Agrees</u> that Report (R21343) and the decision be made publicly available once the completed Statement of Expectation is made available on the Nelson City Council website approximately 30 days after it is received by the Trust.</i></p> |

| | |
|----------|--|
| 3 | CONFIDENTIAL: Reappointment of Trustees to the City of Nelson Civic Trust |
| | <p><i>That the Community and Recreation Committee</i></p> <p>3. <i><u>Agrees</u> that the appointments be made public once they have been finalised.</i></p> |

There being no further business the meeting ended at 4.08p.m.

Confirmed as a correct record of proceedings:

_____ Chairperson _____ Date

Community Investment Fund Update

1. Purpose of Report

- 1.1 To update the Community Investment Fund (CIF) to prioritise 'communities of greatest need' and align with the draft Community Partnerships Activity Management Plan 2021-2031.
- 1.2 To amend the membership, recruitment processes and terms of reference (TOR) for the Community Investment Fund Panel.
- 1.3 To update the Committee on the CIF funding decisions made for the 2020/21 financial year.

2. Summary

- 2.1 Council distributes money through the CIF to a wide range of organisations with different social objectives. There are four challenges with current CIF processes:
 - 2.1.1 Funding priorities lack specificity and do not prioritise the communities of greatest need as identified in the Community Partnerships AMP.
 - 2.1.2 The fund is not sufficiently agile to respond to changing community needs.
 - 2.1.3 Providing multi-year funding arrangements can result in shortfalls in later years and make being agile more challenging.
 - 2.1.4 The fund panel processes do not promote diversity and are administratively inefficient.
- 2.2 This report addresses the CIF changes required to meet the outcomes of the new Activity Management Plan (AMP).

3. Recommendation

That the Community and Recreation Committee

- 1. Receives the report Community Investment Fund Update (R19245) and its attachments (A2570591 and A2570711); and***
- 2. Approves the Community Investment Fund priorities to support Nelson's 'communities of greatest need' as being reducing social isolation, reducing housing vulnerability, improving access to work and learning and reducing the impact of poverty; and***
- 3. Approves the amended membership, recruitment processes and Terms of Reference for the Community Investment Funding Panel (A2570591); and***
- 4. Notes the funding allocation decisions made by the Community Investment Funding Panel for the 2020/21 financial year (A2570711).***

4. Background

- 4.1 The Community Investment Fund (CIF) is one of Council's main tools to support community and voluntary sector organisations in Nelson. CIF (formerly the Community Assistance Fund) has operated for a number of years, albeit with some significant changes over time, to support community organisations that have a social development focus.

Community Partnerships AMP focus

- 4.2 Council approved the draft Community Partnerships Activity Management Plan 2021-31 (AMP) in December 2020 (CAR/2020/016, 10 December 2020). This AMP provides an increased focus on supporting communities of greatest need relating to reducing social isolation, reducing housing vulnerability, improving access to work and learning opportunities, reducing the impact of poverty, and improving community wellbeing. The CIF priorities and Terms of Reference (TOR) need to be amended to align with this focus.
- 4.3 The need to update the CIF priorities and TOR to align with the draft AMP were discussed with the Committee at the AMP workshops held between August and December 2020.

Item 9: Community Investment Fund Update

Current value and structure of CIF

4.4 The total budget for CIF in 2021/2022 is \$339,626.

4.5 Currently, the fund has two components:

- 'Agreements', which includes multi-year grants, which account for the bulk of the fund.
- 'Small grants' with a total fund of \$50,000 per year. Grants are one-off, and were initially limited to \$2,500.

The distinction between these components has been reduced over the past two years as the bulk of the fund was committed in multi-year (mainly three year) grants approved in 2018 and 'small grants' increased in maximum value (refer: Res CS/2019/014, 26 February 2019; CS/2019/061, 28 November 2019; CL/2020/030, 9 April 2020). Making three year agreements in the first year of the LTP cycle combined with a low small grants cap limited the ability of the fund to respond to emerging needs (such as responding to COVID-19) or to support new innovative projects.

Funding Priorities

4.6 In November 2017, Council approved the following priorities for allocation of the CIF (Res CS/2017/102, 28 November 2017).

- Enabling individuals, families and communities to flourish;
- Supporting our young people and those that care for them to thrive;
- Supporting our elders to access appropriate services and to engage and participate fully in our community;
- Increasing inclusiveness and community participation through connection;
- Supporting the capability of our community to succeed through increased skills and knowledge, and
- Empowering our diverse communities.

A further priority was set for 2020/21: Reducing the impact of the COVID-19 emergency on vulnerable communities (Res CL/2020/029, 9 April 2020).

4.7 These priorities are very broad and have provided limited guidance to either applicants or the Community Investment Funding Panel (the Panel) when allocating the fund. This has resulted in significant over-subscription and grants spread across a wide range of community organisations and projects. Accordingly, the grant programme has limited strategic impact.

Item 9: Community Investment Fund Update

Decision-Making Panel

- 4.8 Funding allocations are made by the Panel, comprising the GM Community Services and four community members with delegated authority to allocate the funding.
- 4.9 Panel members are appointed by Council following a process of community nomination and voting. The current Panel was appointed in May 2019 (Res CL/2019/119, 30 May 2019) for a three year term. Three members have subsequently resigned, leaving the panel with vacancies and the minimum quorum of three members.

CIF Funding Allocation 2020-2021

- 4.10 The Panel met on 31 August 2020 to allocate funding.
- 4.10.1 The total CIF funding for 2020-2021 was \$357,092, which included \$18,542 transferred from the former Safer Community Council and designated for safe city projects.
- 4.10.2 \$232,000 was already committed in multi-year agreements.
- 4.10.3 The Panel approved 37 grants, totalling \$125,092. Eight of these grants met the safe city funding criteria. A schedule of grants is attached (Attachment 2).

5. Discussion

CIF Funding Priorities

- 5.1 While the new Community Partnerships Activity Management Plan (AMP) prioritises Council investment towards our communities of greatest need, the CIF's current priorities and TOR do not reflect this, and instead focus on much broader social activities. This does not provide sufficient guidance to applicants and decision makers, resulting in significant over-subscription.

The AMP provides a clear mandate for CIF priorities to focus on supporting communities of greatest need in Nelson, relating to social isolation, housing vulnerability, access to work and learning opportunities, and supporting people living in poverty.

- 5.2 The proposed priorities for CIF funding are:
- To prioritise funding for programmes, activities and projects to improve wellbeing with communities of greatest need relating to:
 - Reducing social isolation;
 - Reducing housing vulnerability;
 - Improving access to work and learning opportunities, and
 - Reducing the impact of poverty.

Item 9: Community Investment Fund Update

- 5.3 The AMP also recognises the need to support some projects that improve community wellbeing, but fall outside of the communities of greatest need work streams. The proposed TOR still allow for the consideration of these and legacy projects that meet broader social outcomes. These will be considered exceptions to the rule rather than routinely supported.
- 5.4 The proposed TOR for the panel have been updated to reflect these priorities. This will provide clarity to applicants and the Panel, reduce oversubscription and ensure Council funding priorities are met.

Multi-Year Funding and Responding to Emerging Need

- 5.5 There are different costs and benefits to multi-year versus annual grant cycles. Multi-year funding allocations were made in year one of the current LTP cycle in line with what is generally considered good funding practice to allow for longer term delivery and reduce administrative burden and funding insecurity for applicants. This, however, resulted in a small funding pool for allocation in years two and three of the LTP period. In order to address the impact of less funding being available in years two and three, the investment and small grant pools were combined to form an expanded 'small grants' fund with an increased maximum grant payable. Further responsiveness can be gained through flexible grant management practices and utilising other funding pools, such as working in partnership with other funders or utilising other project budgets.

Proposed Funding Process

- 5.6 Two funding categories are proposed, a strategic grant fund to provide higher investment in longer term or strategic projects for up to three years, and a small grants fund to provide agility and respond to emerging needs or specific projects. As Council is a relatively small funder, there is a balance to consider between allocating enough money to ensure the success of the strategic projects, against holding back sufficient funds to respond to emerging needs via the small grants fund. A 70/30 split is suggested.

Strategic Grants Fund

- 5.7 Grants under this category will focus on supporting Nelson communities of greatest need, will be of higher value (range \$10,000-\$30,000 per annum), and may be for up to three years.
- 5.8 Annual accountability reports will be required from groups receiving multi-year grants to ensure outcomes are being met and confirm funding for the following year. These accountability reports will not be onerous, and will be supported by regular scheduled meetings with Council staff over the term of the funding. Approximately 70% of total CIF funding (\$240,000 per annum) will be allocated for these strategic grants.
- 5.9 To give organisations funding certainty and time to achieve strategic outcomes, a single funding round in year one of the LTP cycle is proposed. Later applications would utilise the small grants fund.

Item 9: Community Investment Fund Update

Small Grants Fund

- 5.10 Smaller grants of up to \$10,000 for 12 month projects will allow Council to resource into emerging issues and provide funding agility. This fund will have a simplified application process, and two annual funding rounds to enable greater responsiveness. Approximately \$102,000 per annum will be available for allocation.
- 5.11 An accountability report is required at project completion.

CIF Panel and Process

- 5.12 The current process to appoint Panel members involves community nomination and voting to select Panel members who will be formally appointed, or endorsed by Council. This process is administratively cumbersome, and does not promote diversity. Māori are not currently represented on the panel.
- 5.13 It is proposed that the Panel is appointed by the Committee, as follows:
- The Group Manager Community Services who is appointed to chair the Panel;
 - Between four and six community Panel members, that provide a broad knowledge of the community sector in Nelson;
 - One of the community members may come from other funding agencies;
 - At least one community member will have specific knowledge and understanding of Māori needs, aspirations and organisations in Nelson, and
 - The Panel will have the power to co-opt further members with speaking, but not voting rights, to provide specialist perspectives on particular communities of interest.

Panel Recruitment and Appointment

- 5.14 It is proposed that Panel members will be recruited as follows:
- Staff will call for nominations from community and tangata whenua organisations, using existing community networks and relationships to attract suitably qualified and diverse Panel members.
 - Staff will review the nominations against the required skills and competencies, and present a shortlist and recommendations to the Community and Recreation Committee.
 - The Community and Recreation Committee will approve the Panel members.

Item 9: Community Investment Fund Update

- 5.15 The Panel will serve for three years, coinciding with the term of the Long Term Plan, with existing Panel members being eligible for reappointment.
- 5.16 Should a member of the Panel stand down from his or her role, the Panel shall co-opt a replacement member for the balance of the Panel's term, with the approval of the Community and Recreation Committee.
- 5.17 The proposed Terms of Reference reflect these changes.

6. Options

6.1 Fund structure and priorities

| Option 1: Approve changes to CIF priorities to reflect the AMP focus (recommended) | |
|---|--|
| Advantages | <ul style="list-style-type: none">• Aligns with Council's strategic priorities in the Community Partnerships AMP.• Provides longer-term funding for priority groups and projects while providing a mechanism for emerging needs.• Clearer priorities reduce the degree of over-subscription.• Multiple funding rounds annually for small grants increases the responsiveness of the fund.• The greater distinction between strategic and small grant funding pools provides greater clarity to potential applicants. |
| Risks and Disadvantages | <ul style="list-style-type: none">• Some community groups may no longer be funded under the new priorities. |
| Option 2: Retain existing priorities and process | |
| Advantages | <ul style="list-style-type: none">• Provides funding opportunities to a wider range of community organisations and projects.• Permits more discretionary decision-making by the Panel. |
| Risks and Disadvantages | <ul style="list-style-type: none">• Funding may not reflect AMP priorities and achieve desired social outcomes.• Does not address the oversubscription due to having broad priorities. |

6.2 Membership and recruitment of the Panel

| Option 1: Approve changes to Panel Terms of Reference (recommended) | |
|--|---|
| Advantages | <ul style="list-style-type: none"> • The appointment of the GM Community Services as chair reduces a risk that decisions don't reflect Council's community outcomes. • Inclusion of the AMP priorities provides greater direction to the Panel. • The process is administratively straight forward, and consistent with other council appointment processes. • Addresses Panel recruitment and operational issues. • Ensures the Panel has greater diversity and representation. • Greater likelihood that the Panel will have Māori representation, and be supported by Iwi. |
| Risks and Disadvantages | <ul style="list-style-type: none"> • Some community members may wish to nominate and vote for appointments. |
| Option 2: Retain existing Terms of Reference and process for CIF panel membership and recruitment | |
| Advantages | <ul style="list-style-type: none"> • Permits more discretionary decision making by the Panel. |
| Risks and Disadvantages | <ul style="list-style-type: none"> • The complexity of recruiting and retaining the fund Panel remains. • Fund Panel does not reflect community diversity. • Fund Panel may not have Māori participation. |

7. Conclusions

- 7.1 The Community Investment Fund is an important tool for Council to support community organisations and initiatives. The proposed refinements to the structure of the fund and decision-making Panel will enable it to operate more effectively to achieve the social outcomes proposed in the Community Partnerships AMP.

8. Next Steps

- 8.1 Following the approval of the revised priorities for CIF and terms of reference for the Panel, staff will progress the recruitment of a new panel and plan for the 2021/2022 funding allocations. This will involve working alongside community organisations that may be affected by the changes.

Item 9: Community Investment Fund Update

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

Attachments

Attachment 1: CIF Panel Terms of Reference with amendments (A2570591) [↓](#)

Attachment 2: CIF Grants 2020-2021 (A2570711) [↓](#)

| |
|---|
| <p>Important considerations for decision making</p> |
| <p>1. Fit with Purpose of Local Government</p> <p>The changes to the Community Investment Fund fit with the purpose of Local Government as they will contribute to the social and cultural wellbeing of our community.</p> |
| <p>2. Consistency with Community Outcomes and Council Policy</p> <p>The Community Investment Fund contributes to the following Community Outcomes:</p> <ul style="list-style-type: none"> • Our communities are healthy, safe, inclusive and resilient; • Our communities have access to a range of social, educational and recreational facilities and activities, and • Our Council provides leadership and fosters partnerships, a regional perspective, and community engagement. |
| <p>3. Risk</p> <p>No new significant risks are produced by the proposals contained in this report. There is a minor risk that the draft AMP outcomes may not be achieved if CIF funding is not prioritised.</p> |
| <p>4. Financial impact</p> <p>There are no direct funding implications from the recommendation.</p> |
| <p>5. Degree of significance and level of engagement</p> <p>This matter is of low significance because it is a relatively minor change to the current operation of the CIF.</p> <p>Staff will use established community newsletters and forums to inform and receive feedback from community organisations on these changes.</p> |
| <p>6. Climate Impact</p> <p>There are no climate change implications from this decision.</p> |
| <p>7. Inclusion of Māori in the decision making process</p> <p>No engagement with Māori has been undertaken in preparing this report.</p> <p>The proposed changes increase the contribution of Māori to decision-making by requiring at least one panel member to 'have specific</p> |

knowledge and understanding of Māori aspirations and organisations in Nelson’.

8. Delegations

The Community and Recreation Committee has the following delegations to consider the operation of the Community Investment Fund:

Areas of Responsibility:

- *Community Development, including youth issues, ageing issues and social well-being*

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 Community Investment Funding Panel has the following delegations to consider the operation of the Community Investment Fund.

Areas of Responsibility:

- *The Funding Panel will consider applications for Community Investment Funding and allocate appropriate levels of funding against the criteria set out in the Nelson City Council Community Assistance Policy and the contribution of the project to the vision and objectives of the Fund*

Powers to Decide:

- *The allocation of Community Investment Funding*

Powers to Recommend:

- *None*

Community Investment Funding Panel

Terms of Reference

February 2019 March 2021

1. Purpose

The Community Investment Funding Panel is responsible for assessing applications and allocating Community Investment Funding on behalf of the Nelson City Council Community and Recreation Services Committee.

2. Membership

The Panel consists of:

- The Group Manager Community Services as Chair, or their nominated deputy, and
- Between four and six ¹ community and tangata whenua representatives, and the Group Manager Community Services. The Chairperson will be selected by the panel. Ideally the community representatives will represent a broad cross section of the community (that may include Māori, Pasifika, youth, older adults and disabilities or accessibility issues).

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3. Panel Skills and Competencies

Community members will collectively have a broad knowledge of community sector in Nelson/Whakatū, in particular 'communities of greatest need,' being reducing social isolation, reducing housing vulnerability, improving access to work and learning opportunities and reducing the impact of poverty.

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Members will reflect, as far as possible, a broad cross-section of the community (e.g. Māori, Pasifika, young people, older adults and other vulnerable communities).

¹ A fifth Panel member was appointed at the Council meeting outside of the Terms of Reference 20 June 2019.

At least one community member will have specific knowledge and understanding of Iwi Māori aspirations and organisations in Nelson.

One member may come from other funding agencies.

Members will understand, and have experience of community funding processes.

The Panel will have the power to co-opt further members with speaking, but not voting rights, to provide specialist perspectives on particular communities of interest or identity.

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3.4. Quorum

The Quorum for the Community Investment Funding Panel is three members, including the Chairperson ~~and Group Manager Community Services.~~

4.5. Areas of Responsibility

The Funding Panel will consider applications for Community Investment Funding and allocate appropriate levels of funding against the criteria set out in the Nelson City Council Community Assistance Policy, Long-Term Plan 2021-2031, ~~and other guidance or priorities that Council may set from time to time.~~ the contribution of the project to the vision and strategic objectives of the Fund.

5.6. Powers to decide

The Community Investment Funding Panel has the powers to decide the allocation of Community Investment Funding.

Funding allocations will be guided by the priorities set out in the current Community Partnerships Activity Management Plan 2021-2023, i.e.

- a. To prioritise funding towards communities of greatest need, being reducing social isolation, reducing housing vulnerability, improving access to work and learning opportunities and reducing the impact of poverty; and
- b. To respond to changing and emerging needs in the community.

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The Community Investment Funding Panel will allocate up to 70% of the available funds towards strategic projects once every three years.

The remaining funding allocation will be allocated via small grants of up to \$10,000 as part of a twice yearly funding round.

6.7. Powers to recommend

The Panel may report to the Community and Recreation Committee on any issues, themes or insights gathered in the consideration of the applications received.

None.

7.8. Role of the Funding Panel

- To consider applications for the Community Investment Funding, and
- To allocate appropriate levels of funding against programme's criteria and priorities, as set out in para. 6 above. the criteria set out in the Nelson City Council Community Assistance Policy
- To consider the contribution of the project to the vision and objectives of the fund when assessing applications
- To be an interface between community and sector groups so that interested members of the public can provide feedback

8.9. Role of the Chair

- To review the agenda with staff prior to Funding Panel meetings, and
- To chair meetings according to the agreed agenda and to assist the Funding Panel to make decisions on funding applications.

10.9. Role of staff

Staff provide technical expertise, project management and administrative support to the Funding Panel. Their role is to:

- Manage the application process:
- Prepare application material and promote the fund

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- Receive applications
 - Assess applications against programme criteria and priorities, and
 - Provide applications, summaries and assessments to the Panel, to support their consideration;
 - Provide advice to the Funding Panel, including on:
 - Council policies, plans and strategies that inform community funding,
 - Good funding practice, and
 - Legal and statutory responsibilities;
 - Organise and manage engagement with key stakeholders and the wider community;
 - Assist in the recruitment of panel members;
 - Keep panel members briefed on key communications with key stakeholders and the public;
 - Prepare and distribute agendas for pPanel meetings; and
 - Maintain records of process used, options considered, key decisions made by the pPanel and reasons for decisions, so that the decision making process can be clearly understood.
-
- Provide advice and reports to enable full consideration of the options before the Funding Panel
 - Provide advice to the Funding Panel on legal and statutory issues and obligations
 - Lead technical discussions on options under consideration
 - Manage project resources (budget and staff time)
 - Manage project issues, risks, changes and advise the Funding Panel Chair of issues as they arise
 - Provide staff reports to meetings at decision-making points
 - Organise and managing engagement with key stakeholders and the wider community
 - Keep Funding Panel members briefed on key communications with key stakeholders and the public
 - Prepare and distribute agendas for Funding Panel meetings
 - Maintain records of process used, options considered, key decisions made by the Funding Panel and reasons for decisions, so that the decision making process can be clearly understood.

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110. Appointment process

The process for appointment of community members is:

- Staff will:
 - Officers call for nominations for new pPanel member(s) from community and tangata whenua organisations.
 - Review nominations against the required skills and competencies, and
 - Present a shortlist and recommendations to the Community and Recreation Committee.
- The Community and Recreation Committee will approve the Panel members.
- Nominations are reviewed and shortlisted by the Chair and Deputy Chair of the Community Services Committee.
- Shortlisted candidates provide a profile to be used for community voting through Survey Monkey or similar online voting mechanism.
- Community voting is open for a period of no less than two weeks.
- Results from community voting will be presented to Council to approve the final panel appointment.

Should a member of the Panel stand down from his or her role, the Panel shall co-opt a replacement member for the balance of the Panel's term, subject to the approval of the Community and Recreation Committee, should be appointed as soon as practical.

121. Duration of appointment

Appointments will be for three years coinciding with the term of the Long Term Plan made in alignment with Council's electoral term. Should any member of the Panel resign during this time, the newly appointed member will be appointed until the end of the electoral term he or she is appointed in.

At the end of the duration of appointment, Council will follow the appointment process outlined in item 110 to appoint Panel representatives.

Existing members are eligible for re-appointment.

The Panel will be next meeting to allocate funding midyear 2019. Provision will be made for the Panel to continue to

~~operate during the 2019/20 local government elections and roll through to the end of the 2021/22 Panel cycle.~~

132. Conflicts of Interest

~~Members will complete a declaration of interest form when appointed, and declare any conflicts of interest at the start of each meeting.~~

~~Conflicts of interest should be declared at the start of Funding Panel meetings.~~

143. Code of Conduct and confidentiality

~~Appointed Panel members must sign and comply with a Code of Conduct for the Panel (A1960223) that includes confidentiality clause 'not to use or disclose confidential information for any reason other than the purpose for which the information was supplied to me in my role as a member of the Panel'.~~

~~comply with a Code of Conduct for the Panel (A1960223) with confidentiality expectations in line with 'generic expectations' (OAG Good Practise Guidelines: part 6.4).~~

154. Reporting

- Minutes of Funding Panel meetings will be taken and received by the Community ~~Services and Recreation~~ Committee.
- For the purposes of complying with the Local Government Official Information and Meetings Act 1987 (Part 7, 45(1)) Panel meetings will be treated as public meetings as the Panel is delegated to make decisions on the allocation of ~~the~~ Community Investment Fund~~ing~~.

| CIF Decision Schedule 2020-2021 | | | |
|--|--|-----------|-----------|
| Name of organisation | Project name | Grant | Safe City |
| AGE CONCERN NELSON TASMAN INCORPORATED | Volunteer Expenses | \$ 2,000 | |
| All Saints Church, Loaves and Fishes project | Psychological First Aid (PFA) training for key Loaves and Fishes team members | \$ 975 | |
| Annesbrook Community Trust | 24-7 Youth Work | \$ 5,000 | |
| Barnardos New Zealand | Inspire Kids Programme | \$ 2,500 | |
| Beneficiaries and Unwaged Workers Trust | Advocacy services | \$ 10,000 | |
| Christians Against Poverty New Zealand | Debt Help: long-term support for Nelson families living in poverty due to unmanageable debt. | \$ 2,000 | |
| Community Art Works | Community Art Works | \$ 10,000 | |
| Diabetes New Zealand - Nelson Youth branch | Type 1 Diabetes Family Camp 2021 | \$ 2,000 | |
| Empowerment Trust | Kidpower Holiday sessions – enabling us to reach people outside of schools. | \$ 3,000 | |
| Habitat for Humanity Nelson | The Habitat Hub | \$ 5,000 | |
| Health Action Trust (Nelson) - COMPASS peersupport & Advoc | Wellbeing Educational group & 0800 freephone | \$ 2,500 | |
| Hearing Nelson | New DLE generic leaflet | \$ 715 | |
| Helping Families Nelson | 1) Baby/Toddler Packs and / or 2) Winter Bedding | \$ 1,000 | |
| KidsCan Charitable Trust | Nelson Children Programme Support | \$ 2,000 | |
| Lake Rotoiti Outdoor Education Trust | No Kids Left Behind | \$ 5,000 | |
| Magenta Creative Space Charitable Trust | Magenta Education Extension Project | \$ 2,650 | |
| Multicultural Nelson Tasman Incorporated | We need your support to support our diverse community | \$ 10,000 | |
| Nelson Community Christian Night Shelter Trust | Annual Operating Expenses | \$ 5,000 | \$ 5,000 |
| Nelson Mountain Bike Club | Pre Hospital Emergency Care (PHEC) training for volunteer event medics | \$ 2,055 | \$ 2,055 |
| Nelson Surf Lifesaving Club Incorporated | Winter Swim Training & 10 hand held radios | \$ 4,655 | \$ 4,655 |
| Nelson Tasman Youth Workers Collective | 2 day youth workers hui, and supporting the youth sector post COVID-19 | \$ 2,000 | |
| Nelson Women's Refuge | Microsoft Office Migration 2020 | \$ 6,143 | |
| NELSON-WHAKATU MUSLIM ASSOCIATION INCORPORATED | To provide funeral and janaza services to the community | \$ 3,000 | |

| CIF Decision Schedule 2020-2021 | | | |
|---|--|----------|-----------|
| Name of organisation | Project name | Grant | Safe City |
| New Zealand Nutrition Foundation | JUSTCOOK Healthy Ageing | \$ 3,000 | |
| Parent to Parent Nelson | Operational Costs | \$ 2,000 | |
| Perinatal Support Nelson Inc | "Good Grief I'm a Mum" Therapy Groups and Men's Therapeutic Group | \$ 2,000 | |
| Safeguarding Children | Safeguarding Children Training for locals | \$ 1,650 | \$ 1,650 |
| Specific Learning Disabilities Nelson Incorporated | Decodable Readers for SLD Nelson | \$ 2,260 | |
| St John Nelson Area Committee | St John Stoke Youth Division | \$ 1,000 | \$ 1,000 |
| Te Ataarangi ki TeTauihu o te Waka-a-Maui Inc | Te Ara Whakangungu | \$ 2,250 | |
| Te Tai o Aorere Tasman Bay Outrigger Canoe Club | Vulnerable woman's program and youth program | \$ 5,000 | \$ 3,000 |
| The Brain Injury Association | Community Awareness Campaign | \$ 2,000 | |
| The Open Home Foundation | Assistance to support our Foster Parent Social Worker and Foster Parent Recruiter to recruit and support those who are caring for our most vulnerable. | \$ 2,000 | |
| The Tasman Broadcasting Trust T/A Fresh FM | Off-site Recording Kit | \$ 1,149 | |
| The White House Incorporated Society | Management Support Role | \$ 5,590 | \$ 5,590 |
| Victim Support in Nelson (formally known as NZ Council of Victim Support) | Victim Support Nelson's Service Coordinator salary | \$ 3,000 | \$ 3,000 |
| Victory Boxing Charitable Trust | Parkinson's Punch & Invincible Classes | \$ 3,000 | |
| 23 Squadron, Nelson Air Cadet unit, Air Training Corps Association | New Uniform needs | | |
| Alzheimers Nelson Society Inc | Alzheimers Social Support Services | | |
| Arohanui Learning Communities Trust | Running a one-day and holiday programme | | |
| Autism New Zealand Incorporated | Operational expenses for our Nelson/Marlborough branch. | | |
| Being With Horses | Being With Horses | | |
| Fifeshire Foundation | Fifeshire Foundation Covid19 Emergency Fund | | |
| Gymnastics Nelson Incorporated | My Abilities Gymnastics Programme | | |
| Inspired Productions Trust | Circus Fun, Life-learning and Show | | |
| Iron Duke Sea Scouts (The Scout Association of NZ) | COVID-19 Assistance | | |
| Jingle Bells Christmas Concert | Jingle Bells Christmas Concert | | |

| CIF Decision Schedule 2020-2021 | | | |
|--|---|-------|-----------|
| Name of organisation | Project name | Grant | Safe City |
| Life Linc Nelson Inc | Art and Music Therapy Counselling Service | | |
| Mahitahi Colab | Project Re.Start | | |
| ministry of inspiration | NZAquaBots Nelson Focus | | |
| National Heart Foundation of New Zealand | Nelson Nutrition Advisor Salary | | |
| Neighbourhood Support - umbrellering a Community Food Ma | Forage Spot - Incredible Edibles | | |
| Nelson Asthma Society Inc | Nelson's Better Breathers Group | | |
| Nelson Centre of Musical Arts (NCMA) | Natural Artistry | | |
| Nelson Community Foodbank Trust Inc | Foodbank Covid-19 supplementary grant funding | | |
| Nelson Community Toy Library | Gift memberships | | |
| Nelson District Free Kindergarten Association | Sports and Grounds Trailer | | |
| Nelson Highland Pipe Band | Tutor/mentor programme | | |
| Nelson Intermediate School Enviro Group | School Bees | | |
| Nelson Marlborough Rescue Helicopter Trust | Life Vests | | |
| Nelson Returned Services Association inc | Postage for members not on email | | |
| Nelson Scouts Gangshow | Nelson Scout Gang show 2020 | | |
| Nelson Symphony Orchestra Inc. | Solo Spotlight | | |
| Nelson Tasman Hospice | Aged Care Facilities Palliative Care Training Support | | |
| Nelson Tasman Pasifika Community Trust | Our Stories Project | | |
| Nelson Whakatu MenzShed | Nelson Whakatu MenzShed Workshop Resourcing | | |
| Nelson Women's Centre (Nelson Women's Support Inc) | Workshops - creativity and life skills | | |
| No Child Left Inside Limited | No Child Left Inside Fundamental Skills delivery | | |
| Ocean Stories Charitable Trust trading as Earth Hub Nelson | Earth Hub Environmental Film Festival | | |
| Project Jonah New Zealand Incorporated | Nelson Schools Marine Educator | | |
| Radio Yacht Squadron Nelson | Establishing a Sailing Venue at Best Island. | | |
| Royal New Zealand Plunket Trust | Nelson Plunket Family Support Services | | |
| Special Olympics, Nelson | Indoor Bowls for Special Olympics, Nelson athletes | | |
| Sport Tasman | Do The Mahi (Get The Treats) Series | | |

| CIF Decision Schedule 2020-2021 | | | |
|--|---|------------|-----------|
| Name of organisation | Project name | Grant | Safe City |
| Stoke Kindergarten | Hei Awhiawhi Tamariki ki te panui pakapuka (HPP) "helping children embrace reading books" | | |
| Taiora - Vulnerable boys group (Nelson Intermediate) | Taiora- Vulnerable boys group | | |
| The Nelson ARK | Interspecies and Intergeneration visits | | |
| The Royal New Zealand Foundation of the Blind | Counselling and Community engagement for greater Well being | | |
| Top of the South Neighbourhood Support (TSNS) | Safe, Resilient and Connected Neighbourhoods | | |
| Waahi Taakaro Golf Club | Give golf a go - bring along your family or a friend | | |
| Whakatu Group Riding for the Disabled | Two new horses to meet demand and to retire one ageing horse | | |
| Whanake Youth | Intergenerational connection | | |
| Whenua Iti Outdoors | Inspiring Leaders | | |
| Young Men's Christian Association of Nelson | Connecting at the Y | | |
| | | \$ 125,092 | \$ 25,950 |
| | | \$ 125,092 | \$ 18,543 |

Stoke Youth Park - Location and progression to detailed design and construction

1. Purpose of Report

- 1.1 To approve the location and replacement carpark for the Stoke Youth Park
- 1.2 To approve commencement of detailed design and begin construction of the Stoke Youth Park.

2. Summary

- 2.1 Identifying a suitable site for a Youth Park in Stoke has been ongoing for many years and is problematic. The existing Stoke Memorial Hall carpark is proposed as the best available option.
- 2.2 The existing carpark on the south side of the Hall (14 parks) will be extended to replace eight of the 36 car parks lost making a total of 22. These are adequate to support the Memorial Hall into the future. Two parks will remain on the north side for Plunket parents.
- 2.3 The Long Term Plan 2018-28 includes funding of \$265,000 in 2020/21 and \$345,000 in 2021/22 for design and construction.
- 2.4 It is recommended that design of the Youth Park begins, with construction starting in the current financial year.

3. Recommendation

That the Community and Recreation Committee

- 1. Receives the report Stoke Youth Park - Location and progression to detailed design and construction (R21389) and its attachments A2566264, A2468368 and A2542711; and***
- 2. Approves the location for the Stoke Youth Park adjacent to the Stoke Memorial Hall***

Item 10: Stoke Youth Park - Location and progression to detailed design and construction

shown as Area A and some replacement car parking as Area B in the Stoke Youth Park Business Case Attachment 2 (A2468368); and

- 3. Agrees to proceed to detailed design for the Stoke Youth Park; and***
- 4. Approves that the Stoke Youth Park project begins construction in the 2020/21 financial year.***

4. Background

- 4.1 The Long Term Plan 2018-28 includes funding of \$265,000 in 2020/21 and \$345,000 in 2021/22 for a Youth Park in Stoke.
- 4.2 Construction of a skatepark in Stoke has been included in Long Term Plans since 2006. Council consulted on a potential site on the corner of Songer Street and Main Road Stoke in 2011 however design work was subsequently put on hold due to concerns from the community about the safety of the young people, pedestrians and road users.
- 4.3 The consultation carried out in 2011 had a narrow scope with the assumption that a skatepark was required. It did not seek views on what community need existed, or if a skatepark would provide for that need.
- 4.4 In October 2018 consultant, Policy Works Ltd, was contracted to provide project management services to investigate and plan an intergenerational activity park in Stoke.
- 4.5 Numerous sites were investigated. These included Ngawhatu Octopus Gardens, Broadgreen Intermediate, Marsden Recreation Ground, Ranui Road Reserve, Isel Park (road frontage), Greenmeadows Sports Ground, Marsden Valley, Woodstock Reserve, Tennis Courts Main Road Stoke, Aldinga Reserve, Neale Avenue Reserve, Saxton Field and the carparks beside the Stoke Memorial Hall.
- 4.6 On 26 February 2019 Report R9913 (Attachment 1) was presented to the Community Services Committee where it was resolved:

Item 10: Stoke Youth Park - Location and progression to detailed design and construction

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.

- 4.7 In March 2019, following the February Committee Meeting, a Council workshop was led by consultants Policy Works and Autonomy.
- 4.8 The workshop narrowed the targeted options to:
- Marsden Recreation Ground carpark on the north side of the Stoke Memorial Hall
 - Greenmeadows Sports Ground
 - Isel Park Main Road Stoke frontage
 - Neale Avenue Reserve
- 4.9 Access, visibility, proximity to residential properties and potential noise issues were all considered. The existing Marsden Recreation Ground carpark on the north side of the Stoke Memorial Hall was identified as the preferred location. Being a workshop, no decisions were made.
- 4.10 The preferred site is not ideal. It has a land area of less than 1,000m² and existing car parks will need to be relocated to the south side of the Hall. It is, however, considered to be the best option available and with careful design can be made to fulfil the needs of a Youth Park for central Stoke.
- 4.11 A business case has been prepared following the workshops, engagement with youth and consultation with the neighbours and key stakeholders. (refer to Attachment 2)

5. Discussion

- 5.1 In June 2020 Whanake Youth was granted a lease to occupy the adjoining Stoke Community Hall previously the home of Stoke Seniors, subject to Whanake Youth undertaking consultation with local Stoke youth on a future Youth Facility.

Engagement with youth

- 5.2 Whanake Youth has undertaken an engagement process with young people from Stoke. A series of focus groups was conducted, attended by 157 participants, and an online survey of 233 participants. (Attachment 3) Results of facilities and activities requested are listed below and incorporated into the Stoke Youth Park Business Case.

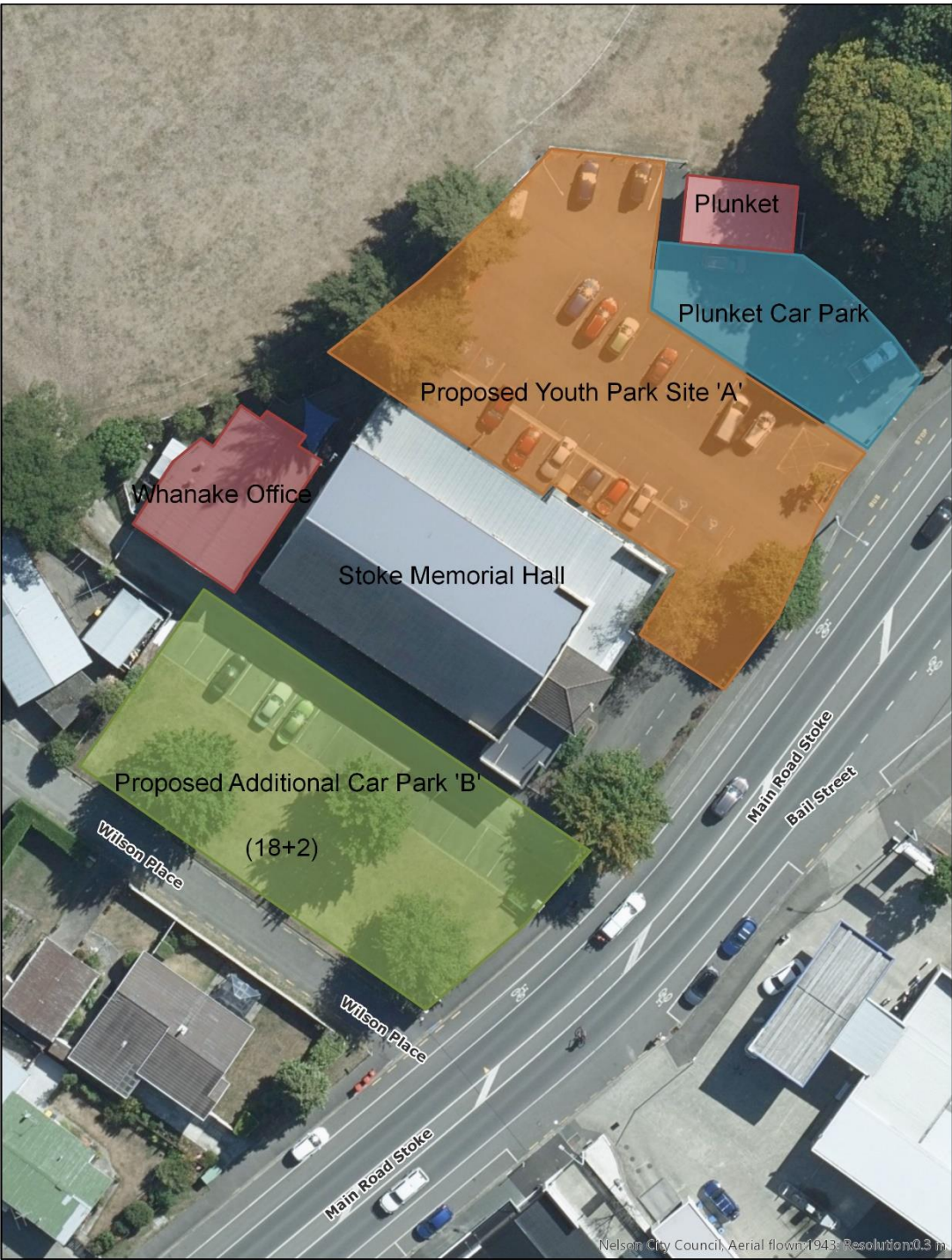
Item 10: Stoke Youth Park - Location and progression to detailed design and construction

- 5.3 The Nelson Youth Council provided a representative to Whanake Youth during this process. Their submission to the Council's Annual Plan 2020-21 supported development of the Youth Park.
- 5.4 Further feedback has been received directly from interested youth who have contacted Parks staff following completion of the successful Tahuna skate ramp.
- 5.5 The following is the final summary of the findings of the survey and workshops conducted by Whanake Youth and direct feedback to Council staff:
- Wi-Fi access
 - Area to sit, chill and relax
 - Water fountains
 - Recycle rubbish bins
 - Area to listen music
 - Space for a food/coffee cart
 - Facility for music events
 - Outdoor movie area
 - Hammocks
 - Plants and natural decoration
 - Paint/graffiti removable panels
 - Skate park features
 - Basketball court
- 5.6 The engagement also highlighted additional features and aspects which were also seen as important:
- Smoke and alcohol free area
 - High level of safety is required
 - Shade
 - Community notice board
 - Reading area with swap books or library
 - First aid kit
 - Public barbecue
 - Board games
 - Parkour opportunities

Location

- 5.7 The proposed Youth Park site is on the existing Stoke Memorial Hall carpark and the site plan follows below.
- 5.8 The smaller existing carpark on the south side of the Hall was also considered however it is closer to the neighbouring residential properties on Wilson Lane and could create disturbance. It is considered more appropriate that additional replacement car parking be constructed on this, the south side, and the youth park on the sunnier northern side.

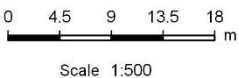
Item 10: Stoke Youth Park - Location and progression to detailed design and construction



Proposed Youth Park and Hall Car Park

 **Nelson City Council**
Te Kaunihera o Whakatū

PO Box 645 Nelson 7040 New Zealand
PH 03 5460200
www.nelson.govt.nz



Date: 11/01/2021

Item 10: Stoke Youth Park - Location and progression to detailed design and construction

Carpark replacement

- 5.9 Removal of the main carpark will result in the loss of 36 car parks. 8 will be added to the existing 14 on the south side of the Stoke Memorial Hall making a total of 22 including two accessible parks. This will meet needs for general use for the hall. Large attendance events in the past could not be provided for at the Hall and were required to park beyond the reserve. Providing car parking for all occasions cannot be justified. Two will remain on the north side for Plunket parents. Plunket has been advised of these changes.

Consultation

- 5.10 The adjoining neighbours of Wilson Place, nearby stakeholders and the users of the Hall prior to its closure, have been engaged regarding the proposed youth park and the establishment of the replacement car parks. Funding for the project was made public through the 2018-28 Long Term Plan.
- 5.11 One Wilson Place resident responded generally in support of the youth park and asked that security, car park access and traffic visibility along Main Road Stoke be addressed in the design. It is intended that security cameras are installed.
- 5.12 The resident of 5 Wilson Place expressed some concern regarding the potential for increased crime and has asked for adequate lighting, parking definition, and a barrier separating the car park from Wilson Place. This will be addressed in the detailed design.
- 5.13 Plunket, which has its clinic located beside the carpark, will be provided with two carparks for parents. The nurses will have access to the new car park to the south of the Hall. This has been discussed and agreed to by Plunket.
- 5.14 Discussions with the Stoke Cricket Club have been held. Their suggestion of installation of safety netting is not considered necessary.
- 5.15 Multiple iterations of consultation have been undertaken since the genesis of this project in 2010. A summary of consultation undertaken to date is outlined in the table below.

| | |
|-------------------------|--|
| October 2020 Mail Drop | <ul style="list-style-type: none">• Adjacent Residents (13)• Police• Nearby Businesses |
| 2020 | <ul style="list-style-type: none">• Whanake Youth Survey – 233 responses |
| 2019 Elected Members | <ul style="list-style-type: none">• Council Workshop• Committee Report |
| 2014 Spotlight on Stoke | <ul style="list-style-type: none">• Online survey – 850 responses |

Item 10: Stoke Youth Park - Location and progression to detailed design and construction

| | |
|-----------------------------|---|
| 2012 Stoke Youth Survey | <ul style="list-style-type: none"> Nayland College Pupils |
| 2012 Stoke Youth Project | <p>Stakeholders including:</p> <ul style="list-style-type: none"> Department of Internal Affairs Family Works (Presbyterian Support) Health Action Trust House 44 NZ Police Police Youth Aid Public Health Organisation Sport Tasman St Barnabas Church The New Hub Way2Go |
| 2011 Petition | <ul style="list-style-type: none"> Range of people from across Nelson and Richmond |
| 2011 Skatepark Consultation | <ul style="list-style-type: none"> House 44 Nayland School NMDHB NZ Police Plunket Squires Café St Barnabas Church Stoke Central Mall Stoke Rugby Club Stoke Seniors Stoke Tennis Club Main Road Stoke Businesses Small number of residents on Songer St and Main Rd Stoke Stoke residents via feedback form Skatepark Users |
| 2010 Preferred Location | <ul style="list-style-type: none"> Council staff Nelson Youth Council Skatepark Advisory Group |
| 2006 LTP | <ul style="list-style-type: none"> Small number of submitters |

Status of reserve

- 5.16 The Marsden Recreation Ground is a Recreation Reserve but not subject to the Reserves Act. Its Gazette Status is as a Public Reserve and Recreation Ground subject to specific clauses in the original trust deed

Item 10: Stoke Youth Park - Location and progression to detailed design and construction

"...held in trust for the pleasure and benefit of the inhabitants of the District...for the encouragement of all healthy English amateur sports and games".

- 5.17 The development of a park for young people on this reserve is appropriate to the trust deed.

Stoke Memorial Hall

- 5.18 The future of Stoke Memorial Hall is being addressed by Council, which passed a resolution to "...approve commencement of design for seismic strengthening the Stoke Memorial Hall to 67% of the New Building Standard (Importance Level 3) and undertake basic improvements/maintenance as outlined in Option 2 of report (R17000)..." The Youth Park will be designed to enable access for upgrade work.
- 5.19 Considerable nostalgia exists towards the Memorial Hall and care will be taken to safeguard access and avoid visual obstruction of the entrance.
- 5.20 Increasing youth activities in this area will encourage increased use of the Memorial Hall by young people. They are not expected to impact on current users.
- 5.21 The Memorial Gates will not be affected by this development but will be incorporated into the overall landscape design for the area to ensure the special character of the memorials is protected.

Bus stop, shelter and cycle stand

- 5.22 Investigation is underway to provide cycle linkage to the bus network in Stoke. Opportunities to provide this in conjunction with this site and the Youth Park are being explored. Care will be taken to retain visibility and access to the front of the Memorial Hall.

6. Options

| Option 1: Proceed with the Youth Park located on the Stoke Memorial Hall carpark site with minor amendments (this is the preferred option) | |
|---|---|
| Advantages | <ul style="list-style-type: none">• Site available• Readily accessible in central Stoke• Likely to increase use of the adjacent Stoke Hall by young people• Adjacent to Whanake Youth base• Detailed design of the Youth Park can proceed |
| Risks and Disadvantages | <ul style="list-style-type: none">• The existing Stoke Memorial Hall carpark will need to be replaced with car parks on the south side of |

Item 10: Stoke Youth Park - Location and progression to detailed design and construction

| | |
|--|---|
| | the Hall with a corresponding reduction in total available carpark on the site |
| Option 2: Do not proceed with the Youth Park and continue to identify an alternative site | |
| Advantages | <ul style="list-style-type: none">• Stoke Hall carpark remains as a carpark |
| Risks and Disadvantages | <ul style="list-style-type: none">• Alternative sites have been investigated and found unsuitable• A Youth Park may not be provided in Stoke |

7. Conclusions

- 7.1 The search for a Youth Park site in Stoke has been ongoing for a number of years. If the proposed site on the Stoke Memorial Hall carpark is rejected an alternative site may not be found and a Youth Park may not be built.

8. Next Steps

- 8.1 Following adoption of the site it is expected that detailed design of the Park will begin in March 2021 with the intention that construction will commence in June 2021. It is expected that work will continue through to August 2021.

Author: Andrew Petheram, Property, Parks and Facilities Asset Manager

Attachments

- Attachment 1: A2566264 - R9913 Stoke Community Youth Facility - 26Feb2019 [↓](#)
- Attachment 2: A2468368 - Stoke Youth Park Business Case - Sept 2020 [↓](#)
- Attachment 3: A2542711 - Stoke Youth Park - Whanake Youth 2021-2022 [↓](#)

| |
|---|
| <p>Important considerations for decision making</p> |
| <p>1. Fit with Purpose of Local Government</p> <p>This project proposes to provide local infrastructure to support the social wellbeing of youth in Stoke, in a cost effective way.</p> |
| <p>2. Consistency with Community Outcomes and Council Policy</p> <p>The recommendation is consistent with the following community outcomes:</p> <ul style="list-style-type: none"> • Our communities have access to a range of social, educational and recreational facilities and activities • Our urban and rural environments are people-friendly, well planned and sustainably managed <p>The proposed approach is consistent with the Youth Strategy and the draft Community Partnerships Activity Management Plan.</p> |
| <p>3. Risk</p> <p>There is reputational risk to Council if it decides not to proceed with this project.</p> |
| <p>4. Financial impact</p> <p>This project is budgeted within the Long Term Plan 2018-28. The recommended option should result in third party funding such as a community funding organisation being available to contribute to the project at a later stage.</p> |
| <p>5. Degree of significance and level of engagement</p> <p>Council has consulted on this project previously including through the Long Term Plan. Extensive consultation with the young people of Stoke has been undertaken by Whanake Youth. Neighbouring residential property owners and users of the Stoke Memorial Hall have been notified.</p> |
| <p>6. Climate Impact</p> <p>Climate change is unlikely to impact on this project.</p> |
| <p>7. Inclusion of Māori in the decision making process</p> <p>No engagement with Māori has been undertaken in preparing this report.</p> |

Item 10: Stoke Youth Park - Location and progression to detailed design and construction

8. Delegations

The Community and Recreation Committee has the following delegations to consider the development of the Stoke Youth Park:

Areas of Responsibility:

- *Parks and Reserves*
- *Sports Fields*

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. In this case Council has not retained responsibility for the Stoke Youth Park, so the committee has the power to make the decision relating to the location and development of the Stoke Youth Park.

Item 10: Stoke Community Youth Facility



Community Services Committee

26 February 2019

REPORT R9913

Stoke Community Youth Facility

1. Purpose of Report

- 1.1 To determine a way to progress a facility for youth in Stoke.

2. Summary

- 2.1 Council has been considering a youth facility for Stoke for a number of years. Whilst the initial focus was on providing a skate park, subsequent consultation has identified that there are broader requirements for a facility that meets the needs of a greater number of young people in Stoke.
- 2.2 A consultant was commissioned to review previous consultation carried out by Council and other groups. The consultant's report is attached.
- 2.3 Options for a way forward are presented. A decision is needed in order to progress the project, currently scheduled for construction in 2020/21.

3. Recommendation

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.

Item 10: Stoke Community Youth Facility

4. Background

- 4.1 During the deliberations on the Long Term Plan 2018-2028, Council decided:

That the Council

Agrees to bring the funding for the Stoke Youth Facility forward, to commence with consultation in 2018/19, investigation and design in 2019/20 and construction in 2020/21.

- 4.2 The Long Term Plan includes funding of \$52,000 in 2018/19, \$50,000 in 2019/20 and \$500,000 in 2020/21.
- 4.3 Officers contracted a consultancy firm (Policy Works Ltd) to provide project management services to investigate and plan an intergenerational activity park in Stoke. Its report 'Stoke Community Youth Facility' is attached (Attachment 1). Policy works Director, Chris Ward, will be available to answer questions on his report.
- 4.4 The report details the history of the project, and of the consultation that has been carried out to date. It makes the following recommendations:
- 4.4.1 Requirements: Following a Community Services Committee workshop to refine options, undertake a targeted conversation with stakeholders (young people and those groups/agencies working with young people) to identify needs and options to address needs.
- 4.4.2 Council works with key stakeholders to develop targeted options (which may include a skatepark or skate elements) which are then consulted on with the broader community.
- 4.4.3 Council should focus on delivery of a youth recreational facility (with facilities that can be used by the wider community) incorporating urban design principles including:
- Provision of age-friendly options including seating areas
 - Landscaping to encourage safety (CPTED)
 - Access ways/path designs which are suitable for all ages (obstruction free)
- 4.4.4 Council should consider using Stoke Memorial Hall, the current Stoke Seniors location (behind the Memorial Hall) and some of the related car parking areas for youth hub and outdoor youth recreation. Outdoor spaces to be accessible for wider community use.
- 4.4.5 Council to hold dialogue with iwi to identify needs and aspirations of young Māori in Stoke.

Item 10: Stoke Community Youth Facility

4.4.6 Two paragraphs on page 13 of the report have been redacted as they relate to confidential discussions. This allows the report to be presented in public rather than public excluded.

5. Discussion

- 5.1 The Stoke Community has consistently given feedback on the 'lack of things to do' or 'places to hang out' for young people in Stoke. Council initially planned for the installation of a skate park. Whilst this would meet some need in Stoke, it is not clear that this will meet the needs of the majority of young people.
- 5.2 There is no clear demand from the community for an intergenerational facility in Stoke. Isel Park, Broadgreen and the Greenmeadows Centre all provide recreational and social opportunities for people of all ages in Stoke.
- 5.3 There is a clear demand for a youth-centred facility for young people to meet and socialise. That facility needs to be recognised as a youth friendly space, but could also be used by the wider community (in a similar way to how the Tahunanui Reserve Youth Park is used).
- 5.4 Engagement would be a 'collaborative/involve' process that would seek to deliver a community facility or services within the constraints set by Council. Following a workshop with the Committee, targeted pre-consultation would be carried out with key stakeholders to identify any 'show-stopper' issues with options. Stakeholders could include the Turf Hotel, St Barnabas Church, Broadgreen intermediate, Plunket and Nelson Basketball as potential affected parties. Youth and Youth agency consultation would also be a priority. It is proposed to use a consultant to undertake this work. A wider community engagement would follow once the results of the targeted consultation had been considered.
- 5.5 The Stoke Redevelopment Working Party should also be involved in this project given its role in providing strategic direction for the development of Stoke. The next meeting of the Working Party is on 12 March 2019 and the Youth Facility project can be added to the agenda.
- 5.6 Separate from this project, Council will be considering options for Stoke Library redevelopment/refurbishment and there may be an opportunity to look at how library youth services might be provided by Council.
- 5.7 Council has also engaged with Whanake Youth who are keen to explore further options for delivery of health and wellbeing services to young people in Stoke.

6. Options

- 6.1 The consultant's report identifies four options to progress the project which are:
- Do nothing

Item 10: Stoke Youth Park - Location and progression to detailed design and construction:
Attachment 1

Item 10: Stoke Community Youth Facility

- Build a skate park
- Consult without recommendations (Blank sheet approach)
- Consult on targeted options determined through a Community Services workshop

6.2 Given the lengthy history of the project, officers support option 4 and recommend that a Community Services workshop be held to refine options before engaging more widely with the Stoke Community.

| Option 1: Do nothing | |
|--|---|
| Advantages | <ul style="list-style-type: none"> • Gives clarity to the Stoke Community • Provides a capital saving |
| Risks and Disadvantages | <ul style="list-style-type: none"> • Does not provide for the identified needs of young people in Stoke • Reputational damage to Council from not completing the project |
| Option 2: Build a skatepark | |
| Advantages | <ul style="list-style-type: none"> • Gives clarity to the Stoke Community • Is consistent with previous Council decisions • Provides something to do/somewhere to hang out for a small section of Stoke Youth • Is feasible within allocated budget • May generate opportunities for third party funding |
| Risks and Disadvantages | <ul style="list-style-type: none"> • Provides a facility for a minority of youth • Previously it has been difficult to identify a site for a skate facility |
| Option 3: Consult without recommendations (ie, a 'blank sheet') | |
| Advantages | <ul style="list-style-type: none"> • Gives Stoke Community opportunity to have a say in what facility is built there • May generate opportunities for third party funding |
| Risks and Disadvantages | <ul style="list-style-type: none"> • Unrealistic expectations may be raised which cannot be met leading to reputational damage |

Item 10: Stoke Community Youth Facility

| | |
|---|--|
| | <ul style="list-style-type: none"> • Significant additional budget will be required for additional engagement and whatever facilities the community requests • Significant delays to the project are likely |
| Option 4: Consult on targeted options determined through a Community Services Committee workshop | |
| Advantages | <ul style="list-style-type: none"> • Gives Council an opportunity to undertake targeted consultation based on previous feedback from the community • Expectations can be managed • Can provide for more of the identified need • Gives opportunity to look at how any new facility could complement existing facilities in Stoke • May generate opportunities for third party funding |
| Risks and Disadvantages | <ul style="list-style-type: none"> • May result in some delay to any build • May require some additional budget |

7. Conclusion

- 7.1 Council has made provision for a youth facility in Stoke in its Long Term Plan. Whilst, historically, Council had planned to build a skatepark in Stoke, a consultant's report has identified an opportunity to better meet the needs of youth in Stoke by broadening the scope of the project.
- 7.2 It is recommended that 2-3 targeted options be developed for consultation with the Stoke Community.

Author: Andrew Petheram, Property, Parks and Facilities Asset Manager

Attachments

Attachment 1: A2120557 - Stoke Community Youth Facility - Policy Works report

Item 10: Stoke Community Youth Facility

| Important considerations for decision making |
|---|
| <p>1. Fit with Purpose of Local Government</p> <p>This project proposes to provide local infrastructure to support the wellbeing of youth in Stoke, in a cost effective way.</p> |
| <p>2. Consistency with Community Outcomes and Council Policy</p> <p>The recommendation is consistent with the following community outcomes:</p> <ul style="list-style-type: none"> • Our communities have access to a range of social, educational and recreational facilities and activities • Our urban and rural environments are people-friendly, well planned and sustainably managed <p>The proposed approach is consistent with the Youth Strategy and Community Partnerships Activity Management Plan.</p> |
| <p>3. Risk</p> <p>There is reputational risk to Council if it decides not to proceed with this project, or if it decides to build a skate park at one of the sites identified in 2014. The recommended option seeks to mitigate reputational risk whilst delivering a project to budget. There is some financial risk in pursuing an option other than a skate park.</p> |
| <p>4. Financial impact</p> <p>This project is budgeted within the Long Term Plan 2018-28. The recommended option should result in third party funding such as a community funding organisation being available to contribute to the project at a later stage.</p> |
| <p>5. Degree of significance and level of engagement</p> <p>Council has consulted on this project previously. However, this matter is of medium significance because of the level of public interest that the Stoke Youth Park proposal generated in 2014. Further consultation is recommended.</p> |
| <p>6. Inclusion of Māori in the decision making process</p> <p>No engagement with Māori has been undertaken in preparing this report. However, it is recommended that Māori input is sought if Council decides to consult further on this project.</p> |
| <p>7. Delegations</p> |

Item 10: Stoke Community Youth Facility

The Community Services Committee has responsibility for considering Community Development, including youth issues, and social well-being. The Community Services Committee has the power to make a decision on this matter.

Powers to decide:

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

Previous Report

Item 10: Stoke Youth Park - Location and progression to detailed design and construction: Attachment 2

Business Case for Stoke Youth Project

Project #: 1074

| | |
|----------------|-------------------------------------|
| Activity Area: | Play Facilities 3695 |
| Prepared by: | Jean-Louis Dubois, Capital Projects |
| Reviewed by: | Andrew Petheram (Nathan Mourie) |
| Last update: | January 2021 |

| | |
|--------------------|--|
| Purpose: | Identify a service and/or a facility which will meet the recreation and social needs of the youth of Stoke. Prepare a concept and if appropriate seek Council approval to move to a final design and cost a youth facility |
| Funding available: | 2020/21: \$265,000, 2021/22: \$345,107 |

STRATEGIC CASE

| Problem/ Opportunity Statement(s) |
|--|
| <p>There is a gap in the provision of youth facilities (12-16) in the Stoke area which are not focused on sports or young children. This lack of youth recreational facilities means that there are few suitable locations which act as general socialising spaces, providing places to meet, interact with peers, play music, and other informal recreation activities.</p> <p>Youth typically do not have ready access to private transport, and are reliant on local environments which can be visited by walking, cycling or convenient public transport for most of their recreation needs. This means that popular locations such as the Maitai River and Tahunanui Beach for example are not easily accessible for Stoke youth.</p> <p>Stoke Library staff, and local shopkeepers, have commented on issues with youth loitering in the area.</p> |

Existing Arrangements & Background

Nelson City’s youth population is served in the main by the Neale Park skate park, and various sports fields. Tahunanui has a small recreational area near the foreshore close to Bisley Walk, known as the Youth Park. Stoke has sports grounds at Greenmeadows, Marsden Recreation Ground and Saxton Field.

The [Spotlight on Stoke survey in 2014](#) received 860 responses, with the top 3 “dissatisfied” or “very dissatisfied” items as follows:

| Item | Survey respondents dissatisfied or very dissatisfied |
|---------------------------------|--|
| Recreation facilities for youth | 69% |
| Stoke community hall | 39% |
| Playgrounds | 35% |

The related Council workshop held in August 2014 (A1237019) heard that the under-15 point of view was under-represented in the survey data; although views of under-15s had been

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Item 10: Stoke Youth Park - Location and progression to detailed design and construction: Attachment 2

Business Case for Stoke Youth Project

Project #: 1074

Existing Arrangements & Background

captured through school visits and youth service agencies, these views were not incorporated into the statistics flowing from the survey responses. At the workshop, the priority focus for Council was agreed as work on a Stoke Community Centre, and it was also agreed that work should continue at an appropriate speed on the other issues identified for Stoke.

Previously "The Hub" provided a facility for youth in Nelson City, which contained group meeting space, small café, hang out space, small indoor skate facility, music practice room, dance/fitness studio, computers, other recreation/games such as pool table, indoor basketball hoop, foosball, and an on-site adult presence. Some rooms were available for use by community groups such as yoga, fitness sessions, and music practice. The Hub was found to be earthquake prone and closed in 2013; Council subsequently demolished the building in 2014.

A youth service that operated out of St Barnabas Church, which had a strong focus on recreation with various indoor and outdoor activities, has closed due to funding issues. In 2013, a mobile youth recreation service was introduced ("The Truck") which has also since ceased operation.

Previous efforts by Council to initiate new projects that cater for youth needs have encountered difficulties and faced various objections. Careful engagement and planning will be required.

Any proposed youth facility needs to be safe, accessible, high profile, have good passive surveillance, be amenable to CPTED (Crime Prevention Through Environmental Design) considerations and be located near a main road. Potential locations have been assessed as outlined below:

1. Stoke Memorial Hall vicinity
 - Good amount of space, visible from road, adjoining open space, nearby bus stop and police station
 - Stoke Memorial Hall has been identified as an Earthquake Prone building, but there are good potential synergies with Stoke Memorial Hall (hub space etc.) if it was made structurally sound
 - Whanake Youth operate out of the building behind the Stoke Memorial Hall
 - Future of the Memorial Hall and Stoke Nayland Cricket Club to be determined, which would have a bearing on available space
 - Bus stop and bike station upgrade planned for the stop in front of the hall which would further facilitate accessibility.
 - Less than 150m from the Greenmeadows Centre
2. Isel Park adjacent to Main Rd Stoke (between main vehicle entrance and Poorman Stream)
 - Good space, good visibility
 - Proposed development would be highly inconsistent with existing reserve area
3. Ranui Reserve
 - ≈5,000m² of relatively central space
 - Likely to be inappropriate as bounded by around 15 residential properties with no visibility from the street
4. Adjacent to Songer St between the Stoke Scout Hall and the Indoor Bowls/Toy Library

Item 10: Stoke Youth Park - Location and progression to detailed design and construction: Attachment 2

Business Case for Stoke Youth Project

Project #: 1074

Existing Arrangements & Background

- Blank wall from supermarket opposite means poor natural surveillance which could promote antisocial behaviour
- Parking is already an issue and would be exacerbated
- Future of Stoke Nayland Cricket Club remaining on Marsden Reserve would have a bearing on available space

5. Bishops Park

- $\approx 3,000\text{m}^2$, highly visible from residential properties but in an area of low foot and vehicle traffic
- Impact of activity on residential amenity would be significant

Parks and Reserves Asset Management Plan workshops in 2017 have confirmed the need for youth infrastructure in Stoke as a priority, with Councillors suggesting temporary features be installed in the interim if there are uncertainties present that may delay the wider project.

Outline Scope

Investigation and consultation:

Investigate, across council teams and in conjunction with stakeholders, the requirements for youth recreational facilities and appropriate locations. Review feedback from youth received through Spotlight on Stoke, including any feedback which was not incorporated into the survey results. Intergenerational engagement needed.

Engagement plan will be required.

Design and implementation:

Design (in conjunction with stakeholders) and create a facility for youth that is not primarily aimed at traditional sports. The facility should include or be co-located with some kind of active-based recreation. A pragmatic option worth considering may be to start on a small scale, such as providing hang out space, free Wi-Fi and some active recreation (skatable landscapes, table tennis etc.) as a trial/proof of concept and develop as required through feedback in future.

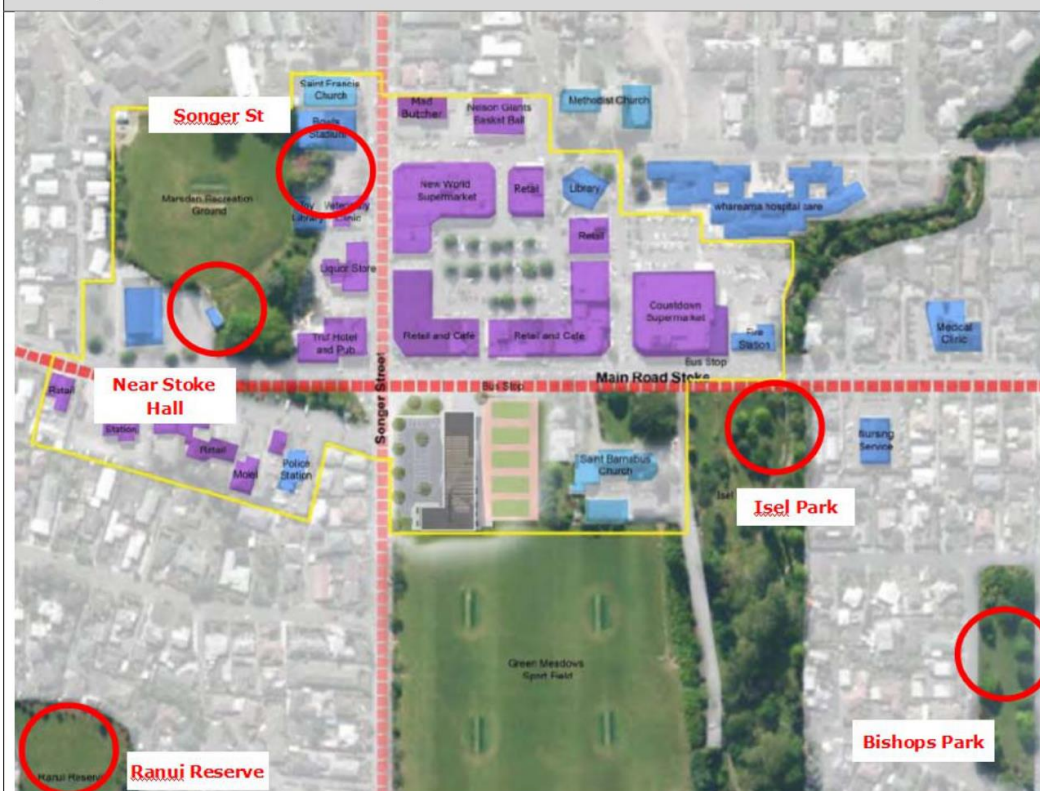
Photos/ Plans

Item 10: Stoke Youth Park - Location and progression to detailed design and construction: Attachment 2

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Photos/ Plans



Stoke Centre and potential sites

DESIRED BENEFITS

| Benefit | Value | Measure / Investment Objective |
|--|--------|---|
| Non-sport related facility or service in Stoke for youth | Medium | <ul style="list-style-type: none"> Activity and space provided for youth Reduced level of complaints about loitering Reduced actual or perceived community risk of vandalism |
| Improved level of service for youth in Stoke: <i>A range of informal, formal, passive and active recreation opportunities for people of all ages and abilities is provided.</i> | High | <ul style="list-style-type: none"> Level of customer satisfaction (AMP = 80%) |

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| Benefit | Value | Measure / Investment Objective |
|---|--------|---|
| Promote social activity for youth in a safe environment | Medium | <ul style="list-style-type: none"> Increased number of survey respondents reporting they are "satisfied" and "very satisfied" with recreation facilities for youth |

STRATEGIC FIT

| Strategy/ Policy/ Service Level Definition | Contribution |
|--|--|
| Local Government Amendment (LGA) 2002 | <p>This project if implemented will help meet the current and future needs of the Stoke Community by providing good-quality local public service for youth and possibly local infrastructure in a way that is cost-effective.</p> <p>§14(g): local authority should ensure prudent stewardship and the efficient and effective use of its resources in the interests of its district or region, including by planning effectively for the future management of its assets</p> |
| Level of Service | <p>There is not a youth specific level of service. The Parks and Reserves AMP does however include a level of service of:</p> <ul style="list-style-type: none"> "A range of informal, formal, passive and active recreation opportunities for people of all ages and abilities is provided." |
| Community Outcomes | <p>Our urban and rural environments are people-friendly, well planned and sustainably managed</p> <ul style="list-style-type: none"> Urban and rural areas are designed to be child, family and people-friendly. <p>Our communities have access to a range of social, educational and recreational facilities and activities</p> <ul style="list-style-type: none"> We have a good range of sports and recreation facilities for all ages, including youth and older residents. We protect, enhance and interpret Nelson's human heritage and historic sites. There is a wide range of recreation, educational and leisure opportunities for everyone to take part in. We have high quality and accessible recreation, education, health and community facilities. |
| Nelson Plan Outcomes | <p>The City will be a vibrant, attractive place in which people can live, work, and play, and in which business can operate successfully now and into the future.</p> |

Item 10: Stoke Youth Park - Location and progression to detailed design and construction: Attachment 2

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STAKEHOLDERS

| Stakeholder | Interest | Consulted? |
|--|--|------------|
| Community Partnerships (Whanake Youth) | Community relationships with youth | Ongoing |
| Manager Community Partnerships | Leading work on the NCC Youth Strategy | Yes |
| Operations | Will inherit maintenance of the facility, will need input on design | No |
| Local Youth | Representatives needed to advise on needs | Yes |
| Local Businesses | Concerned about youth without focus. Possibly concerned about sanctioned youth activities disrupting their businesses | LTA |
| Local Residents: including those who have submitted/contacted council wanting to be involved | Support positive activities for youth. | Yes |
| Community Groups | May be able to offer support | LTA |
| Iwi | Community interest | No |
| Local Police (youth aid officers) | To have input into the needs of youth | LTA |
| Church | To have input into the needs of youth | LTA |
| Child, youth and family | To have input into the needs of youth | No |
| Nayland College | To have input into the needs of youth | LTA |
| Surrounding Users | Location Dependent e.g. Stoke Hall, Stoke/Nayland Cricket, Isel, Indoor Bowls, Toy Library, residents | No |
| Council Parks Operations Team | Would take over on the ground management and ongoing maintenance of the site once completed | Yes |
| Council Transport Team | Potential sites adjoin busy roads, and the Stoke Memorial Hall site has a bus stop outside which is due to undergo a significant upgrade | Yes |

RELATED PROJECTS/ STRATEGIES/ ACTIVITIES

| Project (ID) or Operational Activity Definition | Implications |
|---|---|
| Youth Strategy | May impact or support work and outcomes |

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| Project (ID) or Operational Activity Definition | Implications |
|--|--|
| Use of Greenmeadows facility | May have an impact on demand for youth space and Stoke Hall |
| Stoke Memorial Hall EQP project | Has an impact on available space and potential interactions between activities |
| Decision on future home of Stoke/ Nayland Cricket | Has an impact on available space |
| Stoke transport projects such as Putaitai St right turn. | May have safety, access implications |

STRATEGIC RESPONSE OPTIONS

| Options |
|------------|
| Do nothing |
| New asset |

KEY ASSUMPTIONS

| Assumption |
|--|
| That youth will want to use or engage with the new asset or service |
| CPTED (Crime Prevention Through Environmental Design) principles will be used to inform location and design development |
| Design to adhere to the Land Development Manual standards unless specifically noted (details) |
| NZTA Road Safety to be considered and applied where practical (details) |
| Safety in Design (SID) considered and applied where practical (details) |
| The Stoke Memorial Hall will be retained and strengthened |
| Physical works to mitigate negative environmental effects where possible including protection of heritage trees and impact on existing building and services |
| Youth Relevant Design principles will be considered and applied where practical (A1974194) |

STRATEGIC CASE ASSESSMENT

| Recommendation |
|---|
| Continue on to complete the Indicative Business Case. Revise implementation budget and timing in accordance with agreed phasing for significant capital expenditure projects. |

Item 10: Stoke Youth Park - Location and progression to detailed design and construction:
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Business Case for Stoke Youth Project

Project #: 1074

Recommendation

Approval

Name: Andrew White



Date: 18 February 2021

Reference Material

| <i>Document</i> | <i>Tardis ref</i> |
|-----------------------|-------------------|
| Youth Relevant Design | A1974194 |

Item 10: Stoke Youth Park - Location and progression to detailed design and construction:
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Business Case for Stoke Youth Project

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Indicative/ Detailed Case

| BUSINESS OPTION 1 - DO NOTHING | |
|---|--|
| No Stoke youth facility would be developed in any location. | |
| Benefits | <ul style="list-style-type: none">• Budgeted capital costs not expended• No need to increase operational budgets to cover operation, maintenance and renewals• Reduced potential burden on Council to oversee security of the site |
| Dis-benefits | <ul style="list-style-type: none">• No informal recreation facility provided for Stoke youth• Continued potential perception of Council being disinterested in providing youth facilities• Fewer options for youth engagement and peer socialisation |

Business Case for Stoke Youth Project

Project #: 1074

BUSINESS OPTION 2 – DO SOMETHING

The proposal is to create the Youth Park next to the Stoke Memorial Hall (Option 1 from the SBC).

A survey and some workshops have been conducted on Council's behalf by the Whanake Youth organisation. The results of this engagement is listed in desired order below:

1. Wi-Fi access
2. Area to sit, chill and relax
3. Water fountains
4. Recycle rubbish bins
5. Area to listen music
6. Available space for a food/coffee cart
7. Possibility for music events
8. Movie area outdoor
9. Hammocks
10. Plants and natural decoration
11. Paint/graffiti removable panels
12. Skate park features
13. Basketball court

The engagement also highlighted a few additional elements which were also seen as important:

- Smoke and alcohol free area
- High level of safety is required
- Shade
- Community notice board
- Reading area with swap books or library
- First aid kit
- Public barbecue
- Board games

It is acknowledged that it is likely that only the most motivated young people were involved in the engagement process; and the results may not be completely representative of the overall needs of potential users of the space. Therefore some additional interpretation and extrapolation of the results has been applied by experienced parks officers.

The proposed concept design targets are to:

- Provide as many of the desired elements as possible within the design given the limitations on space and budget
- Incorporate features into the design at a scale based on the interpreted survey results
For example, given it is priority 12, skate park features should not encroach on half of the available space
- Provide different types of areas while still maximising the interactions between those spaces ensuring an integrated group

The project would be split into two discrete sections:

- Construction of a new car park next to the western side of the memorial hall.
- Youth park construction.

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Business Case for Stoke Youth Project

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The project is planned to be completed over two financial years:

- 2020/21:
 - Complete the detailed design and obtain the different consents if any are required
 - Complete the new car park on the western side of the memorial hall
 - Order all the items considering the lead time required for some
 - Start the youth park construction – foundation preparations
- 2021/2022:
 - Finalise the youth park construction by the August 2021

Proposed high-level spatial concept as per below:

NB: the bike rack and the future bus station are part of another project (Transport team).

NB: CCTV camera locations will be defined during the design phase.



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| | |
|---------------------|---|
| Benefits | <ul style="list-style-type: none"> • Provide a safe, central, easily accessible location for youth to socialise and carry out informal recreation activities • Would provide a space based around youth where they would not feel vulnerable to censure or disapproval • Would provide spaces specifically tailored to youth requirements rather than a playground, sports or generic space • Could promote intergenerational interactions and understanding through the proximity of the Stoke Memorial Hall and its users and the adjacent Plunket rooms • Opportunities for extended use of the Stoke Memorial Hall if strengthening and upgrading of the building is confirmed, and interactions through development of the transitional space between the youth park and the hall • The proximity of Whanake Youth in the building to the rear of the hall could enable increased engagement with youth, as well as helping to ensure continued oversight of the space • Shows Stoke youth that their needs are important to Council and acknowledges that a variety of spaces are needed to cater for the community in addition to generic halls and sports fields <p>Measures</p> <ul style="list-style-type: none"> • Follow up surveys • Ongoing feedback and engagement with Whanake Youth on the success and operation of the facility • Social media monitoring |
| Dis-benefits | <ul style="list-style-type: none"> • There are a number of potential dis-benefits when promoting this type of activity. They may not occur, but are more likely given the targeted user group <ul style="list-style-type: none"> ◦ Unsafe activities ◦ Anti-social behaviour ◦ Threats and bullying ◦ Physical injury (if basketball court and skate facilities are provided) ◦ Vandalism (and unprogrammed maintenance) • Ongoing maintenance, renewal and depreciation costs • May impact other park users such as Plunket, Stoke Memorial Hall and Cricket if the design is not thoughtfully considered <p>Measures:</p> <ul style="list-style-type: none"> • Police feed backs • Service requests for the park including, complaints, graffiti, vandalism • Social media monitoring |

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| | | \$ | Comments |
|--|---|-----------|----------|
| Financial Estimates & Resources | Net CAPEX estimate: | | |
| | <i>Base Estimate</i> | 541,107 | |
| | <i>Contingency</i> | 69,000 | |
| | <i>Income Contribution</i> | | |
| | Net OPEX estimate: | | |
| | <i>Operational cost</i> | \$5,000 | |
| | <i>Maintenance costs</i> | \$34,000 | |
| | <i>Depreciation</i> | \$40,000 | |
| | <i>Interest costs</i> | | |
| | <i>Est annual income:</i> | | |
| | | | |
| | Net Present Cost: | | |
| | Staff time estimates: | 100 hours | |
| Timeframe | The design and the consents (if required) would be completed by end of April 2021. Construction would start then and finish mid-August 2021. | | |
| Risks | <p>Design process</p> <ul style="list-style-type: none"> • Over-designed facility • Underestimated engineer estimates • Not meeting requirements and expectations or unfit for purpose <p>Construction</p> <ul style="list-style-type: none"> • Cost over-run • Ground conditions • Lead time for equipment • Weather hold-ups <p>Use</p> <ul style="list-style-type: none"> • Anti-social behaviours • Accelerated degradation of facility • Other park users unhappy • Ongoing maintenance costs more than anticipated | | |

Item 10: Stoke Youth Park - Location and progression to detailed design and construction:
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OTHER ALTERNATIVES CONSIDERED

| Options |
|---------|
| |
| |

Business Case for Stoke Youth Project

Project #: 1074

SUMMARY TABLE

| | Comparison to baseline (current state/ status quo) | |
|--|--|---|
| Attribute | Option 1 Do nothing | Option 2 Stoke Youth Park |
| Expected Scale of Benefits Improvement | Low | High |
| Financial Summary | Net CAPEX: \$0 OPEX: \$0 Net Present Cost: \$0 | Net CAPEX: \$610,107 OPEX: \$39,000 Net Present Cost: \$0 |
| Assessed Risk & Dis-Benefit | Low | High |
| Assessed Rank | 3 | 1 |
| Rationale | | |

Business Case for Stoke Youth Project


Project #: 1074

| DECISION CRITERIA | | | | |
|---|--|--------|-----------------------|-------------------------|
| Indicator | Definition | Weight | Option 1 – Do Nothing | Option 2 – Do Something |
| Scale of benefit improvements | From the benefits table in the strategic section Could be risk reduction as well if that is the benefit | 20% | 1 | 5 |
| Value for money (increase in benefit / cost) | Option that optimises the return on investments – Benefit v Cost v Risk. Benefits in strategic case table related to cost (either CAPEX or whole of life) | 20% | 1 | 4 |
| Achievability | Probability the project will successfully deliver the benefits | 20% | 4 | 4 |
| Affordability | Overall impact on debt level or rates increases | 20% | 5 | 4 |
| Cost | Compared to budget or whole of life | 20% | 5 | 3 |
| Total Score | | | 3.2 | 4.0 |

| PREFERRED WAY FORWARD |
|---|
| <p>The preferred option is to do something – that something being to develop a youth park facility next to the Stoke Memorial Hall. This project has been identified through studies and approved by Governance as a key project to improve the range of recreational offerings in the Stoke area. The social benefits for a typically under-represented group will be important and (hopefully) valued, and the location selected provides opportunities to leverage off existing facilities and activities in close vicinity. This location is also easily accessible, centrally located for the targeted user group and is readily able to be designed to cater to CPTED (Crime Prevention Through Environmental Design) requirements.</p> |

Business Case for Stoke Youth Project

Project #: 1074

| | | | | | |
|--|-------------|-----------------|--------|------------|------|
| PREFERRED WAY FORWARD | | | | | |
| Contract/Project Manager: J.L. Dubois Parks Team Liaison: A. Petheram | | | | | |
| Funding Information | | | | | |
| GL code | budget year | existing budget | change | new budget | Note |
| 369575401074 | 2020/21 | \$265,000 | | | |
| 369575401074 | 2021/22 | \$345,107 | | | |
| | | | | | |
| Approval Name: Andrew White  Date: 18 February 2021 | | | | | |

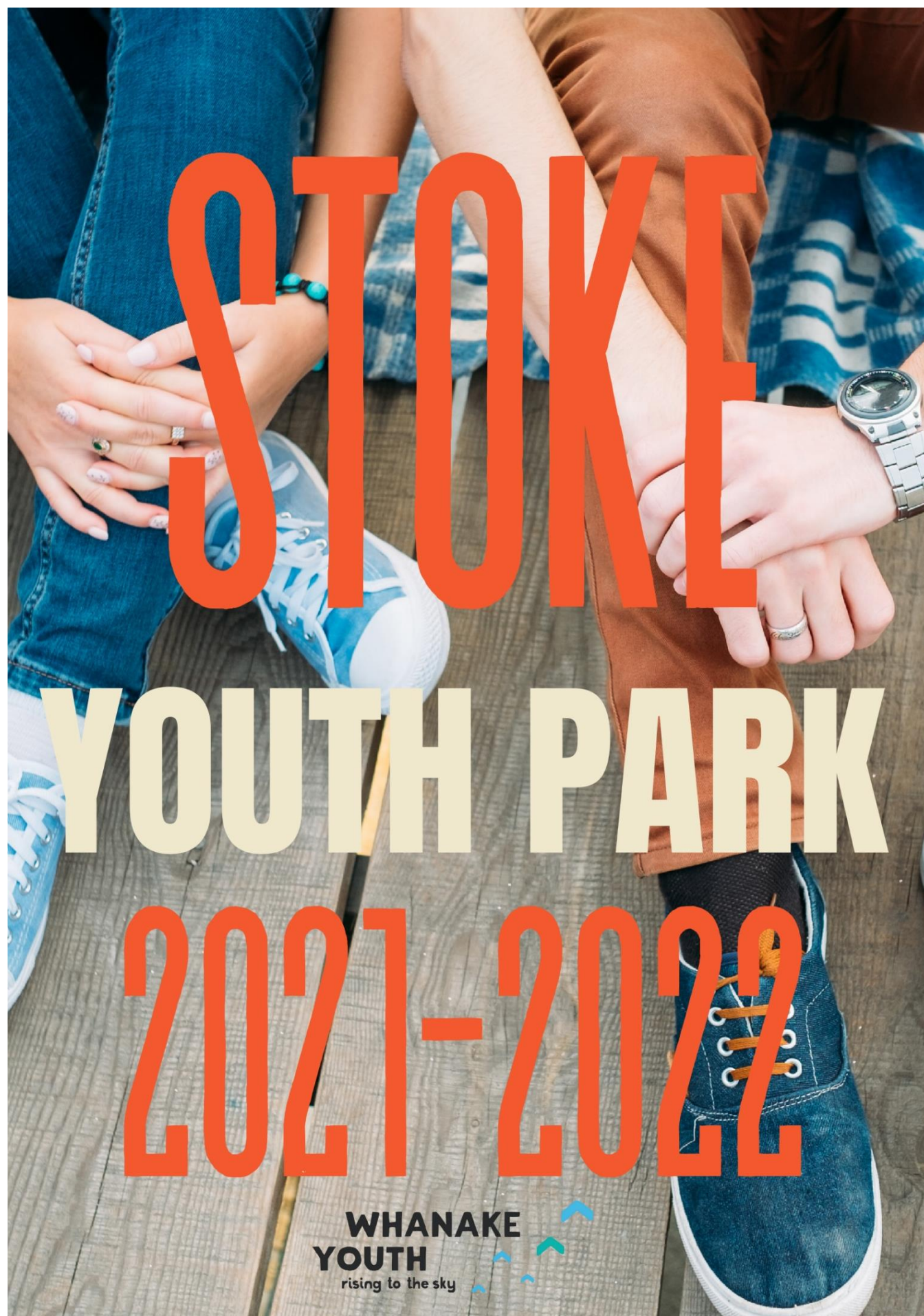


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EXECUTIVE SUMMARY

Young people age 12-24 years are the focus of the consultation for Stoke Youth Park. A total of 233 young people participated in completing the survey and 157 young people participated in the focus groups.

A high proportion of the young people who participated in the focus groups also completed the survey, the actual proportion is not recorded. The majority of respondents were females (70%), followed by males (29%) and 1% identified as 'other'. 15% of the young people identified as Rangatahi Maori, 73% as New Zealand European and 12% as Asian, Pasifica or other European countries.

The values of diversity, welcoming and community underpin the development of the Stoke Youth park for young people age 12-24 years. Co-design with young people is also a core component of the planning and development phase that is timely and in the life time of a young person being a young person.

Covid-19 has certainly changed how young people think, act and feel. For some young people Covid-19 has enabled a stronger sense of self and resilience, yet for others the development of or exacerbation of anxiety has impacted their wellbeing and functioning. The development of a Youth Park in Stoke will offer timely support and employment opportunities for young people post Covid.

Young people have clearly stated that they want a Youth Park in Stoke. Themes of creative arts, spaces to 'chill, food, and opportunities to connect with peers and caring adults are clearly articulated. Equally opportunities to participate in employment and social enterprise is seen as a positive aspect for young people. Gender variances describe the importance of skate features for males and plant/natural decorations for females.

Theme 1: Furniture/Ambiance

- Comfy outdoor seating
- Beanbags and Blankets
- Charging ports
- More trees-tree houses
- LED lighting, nice colours
- Smoke Free, drug free, eco friendly products
- Inground fountains
- Music/speakers/bands
- Shade sails
- Lockers/vending machines
- Outdoor bathrooms
- Large murals

Theme 2: Activities

- Parkour
- Skating/scootering
- Go Karts
- Football
- Human hamster wheel
- Flying Fox
- Art room
- Music-speakers and bands
- Trampolines
- Pump track
- Board games
- Books to borrow
- Dodgeball/Futsal

Theme 3: Staffing

- Want youth workers and/or counsellors to be around if we need help
- Security people to make sure the stuff is wrecked
- Employ young people to be 'Park wardens'
- Social Enterprise projects: Container cafe, Commission Art projects and Bands
- Police Youth Aide onsite
- Job info centre

INTRODUCTION

OUR VISION

The vision of Whanake Youth and the governance group, is that young people will have a safe place to belong, that encompasses both indoor and outdoor opportunities, to connect, and embrace the learning of self and community in Stoke.

The values of **diversity**, **welcoming** and **community** underpin the development of the Stoke Youth Park for young people age 12-24 years.

Co-design with young people is a core component of the planning and development phase that is in the *life time* of a young person being a young person.

80
YOUNG PEOPLE
WANT TO BE
BE INVOLVED IN THE
DEVELOPMENT

METHOD

1

Focus groups

Schools from the Nelson, Richmond area were invited to participate in focus groups to provide feedback and offer suggestions about the proposed Stoke Youth Park.

The focus groups were held at HQ in Stoke or in a school classroom for an hour. The young people were provided information of the consultation process, the timelines and decision process of Nelson City Council. The larger groups were split into smaller groups of 4-7 and provided a copy of the concept design. Each group spent 15 minutes discussing what they liked and what they wanted more of in the Park. The information was written on A0 paper for transcription. The small groups had the opportunity to provide feedback to the entire group and further discussion was had. Young people were then asked to complete the survey online or on a paper based copy.

The focus groups had a wide representation of young people from the following areas:

1. Youth Nelson (n=10)
2. Nelson City Youth Council (n=38)
3. Nelson College for Girls (n=76)
4. Whanake Youth (n=8)
5. Nayland College (n=25)



2

Survey

An online survey was created in consultation with the Stoke Youth Park Governance group, Nelson City Council and Whanake Community team. The survey was piloted initially and amended due to language and understanding.

The survey was shared via Facebook between the period of 7th November to 28th November 2020. Other members of the Governance group shared the survey with their connections.

A total of 1326 people were reached and 94 engagements. A total of 233 young people age 12-24 years responded to the survey.

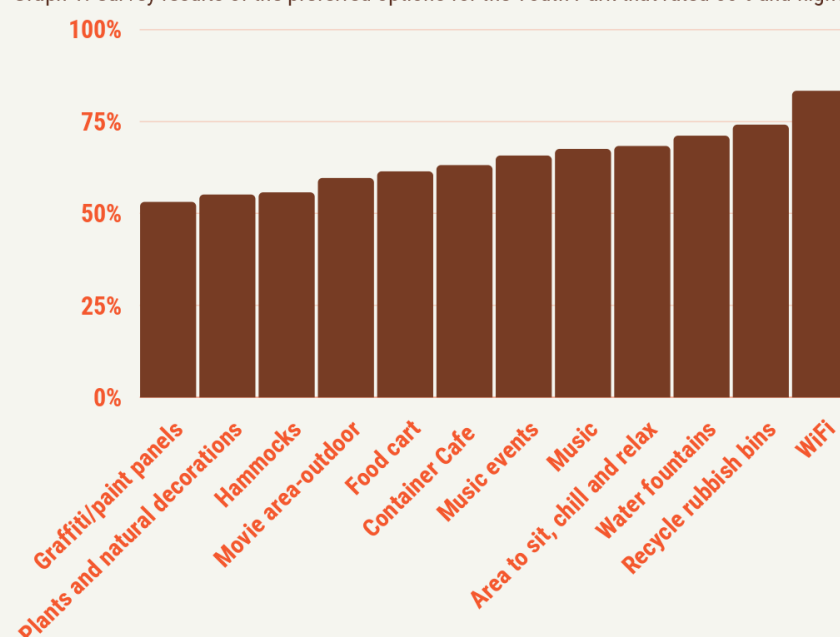


RESULTS-SURVEY

Young people age 12-24 years were the focus of the consultation to ensure the current voice of young people are heard. Many previous survey's and collations of youth feedback have been presented to the Nelson City Council over the previous 9 years. The governance group is mindful that there is a process for Nelson City Council members, including further consultation of the community as with priorities for allocated funding for youth spaces.

A total of 233 young people participated in completing the survey and 157 young people participated in the focus groups. A high proportion of the young people who participated in the focus groups also completed the survey, the actual proportion is not recorded. The majority of respondents were females (70%), followed by males (29%) and 1% identified as 'other'. 15% of the young people identified as Rangatahi Maori, 73% as New Zealand European and 12% as Asian, Pasifica or other European countries.

Graph 1. Survey results of the preferred options for the Youth Park that rated 50% and higher.



233

Respondents age 12-24 years

66%

Age 13-14 years

90.5%

In favour of a Youth Park in
Stoke

A total of 27 activities/equipment were asked to be rated. The above graph highlights the voice of young people wanting Stoke Youth park to have elements that provide a place to sit, relax and chill with components of food, music, outdoor entertainment such as bands and movies. Free Wifi was seen as important for 83% of the respondents. The free text comments that were widely requested included:

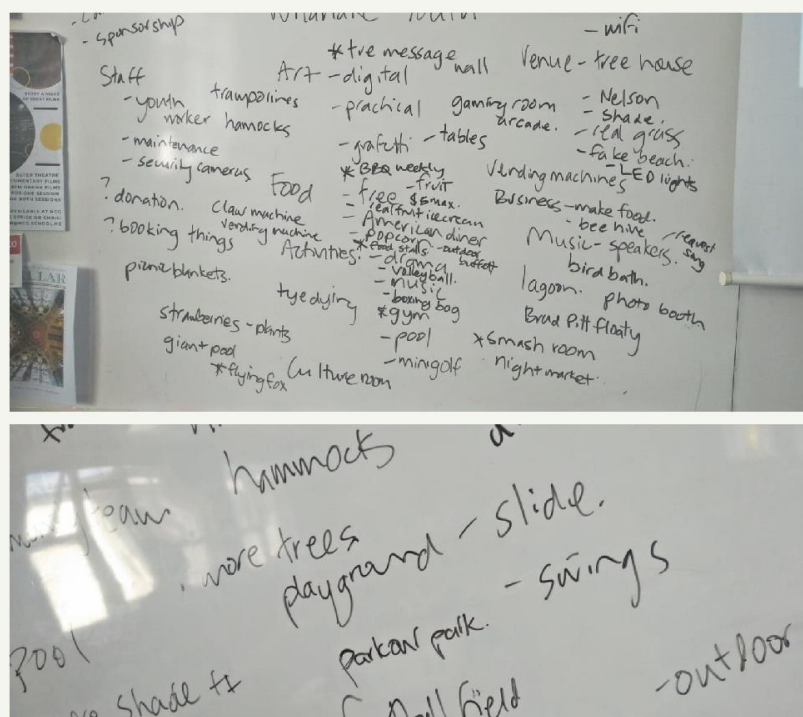
- Trampoline Pillows
- Parkour, Rock wall for abseiling
- Toilets and free sanitary products
- Shade
- Lighting-Fairy lights, LED, spot lights
- Charging points for all devices
- Water features-pool, spa, fountains, ponds
- Change space to Tahunanui
- Arcade to play computer type games

RESULTS-FOCUS GROUPS

The focus groups were held over a four week period of young people age 12-24 years. A total of 8 focus groups were held. A number of providers such as Q-Youth, Nelson College, Waimea College and Waimea Intermediate School were unavailable to participate in the focus groups. Each focus group was run by a trained facilitator and the information was recorded on paper by the students and then entered into an excel spreadsheet.

A total of 157 young people participated in the focus groups and each focus group ran for an hour. Three focus groups were held at Nelson College for Girls which accounts for the higher proportion of females who responded.

Picture 1. Survey results from Nelson College for Girls



Theme: Furniture/Ambiance

- Comfy outdoor seating
- Beanbags and Blankets
- Charging ports
- More trees-tree houses
- LED lighting, nice colours
- Smoke Free, drug free, eco friendly products
- Inground fountains
- Music/speakers/bands
- Shade sails
- Lockers/vending machines
- Outdoor bathrooms
- Large murals

Theme: Activities

- Parkour
- Skating/scootering
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- Board games
- Books to borrow
- Dodgeball/Futsal

Theme: Staffing

- Want youth workers and/or counsellors to be around if we need help
- Security people to make sure the stuff is wrecked
- Employ young people to be 'Park wardens'
- Social Enterprise projects: Container cafe, Commission Art projects and Bands
- Police Youth Aide onsite
- Job info centre

RESULTS-GENDER VARIANCE

The majority of respondents were females (70%), followed by males (29%). Further breakdown shows the difference between the genders.

Out of the 24 options that respondents could rate, 1 being the preferred option to 24 being the least favourite option. The data shows that males preferred skate feature 7/24, compared with females 14/24. The variation of ratings for plants and natural decor, showed that males rated 17/24, whereas females rated the plants and natural decor 9/24. The photography art wall was also rated slightly lower in the males then the females, but for both, it was not see has a high priority.

Picture 2. Differences in Gender

| Items | Score | Overall | male | female |
|---|-------|---------|------|--------|
| Sum of WiFi | 1040 | 1 | 1 | 4 |
| Sum of Area to sit, chill and relax | 1024 | 2 | 3 | 1 |
| Sum of Water fountains | 1020 | 3 | 2 | 3 |
| Sum of Recycle rubbish bin | 1013 | 4 | 4 | 2 |
| Sum of Music | 984 | 5 | 6 | 7 |
| Sum of Container café | 982 | 6 | 8 | 6 |
| Sum of Food/coffee cart | 980 | 7 | 5 | 8 |
| Sum of Music events-outdoor | 968 | 8 | 13 | 5 |
| Sum of Movie area-outdoor | 944 | 9 | 11 | 10 |
| Sum of Hammocks | 936 | 10 | 10 | 11 |
| Sum of Plants and natural decorations | 921 | 11 | 17 | 9 |
| Sum of Graffiti/paint panels that can be re | 899 | 12 | 9 | 12 |
| Sum of Skate park features | 847 | 13 | 7 | 14 |
| Sum of Basketball court | 846 | 14 | 12 | 13 |
| Sum of Permanent graffiti area | 809 | 15 | 15 | 15 |
| Sum of Photography art wall | 791 | 16 | 20 | 16 |
| Sum of Fitness items | 788 | 17 | 14 | 18 |
| Sum of Table Tennis tabl | 786 | 18 | 16 | 17 |
| Sum of A place to rent scooters/skate boar | 771 | 19 | 18 | 19 |
| Sum of Kick boxing bag | 710 | 20 | 19 | 21 |
| Sum of Paddling pools | 690 | 21 | 24 | 20 |
| Sum of Small soccer area with goals | 667 | 22 | 21 | 24 |
| Sum of Angel wings for Instagram posts | 656 | 23 | 23 | 22 |
| Sum of Tight rope | 649 | 24 | 22 | 25 |
| Sum of Area to dance | 624 | 25 | 25 | 23 |

13

Overall rate 13/24 for Skate features

7

Male rate Skate features 7/24

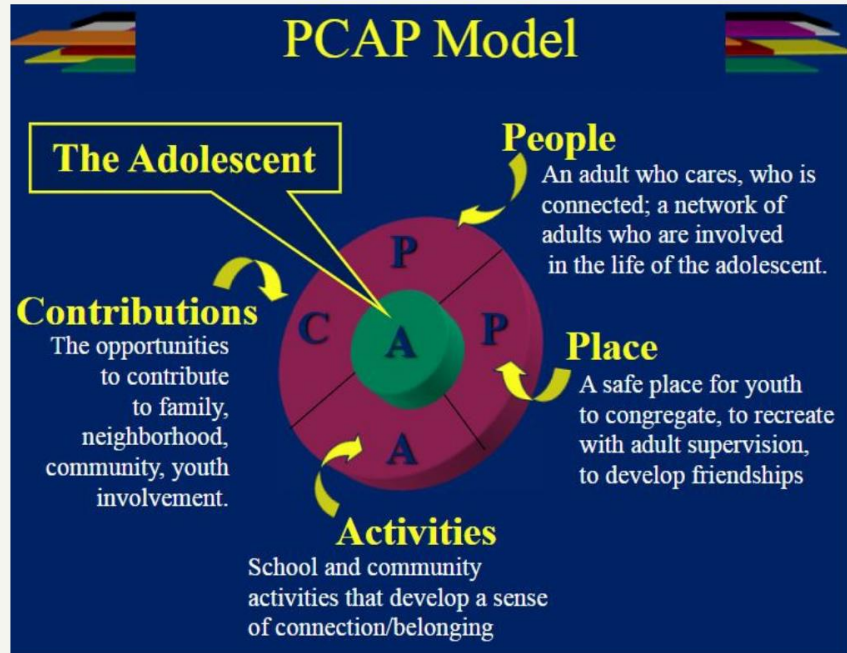
14

Female rate Skate feature 14/24

DISCUSSION

The PCAP model (Blum, R) is widely recognised as a model to enhance resilience in young people. It is timely that NCC are considering the development of a Youth Park in Stoke in 2020-2022.

Covid-19 has certainly changed how young people think, act and feel. For some young people Covid-19 has enabled a stronger sense of self and resilience, yet for others the development of or exacerbation of anxiety has impacted their wellbeing and functioning. The development of a Youth Park in Stoke embracing the PCAP model will offer timely support for young people post Covid.



Young people have clearly stated that they want a Youth Park in Stoke. Themes of creative arts, spaces to 'chill, food, and opportunities to connect with peers and caring adults are clearly articulated. Equally opportunities to participate in employment and social enterprise is seen as a positive aspect for young people. Gender variances describe the importance of skate features for males and plant/natural decorations for females.

Young people who completed the survey and participated in the focus groups represent a diverse youth population in Nelson and need to be listened to. The need for safe places, connections to the community will not only enhance the wellbeing and resilience of young people, but will also contribute to the wellbeing of the community in Stoke.

Whanake Youth in collaboration with Sport Tasman, Nelson Youth Council and STOKed community (and others) are excited to work in partnership utilizing the strengths we have to oversee the development of the Stoke Youth Park. Whanake Youth will be the lead agency who has begun to establish the indoor facility to underpin the development. There is a natural flow on of the indoor space and outdoor space at the proposed site. To date young people have valued a space to 'call their own' and an expansion into the outdoor space is welcomed. Other opportunities with the greenspace, carparking and other buildings located adjacent to the indoor site could enable the vision of a youth space with multiple agencies and opportunities for young people to connect, participate, belong and enjoy.

RECOMMENDATIONS

Nelson City Council, approve the development and co-design of a Stoke Youth Park, beginning in this current financial year in a location adjacent to the current leased building. Values of **diversity**, **welcoming** and **community** are embedded throughout the development

Nelson City Council work with Whanake Youth and the governance group to continue to work in collaboration and to consult with young people with each stage.



Phase One. December-March 2021 Develop concept design. Community submissions occur; WiFi be installed, rubbish bins and recycle stations be installed and resource consent to be approved for amplified sound for music and outdoor movies



Phase Two. March-June 2021 Begin development of outdoor space to include a human hamster wheel, skate features, parkour features, art/mural features, space for multiple sport activities, outdoor seating, shade sails and container cafe and lighting



Phase Three. July-December 2021 Complete development of the outdoor space with the inclusion of water fountains, space for Police Youth Aide, youth workers/counsellors to connect with young people. Extension of the current leased building to accommodate the additional staff and increase the flow from indoor to outdoor



Phase Four. January-June 2022 Complete development of the outdoor space.

Bay Dreams 2021 Review

1. Purpose of Report

- 1.1 To update the Committee on the outcomes from the 2021 Bay Dreams South Festival.
- 1.2 To note Bay Dreams South Ltd contract will continue in 2022, subject to contract negotiations and the necessary permits, consents and licences.

2. Recommendation

That the Community and Recreation Committee

- 1. Receives the report Bay Dreams 2021 Review (R22566); and***
- 2. Notes Bay Dreams South Ltd will enter contract negotiations to continue to host Bay Dreams South Festival in Nelson 2022.***

2. Background



- 2.1 Bay Dreams South Festival took place at Rutherford Park on 5 January 2021. It was designed and scaled to fit projected attendance levels of up to 12,000 people, due to the COVID-19 environment at the time of planning. In 2020, 17,500 attended the event.

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- 2.2 The Festival was situated in Rutherford Park and the Trafalgar Centre. Camping grounds were located in and around Rutherford Park while the second field at Trafalgar Park was used as the campers' car park.



- 2.3 Bay Dreams South Festival was a collaborative success and attracted 12,000 ticket holders despite the global pandemic still heavily impacting the international event sector.
- 2.4 Festival Director Toby Burrows writes "the event was largely successful. The new site had many benefits but also some challenges, mostly around space and capacity of the Trafalgar Centre at peak times. We would ideally prefer to work a viable model back at Trafalgar Park where we don't have so many space limitations. Council staff were a pleasure to work with yet again as were all other stakeholders. We really enjoy bringing the festival to Nelson and continue to see a bright future for the event there."

Public Safety, Shade and Water



- 2.5 Emergency services praised the collaboration and the responsiveness of Bay Dreams' security team.
- 2.6 St. John and Nelson Marlborough Public Health (Public Health) were satisfied with the way Bay Dreams staff collaborated and looked after the public. It was reported:

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- 363 patients were treated in the triage area;
- 20 patients were referred from St. John, mostly for intravenous fluids and suturing; and
- seven patients were taken to hospital:
 - two for pre-existing medical issues; and
 - five for minor / moderate issues, consistent with what you would expect from a gathering of 12,000 people anywhere else with alcohol present.

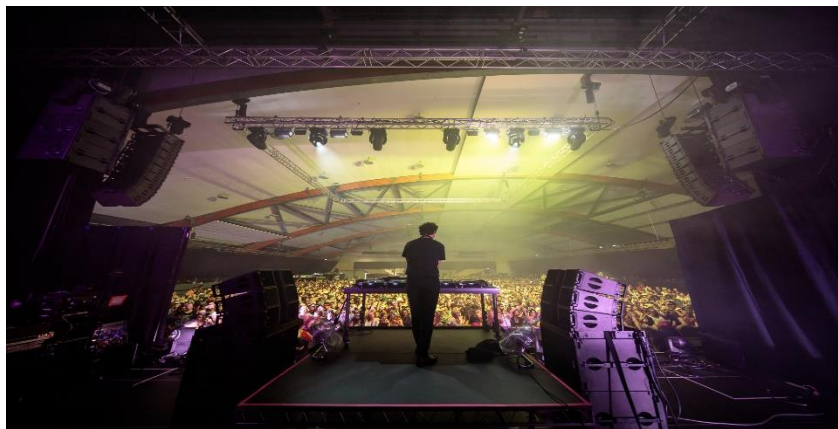
Public Health support the proactive work around prevention and harm minimisation by Council and organisers, which was a significant factor in preventing harm.

- 2.7 Police reported that the venue was practical and commended the level of collaboration and responsiveness of Bay Dreams staff with regards to health and safety of the public. The following statistics were reported:
- four low level arrests of which two were outside the Festival grounds;
 - 1,500 breath tests were undertaken with five positive results, none were related to Bay Dreams audience;
 - No altered MDMA or Cathinone drug use evident (after reports of heavy use from other festivals nationwide).
- 2.8 Rutherford Park provided additional shade through presence of trees and water was made available through hydration stations placed across the festival site.
- 2.9 Free water was made available within the festival grounds; however more water is needed at the entry gates to help with rehydration. Public Health representative Pete Kara has identified an opportunity for his agency to address this issue at future festivals.
- 2.10 Bay Dreams had a COVID-19 response plan, followed the Events Association Voluntary Code and worked closely with Nelson Marlborough Health. 10,000 masks were on hand along with a "Sani Squad" squirting sanitiser into the hands of festival goers and displayed QR codes for the NZ Covid Tracer app on their suits. The "Bloomfield remix" featuring COVID-19 health advice played on the large screens at the festival during the day. A COVID-19 testing station was also set up outside the entry gates for customers. No testing was performed.

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Parks and Venues



- 2.11 Trafalgar Centre hosted two stages, one in the main hall and the other in the northern end.
- 2.12 Temperature management and crowd flow are two areas for improvement and though no incident was reported, recommendations for the next event will include an improved crowd management plan and possibly the removal or relocation of the second stage in the northern extension to avoid congestion issues.
- 2.13 Rutherford Park was used as a mixed camping and performance ground (Field of Dreams) that worked very well. It provided natural shade and allowed for audience to enjoy the show or sit back and relax. The third stage (Doof) located outside the northern extension provided another outlet for performers and audiences which allowed for a greater spread of the crowd.

Waste Minimisation

- 2.14 Waste management services were provided by Community Leisure Management (CLM) and Nelmac. CLM initiated its new waste plan within the park and Nelmac managed collection of waste outside the event

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venue. Some changes to the management of the site periphery will need to be made to increase waste collection in a timelier manner.

- 2.15 There were two complaints from the public about waste; at Elliott Street and Kinzett Carpark. This waste was dealt with after a quick phone call to Nelmac who had teams on post-event street clean-up. These areas will be included in future events waste management plan.
- 2.16 It was noted that in the days after the event, there was some waste on the grounds and at the immediate periphery of the festival grounds (e.g. Kinzett Terrace, Hathaway Court and Elliott St) that needed to be removed. These areas will also be included in future events waste management plans.
- 2.17 CLM reported 20 full skips of recycled and compostable waste were created with an additional three skips sent to landfill. Waste was sorted onsite to avoid contamination of waste.
- 2.18 Waste diversion rate was 78.9%. This is up from 66% in 2020. The breakdown of waste was as follows:
- Cardboard = 20.1% (2020 – 21%)
 - Mixed recycling = 41% (2020 – 34%)
 - Compost = 16.4% = (2020 – 8%)
 - Glass = 1.4% = (2020 – 3%)
 - General waste = 21.1% = (2020 – 34%)
- 2.19 These ongoing improvements are as a result of the improved collaboration between community and the event organisers, with the venue managers, CLM now taking responsibility for the design and delivery of waste minimisation for the event.
- 2.20 A range of improvements were identified for future events. A focus will be on reducing the amount of waste created as well as recovering and diverting waste from landfill. Some future key actions were identified, such as reducing the back of house waste, and also strengthening the expectation of what food vendors will serve, and improving CLMs ability to monitor and enforce.

Compliance issues

- 2.21 Noise levels were all compliant, at least 10dB below consent, and only two complaints were received, one being located in Hira. The communication between the noise monitoring agent and the sound desk was commended by Environmental Inspections Limited (EIL).
- 2.22 Complaints from Hathaway Crescent residents regarding the implementation of the Traffic Management Plan with the agreed plan were made on the 5 January directly to the Project Manager. These issues were

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quickly rectified by the Site Traffic Management Supervisor (STMS) onsite and no further complaint was received.

- 2.23 Congestion points at Paru Paru Road on audience egress need to be considered for future events.
- 2.24 A complaint from Countdown General Manager regarding the road closure at Paru Paru Road was managed by a visit from the STMS and Project Manager.

Transport

- 2.25 Approximately 6,000 people used the Bay Dreams free buses which ran in to and from town after the event until 1am.
- 2.26 The Late, Late Bus reported low numbers, less than 100 – the last bus was 3am.

Camping

- 2.27 Camping on site was sold to capacity, but 25% of these were no-shows. It is likely they stayed elsewhere
- 2.28 Public campgrounds including Brook Valley Holiday Park and Tahuna Beach Holiday Park were full and Maitai Valley Motor Camp had 50 out of 400 tent sites remaining.
- 2.29 A total of 12 Freedom camping infringement notices were issued around the city. The Bay Dreams team will look at offering camper/vehicle camping next year to avoid this issue again.

Community views



- 2.30 A Community Information Meeting was organised and three people attended, as well as direct mailing to residents. There were also hand delivered mail to businesses in the close proximity of the Festival grounds. After the letter drop the Project Manager received direct calls (around 6) with questions from the public.

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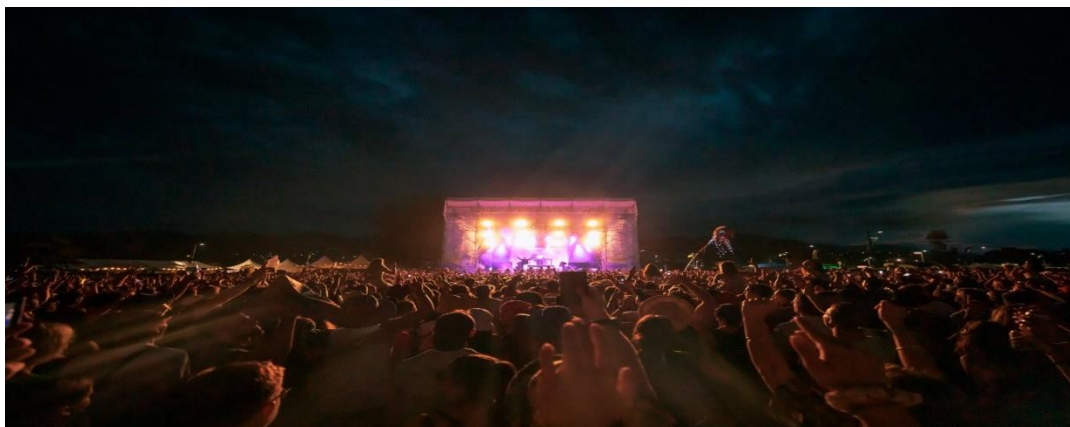
- 2.31 Social media and news outlet overall reported a successful event with plenty of positive feedback.
- 2.32 Returning ticket holders praised the venue, some of them commented that there was more people this time than last (17,500 in 2020).
- 2.33 Bay Dreams community engagement went well and residents praised the level of engagement with them.
- 2.34 Feedback from participants was very positive ““It feels so good to be playing my first show ever in my home town,” [Robinson] told the crowd; “lucky”, “grateful”, “bigger than last year!”

Finances

- 2.35 Bay Dreams South Festival generated an estimated \$37,000 net income that allowed for covering Project Management contract, street clean-up, and related costs.
- 2.36 Nelson Regional Development Agency (NRDA) will be able to provide an Economic Impact Assessment in late April or early May.

3. Conclusion

- 3.1 Bay Dreams South 2021 has been praised by health and emergency services and by attendees as a successful event.
- 3.2 Early plans to adapt the scale, location and capacity of the event to alert levels have proven critical in the delivery of Bay Dreams.
- 3.3 Rutherford Park has demonstrated its potential to hold an event of the size of Bay Dreams, including camping capacity for 12,000. This will provide opportunities to host similar events in the future without impacting on Trafalgar Park.



Author: Axel de Maupeou, Team Leader Events

Attachments

Nil

Community and Recreation Fees and Charges 2021/22 and removal of Rates Remission for Cemeteries

1. Purpose of Report

- 1.1 To approve fees and charges other than Consumer Price Index changes to community and recreation fees for the 2021/22 financial year.
- 1.2 To approve fees and charges for the Cemeteries and Crematorium.
- 1.3 To outline proposed changes to the Rates Remission Policy (RRP) in relation to the Rates Remission for Cemeteries. If supported, these proposed changes will be consulted on within the Consultation Document to the Long Term Plan 2021-31.

2. Recommendation

That the Community and Recreation Committee

- 1. Receives the report Community and Recreation Fees and Charges 2021/22 and removal of Rates Remission for Cemeteries (R21445) and its attachments (A2562009, A2565812 and A2571622); and***
- 2. Approves the proposed changes to the Community and Recreation fees and charges in Attachment 1 (A2562009) of Report R21445.***

Recommendation to Council

That the Council

- 1. Agrees to consult on the removal of the Rates Remission Policy for cemeteries; and***
- 2. Agrees the cemeteries remission changes be consulted on within the Consultation Document to the Long Term Plan 2021-31.***

Item 12: Community and Recreation Fees and Charges 2021/22 and removal of Rates Remission for Cemeteries

3. Background

- 3.1 Fees and Charges are reviewed annually and adjusted in line with the Consumer Price Index (CPI) or adjusted to achieve the targets set out in the Revenue and Financing Policy. CPI is used for calculating the percentage increase to fees and charges. CPI is used as it is updated more regularly than the Local Government Consumer Price Index (LGCPI). At its last update in January 2021, CPI was 1.4%.
- 3.2 Council has delegated to the Chief Executive the general power to approve increases in fees and charges up to CPI. For increases over CPI, approval by the relevant committees is required. In addition, setting Cemetery and Crematorium fees is subject to the Urban Environments Bylaw. Clause 8.32 of this bylaw provides that *"Council may from time to time by resolution publically notified, amend the fees or charges payable by any person in respect of any permission, certificate or services provided by the Council."* This has been delegated to committee and this report seeks approval for the Cemetery and Crematorium fees. This report also addresses community and recreation fees and charges that have proposed increases greater than the CPI, or new fees.
- 3.3 Fees and charges that propose increases greater than the CPI or new fees and charges are reported and shown in Attachment 1 (A2562009), and are outlined in this report.
- 3.4 Users will be informed prior to 1 July 2021 about changes to fees and charges. All users will be given a minimum 30 days' notice of the proposed changes, prior to implementation.
- 3.5 Rates remissions are currently provided for cemeteries within Council's Rates Remissions Policy. Proposed amendments to the Rates Remissions Policy were considered and approved for consultation by Council in December 2020, with changes agreed to be consulted within the Consultation Document to the Long Term Plan 2021-31 (LTP).

4. Discussion

- 4.1 Fees and charges changes outlined in this report relating to delegations of the Community and Recreation Committee are based on the Revenue and Financing groups 'Parks and Active Recreation', and 'Social' in the LTP:
- Group – Parks and Active Recreation
 - Recreation - Golf Course, Swimming Pools (Nayland Pool and Riverside Pool)
 - Group Social:
 - Cemeteries
 - Crematorium

Item 12: Community and Recreation Fees and Charges 2021/22 and removal of Rates Remission for Cemeteries

- Libraries (Nelson Library, Stoke Library, Nellie Nightingale Library)
- Founders Park
- Arts and Culture - Heritage Houses (Broadgreen House and Isel House), Museums, Theatres and Art Galleries, Suter Art Gallery

5. Removal of Rates Remission Policy for Cemeteries

- 5.1 In 2020, staff reviewed the Rates Remission Policy (RRP). The RRP must state the objectives sought to be achieved by the remission of rates and the conditions and criteria to be met in order for rates to be remitted.
- 5.2 Council is required to review its policy on Rates Remissions at least once every six years under section 109(2A)(a) of the Local Government Act 2002.
- 5.3 The RRP was reviewed in 2018. However, a review was also undertaken ahead of the six year limit and was presented to Council in December 2020. The 2020 Review recommended changes to provide clarity and simplify administration. These changes were agreed by Council for consultation through the LTP, in December 2020.
- 5.4 Further to these changes, it is proposed to remove the Remission of Rates for cemeteries. Schedule 1 of the LG Rating (2002) Act allows for cemetery land, if under two hectares, to be non-rateable. In addition, the remission policy provides remission of rates for Nelson City Council cemeteries that are larger than 2 hectares. There are two properties that currently receive the remission, – the Marsden Valley Cemetery (20 hectares) and the Wakapuaka Cemetery (12 hectares).
- 5.5 The remission, proposed for removal through the LTP, is attached as Attachment 3 (A2571622). Other than this change, there are no further changes to the Rates Remission Policy proposed, from those that were agreed to be consulted on at the 17 December 2020 Council meeting.
- 5.6 The removal of the remission will increase the overall operating costs of the Council owned cemeteries in Marsden Valley and Wakapuaka. The Revenue and Financing Policy for cemeteries requires 40-60% of operating costs to be privately funded. In order to meet this target (after taking into account the increased operating costs of the cemeteries in year 1 of the LTP) an increase in cemetery fees will be required. This is further discussed in section 7.7 of this report.

6. COVID-19 impact on Fees and Charges

- 6.1 Events stopped with the closure of facilities in March 2020. With the re-opening of facilities in July 2020, events returned, but were still significantly different compared to pre-Covid. This has impacted income

Item 12: Community and Recreation Fees and Charges 2021/22 and removal of Rates Remission for Cemeteries

and expenditure and, in turn, the recovery of rates and fees and charges.

7. Proposed Changes above CPI or New Fees

- 7.1 Proposed fees and charges with changes greater than CPI of or new fees and charges for Community and Recreation areas are listed in Attachment 1 (A2562009). The proposed changes are discussed in the sections below.

Parks and Active Recreation - Waahi Taakaro Golf Club – Changes to Fees

- 7.2 Income and Expense table for Waahi Taakaro Golf Club

| | |
|------------------------|------------------|
| Golf Course | Income 2019/20 |
| Total income | \$298,914 |
| Income without rates | \$109,013 |
| Rates | \$189,901 |
| Green Fees | \$62,369 |
| Club Subs | \$29,221 |
| Season Tickets | \$16,544 |
| Sundry Income | \$879 |
| Commission paid | \$13,082 |

- 7.3 Recovery for the Waahi Taakaro Golf Club:

| | Private 2019/20 | Public 2019/20 |
|---|----------------------------|---------------------------|
| Revenue and Financing Policy (Recreation) | 10 – 20% | 90 – 100% |
| Actual (Recreation combined) | 21% | 79% |
| Actual (Recreation – golf course) | 36% | 64% |

- 7.4 The golf course sits within the Recreation Activity in the Revenue and Financing Policy and, although the recovery is currently being exceeded for both the activity and golf course, the Waahi Taakaro Golf Club has proposed increasing fees to be comparable with other golf clubs and to provide more sensible pricing. A detailed overview is in the Attachment 1 (A2562009).
- 7.5 There are five new fees proposed to encourage summer visitors, and several discount options throughout the pricing schedule. These are Five Round pass 9 holes, Ten Round pass 9 holes, Five Round pass 18 holes, Ten Round pass 18 holes, and summer special endless golf after 5pm.
- 7.6 The golf course pro-shop is managed under contract by Waahi Taakaro Golf Club. Under this contract income from membership and course fees are returned to Council, with the Club retaining 12% of the income. The increase in fees will benefit both Council, which will reduce the amount of rates funding required, and the Club's income.

Item 12: Community and Recreation Fees and Charges 2021/22 and removal of Rates Remission for Cemeteries

- 7.7 While the 2019/20 golf course user recovery is greater than the Policy target, increases in expenditure currently budgeted in the LTP will mean that this recovery is likely to reduce. Increasing the fees for 2021/22 will lessen this reduction. The proposed increase and changes for 2021/22 would result in 42% recovery. This would in turn result in a 13% recovery for the Recreation Activity, meaning that the activity would stay within Policy recovery targets.

Social – Cemeteries – Changes to Fees

- 7.8 Income and Expense table for Cemeteries

| | |
|----------------------|------------------|
| Cemeteries | Income 2019/20 |
| Total income | \$567,089 |
| Income without rates | \$215,084 |
| Rates | \$352,005 |

| | |
|----------------------|------------------|
| Marsden Valley | Income 2019/20 |
| Total income | \$475,965 |
| Income without rates | \$172,854 |
| Rates | \$303,111 |

| | |
|----------------------|-----------------|
| Historic Cemeteries | Income 2019/20 |
| Total income | \$91,124 |
| Income without rates | \$42,230 |
| Rates | \$48,894 |

- 7.9 Recovery for the Cemeteries:

| | Private 2019/20 | Public 2019/20 |
|---|----------------------------|---------------------------|
| Revenue and Financing Policy (Cemeteries) | 40 – 60% | 40 – 60% |
| Actual (Cemeteries combined) | 38% | 62% |
| Actual (Historic Cemeteries) | 46% | 54% |
| Actual (Marsden Valley Cemetery) | 36% | 64% |

- 7.10 The cemeteries combined did not meet the recovery targets in 2019/20 and based on income and expenditure for year to date in 2020/21, it is not anticipated that recovery will be met in 2020/21. The projected public recovery for cemeteries for 20/21 is 67% (based on year to date December 2020/21). Over the life of the LTP, without an increase in income in 2021/22, there is an anticipation that the recovery for cemeteries would remain outside of the Revenue and Financing Policy target band.
- 7.11 As discussed at the January 2021 Long Term Plan workshop, cemeteries rates remissions were proposed to be removed. This results in an additional \$30,000 rates expenditure required for cemeteries.

Item 12: Community and Recreation Fees and Charges 2021/22 and removal of Rates Remission for Cemeteries

- 7.12 In order to move towards being consistent with the targets in the Revenue and Financing Policy, reflecting increased costs of services and increased costs from the additional rates expenditure required, cemeteries fees would need to increase by 23%.
- 7.13 An increase of 23% in cemetery fees increases a single plot purchase from \$1,814 to \$2,231, and a burial interment from \$776 to \$973. This increases the cost to the user by \$714 per burial. Attachment 2 (A2565812) shows the option of 23% increase.
- 7.14 Increasing the fees acknowledges that the one-off cost of purchasing a plot requires ongoing Council maintenance and that there are ongoing costs of operating a cemetery that are not directly associated with burial or plot purchase but instead are associated with maintaining a park setting for users.
- 7.15 An increase in fees at the cemetery is considered to have a level of impact on cemetery users. Feedback from funeral directors has been sought as they have a reasonable understanding of the impact that increases would have on cemetery users. Summary comments received are:
- Increase in cemetery fees by 23% will result in criticisms from the public and is not feasible. A 10% increase has been seen as appropriate.*
 - Do not support a 23% increase in fees, and have not made any comments about a 10% increase.*
- 7.16 A 23% in one year increase is considered too high and therefore a phased approach over three years is recommended, with annual reviews. Proposed prices for a 10% increase of fees and charges are shown in Attachment 1 (A2562009). A one-off 23% increase option is shown in Attachment 2 (A2565812). The phased option of 10% per annum over 3 years would not enable the recovery target set out in the Revenue and Financing Policy in 2021/22, but would achieve this by 2023/24.

Social – Crematorium – Changes to Fees

- 7.17 Income and Expense table for Crematorium

| | |
|----------------------|------------------|
| Crematorium | Income 2019/20 |
| Total income | \$301,395 |
| Income without rates | \$232,703 |
| Rates | \$68,692 |

- 7.18 Recovery for the Crematorium:

| | Private 2019/20 | Public 2019/20 |
|---|----------------------------|---------------------------|
| Revenue and Financing Policy (Crematorium) | 70 - 90% | 10 - 30% |
| Actual (Crematorium) | 77% | 23% |

Item 12: Community and Recreation Fees and Charges 2021/22 and removal of Rates Remission for Cemeteries

- 7.19 The crematorium at the Wakapuaka Cemetery did meet the recovery target in 2019/20, and based on income and expenditure for year to date in 2020/21, it is anticipated that recovery for the crematorium for 2020/21 will 25% (based on year to date December 2020/21). Over the life of the LTP, with an increase in income in 2021/22 by CPI in fees and charges, there is an anticipation that the recovery for the crematorium will be inside of the Revenue and Financing Policy target band.

Social - Library – Changes to Fees

- 7.20 Income and Expense table

| | |
|----------------------|------------------|
| Libraries | Income 2019/20 |
| Total income | \$567,089 |
| Income without rates | \$215,084 |
| Rates | \$352,005 |

| | |
|----------------------|--------------------|
| Elma Turner Library | Income 2019/20 |
| Total income | \$3,940,875 |
| Income without rates | \$84,845 |
| Rates | \$3,856,030 |

| | |
|----------------------|------------------|
| Stoke Library | Income 2019/20 |
| Total income | \$450,076 |
| Income without rates | \$22,476 |
| Rates | \$427,599 |

| | |
|-------------------------------------|------------------|
| Nellie Nightingale Library Memorial | Income 2019/20 |
| Total income | \$167,699 |
| Income without rates | \$6,993 |
| Rates | \$160,706 |

- 7.21 The Elma Turner Library, Stoke Library and Nellie Nightingale Library Memorial are combined as the Library activity under the Revenue and Financing policy.

- 7.22 Recovery for the Libraries:

| | Private 2019/20 | Public 2019/20 |
|--|----------------------------|---------------------------|
| Revenue and Financing Policy (Libraries) | 0 – 10% | 90 - 100% |
| Actual (Libraries combined) | 4% | 96% |
| Actual (Nelson Library) | 2% | 98% |
| Actual (Stoke Library) | 5% | 95% |
| Actual (Nellie Nightingale Library Memorial) | 4% | 96% |

Item 12: Community and Recreation Fees and Charges 2021/22 and removal of Rates Remission for Cemeteries

- 7.23 Nelson Public Libraries propose to increase some fees and charges above CPI while other charges remain at their current rate. A detailed overview is in Attachment 1 (A2562009).
- 7.24 Fees have been are rounded where necessary to the nearest 50 cents. In the case of smaller library fees such as overdue and printing this means that no changes are visible. Instead smaller fees and charges are updated every three-to-five years to incorporate the accrued CPI increases. This allows for consistency and ease for library customers and reduced administrative work for library staff and vendors.
- 7.25 The charges which show an increase above CPI relate to charges which have not changed in the past three years and are due for increase.
- 7.26 A new charge for colour printing has been introduced. This is a new service which needs adding to the schedule.
- 7.27 A small number of councils have recently removed the majority of fees and charges from their library services. At this stage Nelson Public Libraries are not proposing to do this. Instead, a review of library fees and charges will be undertaken in line with the Elma Turner Library redevelopment.

Social - Arts and Culture - Founders Park – Changes to Fees

- 7.28 Income and Expense table

| | |
|----------------------|------------------|
| Founders Park | Income 2019/20 |
| Total income | \$939,084 |
| Income without rates | \$277,845 |
| Rates | \$661,238 |

- 7.29 The Founders Park, Broadgreen House, Isel House, Suter Gallery, Managing Heritage and Arts, Melrose House, Heritage Incentives, Festivals, Street Decorations, Nelson Centre for Musical Arts, Theatre Royal, Community Services Planning and the Museum are combined under the Arts and Culture activity in the Finance and Revenue Policy.

- 7.30 Recovery for the Founders Park:

| | Private 2019/20 | Public 2019/20 |
|---|----------------------------|---------------------------|
| Revenue and Financing Policy (Arts and Culture) | 10 – 20% | 90 – 100% |
| Actual (Arts and Culture combined) | 10% | 90% |
| Actual (Founders Park) | 30% | 70% |

- 7.31 It is proposed that admission fees for Founders Park remain at their current level in 2021/22 and be increased in 2022/23. This reduces the cost to reprint brochures and update signage and allows for a more substantial increase next year. The current budgeted revenue for entry fees is \$43,800.

Item 12: Community and Recreation Fees and Charges 2021/22 and removal of Rates Remission for Cemeteries

7.32 Founders Heritage Park currently has one rate regardless of who the hirer is. This means that short bookings (e.g. three hour meetings) are very cheap for commercial users while longer bookings (e.g. evening bookings) are too expensive for community users. It is proposed that the venue hire fees are restructured to allow for differential pricing for community, private social and commercial bookings allowing the Park to maximise revenue from commercial users while keeping the facility affordable for community groups. This pricing structure is in line with other Nelson City Council facilities. Other proposed changes are:

- Weddings to be charged at a commercial rate to reflect additional staff resource required in managing these bookings.
- All commercial rates to include cleaning.
- Conference bookings currently charged on a full Park all-inclusive basis. It is proposed that these are charged on a per venue basis with additional resources and services charged separately.
- Introduce a full Park private hire rate to give users exclusive use of all venues facilities (the park and displays are still open to visitors as usual).
- Off peak (June – September) public event rate to be extended to include low impact community events.

Social - Arts and Culture - Broadgreen House and Isel House – Changes to Fees

7.33 Income and Expense table

| | |
|----------------------|------------------|
| Broadgreen House | Income 2019/20 |
| Total income | \$149,743 |
| Income without rates | \$10,037 |
| Rates | \$139,707 |

| | |
|----------------------|------------------|
| Isel House | Income 2019/20 |
| Total income | \$105,870 |
| Income without rates | \$5,555 |
| Rates | \$100,315 |

7.34 Recovery for the Broadgreen House and Isel House:

| | Private 2019/20 | Public 2019/20 |
|---|----------------------------|---------------------------|
| Revenue and Financing Policy (Arts and Culture) | 10 – 20% | 90 – 100% |
| Actual (Arts and Culture) | 10% | 90% |
| Actual (Broadgreen House) | 7% | 93% |
| Actual (Isel House) | 5% | 95% |

Broadgreen House

Item 12: Community and Recreation Fees and Charges 2021/22 and removal of Rates Remission for Cemeteries

- 7.35 The entry fee for Broadgreen House has been set at \$5 for a visitor for many years. It is proposed to increase this to \$7 per person. This is reasonable for the level of service and value a visit to Broadgreen House provides and is comparable with similar visitor attractions. It is proposed to add a \$2 entry fee for children and a family rate of \$15 to align with Founders Heritage Park and keep it affordable. Resident entry remains free of charge. The current budgeted revenue is \$3,600 for entry fees.

Isel House

- 7.36 The entry fee for Isel House has been set at \$5 for a visitor for many years. It is proposed to also increase these fees to \$7 per person, \$2 for children and \$15 for families to be consistent with Broadgreen House. As the house is run by volunteers and there being no cash register (to remove the need for cash-handling for safety reasons), visitors pay via a locked cash/donation box. While a pay wave system was considered to facilitate electronic entry fee collection, estimated bank fees of over \$1,500 per annum were not considered economic when compared with budgeted revenue of only \$2,600 per annum. The implication of this is that visitors wanting to use bank cards cannot pay or donate.
- 7.37 It is proposed that the fee is amended from \$5 to \$7 using the current cash only lock box arrangement. Resident entry remains free of charge.

8. Options

8.1 Decision 1: Rates Remission Policy

| Option 1: Remove the Remission of Rates for Cemeteries (As per Attachment 3, A2571622) | |
|---|---|
| Advantages | <ul style="list-style-type: none"> All costs of the cemetery operation are charged to the cemetery account to better reflect the cost of providing the service Less cost to the ratepayer for operating the cemetery, (\$30,000 of rates remission no longer provided) and greater amount of costs required to be paid for by users |
| Risks and Disadvantages | <ul style="list-style-type: none"> User charges will need to increase to cover additional costs. |
| Option 2: Do not remove the Remission of Rates for Cemeteries (Not recommended) | |
| Advantages | <ul style="list-style-type: none"> No change to existing policy required Lower cost for those paying fees at the cemetery |
| Risks and Disadvantages | <ul style="list-style-type: none"> No rates relief for cemeteries Higher rates subsidy continues |

Item 12: Community and Recreation Fees and Charges 2021/22 and removal of Rates Remission for Cemeteries

| | |
|--|---|
| | <ul style="list-style-type: none"> User fees do not take into account the rates remission provided at cemeteries |
|--|---|

8.2 Decision 2: Fees and charges

| | |
|--|--|
| Option 1: Approve proposed fees for the Golf Course, Library, Founders Park, Broadgreen House, Isel House, and the Cemeteries 10% per annum increase in fees for 3 years (Recommended). | |
| Advantages | <ul style="list-style-type: none"> An increase in users' fees for Community and Recreation will ensure that the Revenue and Financing Policy targets are met, excluding the cemetery. Fees for the Cemetery will be increased incrementally over three years to meet policy, keeping the fees more affordable to the community. Lower charges to rates, excluding cemeteries. |
| Risks and Disadvantages | <ul style="list-style-type: none"> Users may view an increase in fees across some facilities as unaffordable. Revenue and Financing Policy targets are not met for the Cemeteries for the first two years of the LTP. |
| Option 2: Approve proposed fees for the Golf Course, Library, Founders Park, Broadgreen House, Isel House, and the one off 23% increase in fees for Cemeteries (not recommended). | |
| Advantages | <ul style="list-style-type: none"> An increase in users' fees will ensure that the Revenue and Financing Policy targets are met Lower charges to rates. |
| Risks and Disadvantages | <ul style="list-style-type: none"> Users may view an increase in fees across some facilities as unaffordable. A greater level of consultation may be considered necessary for the Cemetery fees than just the Funeral Directors |
| Option 4: Accept the status quo and not approve changes to fees and charges for the Golf Course, Library, Founders Park, Broadgreen House, Isel House, and the Cemeteries. | |
| Advantages | <ul style="list-style-type: none"> Reduced administration for Council staff and contractors to implement changes to fee structure. Users would not need to find additional funds to cover fee increases. |

Item 12: Community and Recreation Fees and Charges 2021/22 and removal of Rates Remission for Cemeteries

| | |
|-------------------------|---|
| Risks and Disadvantages | <ul style="list-style-type: none">• Reduced revenue and inconsistencies between actual recoveries and Revenue and Financing policy guidelines.• A greater impact on rates. |
|-------------------------|---|

9. Conclusion

- 9.1 It is recommended the proposed removal of the Rates Remission on Cemeteries be approved for consultation as part of the Long Term Plan consultation process.
- 9.2 This report proposes some increases to fees and charges above CPI to meet the Revenue and Financing Policy or changes for more practical implementation of fees and charges.

10. Next Steps

- 10.1 Once fees and charges are approved, users will be communicated with regarding changes to the fees for use. Staff will update the Council website and relevant booking forms to reflect the changes. Council's Finance business unit will alter fees and charges in their systems.
- 10.2 The Rates Remission will be consulted on through the Long Term Plan 2021-31.

Author: Rosie Bartlett, Manager Parks and Facilities

Attachments

- Attachment 1: A2562009 - Community and Recreation Fees and Charges 2021/22 - Changes to fees proposal [↓](#)
- Attachment 2: A2565812 - Community and Recreation Fees and Charges 2021/22 - Alternative Changes to fees and charges for cemetery [↓](#)
- Attachment 3: A2571622 - Rates Remission for Cemeteries - Proposed removal from the Rates Remission Policy [↓](#)

| |
|---|
| Important considerations for decision making |
| 1. Fit with Purpose of Local Government Annual review of fees and charges assists to better allocate the cost of delivering services between users and ratepayers, helping to promote social, economic, environmental, and cultural well-being of communities in the present and for the future. |
| 2. Consistency with Community Outcomes and Council Policy Approving amended fees and charges enables Council to carry out activities that are aligned with the community outcome "our infrastructure is efficient, cost effective and meets current and future needs". |
| 3. Risk Fees and charges are reviewed annually and either adjusted in line with the Consumer Price Index or adjusted to reflect any changes in process and/or costs incurred to Council. If proposed changes are not approved the income generated from fees and charges may not cover actual costs incurred and result in a financial shortfall. There is some risk that the community may object to the changed rate or charge which may have reputational consequences. With controls such as direct communication to users the level of risk in adopting the proposed fees and charges is considered minor. Council also has the ability to revisit fees and charges at any time, and they will be reconsidered in twelve months' time. The recommended 10% increase for Cemetery fees is considered to represent a low risk but if fees are increased by 23% the public may consider there should be a greater level of consultation than via the funeral directors. Amending the Rates Remission Policy provides consistency, and better meets the needs of ratepayers providing greater clarity about eligibility for various remissions. |
| 4. Financial impact An estimate for fees and charges income based on past trends and the Revenue and Financing Policy is included in Council's Long Term Plan. |
| 5. Degree of significance and level of engagement The proposed changes to the fees and charges for the Golf Course, Libraries, Founders Park, Heritages Houses is considered to have only low impact on the community. This matter is considered to be of low |

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significance because the Revenue and Financing Policy which provides guidelines for fees and charges has been set through the Long Term Plan.

The Cemetery fees and charges are proposed to increase which may have impact on individuals that use the Cemetery therefore feedback has been sought directly from funeral directors as it is considered reasonable to consult with them as representatives of users of the cemeteries as they are likely to appreciate the impact on users.

10% increase will have a lower level of impact on users of the Cemeteries and is therefore considered to be of low significance and consultation with funeral director is considered appropriate.

A 23% increase which would achieve the recovery target in the Revenue and Finance Policy is considered to have higher level of impact on users and therefore wider consultation with the public would be recommended.

The Long Term Plan is considering the removal of rates remission from the cemetery activity.

The matter to remove the Rates Remission Policy for cemeteries is of medium significance and consultation on this is proposed through the Long Term Plan 2021-31.

6. Inclusion of Māori in the decision making process

No engagement with Māori has been undertaken in preparing this report.

7. Delegations

Community and Recreation Committee

Areas of Responsibility:

Arts, Culture and Heritage

Cemeteries and Crematorium

Community Centres and Halls

Founders Heritage Park

Heritage Houses and their grounds

Libraries

Parks and Reserves

Recreation and Leisure Facilities and Services, including swimming pool facilities and Waahi Taakaro Golf Course

Sports Fields, including Trafalgar Park and the Trafalgar Pavilion

Item 12: Community and Recreation Fees and Charges 2021/22 and removal of Rates Remission for Cemeteries

The Trafalgar Centre

Delegations:

Approval of increases in fees and charges over the Consumer Price Index (CPI)

Approval of any changes to Cemetery and Crematorium Fees and Charges

Fees and Charges relating to Community and Recreation – 2021/22 changes beyond CPI

Proposed changes to fees for 2021/22

Recreation

Waahi Taakaro Golf Club

The Waahi Taakaro Golf Club proposed to increase fees to be comparable to other golf clubs.

| Course Fees | Per round 2020/21 | Proposed change | Per round 2021/22 | | | | |
|-----------------------------------|---|--|--|--|---|--|--|
| 9 holes | \$18 | Increase in line with other courses | \$20 | | | | |
| 18 Holes | \$23 | Increase in line with other courses | \$25 | | | | |
| Juniors | \$7 | Increase in line with other courses | \$10 | | | | |
| Memberships | 12 months (April to March) (2020/21) | 6 months (October to March) (2020/21) | 3 months (January to March) (2020/21) | Proposed change | 12 months (April to March) (2021/22) | 6 months (October to March) (2021/22) | 3 months (January to March) (2021/22) |
| Adult – 18 Hole (couple) | \$552 | nil | nil | Remove Option | nil | nil | nil |
| Adult – 18 Hole | \$276 | \$160 | \$83 | Increase in line with other courses | \$300 | \$180 | \$90 |
| Adult – 9 Hole | \$216 | \$125 | \$65 | Increase in line with other courses | \$220 | \$144 | \$72 |
| Junior (secondary school) | \$42 | \$25 | \$13 | Increase in line with other courses | \$75 | \$45 | \$23 |
| Junior (pre- secondary school) | \$42 | \$25 | \$13 | Increase in line with other courses | \$43 | \$26 | \$13 |

Fees and Charges relating to Community and Recreation – 2021/22 changes beyond CPI

| Concessions | 12 months (April to March) (2020/21) | 6 months (October to March) (2020/21) | 3 months (January to March) (2020/21) | Proposed change | 12 months (April to March) (2021/22) | 6 months (October to March) (2021/22) | 3 months (January to March) (2021/22) |
|---------------------|---|--|--|-------------------------------------|---|--|--|
| Season Ticket | \$345 | \$230 | \$138 | Increase in line with other courses | \$425 | \$250 | \$150 |
| Group Rate | | | | | | | |
| Summer (per player) | \$16 | nil | nil | No change | \$16 | | |
| Winter (per player) | \$8 | nil | nil | Increase in line with other courses | \$10 | | |
| Course Hire | Summer (2020/21) | Winter (2020/21) | Proposed change | | Summer (2021/22) | Winter (2021/22) | |
| Half Weekday | \$500 | \$300 | Increase in line with other courses | | \$525 | \$325 | |
| Half Weekend | \$600 | \$400 | Increase in line with other courses | | \$650 | \$425 | |
| Full Weekday | \$1,000 | \$600 | Increase in line with other courses | | \$1,150 | \$660 | |
| Full Weekend | \$1,200 | \$800 | Increase in line with other courses | | \$1,250 | \$850 | |

New golf course fees

| | | |
|---------------------------------------|----------|---|
| Five round pass 9 holes | \$80.00 | New fee, 20% discount on standard fee, aimed at encouraging summer visitor market |
| Ten round pass 9 holes | \$160.00 | New fee, 20% discount on standard fee, aimed at encouraging summer visitor market |
| Five round pass 18 holes | \$100.00 | New fee, 20% discount on standard fee, aimed at encouraging summer visitor market |
| Ten round pass 18 holes | \$200.00 | New fee, 20% discount on standard fee, aimed at encouraging summer visitor market |
| Summer special endless golf after 5pm | \$16.00 | New fee, 20% discount on standard 9-hole fee, aimed at taking business away from Nelson |

Fees and Charges relating to Community and Recreation – 2021/22 changes beyond CPI

Social

Cemeteries

| | 2020/21 | Proposed change | 2021/22 |
|--|---------|-----------------|---------|
| Burial Plot Fees | | | |
| Single plot, 2.4m x 1.2m | \$1,814 | Increase by 10% | \$2,023 |
| Single plot, 2.4m x 1.2m, Muslim boards | \$1,814 | Increase by 10% | \$1,995 |
| Single plot, 2.0m x 0.9m, set apart for interment of children | \$989 | Increase by 10% | \$989 |
| Natural Burial Plot | \$1,814 | Increase by 10% | \$1,995 |
| Out of district - additional fee on any plot | \$1,264 | Increase by 10% | \$1,390 |
| Ash Plot Fees | | | |
| a) for burial of cremated remains in plot, 1.2m x 0.6m (up to 4) | \$493 | Increase by 10% | \$542 |
| c) for burial of cremated remains, Memorial Lawn - Marsden Valley Cemetery | \$550 | Increase by 10% | \$605 |
| e) Bellbird ashes lawn family plot (up to 8) | \$989 | Increase by 10% | \$1,088 |
| f) Out of district - additional fee on any ashes plot | \$440 | Increase by 10% | \$484 |
| g) Memorial Kerb Plaque only | | | |
| Small | \$208 | Increase by 10% | \$229 |
| Large | \$550 | Increase by 10% | \$605 |
| Burial Interment Fees | | | |
| Burial plot, aged 12 years upwards – weekday (Mo – Fr) | \$791 | Increase by 10% | \$870 |
| Burial plot child 1-12 years | \$452 | Increase by 10% | \$497 |
| Burial plot up to 1 year including stillborn | \$219 | Increase by 10% | \$241 |
| Burial Disinterment | \$2,199 | Increase by 10% | \$2,419 |
| Reinternment | \$933 | Increase by 10% | \$1,026 |
| Weekend additional fee on any plot (Sa and Sun) | \$192 | Increase by 10% | \$211 |
| Public holiday - additional fee on any plot | \$495 | Increase by 10% | \$545 |
| Ash Interment Fees | | | |
| Ash Interment | \$171 | Increase by 10% | \$188 |
| Ash Disinterment | \$171 | Increase by 10% | \$188 |

Fees and Charges relating to Community and Recreation – 2021/22 changes beyond CPI

| | 2020/21 | Proposed change | 2021/22 |
|--|---------|-----------------|---------|
| Weekend additional fee on any plot (Sa and Sun) | \$167 | Increase by 10% | \$184 |
| Public holiday - additional fee on any plot | \$216 | Increase by 10% | \$238 |
| Other service charges | | | |
| Late funerals extending after 3.30pm (any day) | \$218 | Increase by 10% | \$240 |
| Transfer of interest: For transfer of interest in any purchase of exclusive right of burial in any plot. | \$110 | Increase by 10% | \$121 |
| Records: Genealogical Research - the first hour is free, thereafter a single charge per hour is due. | \$56 | Increase by 10% | \$62 |
| Approval of installation of plaque: Plaques are to meet the Council's specifications and bylaws. | \$66 | Increase by 10% | \$73 |

Crematorium

| Hire | 2020/21 | Proposed change | 2021/22 |
|---|-----------|-----------------|-----------|
| Adult cremation | \$601 | Increase by CPI | \$609 |
| Adult after hours or Saturday (after 3.30 pm) | \$721 | Increase by CPI | \$731 |
| Adult Sunday or public holiday with agreement from operator | \$903 | Increase by CPI | \$916 |
| Oversize caskets | \$783 | Increase by CPI | \$794 |
| Child cremation (1-12 years) | \$481 | Increase by CPI | \$488 |
| Child cremation after hours or Saturday (after 3.30 pm) | \$542 | Increase by CPI | \$550 |
| Child cremation Sundays or Bank holidays with agreement from operator | \$601 | Increase by CPI | \$609 |
| Stillborn/New born (less than 1 year) | No charge | No change | No charge |
| Chapel Hire - Service | \$286 | Increase by CPI | \$290 |
| Chapel Hire - Committal | \$57 | Increase by CPI | \$58 |

Fees and Charges relating to Community and Recreation – 2021/22 changes beyond CPI

Libraries

Proposed changes for library by staff recommendation below:

| Fees and charges | 2020/21 | Proposed changes | 2021/22 |
|--|----------------|-------------------------|----------------|
| Bestseller fee (per item per fortnight) | \$5.00 | No change | \$5.00 |
| DVD (film, TV, music) fee (per item per fortnight) | \$2.00 | Increase by 25% | \$2.50 |
| Overdue charge (per item per day) | \$0.50 | No change | \$0.50 |
| Reserve fee, non-children's or non-young adult items (per request) | \$2.00 | No change | \$2.00 |
| Inter-library loan | \$5.10 | No change | \$5.10 |
| Replacement library card | \$2.50 | Increase by 20% | \$3.00 |
| Photocopying / printing (per sheet) B/W | \$0.20 | No change | \$0.20 |
| Photocopying / printing (per sheet) Colour | - | New charge | \$1.00 |
| Debt administration fee | \$10.00 | No change | \$10.00 |
| Nightingale meeting room hire (1/2 day) | \$21.00 | Decrease by 4% | \$20.00 |
| Elma Turner Activity room hire (1/2 day) - Community rate | \$21.00 | Increase by 19% | \$25.00 |
| Elma Turner Activity room hire (1/2 day) - Commercial rate | \$40.80 | Increase by 22% | \$50.00 |

Fees and Charges relating to Community and Recreation – 2021/22 changes beyond CPI

Arts and Culture

Founders Heritage Park

| Hire | 2020/21 | | | Proposed Changes | | |
|---|---------|-------|--------------------------|------------------------------------|---------------------------------------|-------------------------------------|
| | 3hr | 9-5 | 24hr | 2021/22 | | |
| Non Commercial Meeting/Cultural and Community Events (plus cleaning costs; unless stated otherwise)(e.g. does not involve commerce) | | | | 3hrs (plus cleaning costs) | 9am-5pm (plus cleaning costs) | 24hrs (incl. cleaning costs) |
| Jaycee Room | \$52 | \$104 | \$416 | \$52 | \$105 | \$300 |
| Granary | \$52 | \$208 | \$832 (\$520 off peak) | \$100 | \$211 | \$527 |
| Energy Centre | \$52 | \$208 | \$1560 (\$1248 off peak) | \$52 | \$105 | \$527 |
| Private Social functions excluding weddings (plus cleaning costs; unless stated otherwise)(e.g. social gathering with a single purpose that is not open to the public) | | | | 3hrs (plus cleaning costs) | 9am-5pm (plus cleaning costs) | 24hrs (incl. cleaning costs) |
| Jaycee Room | \$52 | \$104 | \$416 | \$60 | \$160 | \$422 |
| Granary | \$52 | \$208 | \$832 (\$520 off peak) | \$120 | \$320 | \$844 |
| Energy Centre | \$52 | \$208 | \$1560 (\$1248 off peak) | \$100 | \$200 | \$1,000 |
| Commercial use (Seminars, Expos, Conferences and weddings; incl. cleaning costs) | | | | 3hrs (incl. cleaning costs) | 9am-5pm (incl. cleaning costs) | 24hrs (incl. cleaning costs) |
| Jaycee Room | \$52 | \$104 | \$416 | \$125 | \$250 | \$500 |
| Granary | \$52 | \$208 | \$832 (\$520 off peak) | \$300 | \$600 | \$1,000 |
| Energy Centre | \$52 | \$208 | \$1560 (\$1248 off peak) | \$250 | \$500 | \$1,580 |
| Functions Hire (incl. cleaning costs) | | | | 3hrs (incl. cleaning costs) | 9am-5pm (incl. cleaning costs) | 24hrs (incl. cleaning costs) |

Fees and Charges relating to Community and Recreation – 2021/22 changes beyond CPI

| | | | | |
|---|-------------------|---|---|---|
| Church ceremony – 2 hours | \$156 | \$200 (2 hour ceremony) | | |
| Ground Hire – less than 100 people | \$52 | \$53 | \$53 | \$53 |
| Ground Hire – more than 100 people | \$312 | \$316 | \$316 | \$316 |
| Full Park Hire (including cleaning costs) | | 3hrs (incl. cleaning costs) | 9am-5pm (incl. cleaning costs) | 24hrs (incl. cleaning costs) |
| Commercial public event, no alcohol | \$2,595 excl. GST | \$2,750 excl. GST | \$2,750 excl. GST | \$2,750 excl. GST |
| Commercial public event with alcohol | \$3426 excl. GST | \$3,650 excl. GST | \$3,650 excl. GST | \$3,650 excl. GST |
| Off-Peak (June-Sept) and low impact community events | \$1142 excl. GST | \$1,220 excl. GST | \$1,220 excl. GST | \$1,220 excl. GST |
| Full Park Hire plus cleaning costs | | 3hrs (plus cleaning costs) | 9am-5pm (plus cleaning costs) | 24hrs (plus cleaning costs) |
| Commercial private event with/without alcohol (wedding) | - | - | - | \$1,600 incl. GST |
| Fees and charges type | | | | |
| Visitor entrance fee (Non-resident over 16) | \$10.00 | No Change | \$10.00 | |
| Concession | \$5.00 | No Change | \$5.00 | |
| Under 16-year-olds | \$5.00 | No Change | \$5.00 | |
| Families | \$26.00 | No Change | \$26.00 | |
| Student (over 16) and Seniors | \$7.00 | No Change | \$7.00 | |
| Local residents | free | No Change | free | |

Fees and Charges relating to Community and Recreation – 2021/22 changes beyond CPI

Broadgreen House and Isel House

Broadgreen House

| Fees and charges | 2020/21 | Proposed changes | 2021/22 |
|---|----------------|---|----------------|
| Visitor entrance fee (Non-resident over 16) | \$5.10 | Increase entry to reflect value and length of time with no increase | \$7 |
| Children | \$0 | New: add charge for children | \$2 |
| Families | \$0 | New: add charge for families | \$15 |
| Local residents | free | No Change | free |

Isel House

| Fees and charges | 2020/21 | Proposed changes | 2021/22 |
|---|----------------|---------------------------|----------------|
| Visitor entrance fee (Non-resident over 16) | \$5.10 | Change to donation of \$7 | \$7 donation |
| Local residents | free | No Change | free |

Fees and Charges relating to Community and Recreation – 2021/22 changes beyond CPI

Proposed alternative changes to fees for 2021/22

Social

Cemeteries

| | 2020/21 | Proposed change | 2021/22 | Proposed change | 2021/22 | Proposed change | 2021/22 |
|--|----------------|-----------------|----------------|-----------------|----------------|-----------------|----------------|
| Burial Plot Fees | | | | | | | |
| Single plot, 2.4m x 1.2m | \$1,814 | Increase by CPI | \$1,839 | Increase by 23% | \$2,231 | Increase by 10% | \$2,023 |
| Single plot, 2.4m x 1.2m, Muslim boards | \$1,814 | Increase by CPI | \$1,839 | Increase by 23% | \$2,231 | Increase by 10% | \$1,995 |
| Single plot, 2.0m x 0.9m, set apart for interment of children | \$989 | Increase by CPI | \$1,003 | Increase by 23% | \$989 | Increase by 10% | \$989 |
| Natural Burial Plot | \$1,814 | Increase by CPI | \$1,839 | Increase by 23% | \$2,231 | Increase by 10% | \$1,995 |
| Out of district - additional fee on any plot | \$1,264 | Increase by CPI | \$1,282 | Increase by 23% | \$1,555 | Increase by 10% | \$1,390 |
| Ash Plot Fees | | | | | | | |
| a) for burial of cremated remains in plot, 1.2m x 0.6m (up to 4) | \$493 | Increase by CPI | \$500 | Increase by 23% | \$606 | Increase by 10% | \$542 |
| c) for burial of cremated remains, Memorial Lawn - Marsden Valley Cemetery | \$550 | Increase by CPI | \$558 | Increase by 23% | \$677 | Increase by 10% | \$605 |
| e) Bellbird ashes lawn family plot (up to 8) | \$989 | Increase by CPI | \$1,003 | Increase by 23% | \$1,216 | Increase by 10% | \$1,088 |
| f) Out of district - additional fee on any ashes plot | \$440 | Increase by CPI | \$446 | Increase by 23% | \$541 | Increase by 10% | \$484 |
| g) Memorial Kerb Plaque only Small | \$208 \$550 | Increase by CPI | \$211 \$558 | Increase by 23% | \$256 \$677 | Increase by 10% | \$229 \$605 |

Fees and Charges relating to Community and Recreation – 2021/22 changes beyond CPI

| | 2020/21 | Proposed change | 2021/22 | Proposed change | 2021/22 | Proposed change | 2021/22 |
|--|---------|-----------------|---------|-----------------|---------|-----------------|---------|
| Large | | | | | | | |
| Burial Internment Fees | | | | | | | |
| Burial plot, aged 12 years upwards – weekday (Mo – Fr) | \$791 | Increase by CPI | \$802 | Increase by 23% | \$973 | Increase by 10% | \$870 |
| Burial plot child 1-12 years | \$452 | Increase by CPI | \$458 | Increase by 23% | \$556 | Increase by 10% | \$497 |
| Burial plot up to 1 year including stillborn | \$219 | Increase by CPI | \$222 | Increase by 23% | \$269 | Increase by 10% | \$241 |
| Burial Disinterment | \$2,199 | Increase by CPI | \$2,230 | Increase by 23% | \$2,705 | Increase by 10% | \$2,419 |
| Reinternment | \$933 | Increase by CPI | \$946 | Increase by 23% | \$1,148 | Increase by 10% | \$1,026 |
| Weekend additional fee on any plot (Sa and Sun) | \$192 | Increase by CPI | \$195 | Increase by 23% | \$236 | Increase by 10% | \$211 |
| Public holiday - additional fee on any plot | \$495 | Increase by CPI | \$502 | Increase by 23% | \$609 | Increase by 10% | \$545 |
| Ash Internment Fees | | | | | | | |
| Ash Internment | \$171 | Increase by CPI | \$173 | Increase by 23% | \$210 | Increase by 10% | \$188 |
| Ash Disinterment | \$171 | Increase by CPI | \$173 | Increase by 23% | \$210 | Increase by 10% | \$188 |
| Weekend additional fee on any plot (Sa and Sun) | \$167 | Increase by CPI | \$169 | Increase by 23% | \$205 | Increase by 10% | \$184 |
| Public holiday - additional fee on any plot | \$216 | Increase by CPI | \$219 | Increase by 23% | \$266 | Increase by 10% | \$238 |
| Other service charges | | | | | | | |
| Late funerals extending after 3.30pm (any day) | \$218 | Increase by CPI | \$221 | Increase by 23% | \$268 | Increase by 10% | \$240 |

Fees and Charges relating to Community and Recreation – 2021/22 changes beyond CPI

| | 2020/21 | Proposed change | 2021/22 | Proposed change | 2021/22 | Proposed change | 2021/22 |
|--|----------------|----------------------------|----------------|----------------------------|----------------|----------------------------|----------------|
| Transfer of interest: For transfer of interest in any purchase of exclusive right of burial in any plot. | \$110 | Increase by CPI | \$112 | Increase by 23% | \$135 | Increase by 10% | \$121 |
| Records: Genealogical Research - the first hour is free, thereafter a single charge per hour is due. | \$56 | Increase by CPI | \$57 | Increase by 23% | \$69 | Increase by 10% | \$62 |
| Approval of installation of plaque: Plaques are to meet the Council's specifications and bylaws. | \$66 | Increase by CPI | \$67 | Increase by 23% | \$81 | Increase by 10% | \$73 |

Proposed for removal from the Rates Remission Policy

Remission of rates for cemeteries

The provisions of the Local Government (Rating) Act 2002 state that a cemetery is non-rateable if it does not exceed two hectares. Therefore, a remission policy is required if Council wishes to remit rates on a cemetery greater than two hectares.

OBJECTIVE

To provide a measure of relief, by way of remission, to enable Council to provide a cemetery greater than two hectares.

CONDITIONS AND CRITERIA

- A cemetery that is Council-owned and is solely used as a cemetery.

Community and Recreation Quarterly Report to 31 December 2020

1. Purpose of Report

- 1.1 To inform the Committee of the financial and non-financial results for the second quarter for the activities under the Community and Recreation Committee's delegated authority.

2. Recommendation

That the Community and Recreation Committee

- 1. Receives the report Community and Recreation Quarterly Report to 31 December 2020 (R21486) and the attachments project sheets (A2558791), and performance indicators (A2563220).***

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 2020 to 31 December 2020) 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 2020/21 annual budget plus any carry forwards, plus or minus any other additions or changes as approved by the appropriate Committee or Council.
- 3.4 More detailed project sheets are included in Attachment 1 (A2558791) for the 14 projects that fall under the Community and Recreation Committee delegations. There are three project sheets included in this report that are not under delegation of this Committee, however, these

Item 13: Community and Recreation Quarterly Report to 31 December 2020

projects have been considered of interest to Elected Members and are included in this attachment for noting purposes only.

- 3.5 These project sheets have been selected if their budget is at least \$250,000 for 2020/21, are multi-year projects with a budget over \$1 million, or have been assessed to be of particular interest to the Committee.
- 3.6 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. **COVID-19 situation**

- 4.1 New Zealand remains at Alert Level 1. All Council Community, Sports and Recreational facilities are operating in accordance with National Guidelines. Procedures are in place in case alert levels change. As of 15 February 2021 we moved into Alert Level 2 and Government restrictions were put in place.
- 4.2 A separate report was received by the Sports and Recreation Committee on 18 June 2020 with implications of COVID-19 on Sports and Facilities (R17015). A report was also received by the Community Services Committee on 11 June 2020 regarding the impacts of COVID-19 on Community Services activities (R17018)

5. **Tenders awarded**

- 5.1 Tenders are advised in the Quarterly Report if their budget is at least \$300,000 and/or \$2,500,000 and accepted via the Tenders Subcommittee. There were no tenders awarded under delegated authority in the second quarter of the financial year 2020/21.

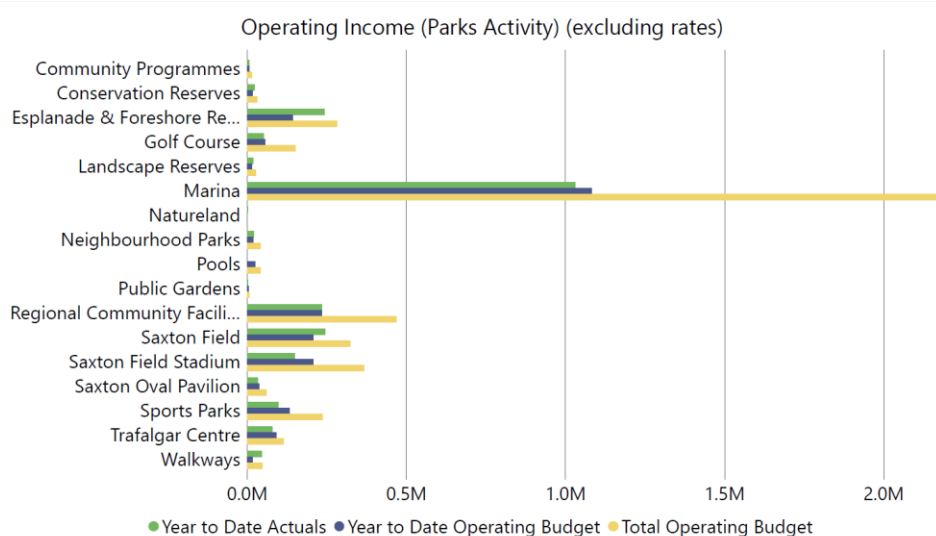
6. **Financial Results**

- 6.1 Profit and Loss by activity

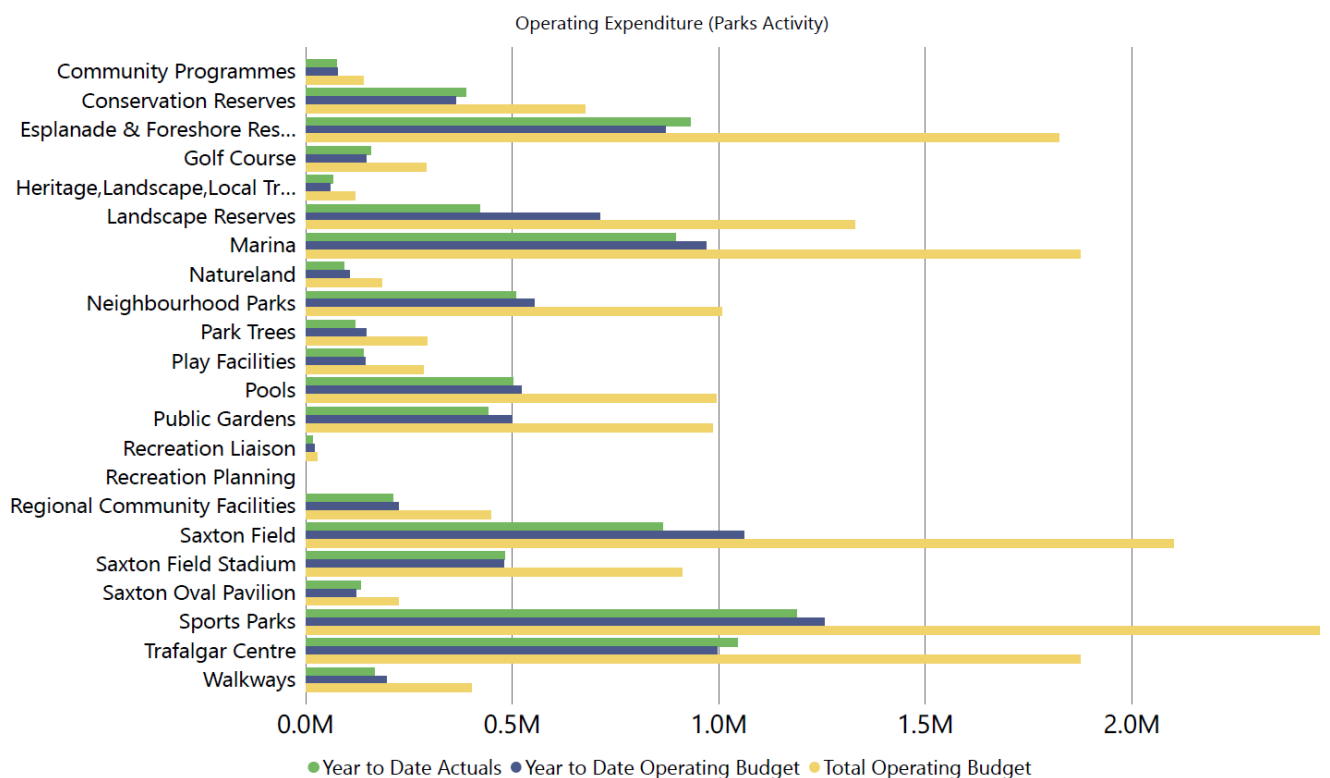
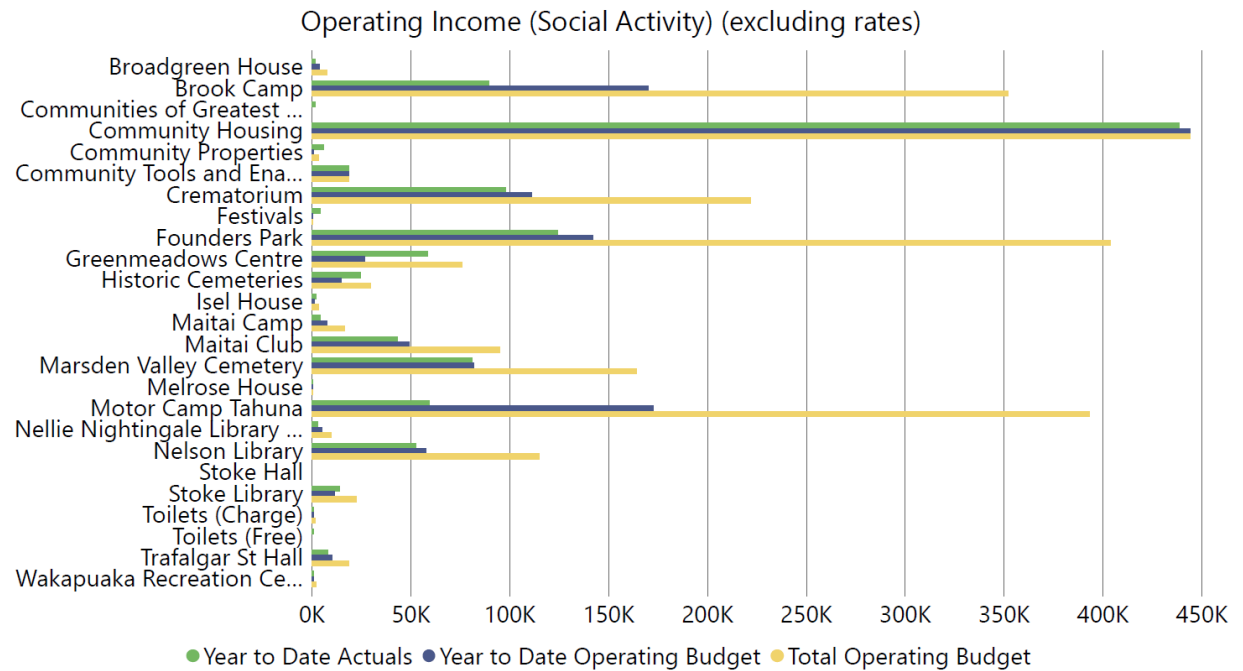
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| Parks & Active Recreation | YTD Actuals | YTD Operating Budget | YTD Variance | Operating Budget | Annual Plan Budget | Forecast |
|-----------------------------|--------------------|----------------------|------------------|---------------------|---------------------|---------------------|
| Income | | | | | | |
| Rates Income | (6,482,586) | (6,482,598) | 12 | (12,965,171) | (12,965,171) | (12,965,171) |
| Other Income | (2,273,871) | (2,284,181) | 10,310 | (4,380,828) | (4,239,433) | (4,230,610) |
| Total | (8,756,457) | (8,766,779) | 10,322 | (17,345,999) | (17,204,604) | (17,195,781) |
| Expenses | | | | | | |
| Unprogrammed Expenses | 515,445 | 392,917 | 122,528 | 865,233 | 697,732 | 888,035 |
| Staff Operating Expenditure | 871,206 | 744,492 | 126,714 | 1,489,000 | 1,489,000 | 1,489,000 |
| Programmed Expenses | 1,226,474 | 1,892,881 | (666,407) | 3,812,446 | 3,829,430 | 3,699,366 |
| Finance Expenses | 945,908 | 973,938 | (28,030) | 1,947,864 | 1,947,864 | 1,947,864 |
| Depreciation | 1,750,706 | 1,831,476 | (80,770) | 3,662,952 | 3,662,950 | 3,606,733 |
| Base Expenditure | 3,533,616 | 3,688,177 | (154,561) | 6,669,558 | 6,570,368 | 6,631,259 |
| Total | 8,843,355 | 9,523,881 | (680,526) | 18,447,053 | 18,197,343 | 18,262,257 |
| Total | 86,899 | 757,102 | (670,203) | 1,101,054 | 992,739 | 1,066,476 |

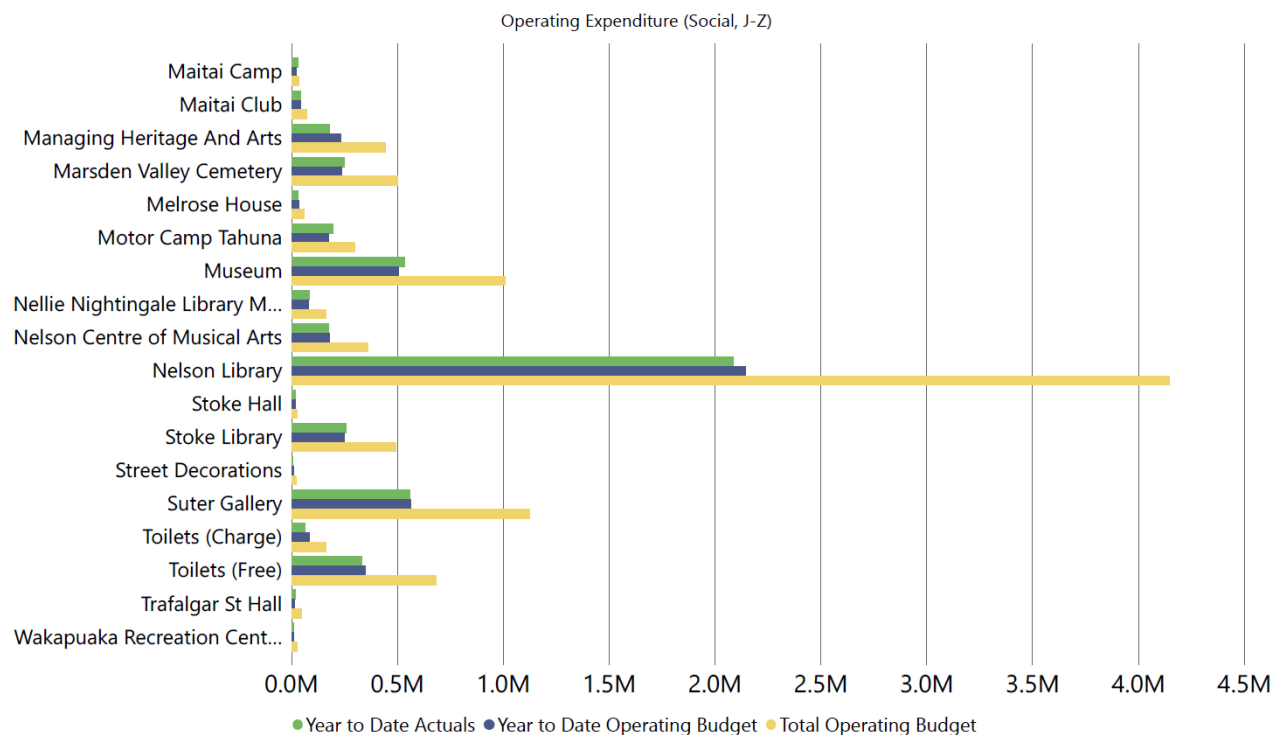
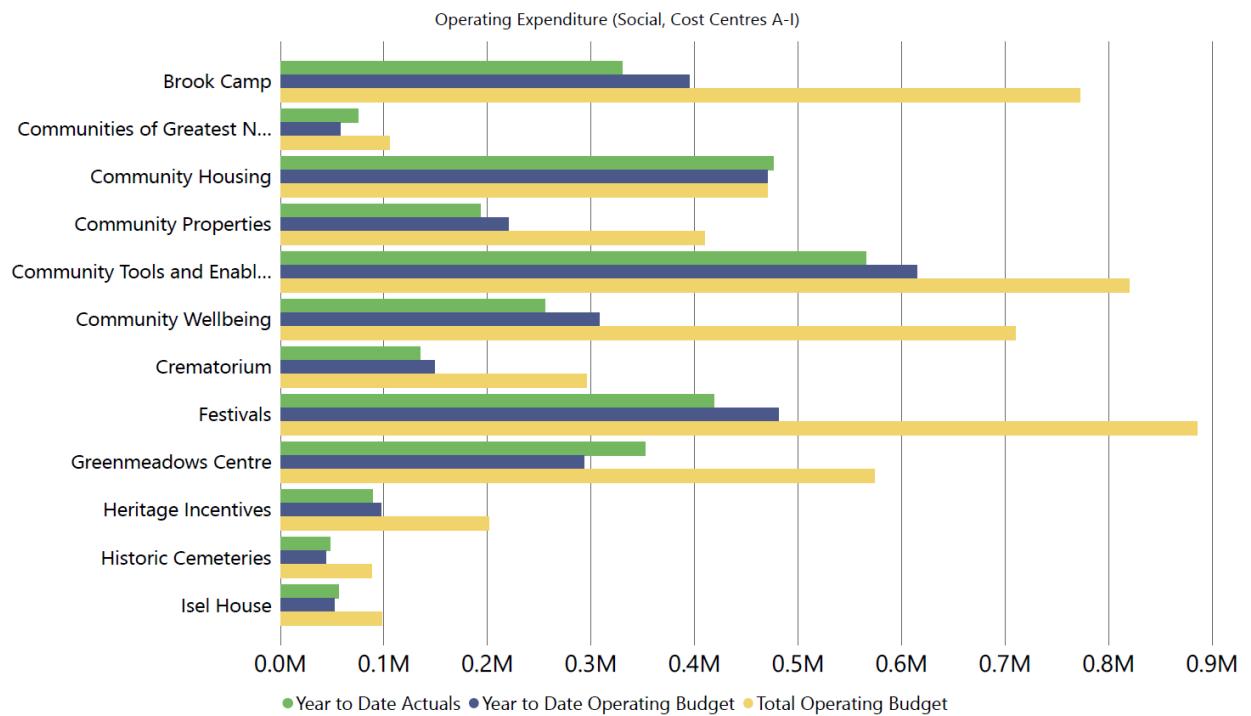
| Social | YTD Actuals | YTD Operating Budget | YTD Variance | Operating Budget | Annual Plan Budget | Forecast |
|-----------------------------|--------------------|----------------------|------------------|---------------------|---------------------|---------------------|
| Income | | | | | | |
| Rates Income | (7,121,462) | (7,121,478) | 16 | (14,242,924) | (14,242,924) | (14,242,924) |
| Other Income | (1,134,180) | (1,329,911) | 195,731 | (2,398,251) | (2,379,717) | (2,405,890) |
| Total | (8,255,642) | (8,451,389) | 195,747 | (16,641,175) | (16,622,641) | (16,648,814) |
| Expenses | | | | | | |
| Unprogrammed Expenses | 327,983 | 370,866 | (42,883) | 650,600 | 558,310 | 630,745 |
| Staff Operating Expenditure | 2,754,894 | 2,719,086 | 35,808 | 5,438,162 | 5,438,162 | 5,438,162 |
| Programmed Expenses | 1,260,193 | 1,692,038 | (431,845) | 2,969,428 | 2,921,919 | 2,913,583 |
| Finance Expenses | 437,434 | 437,250 | 184 | 874,492 | 874,492 | 874,492 |
| Depreciation | 682,780 | 643,320 | 39,460 | 1,286,599 | 1,286,599 | 1,322,344 |
| Base Expenditure | 3,291,465 | 3,148,464 | 143,001 | 5,570,391 | 5,610,849 | 5,493,234 |
| Total | 8,754,748 | 9,011,024 | (256,276) | 16,789,672 | 16,690,331 | 16,672,560 |
| Total | 499,106 | 559,635 | (60,529) | 148,497 | 67,690 | 23,746 |



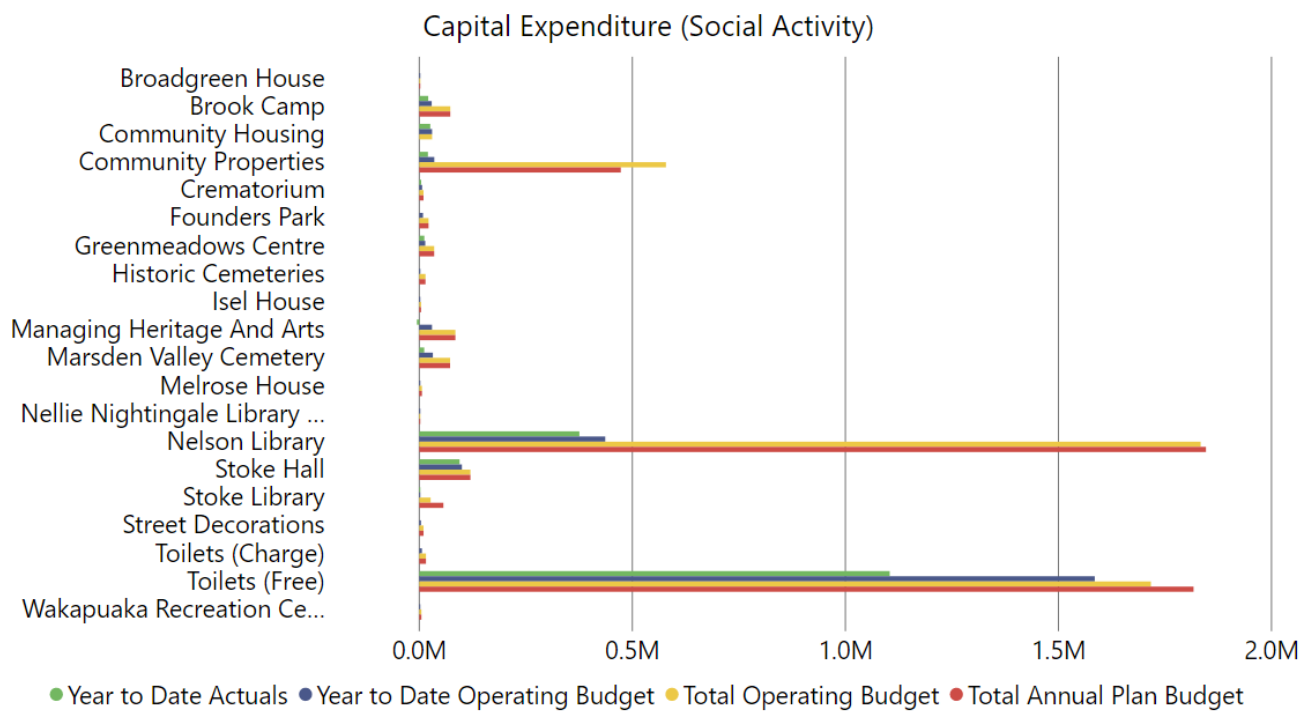
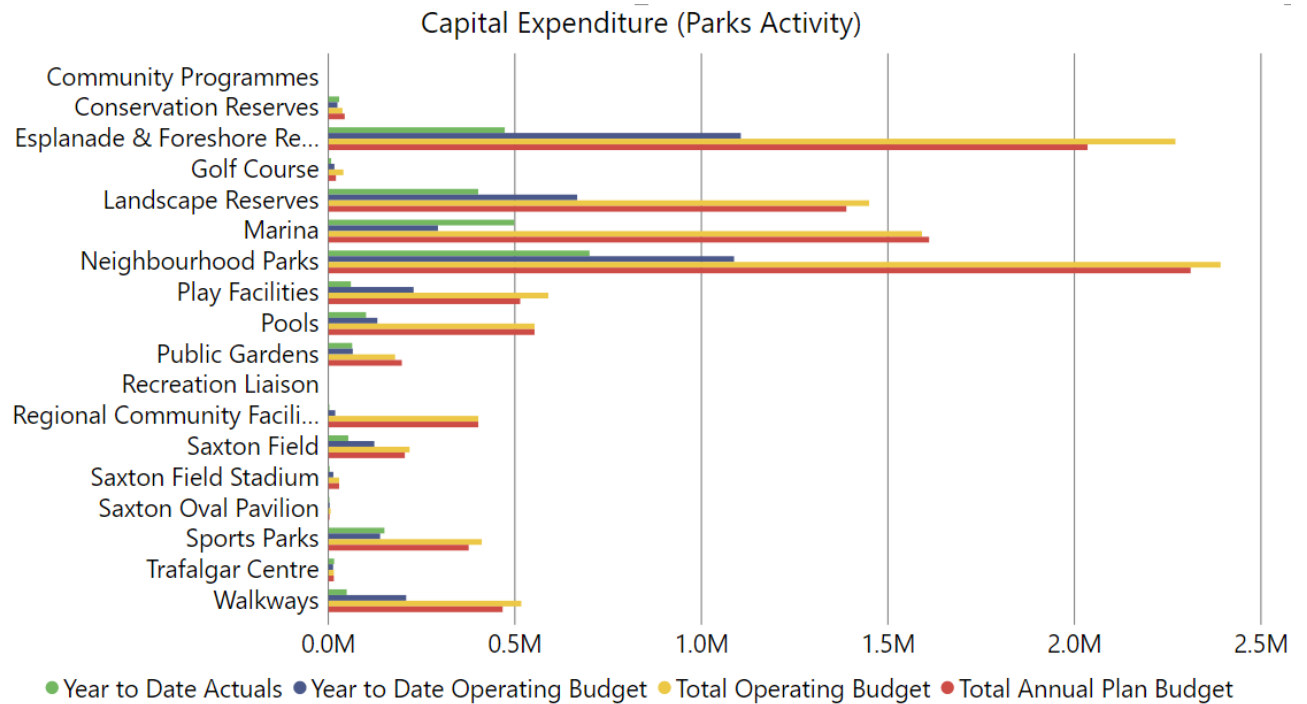
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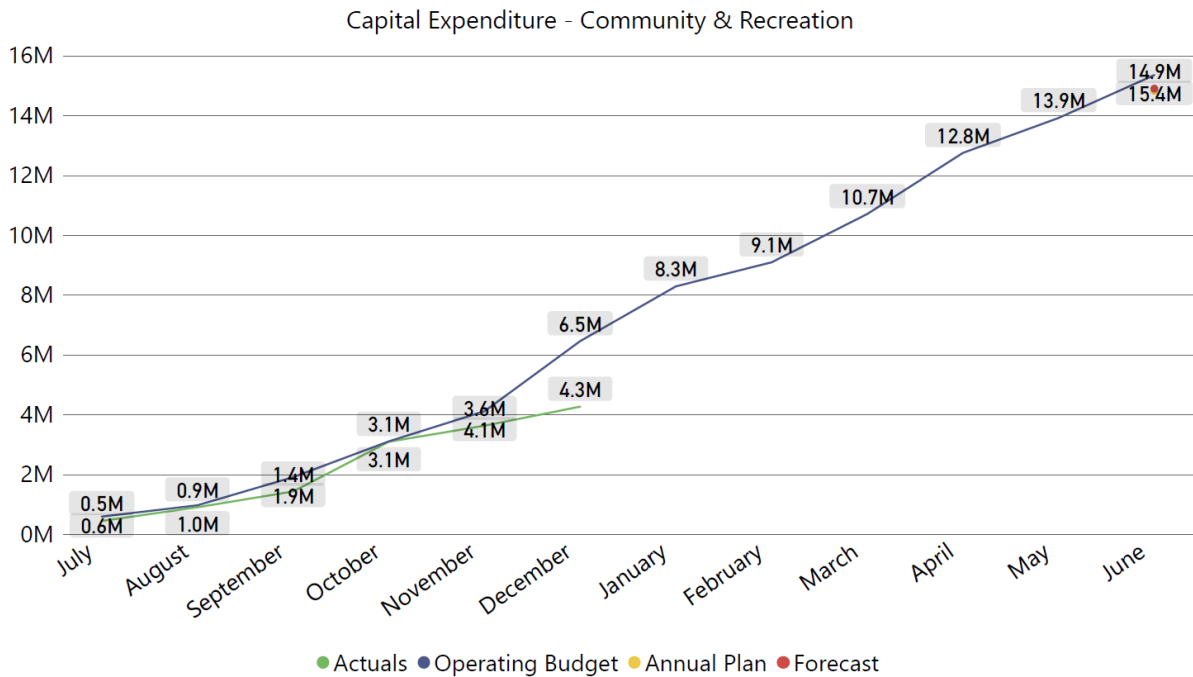
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Item 13: Community and Recreation Quarterly Report to 31 December 2020



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- 6.2 **Public Garden expenditure is less than budget by \$83,000.** Base contract costs are behind budget by \$21,000, this budget will be used to cover contract variations for the remainder of the financial year. The Church Hill step repair is \$25,000 behind budget and is waiting on the stonemason to be available to complete the works, this is now anticipated to be in Q3.
- 6.3 **Landscape Reserves expenditure is less than budget by \$290,000.** Mountain bike trail expenditure is \$251,000 behind budget, work is underway, however it is currently anticipated that some funds will be requested to be carried forward to 2021/22. The weed control programme is behind budget by \$30,000, and the mountain bike enduro event expenditure is behind by \$26,000, both items relate to timing and are anticipated to be spent.
- 6.4 **Esplanade and Foreshore Reserves income is greater than budget by \$100,000.** Unbudgeted income of \$98,000 has been received from the Provincial Growth Fund for Borck Creek, and is offset in expenditure.
- 6.5 **Esplanade and Foreshore Reserves expenditure is greater than budget by \$60,000.** Unbudgeted expenditure of \$77,000 has been incurred for Borck Creek, and is offset by Provincial Growth Fund income.
- 6.6 **Sports Park expenditure is less than budget by \$66,000.** Programmed maintenance is \$33,000 behind budget due to the contractor being behind on the renovation programme, this is now expected to take place over autumn. Building maintenance is behind budget by \$19,000. Water charges are behind budget by \$13,000, with it being a wetter spring/summer less water has been required.

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- 6.7 **Saxton Field Stadium income is less than budget by \$57,000.** Rental income is under budget by \$33,000 due to rent relief. Casual use income is under budget by \$20,000 due to COVID-19 and shorter sporting seasons.
- 6.8 **Marina expenditure is less than budget by \$78,000.** Staff time is \$36,000 less than budget. Unprogrammed expenditure is \$18,000 behind budget, as it is unpredictable in nature. Refuse collection costs are under budget by \$15,000 due to using a new provider. Marina activities are reported to the Strategic Development and Property Sub-Committee.
- 6.9 **Saxton Field expenditure is less than budget by \$197,000.** A contribution to Tasman District Council capital works of \$203,000 for the Champion Drive connection has not yet been paid due to a delay in works.
- 6.10 **Managing Heritage and Arts expenditure is less than budget by \$56,000.** This mainly relates to the heritage activities programme which is \$33,000 behind budget, and the art works maintenance programme which is \$13,000 behind, both of which are anticipated to be spent during Q3 and Q4.
- 6.11 **Festivals expenditure is less than budget by \$62,000.** This mainly relates to community events which is \$27,000 behind budget, and the summer festival is \$22,000 behind budget, which was delayed due to COVID-19 uncertainty, however is now anticipated to be fully spent.
- 6.12 **Nelson Library expenditure is less than budget by \$59,000.** Providing electronic and digital resources is \$30,000 under budget, and is now forecast to be \$37,000 under budget at the end of the year. Providing APNK services is \$19,000 under budget and is now forecast to be \$19,000 under budget at the end of the year. Both are linked to an increase in government funding.
- 6.13 **Greenmeadows expenditure is more than budget by \$59,000.** Electricity charges are \$11,000 over budget, and is likely to be overspent at end of year. Event and venue hire expenditure of \$9,000 have been incurred, however is offset by income.
- 6.14 **Tahuna Camp income is less than budget by \$113,000.** The annual wash-up invoicing is yet to be completed.
- 6.15 **Brook Camp income is less than budget by \$83,000.** Overall camp rental income is behind budget by \$80,000 and is mainly due to no international visitors and COVID-19 impacts. The camp has seen an increase in bookings over the summer period.
- 6.16 **Brook Camp expenditure is less than budget by \$64,000.** Service delivery costs are \$34,000 behind budget, however spend will increase with the increased usage over the summer period by Bay Dreamers and domestic tourists. Condition assessments have been completed, and the

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work programme is now underway, this is currently \$31,000 behind budget.

- 6.17 **Community wellbeing expenditure is less than budget by \$53,000.** This is mainly relating to a coding issue between cost centres that will be addressed by the next report rather than an underspend of \$53,000.

7. **Community Partnerships and Social Development Updates**

- 7.1 Homelessness: The number of people sleeping rough is lower compared with the equivalent time last year, although a number of the people who were homeless continue to socialise during the day with people living without adequate shelter making it difficult to ascertain how many people are sleeping rough. The Salvation Army puts the figure of people sleeping rough at around 20 to 25 individuals. Around 70 individuals are currently being housed in temporary accommodation through the Housing First programme. Officers continue to support Housing First and agency partners at a strategic level to mitigate levels of homelessness.
- 7.2 Male Room Project: Whare Haumarū project remained on track during this period. First part of the Grant (\$20,000) has been invoiced and paid the remaining part (\$10,000) to be invoiced at time of building delivery. The project group has completed the feasibility review, had proposed building design approved by stakeholders and the outcome of the review was to purchase a specifically designed portable building. Old outbuildings are currently being removed and a mauri stone will be laid in February marking the start of the physical development of the newly cleared area.
- 7.3 Youth Strategy: Projects focussing on youth into governance, youth into employment education and training and active youth citizenship continue and new events are in the process of being contracted for 2021. A partnership project with the Ministry of Social Development, Tasman District Council, Ministry of Education and Nelson Regional Development Agency focussing on young people not in employment, education or training (NEET) continues to be delivered and a working group aiming to develop a NEET tracking service similar to the previous Connections service has been established.
- 7.4 Nelson Youth Council: The Nelson Youth Council hosted a wider youth consultation on the Stoke Youth Park in conjunction with Whanake Youth in October. There were 41 applications for the 2021 Youth Council year. The first day of induction was held 9 December 2020, which was heralded as a success. Day two of induction will be held at the end of January 2021.
- 7.5 Community Youth Volunteer Award: This award recognises youth volunteering in the community. Schools nominate students which are then judged by the Nelson Youth Council and the Council delegated Councillor. Those awarded in 2020 were Theo Wheatley from Nelson College, Resika Sapkota from Nelson College for Girls, Hailey Potts from

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Nayland College and Ella Bogle from Garin College. All received a \$50 voucher, certificate and trophy.

- 7.6 City For All Ages: Work on the Strategy was set back significantly by COVID-19 as staff resources were diverted to other areas and Steering Group member availability was impacted. Work has recommenced and is progressing well. A draft Strategy is expected to be ready in the first half of the year for consultation with the community, building on the engagement that has already occurred via a city-wide survey and focus groups.
- 7.7 Translations Project Update: This project aims to produce relevant translations of key Council documents to reduce barriers to information for people whose first language is not English. Work continues to identify documents relevant to communities for translation based on the findings of the report. This will result in a range of documents produced for the communities for which the information is most relevant.
- 7.8 Ki o Rahi (traditional Māori sport): A potential site for the Ki o Rahi field has been identified and work continues to define the exact location and specifications before this site is put forward for final approval.
- 7.9 Use Our Loos: Started initial informal engagement with community members on the project idea and through the City for All Ages group. Initial feedback has been mixed with some stakeholders questioning whether there is sufficient need in the community. Further engagement will be undertaken and a decision on the feasibility of this project will occur in the next quarter.

Community Funding Updates

- 7.10 Emergency Fund Update: A \$200,000 emergency fund was established in May to provide grants to community organisations facing financial hardship or increased costs due to COVID-19. \$88,220 was allocated in 2019/20 and the balance of \$117,780 was carried forward to the 2020/21 year. Three grants totalling \$48,500 were made in the first quarter. One subsequent grant has been made for \$4,000 to the Nelson Festivals trust in the second quarter leaving a balance of \$65,280.

Founders Heritage Park Update

- 7.11 Visitor Numbers: Visitor numbers are very similar to the same period last year. There has been a 73% increase in visitors from the rest of New Zealand which has balanced out the lack of international visitors. The number of people attending functions has now gone back to the same level as last year although the number of regular users has declined.
- 7.12 Founders Annual Book Fair: The book fair, which was postponed from the usual June date, was held in October finishing on Labour Day. It was another very successful event raising \$159k over the 10 days of the fair.
- 7.13 The Founders Heritage Park Strategic Plan was approved by the Community Services Committee in October.

Heritage Update

- 7.14 Isel House: A new interactive display in Isel House, 'The Tiny Room' opened in December and has been well received by the children and families who have been to see it. Two upstairs windows have recently been conserved by a heritage technician.
- 7.15 Broadgreen House: Broadgreen House had 'A Traditional Christmas' running through December and into the new year. People have learned old traditions, enjoyed music in the parlour, a new large Victorian rocking horse, children's activities and other hands on activities have supplemented the stunning costumes on display and local history. Visitor numbers in December were 543, up from 307 in 2019. Repairs to the Cob and Plaster exterior gable ends of Broadgreen House were successful.
- 7.16 Heritage Festival Rebranding: The name and design of the Nelson Heritage Festival was upgraded during October to December with a rebranding exercise. The new logo and title of "Tuku 21 Whakatu/Heritage Month" reaffirms the desire to see a diversity of heritage stories explored, in particular stories from Māori and recent migrants. The word "Tuku" means "to share" or "exchange" and the new logo represents how the different peoples of Nelson are working together to share their own histories. The rebrand followed a number of zui and hui to discuss the new Taonga Tuku Iho Strategy.
- 7.17 Tuku 21 Whakatū Heritage Month: Calls for Tuku 21 event hosts went out during October to December with a number of exciting event ideas already lodged by hosts. The grant panel meets in February and following that, the program for Tuku21/Heritage Month in April 2021 will be confirmed.
- 7.18 Parihaka Performance: The Theatre Royal was supported by funds from the cancelled 2020 Heritage Festival grant scheme to hold a Parihaka play organised by the local Parihaka network group. A full house crowd was witness to a performance that, although emotional at times, led to a significant moment of acknowledgement and reconciliation of Nelson's historical links to the invasion of Parihaka.
- 7.19 Histrionics Homecoming Events: The Histrionics performance group was supported by Council to perform drama and musical commemorations to mark the 75th anniversary of the end of World War Two. The events in Trafalgar Street and the market on the 14th November focused on the human stories of troops returning to their homelands and loved ones.

Arts Updates

- 7.20 Arts Breakfast: The Arts Foundations touring roadshow "All In For The Arts" hit Nelson on 4th November with talks from local artists and the Mayor. Around 60 people were in attendance.
- 7.21 Chorus Cabinets Arts Project: A partnership with Chorus and Council saw 19 submissions proposed to paint four street boxes with murals.

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Council's Arts Selection Panel, including iwi cultural managers, advised on selection and the four successful artists are currently delivering the works.

- 7.22 Creative Communities: The grants panel met in late November to assess 13 applications asking for over \$19,000 of funding. The successful applicants will deliver a wide variety of small to medium arts projects in Nelson.
- 7.23 Public Art: Arts briefs were released to artists to gather proposals for three individual public artworks. Artists are reporting back their proposals to the Art Selection Panel and iwi in February. Soon after that, it is hoped that Council will engage them in delivering this year's tranche of new public artworks.
- 7.24 Nutcracker Show: The Council's light art projector was loaned to Theatre Royal and Primary Dance Group to allow luscious projected sets for the Nutcracker show to literally pop! Primary Dance also organised a free outdoor public light art display, with ballet dances in the street, near the theatre to help promote the sell-out show.

Events Updates

- 7.25 International Cricket: The rising stars of New Zealand Cricket took on international opponents the West Indies in a four-day game at Saxton Oval in December. Entry was free and attracted between 75 and 140 people per day.
- 7.26 Kapa Haka: Te Tauihu o te Waka a Māui Māori Cultural Council presented Te Huinga Whetū - Regional Kapa Haka Competitions on 13 November at the Trafalgar Centre. The top primary school kapa haka from throughout the Top of the South battled it out to see who qualified for the national kapa haka championships in November 2021.
- 7.27 Tasman Mako: On 21 November Tasman Mako overcame a spirited Bay of Plenty Steamers team 19-10 to book a place in the Mitre 10 Cup Premiership Final v Auckland Rugby. On November 28 the Tasman Mako claimed back-to-back Mitre 10 Cup Premiership titles, by defeating Auckland 13-12 at Eden Park.
- 7.28 Bay Dreams: Bay Dreams South's management adapted to COVID-19 challenges and worked out a plan that would deliver a unique show in 2021. The main festival space was relocated from Trafalgar Park to Rutherford Park where the camping site was rearranged to fit the new event layout. A separate report (R22566) provides further details of this event.
- 7.29 Nelson Arts Festival: The Festival was scaled to COVID-19 circumstances and contributed to the city-wide collaborative programme Ngā Toi Huatau – The Seasonal Arts - designed during lockdown. Despite the cancellation of the Mask Parade and Carnival, the Festival delivered a series of city-centred activities with the Pukapuka Talks reaching out to Stoke and Motueka communities as well.

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- 7.30 Youth Events – Fright Night: The first of a series of six youth events was delivered end of October at Founders Heritage Park. The event was successfully delivered to 252 youth, even with COVID-19 implications.
- 7.31 Christmas events: Council’s early decision to replace the Nelson Santa Parade with a series of small scale Christmas events was very successful. Partnerships with Uniquely Nelson, Nelson Centre of Musical Arts and cooperation with the newly established Nelson Santa Parade Trust led to a Christmas month dotted with events, including a Santa Grotto, Santa Parade, a youth Christmas party, a Christmas umbrella market and many other community activities. Christmas decorations, flags, wreaths and Christmas trees were positively commented on by the public.
- 7.32 Summer Events: New Year’s Eve Countdown was a 100% locally produced and performed event and was well received by both the public and the performers. Around 4,000 people attended.
- 7.33 Black Ferns Rugby Match: On 16 November the Black Ferns and the NZ Barbarians were welcomed to Nelson Whakatū with a pōwhiri at Whakatu Marae. On 20 November members of the community attended a City Activation event (1903 Square) where players engaged with public to promote sport ahead of weekend match at Trafalgar Park – approx. 200 people attended. On Saturday 21 November Trafalgar Park was buzzing as crowds turned out to watch the Black Ferns v Barbarians game followed by the Mitre 10 Cup semi-final Tasman Mako v Bay of Plenty Rugby Steamers. The Black Ferns beat the Barbarians 19-17. Council allocated \$50,000 to support the game and promote women in sport.

8. Libraries Updates

- 8.1 From the 3rd October through to the 17th October Elma Turner Library was a location of advance voting for the General Election. This was a success for both the Electoral Commission and the library with over 6000 votes cast.
- 8.2 Rhyme of the Ancient Mariner: Over 50 people come along to enjoy live music and poetry as read by members of our community at the top of Trafalgar Street. This event was designed to take poetry into the community. There was a lot of positive feedback from this including a request to make this an annual event.
- 8.3 Idea Services: Idea Services provide Disability Support Services in Tahunanui. A recent collaboration with this organisation has resulted in a combination of outreach and in-library visits to support the residents of their Natalie Street support home. These visits involve art activities, reading sessions and basic digital skills.
- 8.4 Employment Expo: In November library staff worked with the Ministry of Social Development (MSD) to deliver Nelson’s first pop-up employment and training expo. Employers and training providers registered to have a space in the library where they could connect directly with people looking for work or to further their education. There was an incredibly positive

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response with MSD counting around 160 attendees (between 11am-2pm) and they had great feedback for those attending and from the vendors, and so far over a dozen jobseekers have found employment through this event.



Photo: Elma Turner Library, Employment Expo, November 2020

- 8.5 Age Concern: Library staff have been working with Age Concern on their Tech Connect Initiative. Age Concern is providing a certain number of digital devices and internet connection to identified elderly members of the community. Library staff provide in home training to the recipients alongside an Age concern staff member.
- 8.6 Seed Library: A number of spring workshops were run including a seedling swap, two drop-in information sessions and a guardian workshop where people could connect with other growers. Nelson Seed Library was pleased with the number of attendees and the awareness raised within the community and plans are underway to make these workshops a regular event at the start of each growing season.
- 8.7 Children's hospital: A recent outreach relationship has developed where the library provides resources to complement existing collections at the children's ward in Nelson Hospital. Resources, including crafts such as origami, puzzles, foreign language books and audiobooks have been enjoyed by children who may need to stay in hospital and the resources are swapped out at regular intervals.
- 8.8 Children's events and programmes: A successful fourth term of children's programming occurred in this quarter with the media club, sewing club

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and gardening club receiving positive reviews from the attendees. School and Early Childhood Education visits continued this term with class visits from the large majority of schools and a number of Early Childhood Centres. Our annual summer reading programme kicked off in December with Book days at Stoke School and Victory Community Centre (Victory School) followed soon after by Santa's grotto. This is the library's third year running these events. Just prior to Christmas Elma Turner Library was also fortunate to host the City Centre Santa for a few days.



Photo: Book day; Stoke Primary School, December 2020.

9. **Commentary on Capital Projects**

- 9.1 There are 14 projects within the Community and Recreation Committee delegations, that are included as part of the quarterly reporting.
- 9.2 Project status is analysed based on three factors; quality, time and budget. These projects are reported on in Attachment 1 (A2506440).
- 9.3 The variances shown between the YTD Actuals and YTD Budget within the above graph are explained in the project sheets in relation to the most significant variances above.

Toilet renewals projects

- 9.4 Tahunanui Lions toilet was completed in December 2020. Millers Acre toilet upgrade is due for completion in February 2021 and is on track. Further information about both is presented in the project sheet Attachment 1 (A2506440).

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- 9.5 The final Ministry of Business, Innovation and Employment (MBIE) payment for the Tahuna Lions Toilet project has been invoiced.
- 9.6 The final MBIE payment for the Millers Acre Toilet project is due in February 2021.

City Play Space

- 9.7 This programme relates to the development of a play space in the city centre area. Investigations are underway into a location. The development is programmed for 2024/25, which may be brought forward dependent on land purchase.

Reserve Development Programme

- 9.8 Reserve developments are predominantly funded from subdivision financial contributions, not rates. 2020/21 funding has been allocated for the construction of a new shared pathway through a new reserve in the Montebello Subdivision (Ngawhatu Valley), Marsden Park Play Space, and the Corder Park redevelopment. Where appropriate, funds are reallocated to a specific project budget.

Maitai Recreation Hub

- 9.9 This project has received funding supported from MBIE. Following the approval of a Council grant to Ngāti Koata to secure public recreational access to their land, the project has resumed consultation and concept design. Officers are focussing on creating the hub at the Waahi Taakaro Golf Club, where there are opportunities for cooperative development. Positive initial meetings have been held with the Nelson Mountain Bike Club, Waahi Taakaro Golf Club, Nelson Tasman Cycle Trails Trust, and Sport Tasman.

Forestry Conversion Programme

- 9.10 Approximately, 140 hectares of commercial forestry is being progressively retired and established in alternative species. Progress updates on the conversion programme are reported to the Forestry Sub-Committee.

Elma Turner Library Redevelopment

- 9.11 In December 2020, work began on the first stage of deconstruction works at 23 Halifax Street. This involved removing the interior linings and contaminated materials impacted by mould and asbestos. The vast majority of the internal building fabric has been repurposed or recycled. A documented case study on the repurposing and recycling of materials is underway which will help inform future projects.
- 9.12 The costs for asbestos removal was considerably less than initially anticipated. However, given the building's close proximity to the street, the building will need to be fully scaffolded and scrimmed (wrapped). The concrete structure will be carefully deconstructed in sections rather than

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being knocked down by excavators. As a result, the overall cost project for this deconstruction is anticipated to remain at \$735,000.

- 9.13 In early February 2021, the second stage of deconstruction where the building shell is removed will commence.

Modellers Pond

- 9.14 On 5 November 2020 the Sports and Recreation Committee approved that Option 7 now proceeds to detailed design including managing the treatment of stormwater upstream of the pond, with additional treatment at discharge. The development of a recreational space inclusive of an extended model train track, and other items are identified through public engagement. \$170,000 in capital expenditure will support the next phase of the Modellers Pond replacement project and construction will be underway in 2021/22.

Eureka Park development

- 9.15 New trails have been constructed and a large new picnic table installed which will provide a unique venue among the redwoods such as for children's birthday parties. At the time of writing signage was being finalised and once installed the completion of the project will be communicated to the public, along with the messaging that this reserve is for pedestrian use only

10. **Commentary on operational projects**

Saxton Field Marketing

- 10.1 In September 2020 the Saxton Field Committee held a workshop to discuss key objectives for the Marketing Strategy. Nelson City Council staff agreed to work with Tasman District Council staff on a combined branding project. In November 2020 the Saxton Field Committee was presented with a brand architecture document. Feedback was provided and a second workshop was organised for January 2021.
- 10.2 The existing Nelson City Council (NCC)/Tasman District Council (TDC) budget for 2020/21 of \$10,000 will be used for branding. The Saxton Field Marketing budget for 2021/22 of \$40,000 will be split in half between NCC and TDC. The budget for 2022/23 of \$6,000 will be split equally between NCC and TDC.

Weed control programme land reserves

- 10.3 The Brook Valley Eastern Hills Ecological Restoration Plan and the Marsden Valley Ecological Restoration Plan are both at the final draft stage. These will be used to inform the weed control program, grazing program and restoration planting program for these reserves once finalised.

Maitai Restoration Project

- 10.4 Project Mahitahi was formally launched on 3 December 2020 with guests from a range of organisations and community groups there in support <https://our.nelson.govt.nz/stories/collaborative-project-mahitahi-restoration-project-launched/>. The project is a co-governed, co-designed, and co-delivered project with iwi, the Department of Conservation, MfE, and Council. It has a total external funding over five years of \$3.7 million to restore the terrestrial environment of the Maitai/Mahitahi Valley.
- 10.5 MPI - Te Uru Rākau - has also granted \$62,610 to fund trees for planting projects at Shakespeare Walk, Nile Street, and the Mahitahi Wetland.
- 10.6 A total of 54 FTE roles are to be delivered over the 5 years of the Project, and to date, 30 of these are in place at either Nelmac or at the Brook Waimarama Sanctuary. The remaining are likely to be agreed to with prospective employers by February 2020.
- 10.7 Further information about the Mahitahi report has been included in the Environment and Climate Quarterly Report (R22560).

Mountain Bike Trail Grade Audits

- 10.8 Anecdotally, Nelson is known for its mountain bike trails being graded lower than equivalent trails in the rest of the country. A Nelson mountain bike trail that is actually advanced level may have a posted grading indicating intermediate level. This represents a risk, particularly for new riders and visitors, and can lead to safety issues. Officers have engaged Envisage NZ to undertake an audit of trail grades in Nelson and provide recommendations to the council and Nelson Mountain Bike Club, which is currently underway. Tasman District Council is also undertaking similar work on some of the trails in its region.

Adopt a spot programme update

- 10.9 Volunteers who have been cleaning headstones in Wakapuaka Cemetery in recent years have been asked to partner with Council as part of the Adopt a Spot programme.
- 10.10 Adopt a Spot is a way of keeping Council and volunteers better connected, and so far it is working very well. The area of Wakapuaka Cemetery where the volunteers clean and maintain headstones and the areas they help to keep tidy are a perfect candidate for the programme.
- 10.11 NCC is currently reviewing the Urban Environments Bylaw and the Burial and Cremations Act 1964 in relation to tending private headstones and how this will affect the volunteers' work at the Cemetery.

The Marina

- 10.12 The delegation for the Nelson Marina sits with the Strategic and Development Sub-committee, however, is being reported through this

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Quarterly Report. The management of the Marina is currently being bought back in house. A transition plan is being worked through to ensure that the current contractors are informed and can work towards a termination date of June 2021.

- 10.13 The position of Marina Manager was advertised in December 2020. The role will manage the Marina and look into the ongoing needs to manage the Marina. Shortlisting of applicants has been completed with interviews scheduled for February 2021.
- 10.14 Work on the Marina Master plan has begun with Consultants being engaged and consultation with Stakeholders occurring in February. A draft plan will be presented to the Strategic Development and Property Subcommittee on the 1 April 2021.

11. **Strategy and Policy**

- 11.1 Development of strategy and policy work that will inform both the Parks and Reserves and Property and Facilities Activity Management Plans and provide strategic direction is described below.

Out and About - On Tracks Strategy review

- 11.2 A review of the Out and About - On Tracks Strategy is underway and key stakeholders have been engaged. This Strategy provides an agreed way forward for new off road walking and cycling trails, including policy direction and an implementation plan. This Strategy was workshopped with the Committee during 2020 and a draft will be brought to the Committee in 2021 for approval to release for general public feedback.

Vegetation Management Policy

- 11.3 A draft Policy is being reviewed to assist staff with decisions around actions and requests such as tree removal, pruning and planting and roadside berm maintenance. A workshop was held on 3 November 2020 with the Sports and Recreation Committee to discuss the draft policy and the intended outcomes. A draft policy will be brought back to Committee in 2021.

Saxton Field Reserve Management Plan review

- 11.4 The Draft Saxton Field Reserve Management Plan is available for viewing at Nelson City and Tasman District Council libraries and Council offices. Comments and submissions closed on 10 December 2020 and hearing and deliberations are scheduled for the third quarter of 2020/21. The Saxton Field Committee has been overseeing the process led by Tasman District Council.

Artificial Turf Feasibility

- 11.5 The Annual Plan 2019/20 included funding for a feasibility study for an artificial turf for winter sports codes to enable more all-weather play and training opportunity for sporting teams. The recommendations in the

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feasibility study were workshopped and presented to the Sports and Recreation Committee on 06 August 2020 (R13750). Officers are now working on next steps which involve discussions with stakeholders from the sporting community and environmental groups, and undertaking further analysis. A more detailed Sportsfield Capacity Review is being prepared by industry experts which assesses user feedback and sportsground usage patterns to determine the most appropriate response to the reported issues.

Activity Management Plans (AMPs) for 2021-31

- 11.6 Work on Activity Management Plans (AMPs) for Parks and Reserves, Property and Facilities and Arts, Heritage and Events is ongoing. The Draft Parks and Reserves AMP 2021–31 was presented to iwi on 15 October and brought to the Sport and Recreation Committee (now Community and Recreation Committee) on 5 November 2020. The Community Partnerships AMP was approved by the Community and Recreation Committee on 10 December 2020.
- 11.7 The Draft Property and Facilities AMP 2021-31 was presented to iwi on 4 December and is scheduled for further Committee workshops on individual issues in 2021. This AMP is a cross-Committee AMP.

Workshops

- 11.8 Community Arts Centre Workshop: A workshop was held at the end of October 2020 to seek direction on a Community Arts Centre. The discussion focussed on proving funding for the continued lease of the current location of the Arts Council Nelson through the Long Term Plan and to continue to develop an approach to ensure suitable premises for arts organisations and activities.
- 11.9 The Parks and Reserves AMP workshop was held with Te Tau Ihu on the 15 October 2020. The Workshop offered iwi partners an opportunity to familiarise themselves with the draft Parks and Reserves AMP and to seek early feedback from iwi partners about any aspects which are of interest or concern.
- 11.10 The Regional Cemetery Strategy Briefing was held on the 20 November 2020. The briefing was to discuss recommendations from the recently completed Joint Cemeteries Strategy for Tasman District and Nelson City Councils. This included discussion around options for addressing upcoming cemetery capacity issues and the potential for partnering with Tasman District Council on a new regional cemetery. A further workshop is planned for the next Joint Councils meeting on 16 March.
- 11.11 Vegetation Strategy Workshop 3 November 2020. This workshop raised a number of issues around vegetation management on public spaces, and included discussion about potential approaches to Council levels of service and who may be expected to carry out work on roadside berm vegetation.

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- 11.12 A workshop was held on the review of the Out and About On Tracks Strategy on 10 December 2020. Key matters discussed included the establishment of a Track Advisory Group to prioritise new trails and oversee the Strategy's implementation, balancing new trail construction with an increased focus on environmental outcomes, improving balance in the network (greater focus on development of easier grade trails and the potential for the Grampians and Eureka Park to become pedestrian only).

12. **Iwi Activity Management Plan 2021- 31 consultation**

- 12.1 Individual sessions with iwi on the AMPs were held as follows:

12.1.1 Parks and Reserves AMP – 15 October 2020

12.1.2 Property and Facilities AMP – 4 December 2020

12.1.3 Arts Heritage and Events AMP – 28 October 2020

12.1.4 Community Partnerships AMP – 18 November 2020 (at the Nelson City Council and iwi managers forum)

- 12.2 The feedback from iwi for each AMP is presented below. A comment is provided at the end of each item.

12.3 **General comments**

- 12.4 Recommendation from iwi that the goal of the AMP's should reference iwi partnership and Te Tiriti o Waitangi as well as consideration of natural world view, sustainability and cultural acknowledgment.

Officers are working on drafting an introduction from the Council Kaumatua to compliment the Mayors introduction.

12.5 **Parks and Reserves AMP**

- 12.6 Recommendations from iwi included:

12.6.1 An overarching Open Space Strategy to be developed. This would allow iwi to primarily be consulted on the overarching plan, therefore requiring less time and effort for iwi to review individual plans and policies which result from the overarching strategy.
Included in the strategy programme within the AMP

12.6.2 Cost recovery through initiatives such as solar energy. *Will be picked up via the energy audits which are scheduled with the AMP relating to specific assets.*

12.6.3 Māori cultural expression in parks and reserves. For example, key customary practices like waka ama and Te reo Māori names for areas and activities. Officers would welcome working with iwi to increase Māori expression in parks and reserves; a clear process is required to establish Te Reo names and Māori cultural

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interpretation acceptable to all iwi (this process could potentially be established through the Open Space Strategy process).

- 12.6.4 Urban greening where reserves form a fundamental part of community. *An Urban Greening Strategy is planned for development in 2021/22, and a small amount of subsequent funding included for tactical greening initiatives. More substantial greening actions have not been budgeted for because there is uncertainty around the scale of those actions and which AMP the budgets would need to sit in. These actions would need to be either funded from within existing budgets or included in future Annual Plans or LTPs.*
- 12.6.5 Remove 'climate change' from 'unknowns' and replace with 'natural hazards'. *Suggested update underway.*
- 12.6.6 Consideration of a bridge near the golf course, so bikers do not have to go down the Maitai Valley Road. This would be safer, quicker and well used. *Almond Tree Bridge would achieve this and is programmed and budget in for construction 2025/26. Further plans are in place to investigate an off-road cycle trail along Maitai Valley Road up to the Maitai Campground.*
- 12.6.7 Iwi involvement with the off road cycle route planning in the future. *Presenting Out and About Strategy review to Te Ohu Taiao hui 17 February 2021.*
- 12.6.8 The development of a water sports building. Waka events are culturally important and advantageous financially to the city. Council is working with waka ama group on an interim plan of using a vacant piece of land. Funding is scheduled for 2026. A funding contribution from users is expected. There is a desire to get the contribution requirement resolved so that funding applications can be lodged. *Confirmation of funding and preferred option to be resolved through the LTP.*
- 12.6.9 Budget available to ensure that an ongoing lease agreement for use of Codgers and Fringed Hill can be reached with Koata Limited. *Is budgeted for in the LTP.*
- 12.6.10 Council prioritise correcting names of streets, parks and reserves. Iwi requested increased bilingual naming, and updating maps of various sites, for example, Centre of New Zealand. Council agreed to audit reserve and stream names to find inaccuracies. Officers are supportive of working with iwi to prioritise correct naming, and where existing Te Reo names for sites have been established Council seeks to include them where possible. A clear process is needed to establish Te Reo names acceptable to all iwi.
- 12.6.11 Support for the inner city playground and iwi would like to see it permanently on Council land. *A new City Play Space is budgeted within the LTP.*

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- 12.6.12 Safe access for Mountain Bikers to Sharlands Forest can be achieved through a cycle bridge near (or within) the Maitai Golfcourse. Iwi support the feasibility study for this and continued progression on this project. *Almond Tree Flat Bridge would provide this access and is in the LTP. Maitai Hub project is budgeted in 2020/21 and is likely to be carried forward to 2021/22. Discussions have been held with the golf club and investigations into feasibility are underway this year.*

12.7 Property and Facilities AMP

- 12.8 Discussion on toilets being unisex. *Response: Recent developments have been unisex.*
- 12.9 Discussion about Founders development – is the Marae involved? *Response: Yes, ongoing discussions with the Marae.*
- 12.10 Interest in sea sports building, in particular in relation to waka ama storage. Interest in events, particularly Te Matatini. Want to ensure that this is planned for appropriately. *Response: Officers are working with waka ama for the sea sports building.*
- 12.11 Interest in the ongoing involvement of iwi in discussions with NCC. *Response: relevant information sent out.*
- 12.12 Interest in the Cemetery project. *Response: iwi will be kept informed as the project progresses*
- 12.13 Interest in Wakapuaka Hall as a community facility. *Response: Iwi feedback will be sought if there are key changes to the Wakapuaka Hall.*

12.14 Arts, Heritage and Events AMP

- 12.15 A workshop was held on 28 October 2020. Staff engaged iwi individually to receive additional feedback.
- 12.16 Iwi supported national kapa haka events, and increasing iwi engagement in key economic growth areas. *Response: iwi will be kept informed as the project progresses.*

12.17 Community Partnerships AMP

13. A presentation was shared on the Community Partnerships draft AMP to at the Iwi Managers Forum on 18 November 2020.
14. Iwi commended the plan, and that it aligned with the Kia Kotahi Te Hoe which had been adopted by the Regional Intersectoral Forum (RIF).
15. Iwi commented that the AMP priorities involving communities of greatest need reducing social isolation, reducing housing vulnerability, reducing the impact of poverty, improving access to work and learning resonated with their own strategic priorities, and they were interested in pursuing partnership opportunities. Resource was being furnished by Central

Government across Te Taihū. *Response: iwi will be engaged as part of project development.*

16. Other notable achievements, issues or matters of interest

Erosion at Tahunanui Back Beach

- 16.1 A section of Tahunanui back beach is experiencing significant erosion due to the spring high tides. The erosion pace has not increased significantly but is currently more noticeable as it approaches infrastructure like the carpark, signage and wash-down area. Council is monitoring the affected area, which is near the raised sealed car park, and has proactively installed mobile safety fencing at the top of the sand cliffs. Monitoring will continue daily and risk reduction strategies will be implemented as necessary, in particular, the removal of cliff overhangs as they arise and/or hazardous vegetation.
- 16.2 Due to tidal fluctuations, it is not practical nor safe to install fencing or signage on the beach at the bottom of the sand cliffs. Council has released social media posts to remind the public of the health and safety risks of approaching the cliffs.
- 16.3 At this stage, the erosion has reached the north-west corner of the sealed car park and the staged removal of the asphalt has begun. No car parks have been lost as of December 2020, but it is likely that this will change over summer and autumn as we expect further erosion events in line with solstice tides.



Photo: Tahunanui Beach; view from beach side to north-end carpark area, October 2020.

Bridge maintenance and renewals programme

- 16.4 A programme of work has now been completed to maintain and renew bridges within parks areas. Work within the quarter ending December 2020 included the painting of the marina gangway handrails, the renewal of a pedestrian bridge at Marsden Valley, and strengthening of the basin reserve staircase.

Responsible Camping Fund MBIE

- 16.5 Council received funding approval from MBIE in September 2020 for up to \$121,500 from the Responsible Camping Funding. This is being used for additional waste management, an expanded ambassador programme, a visitor survey and project management this summer 2020/21. To date, no significant freedom camping issues have been brought to staff's attention this season.

Earthquake prone buildings

- 16.6 Hounsell Circle bus shelter remains fenced off. Consultants have been engaged to provide a design for the building to strengthen it to 67% New

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Building Standard (IL2) so that strengthening can be planned. Officers will review consultant's design before engaging further work.

- 16.7 The Stoke Memorial Hall remains closed and a design is underway for the strengthening solution. A report is coming to a future Community and Recreation meeting.
- 16.8 The Refinery strengthening is underway, as reported in the project sheet attached.

Venue Hire Fund

- 16.9 The Venue Hire Fund was established in the Annual Plan 2019/20 to assist eligible community groups in paying the venue hire fees at Nelson City Council venues. The fund has a pool in the current financial year of \$30,000. The fund is administered by the Nelson Regional Development Agency on behalf of Council. The following events were approved for funding the second quarter of 2020/21:

- Movember Breakfast – Nelson Community Venues - \$245
- Good Peoples – Elsewhere NZ Ltd - \$1,000
- Salmonella Dub & Friends – Elsewhere NZ Ltd - \$1,000

- 16.10 \$20,073 remains available in this fund for 2020/21.

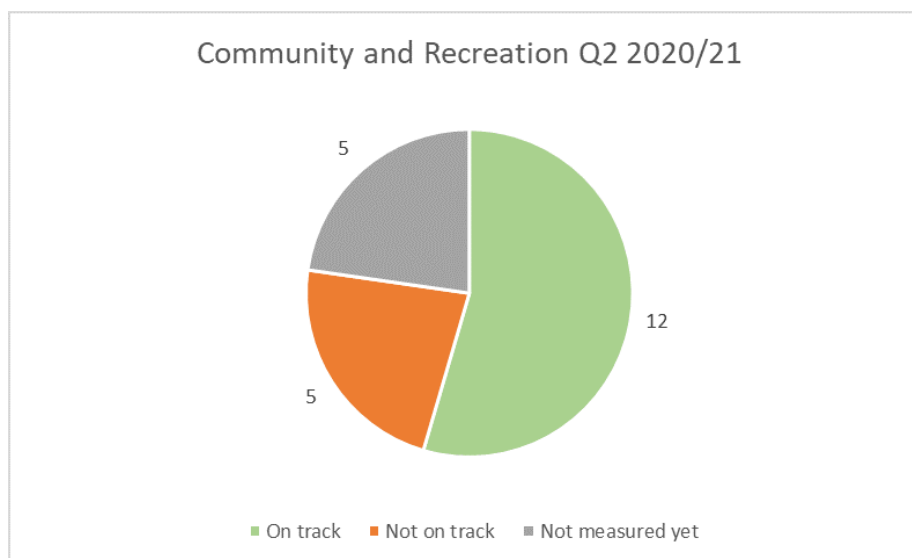
17. Key Performance Measures

- 17.1 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 22 performance measures that are within the Community and Recreation Committee's delegation and one, Marina berth holder occupancy, with the Strategic Development and Property subcommittee that are reported in this quarterly report.
- 17.2 Performance measures are reported during the financial year accordingly, the scale to report on the performance measures is as follows:

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- On track
- Not on track
- Not measured yet

18. Quarterly Review of Key Performance Indicators



- 18.1 12 of the 22 measures are on track, five are noted as not on track, five are noted as not measured yet, which are the user satisfaction and visitor numbers at the Bishop Suter Art Gallery, the audience numbers per year at the Nelson Centre of Musical Arts, the customer satisfaction at the public libraries, the utilisation of the Trafalgar Centre facilities and area of neighbourhood parks per 1,000 residents.
- 18.2 The Trafalgar Centre has a target of at least 80,000 users annually. The total amount of users in the second quarter of 2020/21 was 3,390 for five events in total, compared to the previous year of 13,242 users in the second quarter of 2019/20 due to the impact of COVID-19 closures of the facilities.
- 18.3 The key performance indicator (KPI) for the Trafalgar Centre was set through the Long Term Plan 2018–28 when the Trafalgar Centre was still closed for earthquake strengthening requirements. Therefore, there was no current baseline to set the patronage figures on. This is being reviewed through the Property and Facilities Activity Management Plan 2021–31.
- 18.4 The area of neighbourhood parks per 1,000 residents is a longer term indicator that is expected to naturally fluctuate over and under the target, based on subdivision progress. It is proposed to amend this target in the 2021/31 AMP so that a more pragmatic indication of neighbourhood park supply is provided.
- 18.5 The library door count and resident memberships are not on track. Changes to these performance measures are proposed in the 2021

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Property and Facilities Activity Management Plan. The numbers achieved in both of these measures is above the national benchmark.

- 18.6 Founders Park overall visitor numbers (i.e. attraction visitor, public event visitors and booking visitors) are not on track (13% down on previous period) due to the significant decrease in public events associated with the impacts of COVID however this masks an increase in visitors coming to the park as an attraction.
- 18.7 Attachment 2 (A2563220) lists all performance measures, their status and commentary.

19. **Conclusion**

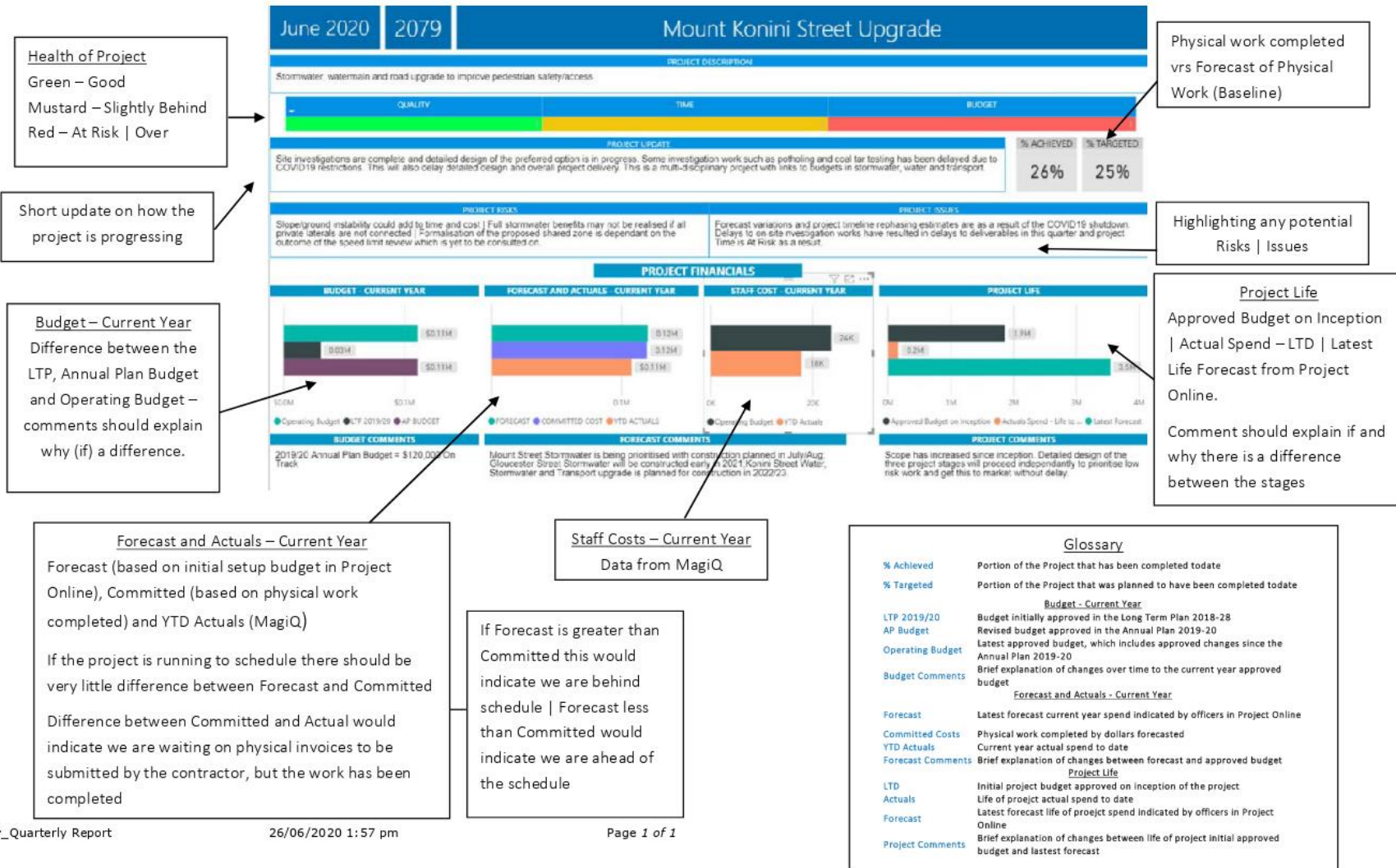
- 19.1 The review of performance for the second quarter of 2020/21 for the Community and Recreation Committee is included in this report, with project reports and performance measure updates attached.

Author: **Sarina Barron, Manager Libraries**

Attachments

- Attachment 1: A2558791 Community and Recreation Committee Project Sheets Quarter 2 2020-21 [↓](#)
- Attachment 2: A2563220 Community and Recreation Committee Performance Measures Quarter 2 2020-21 [↓](#)

Key to Understanding the Quarterly Report



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| | | |
|--------------------------------------|------|----------------|
| December 2020 QUARTERLY REPORT | 3152 | Maitai MTB Hub |
|--------------------------------------|------|----------------|

Develop hub for recreation on site adjacent to Camping Ground

| QUALITY | TIME | BUDGET |
|---|------|---|
| PROJECT UPDATE | | OVERALL HEALTH |
| Project on hold pending outcome of Ngati Koata recreation management strategy. Concept proposed is a relocatable modular option that could be relocated in future to serve the Nelson Adventure Park if required. To be reported back to the Sports and Recreation Committee. Engagement with Koata Trust ongoing. Wider Iwi consultation to follow. Part funded by MBIE. | | |
| PROJECT RISKS | | PROJECT ISSUES |
| Reliance on goodwill of Koata owned MTB track network and therefore Maitai Hub function. Scope review with resulting scope creep/reduction. Rejection of concept by Iwi. | | Project on hold while negotiation on land access ongoing. |

PROJECT FINANCIALS

| | Year 1 2018/19 | Year 2 2019/20 | Year 3 2020/21 | Years 4-10 2021/28 | Total 2018/28 |
|-----------------------------|-------------------|-------------------|-------------------|-----------------------|------------------|
| Long Term Plan Budget | 20,000 | 715,400 | 182,784 | | 918,184 |
| Carry-forwards / Amendments | -10,000 | -714,900 | | | -724,900 |
| Total Budget | 10,000 | 500 | 769,900 | | 780,400 |
| Actual Spend to Date | 9,511 | 224 | 0 | | |
| Full Year Forecast | 17,459 | 224 | 769,896 | | 787,579 |

| BUDGET COMMENTS | FORECAST COMMENTS | PROJECT COMMENTS |
|--|-------------------|------------------|
| 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. | | |

| | | |
|--------------------------------------|------|-------------------|
| December 2020 QUARTERLY REPORT | 2899 | Great Taste Trail |
|--------------------------------------|------|-------------------|

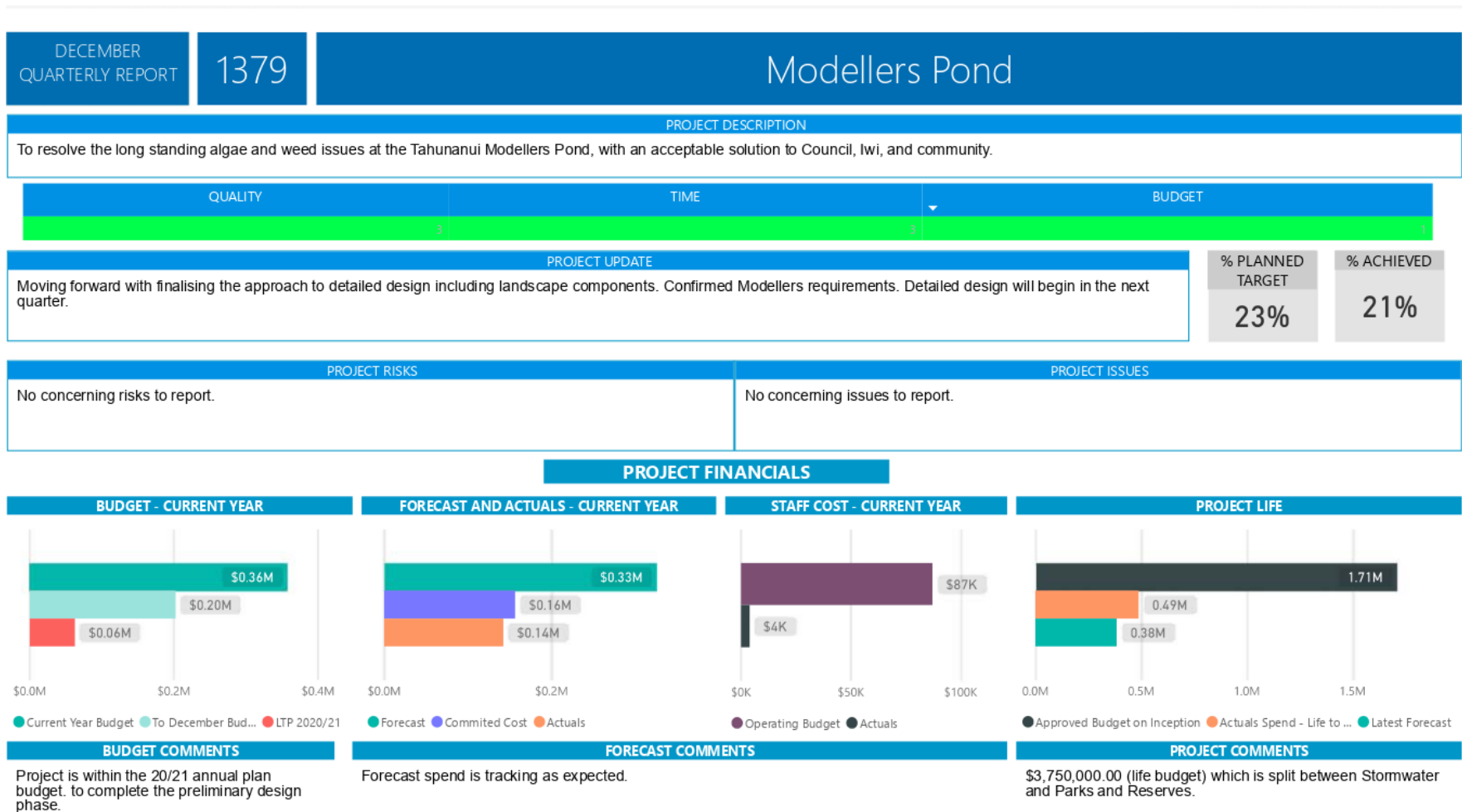
Connections to improve existing Great Taste Trail connections south of the Airport with Tahuna Beach via the Beach Camp and Golf Course.

| QUALITY | TIME | BUDGET |
|--|------|----------------------|
| PROJECT UPDATE | | OVERALL HEALTH |
| A route through the Nelson Golf Club to Nelson Airport has been agreed with the Club. A lease agreement is in preparation. A new bridge crossing Jenkins Creek adjacent to the Airport has been installed. | | |
| PROJECT RISKS | | PROJECT ISSUES |
| Small risk that the agreement with the Golf Club will not proceed. An alternative route between Golf Road and the Airport is available. | | No issues to report. |

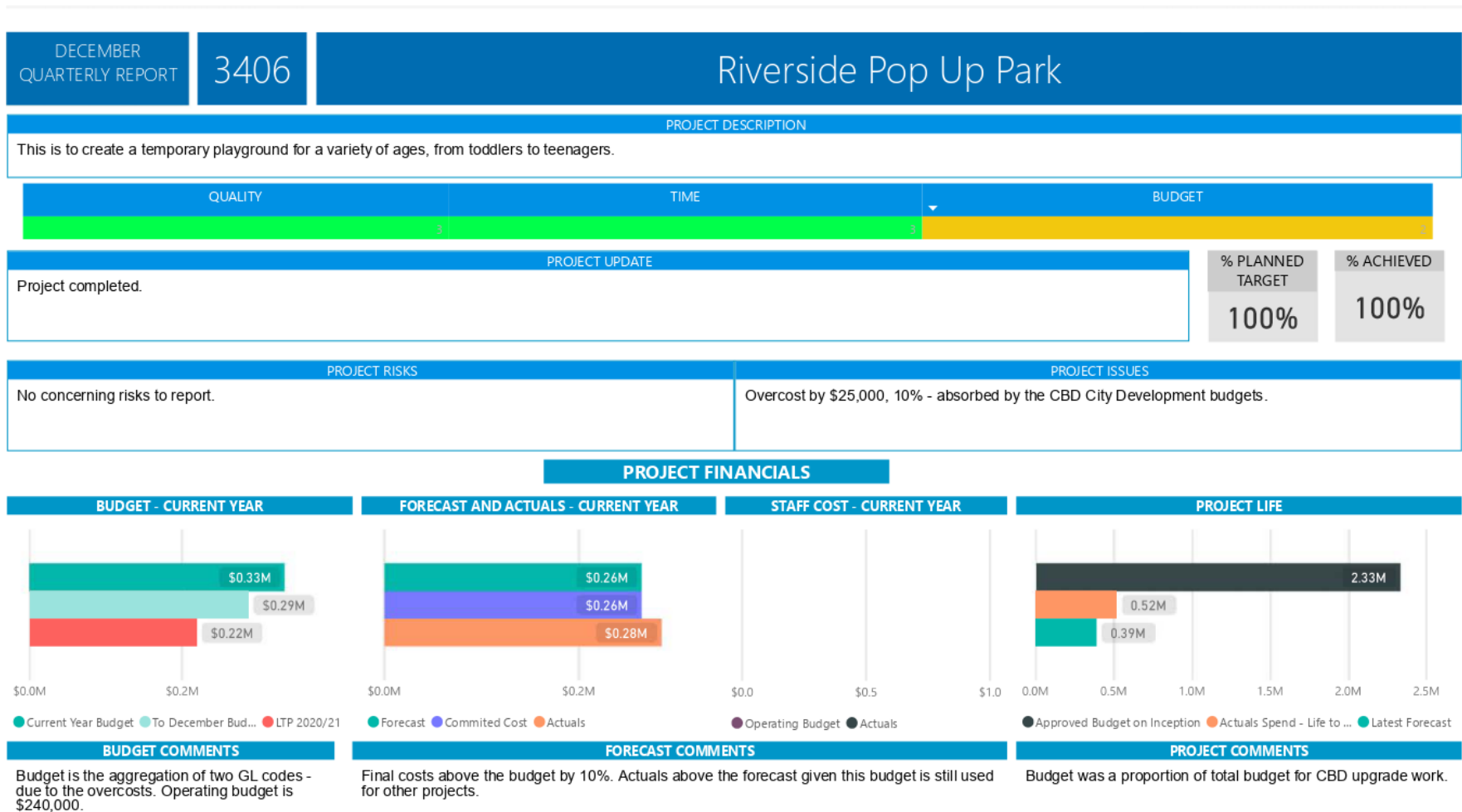
PROJECT FINANCIALS

| | Year 1 2018/19 | Year 2 2019/20 | Year 3 2020/21 | Years 4-10 2021/28 | Total 2018/28 |
|-----------------------------|-------------------|-------------------|-------------------|-----------------------|------------------|
| Long Term Plan Budget | 808,988 | 0 | 0 | | 808,988 |
| Carry-forwards / Amendments | -300,000 | 626,455 | 370,762 | | 697,217 |
| Total Budget | 508,988 | 626,455 | 370,762 | | 1,506,205 |
| Actual Spend to Date | 51,290 | 640,652 | 6,501 | | |
| Full Year Forecast | 51,290 | 626,455 | 370,575 | | 1,048,320 |

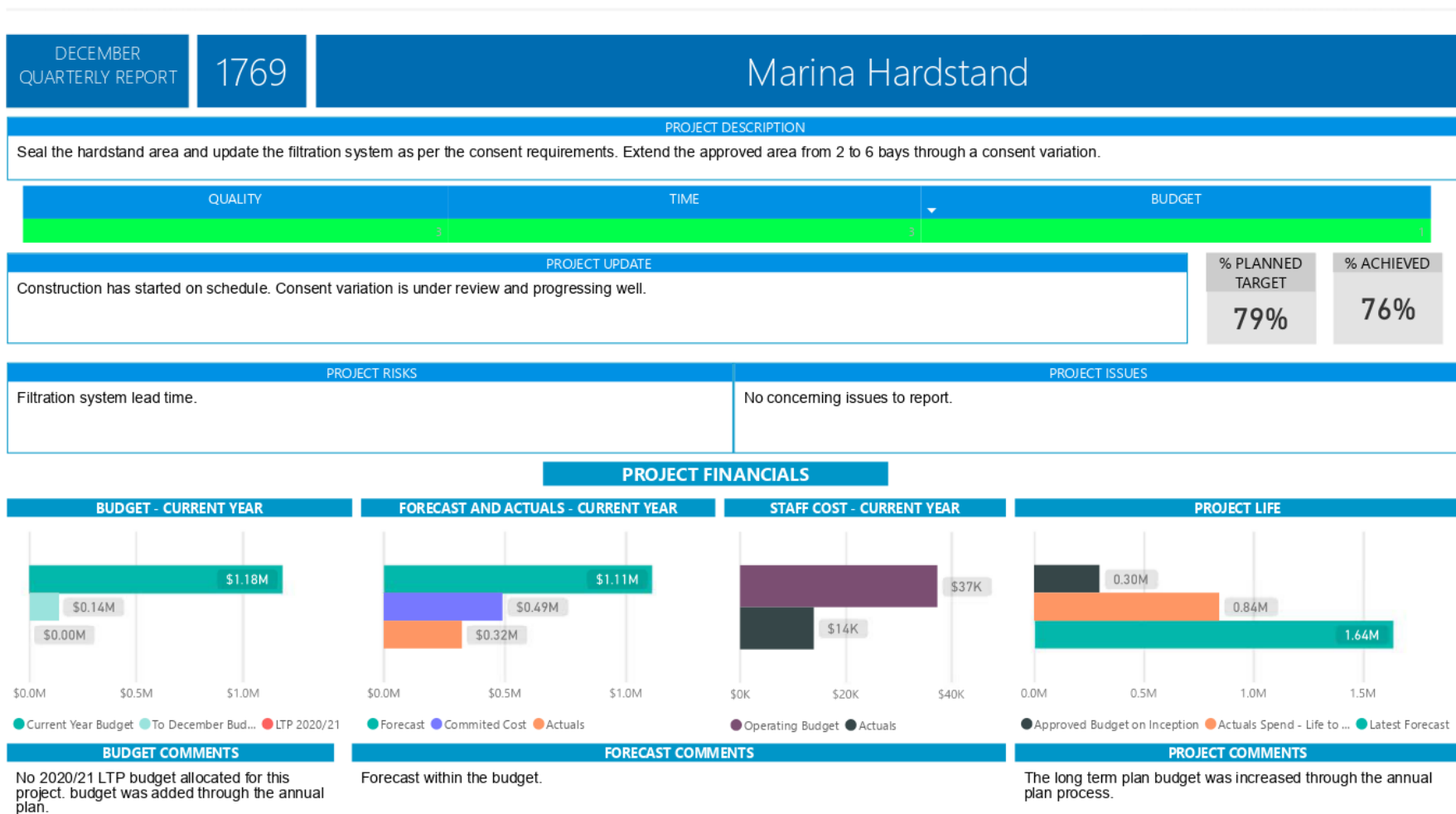
| BUDGET COMMENTS | FORECAST COMMENTS | PROJECT COMMENTS |
|--|---|------------------|
| Excludes capital staff time. We are currently transitioning to a model in which capital staff time is budgeted at a project level. Projects managed by the Capital Projects team have been moved to this new model in 2019/20. For these projects, capital staff time is included in the 2019/20 year where indicated. | Work is to be expected to start before the end of the year. | |



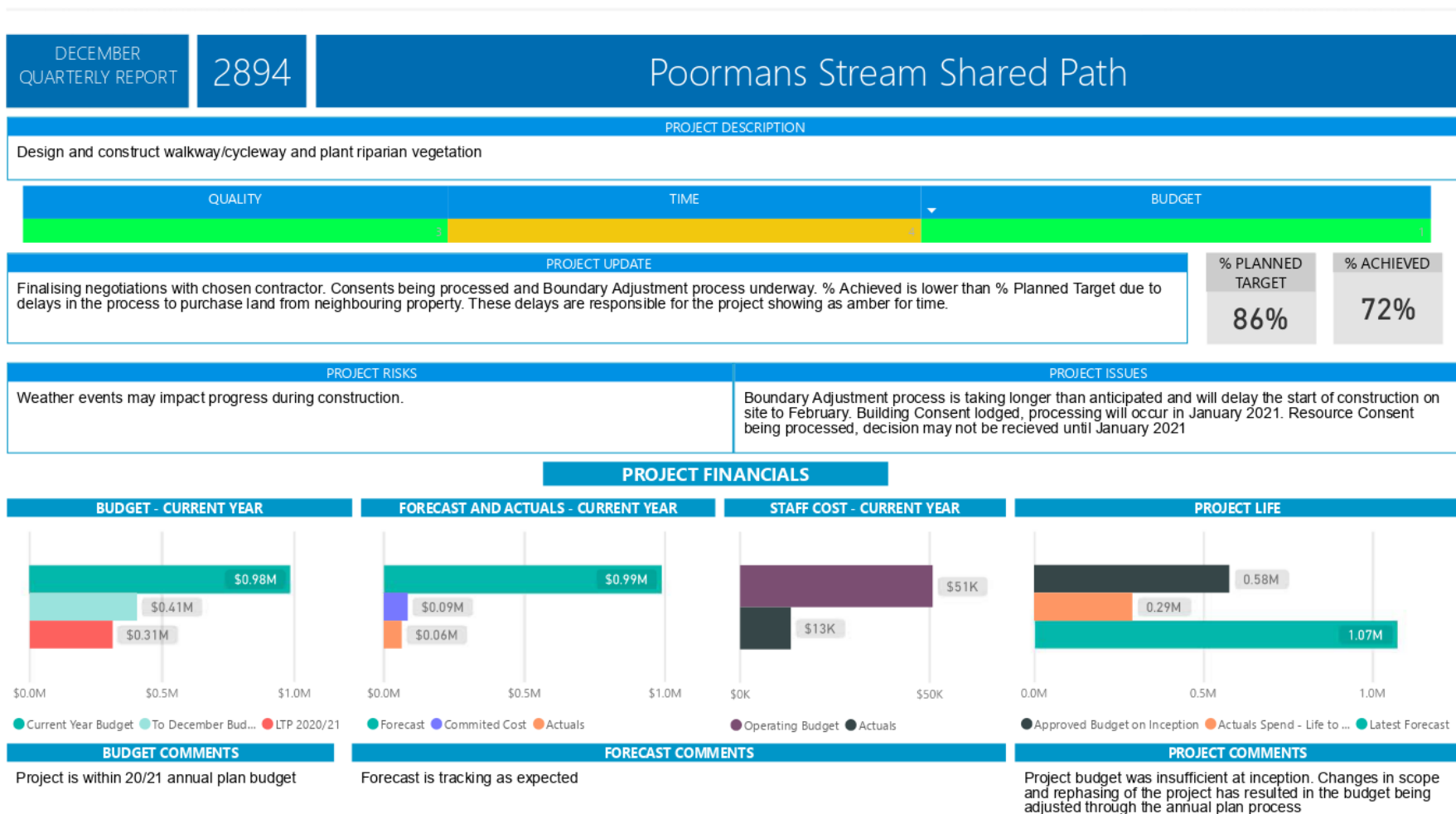
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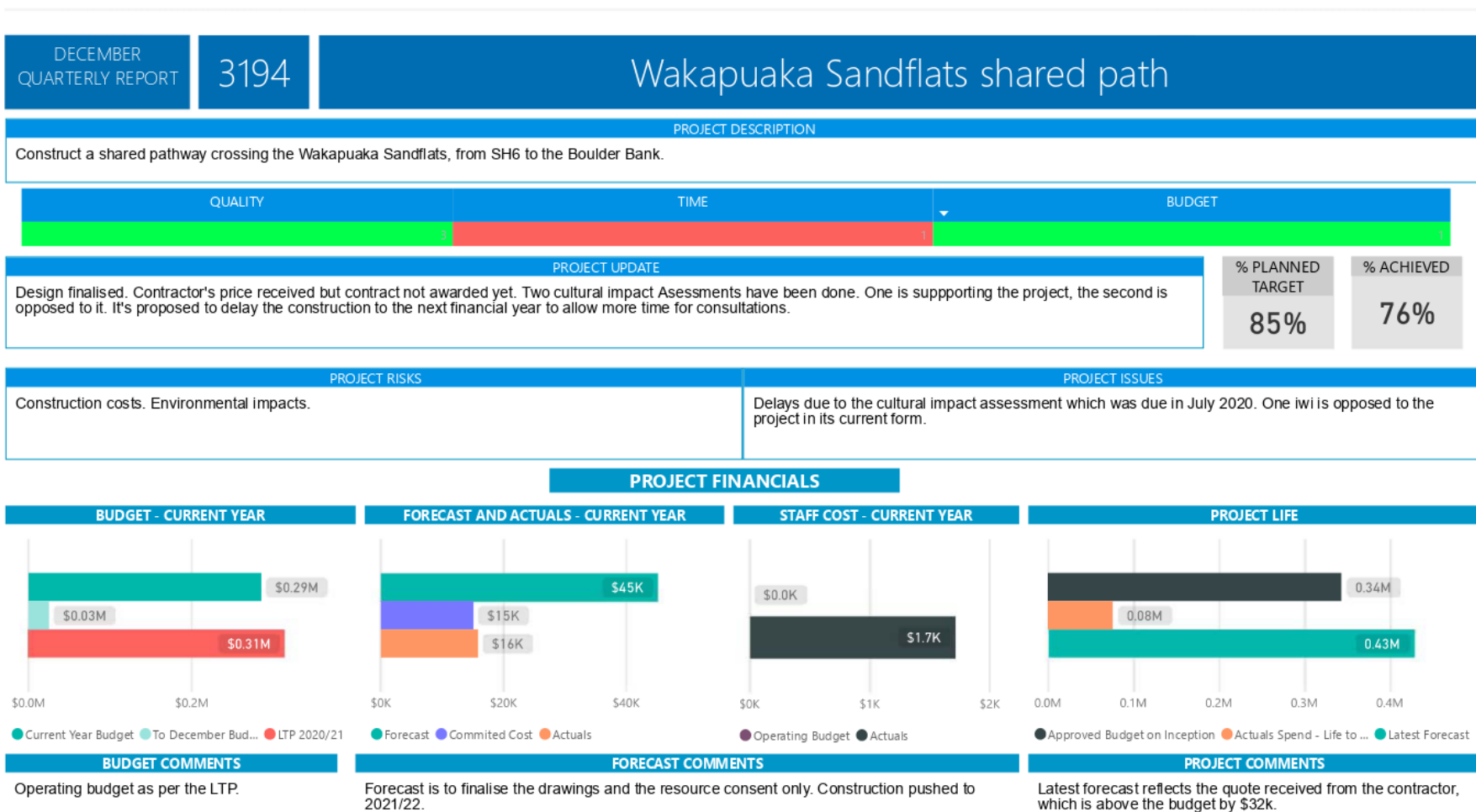
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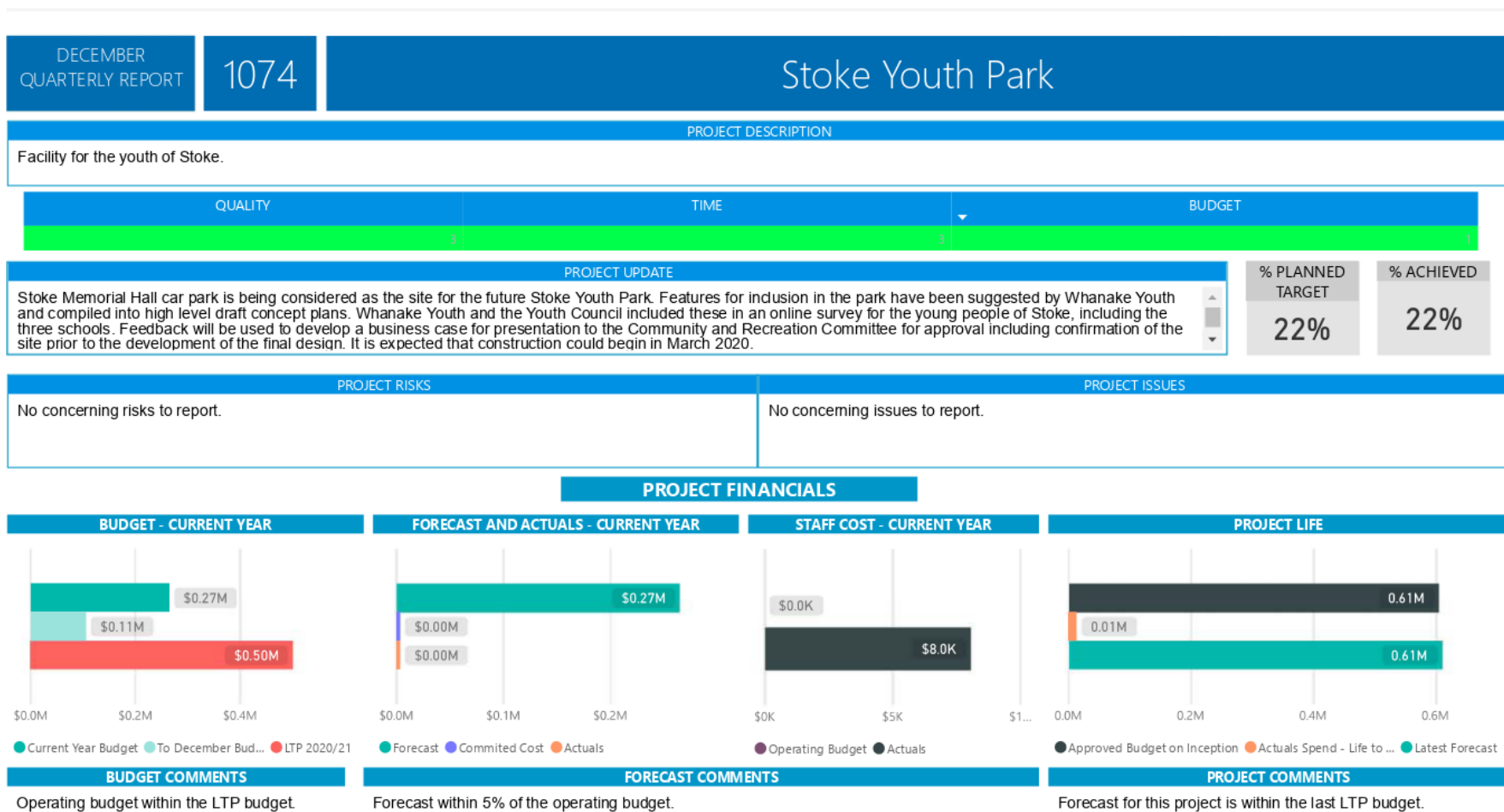
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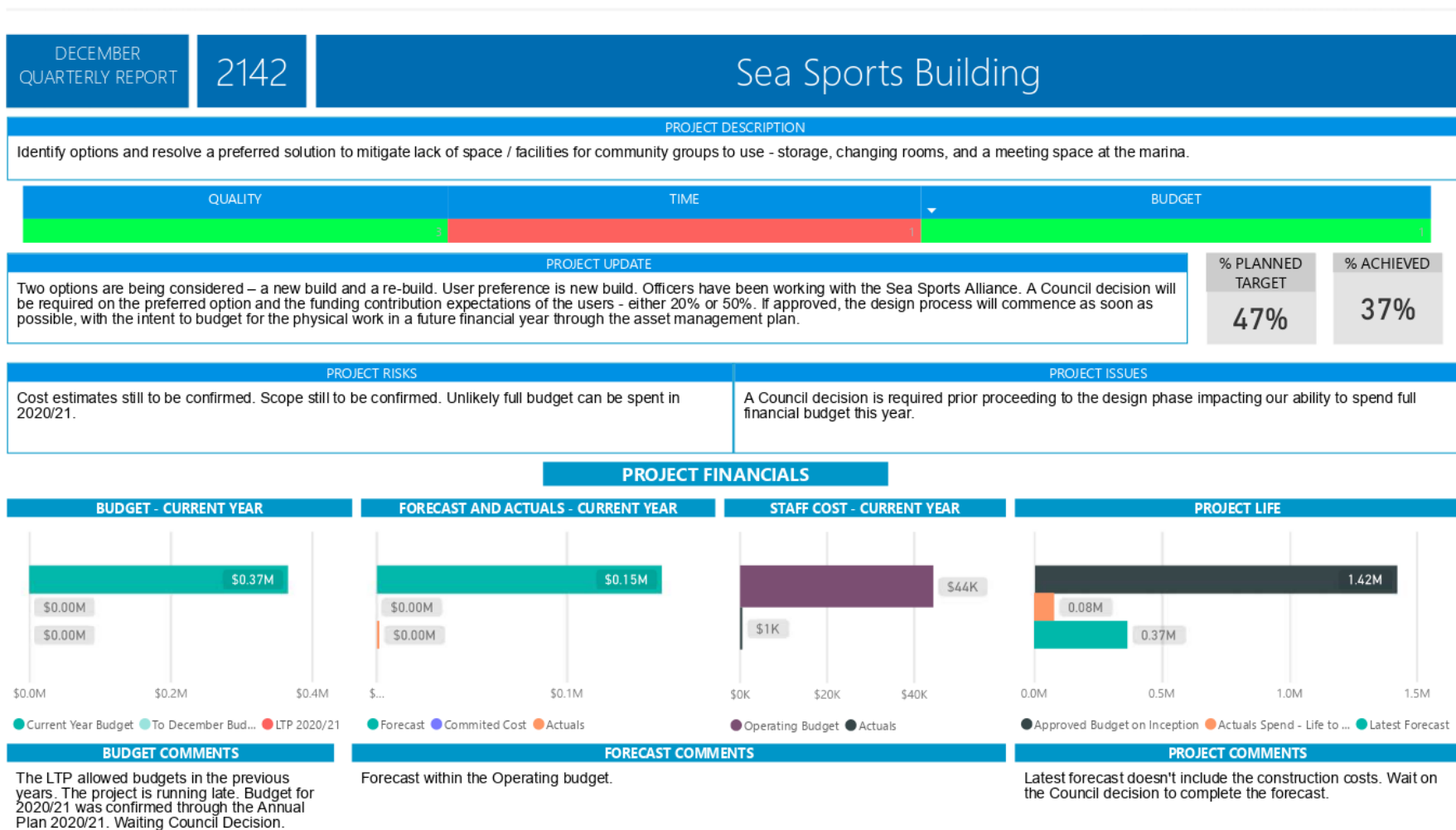
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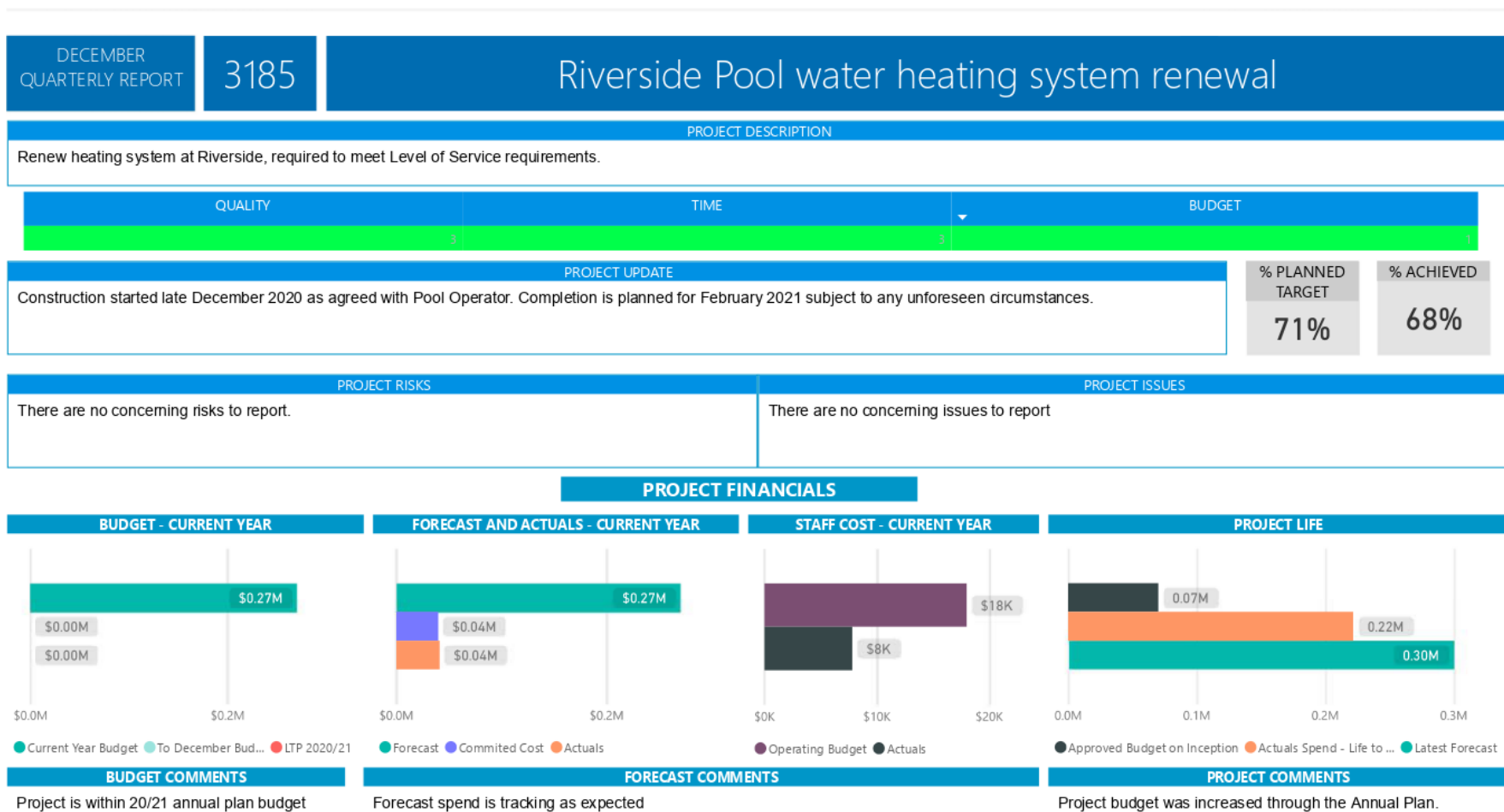
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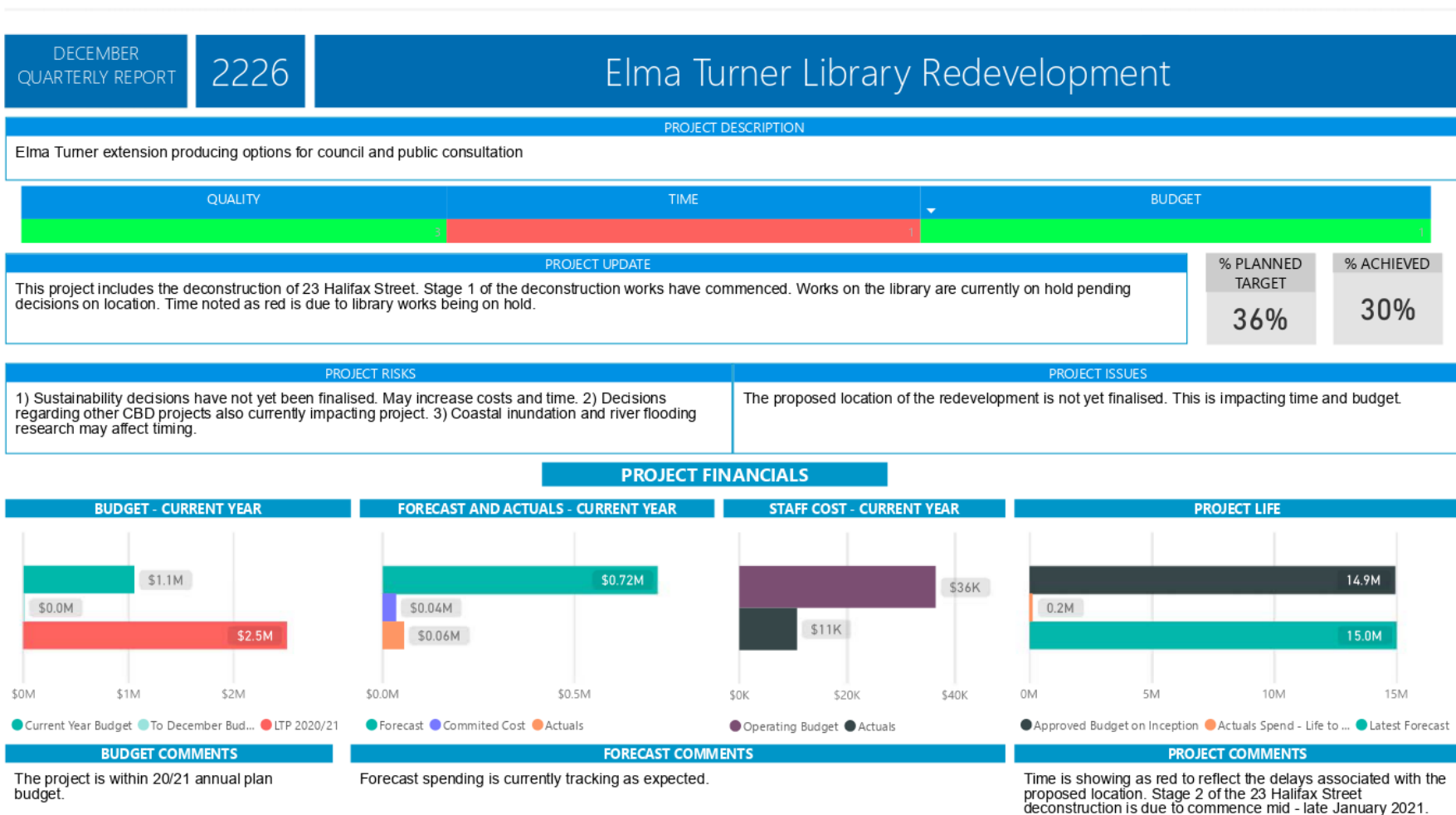
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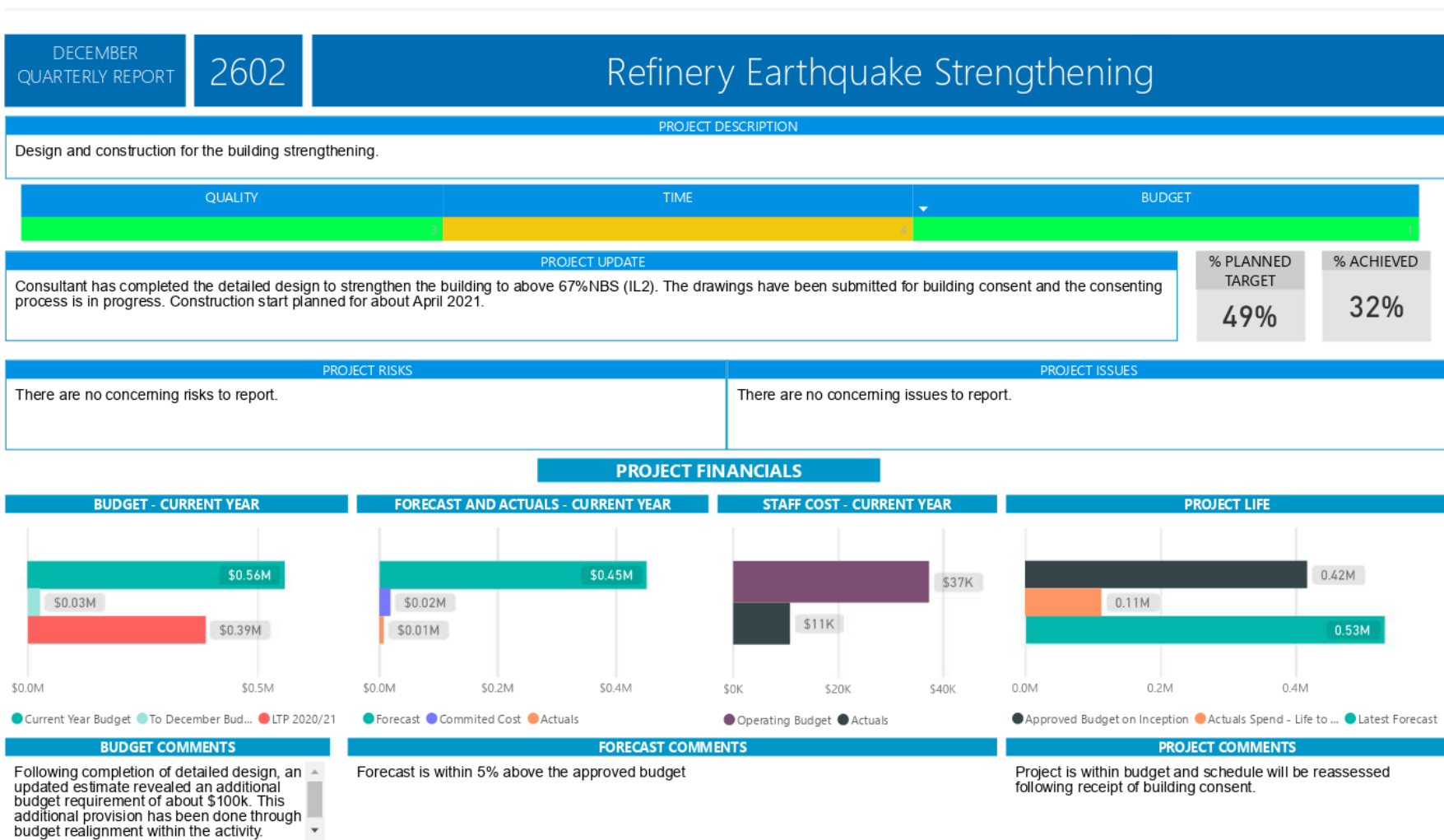
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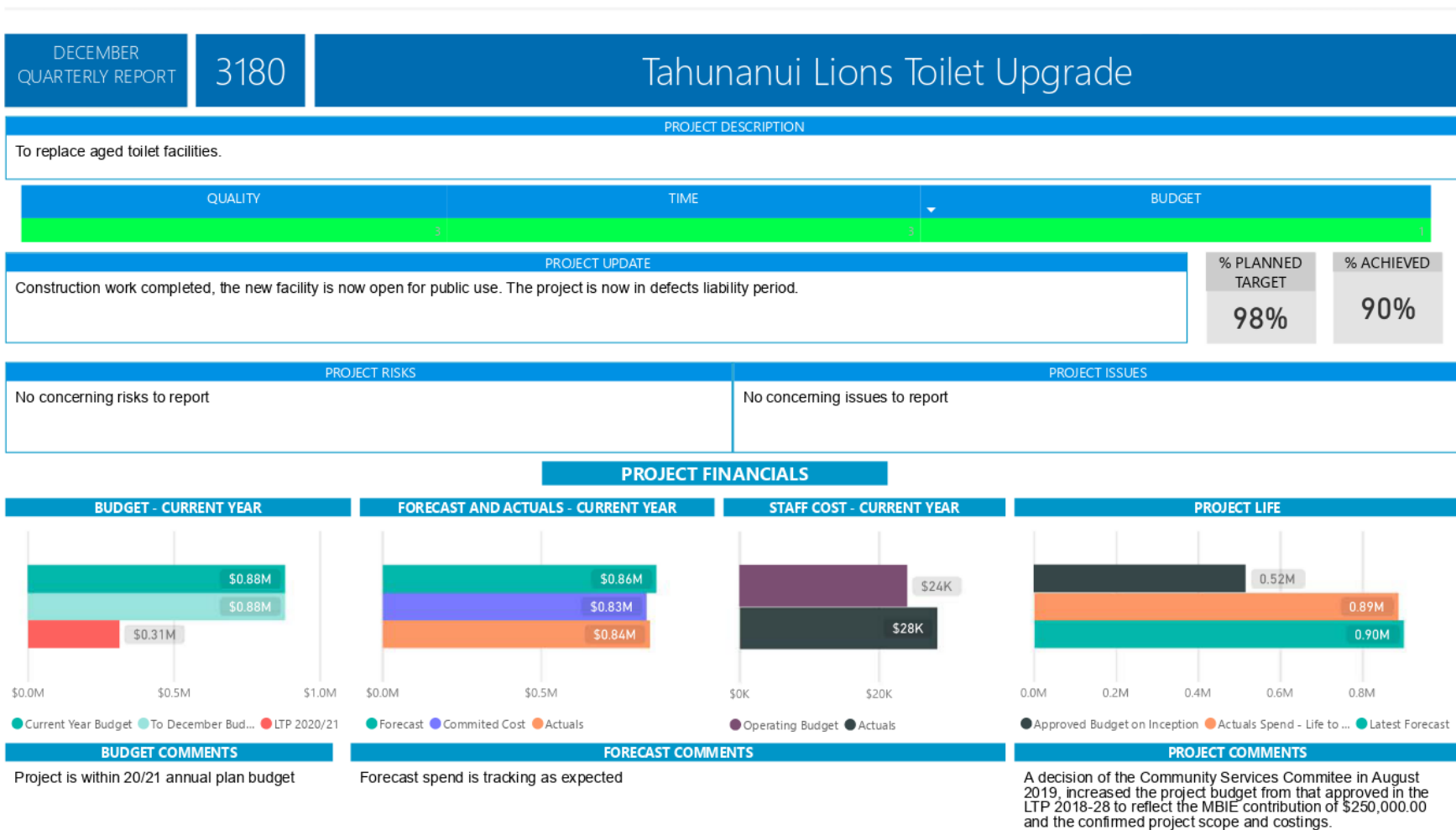
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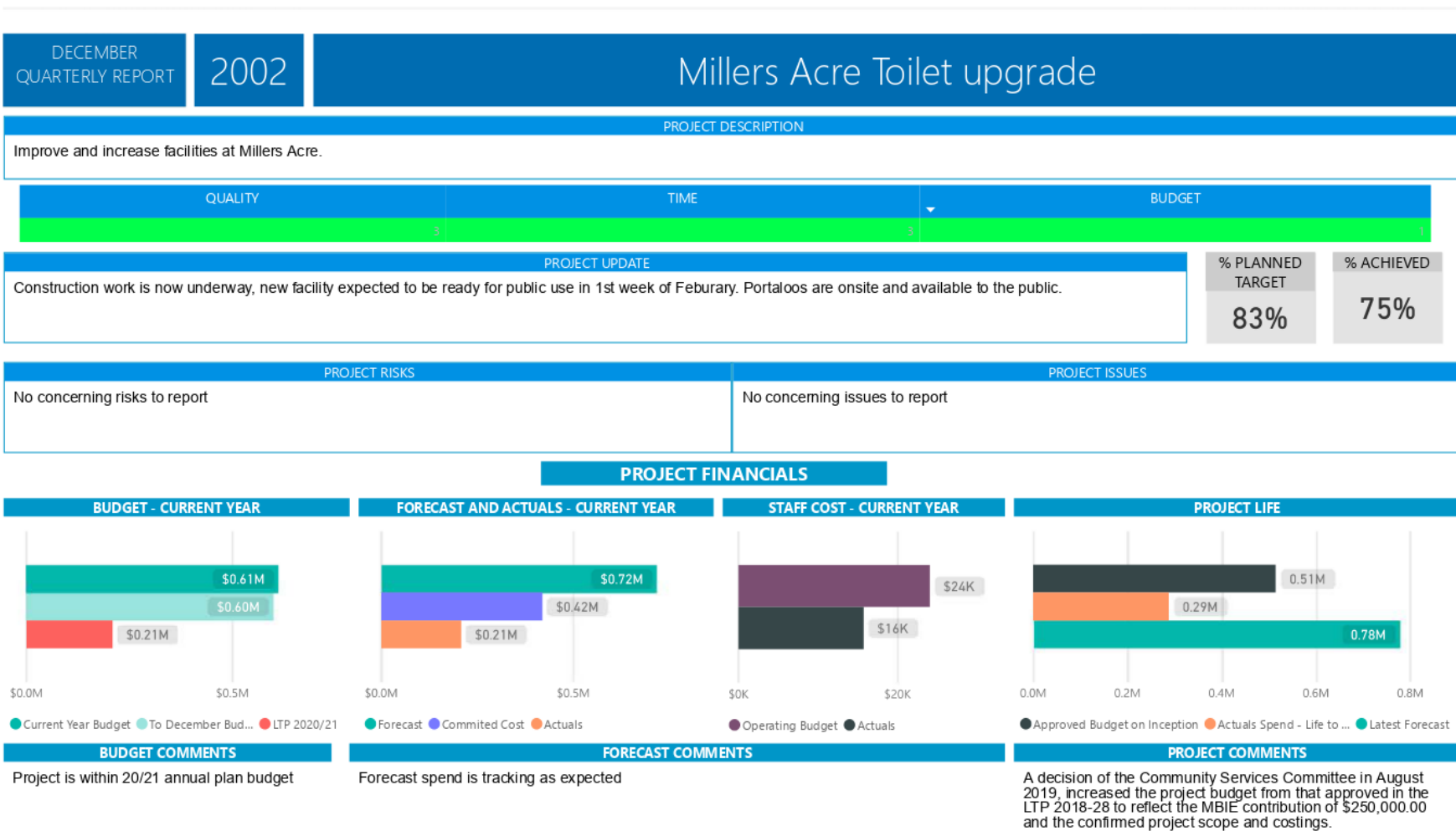
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| What Council will provide | | Year 3 (2020/21) | Quarter 2 2020/21 comment | Quarter 2 2020/21 result | Evidence that supports the Q2 Result (A number and description of the document) |
|--|---|--|---|--------------------------|--|
| Community partnerships address community needs and issues | Number of successful projects funded where officers work with groups to increase partnership opportunities & leverage funding | One new project funded per year that achieves the outcomes of the funding agreement. | Grant Agreement has been completed and work continues on project by partner organisations led by Male Room/ Rotary | On track | A2509382 - Grant Agreement |
| Bishop Suter Art Gallery: a regional art gallery that engages, educates and entertains | % users satisfied or very satisfied with the facility | At least 80% of users satisfied or very satisfied | Measured as part of annual reporting. | Not measured yet | |
| | Number visits per year | At least 110,000 | Measured as part of annual reporting. | Not measured yet | |
| Theatre Royal: regional theatre widely used | Audience numbers per year and percentage of local audience Days in use per year. | Audience of 40,000 per annum 70% local audience At least 275 days of usage | Measured as part of annual reporting. | Not measured yet | |
| Nelson Centre of Musical Arts: independent music school & venue | Audience numbers per year Number of students per year Number of people regularly using recital rooms / facility usage / community participation | Audience numbers per year: At least 13,000 Number of students attending per year, including pathway courses: At least 530 Number of people regularly using facility for community participation: At least 12,000 | Measured as part of annual reporting. | Not measured yet | |
| Public libraries: well used, welcoming and safe | Customer satisfaction | At least 90% user satisfaction | Last measured in Quarter 4 Residents' Survey - 91% user satisfaction was achieved in 2019/20 | Not measured yet | |
| | Library membership | At least 75% residents are library members | New AMP level of service on this measure proposed. The total number of members with Nelson addresses is 37,674. Libraries total membership is 43,533 (which includes some members who live in Tasman and Marlborough). The estimated total Nelson population is 51,900 (Stats NZ) This equates to 72% of Nelson residents having library membership (67% in 2018/19). However if taken to include members from outside of the region it equates to 83%. | Not on track | A1485135 |
| | Door counts | At least 500,000 per year (except during redevelopment period) | Looking closer to 400,000 this year. COVID-19 impact in August and September of this year with limited numbers in the buildings and NLM closing. We are also seeing reduced international tourist numbers at Elma Turner Library and Nightingale Library over the summer period. New AMP level of service on this measure proposed. | Not on track | A1485135 |
| | Online use (previous 3 years) | Online use increasing each year | This quarters online usage is currently incomplete due to a system error which measures the library Wifi statistics. 2degrees are working to retrieve the missing records and it is expected that complete tracking of this measure will be available for Q3. Preliminary statistics suggest a drop in Wifi usage which is likely due to less international tourists - however other areas of digital usage are up. | On track | A1485135 |
| Founders Heritage Park: well used by residents and visitors | % occupancy of available space | 95% occupancy maintained | 96% Occupancy | On track | |
| | Number of visitors of the facility per year | Maintain or increase visitor number each year | Year to date total visitor number down by 13% due to significant decrease in public events. Attraction visitor numbers up on last year. | Not on track | A2419008 |

| What Council will provide | | Year 3 (2020/21) | Quarter 2 2020/21 comment | Quarter 2 2020/21 result | Evidence that supports the Q2 Result (A number and description of the document) |
|--|---|--|--|--------------------------|--|
| High quality, popular and accessible arts events | Nelson Arts Festival, Summer Programme and Opera in the Park well-supported by local community measured by Council survey of attendance every three years | Council resident survey attendance levels maintained or exceeded: <ul style="list-style-type: none"> 53% Summer Festival 44% Masked Parade 31% Arts Festival 30% Opera in the Park (alternate years) | <p>Summer events programme has kicked off with the first event being New Year's Eve since Lantern Celebration was cancelled during lockdown. New Year's Eve Countdown was scaled down in budget after having been initially cancelled and reinstated. Despite a significant lower budget of \$35K rather than \$55K, the event was successfully delivered and received very positive comments in the media and social media.</p> <p>The Nelson Arts Festival managed to successfully deliver a series of events that had a very strong community focus and used the COVID-19 constraints to focus on community events and partnerships as well as the city centre. Considering the uncertainty around alert levels, big events such as the Mask Parade and Carnivale were cancelled. All in all, the 2020 Nelson Arts Festival managed to deliver a number of successful events in very difficult circumstances.</p> <p>No Opera in the Park this Financial Year</p> | On track | Nelson Arts Festival Report (A2533103) NYE Event Report (2550544) |
| | Percentage of available tickets allocated | Percentage of available tickets allocated is greater than 60% | Many ticketed events were cancelled due to C-19 preventing holding these ones. Mainly free community events were held. Pukapuka Talks though were successfully attended. | On track | See Arts Festival report above. |
| | Satisfaction levels of attendees measured at events annually | The percentage of attendees' satisfaction at events increases each year from a baseline of 2018/19 | Satisfaction levels so far are very positive. | On track | |
| Parks and recreation service that meets or exceeds residents' expectations | Resident satisfaction with parks and recreation, by survey | 80% or more satisfied or very satisfied | 82% | On track | A2453648 |
| Iwi heritage recognised in parks and reserves | % new reserves and renewed signs with te reo Māori name where one exists | 100% | 100% | On track | No existing Māori name for reserves where renewed signs erected |
| Sufficient open space provided in the City | Area in hectares of Neighbourhood Parks per 1,000 residents | At least 1.7 ha per 1,000 residents | 1.53 | Not on track | A160862 |
| Conveniently located open space i.e. neighbourhood park, public garden or sportsground | % residential properties within 800 m of open space, approximately 10 min walk | At least 99% | 99.16% | On track | A2561132 |
| Play facilities that are conveniently located | % of residential properties within 1 km of a playground, approximately 15 min walk | At least 95% | 96.41% | On track | A2561132 |
| Saxton Stadium well utilised | Use rate in hours per annum | Saxton stadium use achieves target of at least 1,450 hours per annum | Quarter 2 total hours 255 | On track | (A2215322) |
| Trafalgar Centre facilities well utilised | Trafalgar Centre annual number of users | At least 80,000 | 3390 | Not on track | (A2215322) |
| Marina managed to meet demand | Marina berth occupation rates in relation to target | Marina berth occupation of at least 85% | 97% occupancy | On track | Marina operational stats (A2467877, A2438811, A2492267) |