

Notice of the Ordinary meeting of

Community and Recreation Committee

Te Kōmiti Hapori / Hākinakina

Date:	Thursday 16 September 2021
Time:	9.00a.m.
Location:	via Zoom

Agenda

Rārangi take

Chairperson

Cr Tim Skinner

Deputy Chairperson

Cr Yvonne Bowater

Cr Trudie Brand

Members

Her Worship the Mayor Rachel Reese

Cr Mel Courtney

Cr Judene Edgar

Cr Kate Fulton

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. For enquiries call (03) 5460436.

Extract from Nelson City Council Delegations Register (A1183061)

Community and Recreation Committee

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

Karakia and Mihi Timatanga

1. Apologies

Nil

2. Confirmation of Order of Business

3. Interests

3.1 Updates to the Interests Register

3.2 Identify any conflicts of interest in the agenda

4. Public Forum

4.1 Nelson Rotary Club - Whare Haumarū Project Update

Gaile Noonan and John Hambleton, speaking on behalf of the Nelson Rotary Club, will provide elected members with an update on the Whare Haumarū Project.

5. Confirmation of Minutes

5.1 5 August 2021

8 - 15

Document number M18846

Recommendation

That the Community and Recreation Committee

- 1. Confirms the minutes of the meeting of the Community and Recreation Committee, held on 5 August 2021, as a true and correct record.***

6. Chairperson's Report

7. Adoption of the Community Partnerships Activity Management Plan 2021-31

16 - 50

Document number R25891

Recommendation

That the Community and Recreation Committee

- 1. Receives the report Adoption of the Community Partnerships Activity Management Plan 2021-31 (R25891) and its attachment (A2654351).***

Recommendation to Council

That the Council

- 1. Adopts the Community Partnerships Activity Management Plan 2021-31 (A2654351).***

8. Adoption of the Arts, Heritage and Events Activity Management Plan 2021-31

51 - 96

Document number R25892

Recommendation

That the Community and Recreation Committee

- 1. Receives the report Adoption of the Arts, Heritage and Events Activity Management Plan 2021-31 (R25892) and its attachment (A2657126).***

Recommendation to Council

That the Council

- 1. Adopts the Arts, Heritage and Events Activity Management Plan 2021-2031 (A2657126).***

9. Adoption of the Parks and Reserves Activity Management Plan 2021-31

97 - 113

Document number R25945

Recommendation

That the Community and Recreation Committee

- 1. Receives the report Adoption of the Parks and Reserves Activity Management Plan 2021-31 (R25945) and its attachment (A2725664).***

Recommendation to Council

That the Council

- 1. Adopts the revised Parks and Reserves Activity Management Plan 2021-31 (A2414207).***

10. Seafarers Memorial Jetty - Transfer of Asset to Council

114 - 121

Document number R24835

Recommendation

That the Community and Recreation Committee

- 1. Receives the report Seafarers Memorial Jetty - Transfer of Asset to Council (R24835).***

Recommendation to Council

That the Council

- 1. Requires the Seafarers Memorial Trust to renew the resource consent for the Seafarers Memorial Jetty; and***
- 2. Notes the Seafarers Memorial Trust will carry the cost of the resource consent renewal for the Seafarers Memorial Jetty in full; and***

OR

- 2. Approves to a maximum of \$20,000 of unbudgeted funds in the 2021/22 financial year as Council's 50%***

share towards the resource consent renewal for the Seafarers Memorial Jetty; and

3. ***Subject to the successful renewal of the resource consent for the jetty,***
 - a. ***Agrees to the transfer of ownership for the Seafarers Memorial Jetty to become a Council asset; and***
 - b. ***Notes that Council accepts no responsibility for the Seafarers Memorial Trust or funding of the 'Blessing of the Fleet'; and***
 - c. ***Approves \$27,000 of unbudgeted funds for seat renewals, maintenance and other renewals of the Seafarers Memorial Jetty in the 2021/22 financial year; and***
 - d. ***Accepts responsibility for future maintenance and renewals of the Seafarers Memorial Jetty as required.***

11. Community and Recreation Quarterly Report to 30 June 2021 **122 - 187**

Document number R26185

Recommendation

That the Community and Recreation Committee

1. ***Receives the report Community and Recreation Quarterly Report to 30 June 2021 (R26185) and its attachments (A2718579, A2724513 and A2692511).***

Recommendation to Council

That the Council

1. ***Notes the unbudgeted grant income of \$460,000 from the successful Ministry of Business Innovation and Employment application towards the Montgomery Toilet Upgrade (paragraphs 8.21 to 8.26); and***
2. ***Agrees to bring forward \$100,000 budgeted for 2024/25 of the Long Term Plan 2021-31 for the Montgomery Toilet Upgrade, to enable design, consents and consultation to occur in 2021/22.***

CONFIDENTIAL BUSINESS

12. 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	The Bishop Suter Trust - Trustee Rotation and Remuneration 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)(a) To protect the privacy of natural persons, including that of a deceased person• Section 7(2)(i) To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

Karakia Whakamutunga



**Minutes of a meeting of the
Community and Recreation Committee**

Te Kōmiti Hapori / Hākinakina

**Held in the Council Chamber, Civic House, 110 Trafalgar Street,
Nelson on Thursday 5 August 2021, commencing at 9.07a.m.**

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

In Attendance: Group Manager Infrastructure (A Louverdis), Group Manager Community Services (A White), Governance Advisers (J Brandt and K McLean) and Youth Councillors T Wheatley and D Lawrey

Apologies : Cr R Sanson (lateness)

Karakia and Mihi Timatanga

Councillor Brand explained that the meeting would be co-chaired, and that Councillor Bowater would assume the chair for the latter part of the meeting.

1. Apologies

Resolved CAR/2021/042

That the Community and Recreation Committee

1. ***Receives and accepts the apology from Councillor Sanson for lateness.***

Noonan/Lawrey

Carried

2. Confirmation of Order of Business

There was no change to the order of business.

3. Interests

No interests were declared, however, Her Worship the Mayor and Councillor Rainey noted their connections with the Nelson City Brass Band in relation to agenda item 9, Winding Up of Nelson Municipal Band Trust.

4. Public Forum

4.1. The Wellby Initiative

Document number R26114

Gordon Oldfield, Manager Volunteer Nelson, and Caroline Budge, Manager Age Concern, spoke about the Wellby Initiative, its origins and activities, including the "Nelson Connects" programme and Talking Cafés. They provided a PowerPoint presentation (A2720849).

Attachments

- 1 A2720849 - PowerPoint presentation Wellby Initiative Ltd 5Aug2021

5. Confirmation of Minutes

5.1 17 June 2021

Document number M18717, agenda pages 7 - 15 refer.

Resolved CAR/2021/043

That the Community and Recreation Committee

1. ***Confirms the minutes of the meeting of the Community and Recreation Committee, held on 17 June 2021, as a true and correct record.***

Courtney/McGurk

Carried

6 Co-Chairpersons' Report

Councillor Brand tabled her written Co-Chairpersons' report (A2724067) and spoke about Te Ramaroa Light Festival, the upcoming Four Lanes Festival, progress regarding the accessible carousel in Tahunanui, the library newsletter trial, and the library knitters. She answered questions about the improved access for the "Liberty Swing" in Tahunanui.

Councillor Bowater gave a verbal report. She put a spotlight on kapa haka, noting the performance at a recent Citizenship Ceremony, as well as the upcoming regional kapa haka event at the Trafalgar Centre and highlighted activities undertaken by Youth Council, the Volunteer Expo and Global Soap Speaking notes were tabled (A2724070).

Attendance: Councillor Sanson joined the meeting at 9.33a.m.

Resolved CAR/2021/044

That the Community and Recreation Committee

1. Receives the Co-Chairpersons' Report.

Rainey/Skinner

Carried

Attachments

- 1 A2724067 - Cr Brand's tabled Co-Chairperson report 5Aug2021
- 2 A2724070 - Cr Bowater's tabled speaking notes 5Aug2021

7. Youth Council Update

Document number R26076

Youth Councillors Theo Wheatley and Darcy Lawrey gave a verbal update about Youth Council activities. Items highlighted were a meeting with other South Island Youth Councillors in Blenheim, a workshop on the COVID-19 vaccine, involvement with the Active Travel and Speed Management Reference Group, input to the upcoming Four Lanes Festival and the Arts Festival.

8. Bishop Suter Trust - Adoption of Final Statement of Intent

Document number R25986, agenda pages 16 - 61 refer.

Strategic Adviser, Dr Tanya Robinson, presented the report, supported by Bishop Suter Trust Deputy Chair, Gabrielle Hervey, and Curator and Collection manager, Julie Catchpole. Ms Catchpole answered questions about performance measures, the contract for the government-funded after-school programme, the Living Wage, venue hire for performing arts groups, sustainability and the Nelson City Centre Artwalk.

The meeting was adjourned from 10.06a.m. until 10.12a.m.

The meeting discussed the financial budgets in appendix 1 of the Statement of Intent. It was noted that the financial budgets would need to be amended to reflect changes made during Council's Long Term Plan process. An additional clause was added to reflect this.

Resolved CAR/2021/045

That the Community and Recreation Committee

- 1. Receives the report Bishop Suter Trust - Adoption of Final Statement of Intent (R25986) and its attachments (A2541536 and A2688453); and***
- 2. Notes the delivery of the Bishop Suter Trust's final Statement of Intent 2021/26 as required under the Local Government Act 2002; and***
- 3. Approves the final Statement of Intent of the Bishop Suter Trust for 1 July 2021 to 30 June 2026; and***
- 4. Notes that an adjustment to the Financial Budgets should be made to reflect changes to Nelson City Council depreciating funding for the next three years.***

Edgar/Rainey

Carried

The meeting was adjourned from 10.25a.m. until 10.35a.m.

Councillor Bowater assumed the chair.

9. Winding Up of Nelson Municipal Band Trust

Document number R25979, agenda pages 62 - 69 refer.

Strategic Adviser, Dr Tanya Robinson, presented the report.

Municipal Band Trustee, David Todd, Treasurer, Roger Cole, were in attendance, supported by Her Worship the Mayor Reese in her role as Patron of the Nelson Municipal Band Trust, Her Worship the Mayor.

Her Worship the Mayor thanked Mr Cole for his 40 years of service administering the Trust.

It was noted that the civic relationship between the Nelson City Brass Band and Nelson City Council was an enduring one, and would not be impacted by the winding up of the Trust.

Resolved CAR/2021/046

That the Community and Recreation Committee

- 1. Receives the report Winding Up of Nelson Municipal Band Trust (R25979) and its attachments (A2686097 and A1801559); and***

2. ***Approves the recommendation made by Nelson Municipal Band Trustees to wind up the Nelson Municipal Band Trust; and***
3. ***Requests Trustees to wind up the Nelson Municipal Band Trust and distribute remaining funds to Nelson City Brass (Inc.) (formerly Nelson Municipal Band (Inc.)).***

Noonan/Edgar

Carried

10. Approval of Draft Out and About On Tracks Strategy for Community Feedback

Document number R22580, agenda pages 70 - 137 refer.

Team Leader Parks and Facilities Activity Management, Paul Harrington, presented the report, with David Allan from the Global Leisure Group in attendance.

Mr Harrington noted proposed minor changes to the section on forestry and suggested adding a clause to the officer recommendation for the committee to delegate its power to approve minor editorial changes to the Draft Strategy prior to its release for public engagement.

Mr Harrington answered questions in relation to the proposed engagement process for the review, Council's partnership arrangements with Ngāti Koata, maintenance costs for tracks and the consideration of environmental factors.

Elected Members provided feedback on the Draft Strategy.

The meeting was adjourned from 11.01a.m. until 11.05a.m.

Attendance: Councillor Noonan left the meeting from 11.19a.m. to 11.30a.m.

Councillor Skinner, seconded by Councillor Noonan, moved:

That the Community and Recreation Committee

1. *Receives the report Approval of Draft Out and About On Tracks Strategy for Community Feedback (R22580) and its attachments (A2471811, A2695484 and A2522539), and*
2. *Approves the Draft Out and About – On Tracks Strategy (A2471811, A2695484 and A2522539) for community feedback; and*
3. *Delegates approval of any minor amendments prior to the release of the draft Out and About On Tracks Strategy to the*

Group Manager Community Services and Deputy Co-Chairs of the Community and Recreation Committee.

Councillor Skinner raised a Point of Order against Her Worship the Mayor for disrespectful language towards Mr Harrington.

The meeting was adjourned from 10.44a.m. until 11.58a.m.

The Point of Order was not upheld.

Significant Natural Areas were discussed. It was noted the Draft Strategy contained a number of inconsistencies relating to Significant Natural Areas and that those needed to be resolved before the document would be released for consultation.

Following discussion, and with the agreement of the meeting, the mover and seconder amended clause 3 of the resolution.

Resolved CAR/2021/047

That the Community and Recreation Committee

- 1. Receives the report Approval of Draft Out and About On Tracks Strategy for Community Feedback (R22580) and its attachments (A2471811, A2695484 and A2522539), and***
- 2. Approves the Draft Out and About – On Tracks Strategy (A2471811, A2695484 and A2522539) for community feedback; and***
- 3. Delegates approval of any minor amendments, including clarification on the provisions that relate to significant natural areas, prior to the release of the draft Out and About On Tracks Strategy to the Group Manager Community Services and Deputy Co-Chairs of the Community and Recreation Committee.***

Skinner/Noonan

Carried

11. Community Investment Funding Panel Minutes 28 June 2021

Document number R26033, agenda pages 138 - 143 refer.

Resolved CAR/2021/048

That the Community and Recreation Committee

- 1. Receives the minutes of the meeting of the Community Investment Funding Panel held 28 June 2021 (A2703480 and A2702702).***

Edgar/McGurk

Carried

12. Exclusion of the Public

Resolved CAR/2021/049

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:***

Skinner/Brand

Carried

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
1	Community and Recreation Committee Meeting - Confidential Minutes - 17 June 2021	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)(a) To protect the privacy of natural persons, including that of a deceased person

The meeting went into confidential session at 12.17 and resumed in public session at 12.18p.m.

The only business transacted in confidential session was to confirm the minutes. In accordance with the Local Government Official Information and Meetings Act, no reason for withholding this information from the public exists, therefore this business has been recorded in the open minutes.

13. Confirmation of Confidential Minutes

13.1 17 June 2021

Document number M18719, agenda pages 3 - 6 refer.

Resolved CAR/2021/050

That the Community and Recreation Committee

- 1. Confirms the minutes of part of the meeting of the Community and Recreation Committee, held with the public excluded on 17 June 2021, as a true and correct record.***

Brand/Edgar

Carried

14. Re-admittance of the Public

Resolved CAR/2021/051

That the Council

- 1. Re-admits the public to the meeting.***

McGurk/Rainey

Carried

Karakia Whakamutanga

There being no further business the meeting ended at 12.19p.m.

Confirmed as a correct record of proceedings by resolution on (date)

Resolved _____

Adoption of the Community Partnerships Activity Management Plan 2021-31

1. Purpose of Report

- 1.1 To adopt the final Community Partnerships Activity Management Plan 2021-31.

2. Recommendation

That the Community and Recreation Committee

- 1. Receives the report Adoption of the Community Partnerships Activity Management Plan 2021-31 (R25891) and its attachment (A2654351).***

Recommendation to Council

That the Council

- 1. Adopts the Community Partnerships Activity Management Plan 2021-2031 (A2654351).***

3. Background

- 3.1 Activity Management Plans (AMPs) are prepared and approved as a draft by Council to inform development of the Long Term Plan (LTP). Following consultation on the LTP, AMPs have been reviewed and updated where required.
- 3.2 The Community Partnerships Activity Management Plan 2021-31 (AMP) was workshopped with the Community Services Committee on 12 May, 28 April, 21 July and 20 August 2020 to review levels of service, discuss

Item 7: Adoption of the Community Partnerships Activity Management Plan 2021-31

issues, confirm priorities for 2021 – 31 and seek direction from the Committee.

- 3.3 The AMP was presented to the Community and Recreation Committee on 10 December 2020 and adopted as a draft through the following resolutions;

That the Community and Recreation Committee

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

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.

4. Discussion

- 4.1 The AMP includes:

4.1.1 Levels of Service.

4.1.2 Focus areas for the activities during 2021-2031.

4.1.3 The activity budgets for operations and project delivery.

Changes made through Long Term Plan deliberations

- 4.2 There were no changes made to the levels of service, focus areas or budgets of the AMP through the Long Term Plan deliberations.

Activity Management Plans 2024 - 34

- 4.3 Planning for future AMPs 2024 – 34 is underway. To ensure officers have a clear understanding of Council's expectations and key issues, workshops will be arranged with the Community and Recreation Committee over the next three years.

5. Options

- 5.1 The AMP supports Council in meeting its obligations under Section 93 and Schedule 10 of the Local Government Act 2002 and the recommended option is for Council to adopt this plan.

Item 7: Adoption of the Community Partnerships Activity Management Plan
2021-31

Option 1: Adopt the AMP (recommended option)	
Advantages	<ul style="list-style-type: none">• Supports Council to meet requirements of the Local Government Act 2002.• Supports delivery of the recently approved LTP 2021-31.
Risks and Disadvantages	<ul style="list-style-type: none">• None
Option 2: Do not adopt the AMP	
Advantages	<ul style="list-style-type: none">• Nil
Risks and Disadvantages	<ul style="list-style-type: none">• Not adopting the AMP would leave Council without a clear plan to mitigate risks and achieve levels of service.

6. Conclusion

- 6.1 The AMP has been reviewed and amended to reflect all decisions made by the Council in the adopted Long Term Plan 2021-2031.

Author: Mark Preston-Thomas, Manager Community Partnerships

Attachments

Attachment 1: A2654351: Community Partnerships Draft AMP 2021-31 [↓](#)

Important considerations for decision making

1. Fit with Purpose of Local Government

The AMP sets out the background to Council's community development activities, and will support Council in meeting its obligations under Section 93 and Schedule 10 of the Local Government Act 2002.

The development of the AMP fits with the purpose of Local Government as it will contribute to the social and cultural wellbeing of our community.

2. Consistency with Community Outcomes and Council Policy

The AMP has been developed to support the delivery of the following Council Community Outcomes:

- Our communities are healthy, safe, inclusive and resilient
- Our communities have access to a range of social, educational and recreational facilities and activities.

The document has assisted Council in developing the LTP.

3. Risk

Adopting the AMP is a low risk as it has been through a thorough development process and reflects all of the relevant Long Term Plan decisions. Adopting the AMP also helps Council mitigate risks by providing a clear plan to achieve levels of service, address relevant focus areas and sets activity budgets for operations, maintenance, renewals and capital expenditure.

4. Financial impact

The AMP reflects the decisions made by Council on 24 June 2021 when the Long Term Plan 2021-31 was adopted and sets out budgets for both operational expenditure.

5. Degree of significance and level of engagement

This matter is of low significance because decisions were consulted on through the LTP which were considered significant.

6. Climate Impact

There are no climate change implications from this decision.

7. Inclusion of Māori in the decision making process

No engagement with Māori has been undertaken in preparing this report. Consultation with Maori occurred via an iwi workshop as part of the development of the draft AMP.

8. Delegations

The Community and Recreation Committee has the following delegation to consider the AMP:

Areas of Responsibility:

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

Powers to Decide:

- *Developing and approving in principle draft Activity Management Plans, for inclusion in the draft Long Term Plan*

Powers to Recommend to Council:

- *Approval of final versions of strategies, policies and plans*



Community Partnerships Activity Management Plan

Mahere ā-Hapori
2021 – 2031

Version: **24** Date: **23 November 2020** Status: **Draft**
Author: **Mark Preston-Thomas** Adopted: **Not adopted**

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Item 7: Adoption of the Community Partnerships Activity Management Plan 2021-31: Attachment 1

Executive summary

This Activity Management Plan (AMP) summarises Council’s long-term approach to the provision of Community Partnerships activities. Key changes from the 2018–28 Community Partnerships AMP are:

- An increased focus on support for communities of greatest need relating to social isolation, housing vulnerability, access to work and learning opportunities, and poverty.
- Maximising the resources and tools available to Council, in particular strengthening community groups working with communities of greatest need, more strategic use of Community Investment Fund (CIF) allocations, and using Council’s influence to affect change and attract investment with social agencies.
- A more flexible approach to funding activities, to enable the team to more quickly respond to emerging issues and to new opportunities with significant benefits to the community.
- New levels of service and performance measures to focus on outcomes rather than outputs.
- Establishment of a planning framework, and building exit strategies (where appropriate) into Council involvement in projects and funding arrangements.

The activities in this AMP have a budget of \$818,668. Financial details are provided in Appendix 1: Financial Information.

Focus areas

The five focus areas are: social isolation, housing vulnerability, access to work and learning opportunities, poverty, and community wellbeing. A description of each focus area and Council’s proposed actions is outlined below, alongside the performance targets for each of these areas. Performance targets enable Council to consistently measure and report on the outcomes from its community partnership work.

Social isolation occurs when people lack interactions with others. This is a very real issue for segments of the Nelson population, with older adults, the LGBTQI+ community, young people, former refugees, migrants and new arrivals in Nelson being particularly at risk. Being lonely contributes to poor mental health and affects general enjoyment of life.



Item 7: Adoption of the Community Partnerships Activity Management Plan 2021-31: Attachment 1

Proposed actions:

- Assist community organisations to deliver programmes with isolated older people to improve connectedness and participation.
- Support community organisations that reduce social isolation with capability and capacity development so they can work even more effectively to build stronger, more resilient communities.
- Support community organisations which are working to reduce the social impact of the digital divide.
- Prioritise Community Investment Fund (CIF) allocations for groups working with socially isolated communities.
- Actively support community recreation programmes by encouraging wide ranging use of Council-owned parks and facilities by the community.
- Work in collaborative partnerships with local and national organisations, including central government agencies (such as Nelson Marlborough Health) on social isolation-related issues.

Performance targets:

- Minimum of 10% of CIF funding to mitigate social isolation.
- Two projects directly supported to reduce social isolation for high-risk communities.
- One project is delivered to address social isolation for refugees and new migrants.

Housing Vulnerability is a growing area of concern due to increasing homelessness and an increasing number of people who are either at risk of becoming homeless or are living in substandard housing. While a whole of Council approach is being utilised to mitigate housing supply and related issues, there are significant social issues resulting from housing vulnerability, which disproportionately affect young people, older adults, Māori and Pasifika. The numbers of homeless “living rough” continues to cause concern across social agencies.

Proposed actions:

- Partner with local agencies to identify and provide housing/wellbeing opportunities for people in substandard living conditions.
- Ensure a consistent Council-wide approach to working on homelessness issues that is supportive, and respects the dignity and needs of all Nelsonians.

Performance targets:

- Council responds to referrals and service requests within five working days.
- At least one homelessness project is directly supported by Council.

Item 7: Adoption of the Community Partnerships Activity Management Plan 2021-31: Attachment 1

 Community Partnerships Activity Management Plan / Mahere ā-Hapori 2021 – 2031

- Project accountability reports demonstrate success at mitigating the risk or impact of homelessness.

Access to work and learning opportunities – Women, young people, rainbow communities, Māori and ethnic minorities are over-represented in the NEET (not in employment, education or training) category, many of whom have been particularly adversely impacted by the economic effects of the COVID-19 crisis.

Proposed actions:

- Collaborate with local agencies to identify gaps and opportunities to support young people into employment, education and training.
- Build connections to region-wide economic strategies to leverage opportunities for the most disadvantaged members of the community.
- Strengthen the community organisations which support individuals into work, education and training.
- Support alternative education options for people who have not flourished in the education system.

Performance targets:

- Council supports or leads at least one NEET project.
- Council leads or participates in at least one event to celebrate success for students or jobseekers.

Poverty – Despite Nelson having many affluent residents, significant sectors of the community are impacted by poverty. This has an amplifying effect on other social issues, for example poverty increases the risk of becoming homeless if someone cannot access suitable housing and/or work.

Proposed actions:

- Support community organisations which deliver front-line services to alleviate poverty and related issues.
- Prioritise CIF allocations for community organisations which provide support for people living in poverty.
- Work with the broader sector to facilitate alignment of the different community groups working on poverty issues.

Performance targets:

- At least one poverty reduction project is directly supported by Council.
- Project accountability reports demonstrate success at reducing the impact of poverty.



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Community Wellbeing – In addition to the focused work with the communities of greatest need (described above), there is also benefit in delivering population-based activities to improve the general wellbeing and enjoyment of life for everyone living in Nelson.

Proposed actions:

- Provide and promote opportunities for increasing physical activity and participation in local parks and reserves for all age groups.
- Strengthen local neighbourhoods through localised activities and small grants.
- Deliver projects with the Police, and with health and alcohol industry representatives, to reduce alcohol-related harm. Support initiatives to improve the perception of safety in the CBD for all Nelsonians.
- Work alongside other funders to provide opportunities for community organisations to improve their governance capabilities.
- Invest in growing young leaders and enabling a youth voice in governance. Provide leadership opportunities and representation for youth via the Youth Council.

Performance targets:

- At least 20 young people receive leadership investment per year.
- Minimum of 10% of CIF funding to strengthen community wellbeing.
- Five local neighbourhood projects are supported.
- Three activities are supported to strengthen community governance or increase organisational capacity.
- At least one inter-agency city safety project is delivered annually.
- Council supports delivery of at least one city safety project.
- Youth sector work plan is developed year one with community partners, At least three projects are successfully delivered annually to support young people.

Community Partnerships Activity Management Plan 2021–2031

1. The Purpose of this Plan

- 1.1 This Activity Management Plan (AMP) summarises Council’s long-term approach to the provision of Community Partnerships activities, which is aligned with the most significant barriers to social wellbeing being experienced in the community
- 1.2 The four areas of greatest community need relate to:
 - Social isolation.
 - Housing vulnerability.
 - Access to work and learning opportunities.
 - Poverty.
- 1.3 This AMP describes how Council will help to address these issues. The levels of service, performance measures, future allocations from the Community Investment Fund and budget lines, all increase the focus on these communities of greatest need.
- 1.4 Council will also continue to invest in activities which contribute to the social wellbeing of the whole community.

2. Strategic Context

- 2.1. The **Local Government (Community Well-being Amendment Act) 2019** reinstated the four well-beings in the purpose of local government. The Act ... “provides for local authorities to play a broad role in promoting the social, economic, environmental, and cultural well-being of their communities, taking a sustainable development approach”. This provides a strong mandate for Council’s community partnership work, as being central to what Council is here to do, rather than being an optional “nice to do” activity.
- 2.2. Community Partnerships activities contribute to the following **Community Outcomes**.
 - Our communities are healthy, safe, inclusive and resilient.
 - Our communities have access to a range of social, educational and recreational facilities and activities.
 - Our council provides leadership and fosters partnerships, a regional perspective, and community engagement.



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2.3. This AMP is informed by the following strategic documents.

- The **Social Wellbeing Policy** sets the strategic direction for planning and delivering services that have a social impact and contribute to the social wellbeing of the community.
- The **Youth Strategy** guides Council investment in youth development.
- The **Community Investment Policy** guides Community Investment Fund decisions.
- The **City for All Ages project** has been established to develop community-based solutions to the challenges associated with an ageing population, including housing, the economy, labour, transport and health care.
- **Project Kōkiri** is a project focusing on the Nelson Tasman Economic COVID-19 Response and Regeneration Plan.
- **Te Tauihu Intergenerational Strategy**, a roadmap for Marlborough, Nelson and Tasman to support the happy, healthy, prosperous future for our people and our land.
- **Kia Kotahi te Hoe**, a combined strategic document of Te Tauihu iwi focusing on the wellness as adopted by the Regional Intersectoral Forum.

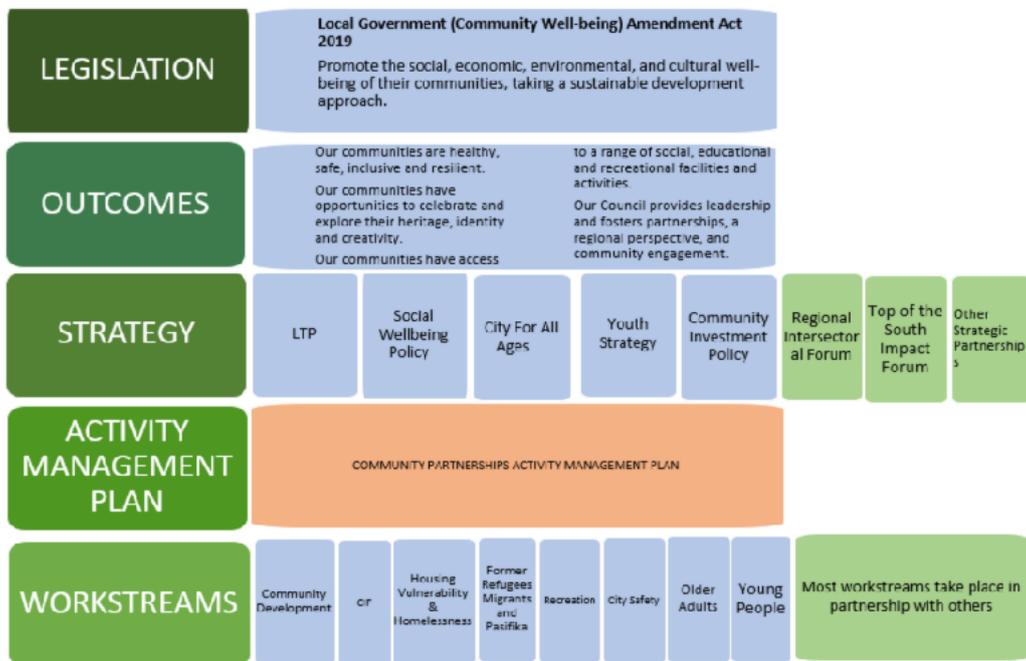


Figure 1: The strategic context for this Community Partnerships AMP

- 2.4. Whole-of-Council commitments to working in partnerships with iwi, addressing housing supply through the Future Development Strategy, and being a Smart Little City that is a welcoming place for young people, are relevant to this AMP as is the importance of recognising the mandates of other agencies in order to foster collaboration and avoid duplication.

3. Key Issues for the Community

Demographics

- 3.1. **Census data** shows the following population trends in Nelson:
- An increasing proportion of young Māori and Pasifika.
 - The population over 50 is primarily NZ European and the younger population is more ethnically diverse.
 - An ageing population.

Age and sex of people in Nelson Region, 2018 Census

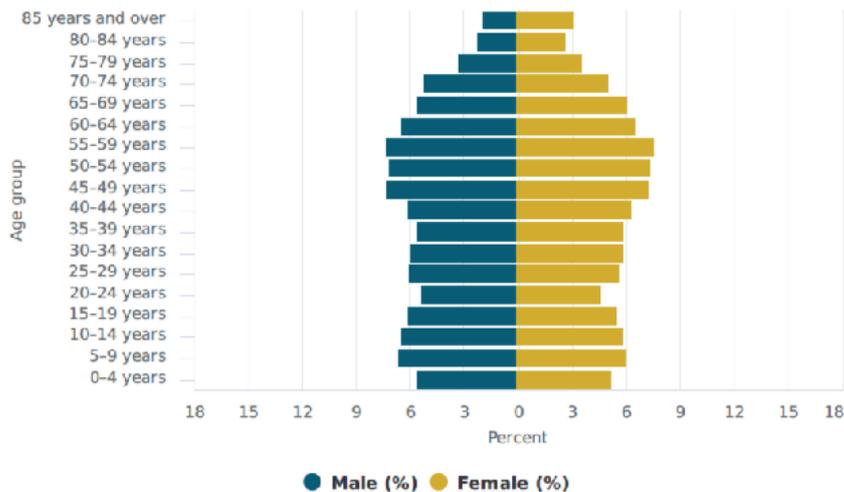


Figure 2: Age distribution in Nelson’s population (Source Stats NZ website, 2020)

- 3.2. Nelson is a resettlement area for former refugees, and current intakes are mainly from Burma/Myanmar. This adds strength to the cultural diversity of the region while adding different social and community needs, which Council is well-placed to assist with, in partnership with community organisations.



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Ethnic groups for people in Nelson Region and New Zealand, 2018 Census



Figure 3: Ethnic diversity in Nelson and New Zealand (Source, Stats NZ website, 2020)

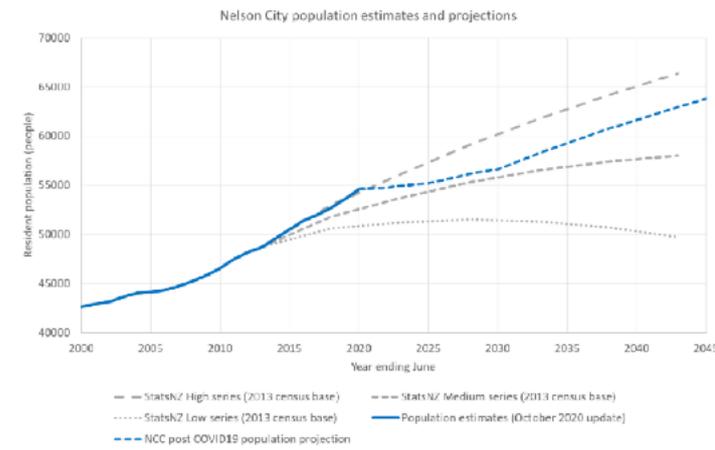


Figure 4: Population estimates for Nelson including post-COVID projection (Sources, Stats NZ website, 2020 and Nelson City Council)

Feedback from community partners on the key issues

- 3.3. Key agencies and community groups considered the following issues of particular importance:
- Affordable housing, housing vulnerability, homelessness.
 - An ageing population and the associated social challenges.
 - Mental health, wellness and isolation.
 - Lack of resources for community organisations, which has implications for the welfare of their staff.
 - A need for better service integration.
- 3.4. This feedback has informed Council’s identification of the communities of greatest need in Nelson, the new levels of service and performance measures, and the budget lines outlined in sections 9 and 10 of this AMP.

Communities of greatest need

- 3.5. **Social isolation**, where people lack social interactions, is a very real issue for segments of the Nelson population, with older adults, former refugees, migrants and new arrivals in Nelson being particularly at risk. Being lonely contributes to poor mental and general health and impacts enjoyment of life.
- 3.6. **Housing Vulnerability** is a growing area of concern, including increasing homelessness as well as an increasing number of people who are either at risk of becoming homeless or who are living in substandard housing. While a whole of Council approach is being taken to increase housing supply and to address related issues, there are significant social issues resulting from housing vulnerability, which disproportionately affects young people, older adults, Māori and Pasifika. The numbers of homeless people who are living rough continues to cause concern across social agencies.
- 3.7. **Work and Learning** – Women, young people, rainbow communities, Māori and ethnic minorities are over-represented in the NEET category – not in education, employment or training – and opportunities for people in this situation have been particularly impacted by COVID-19.
- 3.8. **Poverty** – Despite Nelson having many affluent residents, significant sectors of the community are impacted by poverty. This has an amplifying effect on other social issues, for example poverty amplifies the risks of becoming homeless if someone cannot access suitable housing or is seeking work.
- 3.9. The **COVID-19** pandemic had a significant impact on the wellbeing of these communities of greatest need, increasing existing stresses associated with unemployment, housing and mental health. Closer agency and community collaborative partnerships were developed in response to increased community need resulting from COVID-19.



Community Wellbeing

- 3.10. **Community Wellbeing** is also included as an activity because this AMP also delivers population-based activities to improve the general wellbeing and enjoyment of life in Nelson. This is aligned with the Te Tauihu Intergenerational Strategy outcome of:

Tangata People and Communities. Our people and communities are welcoming, healthy and safe. Our people are connected across generations, cultures and distance. Further information on this Strategy can be assessed at: <https://tetauihu.nz/>

4. Key changes in approach

- 4.1. This plan replaces the 2018–28 Community Partnerships AMP. Key changes from the 2018 AMP are:
- An increased focus on support for communities of greatest need relating to social isolation, housing vulnerability, access to work and learning opportunities, and improving community wellbeing.
 - Maximising the resources and tools available to Council, in particular strengthening community groups who work with communities of greatest need, more strategic use of CIF funding, and using Council’s influence to affect change and attract investment with social agencies.
 - A more flexible approach to funding activities, to enable the team to more quickly respond to emerging issues and to new opportunities with significant benefits to the community.
 - New levels of service and performance measures to focus on outcomes rather than outputs.
 - Establishment of a planning framework, and building exit strategies (where appropriate) into Council involvement in projects and funding arrangements. This will mitigate the risks of Council becoming over-committed to delivering specific projects or long-term funding of specific organisations. However, some activities which are closely aligned to Council outcomes will continue to be funded over the longer term.
- 4.2. Two enablers which the Community Partnerships team uses to achieve social outcomes in the activity areas listed below are:
- Targeted funding through the Community Investment Fund.
 - Building the capacity of community organisations and networks.

5. Activities included in this Plan

5.1. Social Isolation

- Assist community organisations to deliver programmes with isolated older people to improve connectedness and participation.
- Support community organisations with capability and capacity development so they can work even more effectively to build stronger, more resilient communities.
- Boost community organisations which are working to reduce the social impact of the digital divide.
- Prioritise Community Investment Fund (CIF) allocations for groups working with vulnerable and isolated communities.
- Assist community organisations using Council-owned facilities to better support community activities, particularly those which give young people a place to be together.
- Actively support community recreation programmes by encouraging use of Council-owned parks and facilities across the community.
- Work in collaborative partnerships with local and national organisations, including central government agencies (such as Nelson Marlborough Health) on social isolation related issues.

5.2. Housing Vulnerability

- Partner with local agencies to identify and support housing/wellbeing opportunities for people in substandard living conditions.
- Facilitate a consistent Council-wide approach to working on homelessness issues that is supportive, and respects the dignity and needs of all Nelsonians.

5.3. Access to work and learning opportunities

- Collaborate with local agencies to identify gaps and opportunities to support young people into employment, education and training.
- Build connections to the region-wide economic strategy to leverage opportunities for the most disadvantaged members of the community.
- Strengthen community organisations that support individuals into work, education and training.
- Support alternative education options for people who have not flourished in the education system.



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5.4. **The impact of poverty**

- Support community organisations which deliver front-line services to alleviate poverty and related issues.
- Prioritise CIF allocations for community organisations which provide support for people living in poverty.
- Work with the broader sector to facilitate alignment of the different community groups working on poverty issues.

5.5. **Community wellbeing**

- Strengthen local neighbourhoods through localised activities and small grants.
- Deliver projects with regulatory health and alcohol industry representatives, to reduce alcohol-related harm. Support initiatives to improve the perception of safety in the CBD for all Nelsonians.
- Work with other funders to provide opportunities for community organisations to improve their governance and management capabilities.
- Invest in growing young leaders and enabling a youth voice in governance. Provide leadership opportunities and representation for youth via the Nelson Youth Council.
- Provide and promote opportunities for increasing physical activity and participation in local parks and reserves for all age groups

6. Partnerships & Stakeholders

6.1. Council partners with iwi across a range of work streams at both a strategic and operational level. Community Partnerships stakeholders include:

- Community organisations and community services providers, including those members of the Community and Whanau network.
- Nelson Youth Council.
- Multicultural Nelson Tasman
- Positive Ageing Forum.
- Connections Youth Provider Forum.
- Nelson libraries.
- Nelson Tasman Community Funders Network.
- Central government agencies (particularly Ministry of Social Development and the Department of Internal Affairs).
- Tasman District Council and Marlborough District Council.
- Emerging community leaders.



7. How Community Partnerships work streams are delivered

- 7.1. The Community Partnerships activity takes a holistic approach to wellness, as outlined in Council’s Oranga Tonutanga (*noun: continued wellbeing*). This recognises that the aspects that support an individual or a community are interconnected and interdependent. This is relevant when considering an individual, a whānau or a community.

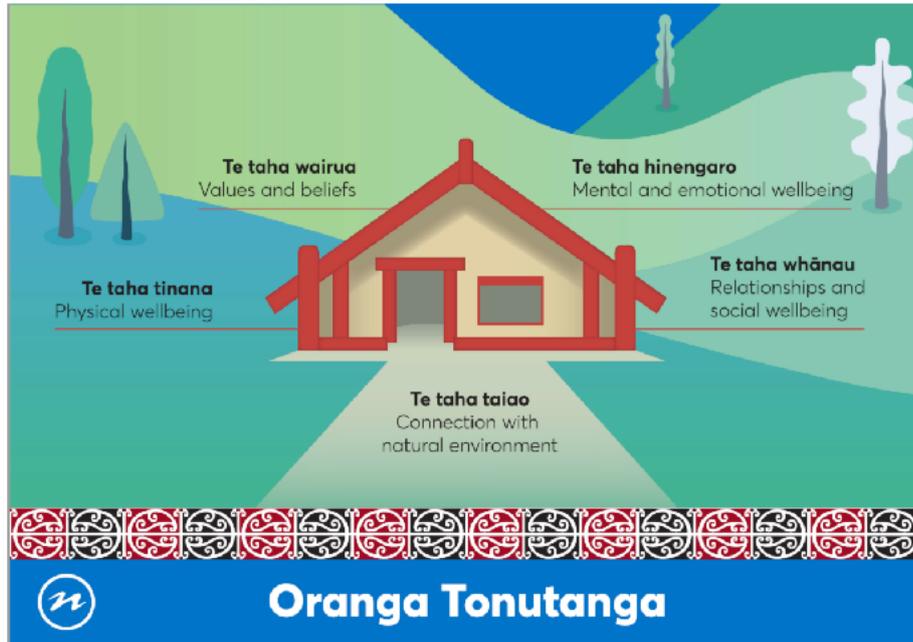


Figure 4 – Oranga Tonutanga is Nelson City Council’s wellbeing model.

- 7.2 Figure 5 shows **who** Council works with on the issues and activities listed in the vertical strands, and this is encircled with the range of people and organisations who work with and alongside Council to achieve social outcomes. Council will partner with iwi partners to leverage synergies such as iwi strategies focused on ensuring that everyone has a home, nobody should go hungry and jobs and training.

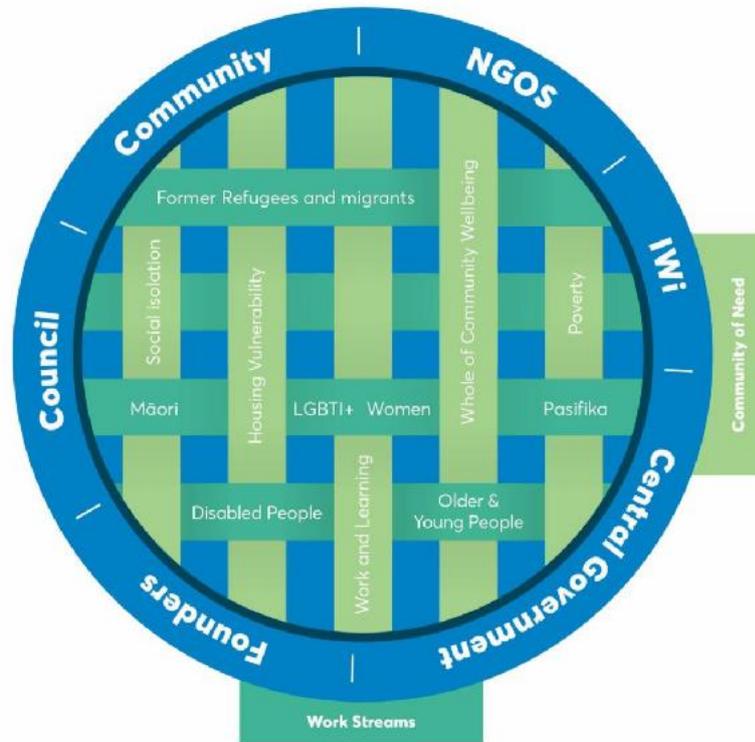


Figure 5 – Community Partnerships in Action

7.3 Due to the limited resource available, Council can't be "everything to everyone." The following strategies are used to facilitate improved social outcomes.

Influence investment from other sources

7.4 Some of Council's best and most cost-effective outcomes occur as a result of "platforming" – using Council's local knowledge and influence to shape investment by central government and other national funding sources to address Nelson issues. An example of this is Council advocacy for the 'Housing First' initiative with Central Government.

7.5 Council is well placed to identify opportunities for leveraging external funding to meet local needs. Council has a strong reputation and credibility and Government, and funding agencies value local advice on the best way to achieve positive outcomes in Nelson. This means other sources of funding are more likely to be provided if a project/programme also has Council support. One mechanism to facilitate cross agency collaboration is the Nelson–Tasman Funders Forum.

Social issues directly affecting Council activities and facilities

7.6 A whole-of-Council approach is taken to working on social issues which are impacting the Nelson community. Examples include:



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- Ensuring social issues and interventions related to housing vulnerability are linked in with Council's other roles in improving housing affordability.
- Providing a voice and leadership experience for young people through the Nelson Youth Council.
- Advocacy on social issues via the Youth Strategy Action Plan.

Investment in Community Groups

- 7.7 Community groups provide the mechanism or "tools" to create meaningful change in the community. Council maintains partnerships with other agencies to strengthen or collaborate on new or existing initiatives and ensure targeted outcomes for the community, rather than focusing solely on directly delivering a small number of projects. These partnerships range from relationships through to formal agreements. Examples of the range of approaches include direct support to lift the capability of at-risk community groups through to supporting effective governance structures across the sector via the 'Strengthening Community Governance' collaboration.

Increase Council's agility and improve responsiveness

- 7.8 The issues facing communities change from year to year and Council needs to have structures in place which allow for an agile response over the 10-year lifespan of the AMP. Examples of this are the recent need for Council to respond to the impact of COVID-19 on the community, and the increase in housing vulnerability and homelessness.
- 7.9 Community Partnerships activity and resultant budget structure will give Council the ability to respond to specific, emerging problems in a more agile way, while ensuring resources are being invested in the agreed priority areas to achieve agreed Council outcomes.

A community-led approach

- 7.10 As a general principle, Council may initiate or provide seed funding for projects, and work with the community to develop sustainable community-led management of ongoing initiatives. As Council resources are limited Council wishes to avoid organisations becoming over-reliant on Council funding for their long-term viability. Consequently, an exit strategy will be included in the design of projects at the outset of defined, short term Council activities.

Prioritise the Community Investment Fund to assist communities of greatest need

- 7.11 Council distributes money through the Community Investment Fund to a wide range of organisations with different objectives. This AMP signals a more targeted approach to funding organisations, with an increased focus on addressing the specified communities of greatest need. However, this will not prevent CIF funding being used for legacy or other social development projects.
- 7.12 The Community Investment Policy will be updated to support the focus on communities of greatest need, and this will be clearly signalled in the application forms and assessment criteria for the Community Investment Fund. Council will also amend the terms of reference for the funding panel, requiring these

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priorities to be considered when reviewing applications to the Community Investment Fund.

Develop an evaluation framework

- 7.13 The levels of service and performance measures in this AMP are focused on outcomes to be achieved rather than activities. This requires an evaluation framework in order to be able to show value for investment. The long-term benefits of this change in approach relates to an enhanced ability to identify the optimum use of Council's resources to achieve social wellbeing outcomes.
- 7.14 Council will also review existing projects, to consider whether they are continuing to meet the specified outcomes. Some existing projects will continue, and others may change over time based on this evaluation.

8 Levels of Service

- 8.1 Activity Management Plans include Levels of Service for the activity, which define what Council will deliver.
- 8.2 Levels of service are intended to:
- Inform people of the proposed type and level of service to be offered.
 - Act as a focus for the work required.
 - Enable people to assess the suitability, affordability and equity of the services offered.
- 8.3 The following is considered when deciding on levels of service:
- The needs and expectations of the community.
 - Statutory obligations.
 - Alignment of services with Council strategy, policy and objectives.
 - Affordability of the level of service.

Desired levels of service

- 8.4 Future levels of service and performance measures for Community Partnerships activities are summarised in the following table. They describe the outputs and objectives Council intends to deliver for customers. Performance measures need to be matters that Council can influence and have a long-term outcomes focus.
- 8.5 The performance measures included in this Plan represent a change from the existing levels of service and performance targets. This change has been made in order to focus on the communities of greatest need, and to increase the focus on what outcomes Council is working to bring about rather than simply on the activities undertaken. However, the current performance as measured by the existing performance targets is summarised in Appendix 2.



Programme Outcomes: This is a high-level goal for the programme and captures the collective effort of the sector as a whole. Council’s influence on achieving the programme outcomes varies.

Council’s Role: This defines Council’s role in achieving the programme outcomes.

Performance Measure: This is Council’s measure of success for the portfolio.

Indicator or Performance Target: This is a specific data set that is indicative of the success of Council’s activities. It is not a measure of the overall programme outcomes, as these also rely on the actions of other organisations. Indicators include qualitative and quantitative data and are proposed for the full ten years of the LTP.

Current Performance: This is current performance for each indicator.

Level of Service	Programme Outcomes	Council’s Role	Performance Measure	Indicator, or Performance Target	Current Performance
Reduce social isolation	Improve social connections for communities with the greatest needs.	Resource and build the capacity and resilience of community support groups.	Community groups working with affected populations are supported and receive Council funding.	<p>Minimum of 10% of CIF funding to mitigate social isolation.</p> <p>Two projects directly supported to reduce social isolation for high risk communities.</p> <p>One project is delivered to address social isolation for refugees and new migrants.</p>	These are new performance targets and not currently measured.

Level of Service	Programme Outcomes	Council’s Role	Performance Measure	Indicator, or Performance Target	Current Performance
Reduce housing vulnerability	<p>Support people who are chronically homeless in Nelson.</p> <p>Support people who are at risk of becoming homeless.</p>	<p>Support partners to coordinate social interventions for those at risk.</p> <p>Support cross-sector interventions for those at risk.</p>	<p>Council implements clear procedures for responding to the needs of people without adequate shelter.</p> <p>Council supports and leads cross-sector work to address the needs of those at risk.</p>	<p>Council responds to referrals and service requests within 5 working days.</p> <p>At least one homelessness project is directly supported by Council.</p> <p>Project accountability reports demonstrate success at mitigating the risk or impact of homelessness.</p>	<p>These are new performance targets and not currently measured.</p>
Improve access to work or learning opportunities	<p>Create opportunities for people to be in education, employment and training.</p>	<p>Identify and address gaps in service provision relating to employment, education and training.</p> <p>Recognise and celebrate success of successful trainees.</p>	<p>Council successfully advocates for projects to address NEET for high risk populations.</p> <p>Council celebrates success of individuals who complete vocational</p>	<p>Council supports or leads at least one NEET project.</p> <p>Council leads or participates in at least one event to celebrate success for students or jobseekers.</p>	<p>These are new performance targets and not currently measured.</p>



Level of Service	Programme Outcomes	Council's Role	Performance Measure	Indicator, or Performance Target	Current Performance
			and educational goals.		
Reduce the impact of poverty	Reduce the impact of inequities created by poverty.	Council strengthens community groups to reduce the impacts of inequality and poverty.	Community groups addressing poverty issues are actively supported.	At least one poverty reduction project is directly supported by Council. Project accountability reports demonstrate success at reducing the impact of poverty.	These are new performance targets and not currently measured.
Community wellbeing	Increase resident wellbeing and enjoyment of life in Nelson.	Provide opportunities for residents to participate, connect and have fun.	Opportunities are provided to encourage greater community connectedness, health and wellbeing. An active, engaged Youth Council.	At least 20 young people receive leadership investment per year. Minimum of 10% of CIF funding to strengthen community wellbeing.	These are a mix of current performance and new performance targets.

Level of Service	Programme Outcomes	Council’s Role	Performance Measure	Indicator, or Performance Target	Current Performance
		<p>The city centre is a safe place for Nelsonians.</p> <p>To facilitate quality programmes and interventions for the changing and diverse needs of</p>	<p>Residents report improved perceptions of safety in the CBD/Reduced levels of offending in the CBD.</p> <p>Neighbourhoods projects are supported to connect and strengthen local neighbourhoods.</p> <p>Community organisations are provided with opportunities to improve community governance.</p> <p>City safety projects are delivered collaboratively with other agencies.</p> <p>A work plan is agreed and</p>	<p>Five local neighbourhood projects are supported.</p> <p>Three activities are supported to strengthen community governance or increase organisational capacity.</p> <p>At least one inter-agency city safety project is delivered annually.</p> <p>Council supports delivery of at least one city safety project.</p> <p>Youth sector work plan is developed year one with community partners, At least three</p>	



Level of Service	Programme Outcomes	Council’s Role	Performance Measure	Indicator, or Performance Target	Current Performance
		Nelson’s young people.	delivered to provide interventions to young people.	projects are successfully delivered annually to support young people.	

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9 Risks

Risk	Proposed solutions
The potential for non-delivery of results from funding granted through the Community Investment Fund.	<p>Clear communication of the expectations of CIF funding and monitoring of outcomes.</p> <p>Maintain contact with funded organisations throughout the funding cycle, so that potential issues are worked through in a timely manner.</p> <p>Require accountability reports to provide qualitative/quantitative data which will inform Council’s accountability reporting on its levels of service.</p> <p>Further funding being subject to successful, reported outcomes.</p>
The difficulty in collecting meaningful data related to outcomes, resulting in the opportunity costs associated with not knowing if Council is investing in the highest value projects.	Allocation of project budgets for evaluation, including targeted collection of qualitative and quantitative data, to inform regular reporting and future investment.
Inability to meet the needs associated with increasing stresses on individual and community wellbeing due to Covid-19 impacts.	<p>This issue requires Council to be strategic about its investments of staff time and funding, by focusing on the groups of people in most need of assistance, to maximise the benefit of investments.</p> <p>Taking a more flexible approach to the Community Partnerships budgets will enable funding to be prioritised to address issues as they emerge.</p>

10 Key assumptions

- 10.1 All expenditure is stated in dollar values as at 1 July 2021 with no allowance made for inflation over this period.
- 10.2 Council will continue to be involved in Community Partnerships activities.
- 10.3 That Council’s objectives will be supported by community partners.



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11 Financial Summary

Revenue and Financing Policy

- 11.1 Community Partnerships activities are mostly funded through rates, with external funding for specific projects to match Council's contributions. In-kind contributions via partnerships also contribute to achievement of the desired outcomes.

Financial statements and projections

- 11.2 The total budget per year is \$818,668 plus cost of living adjustments, with funding priorities to be determined on an annual basis.
- 11.3 The three main GL codes have the following totals in the 2021/22 year:
- 7510: Communities of greatest need: \$176,642
 - 7525: Community wellbeing: \$167,100
 - 7530: Community tools and enablers: \$474,926.
- 11.4 In addition to the specific funding listed under GL 7510, a high proportion of the funding under GL 7530 will be allocated for communities of greatest need, as outlined in this AMP. More detail is provided in Appendix 1: Financial Information.

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Appendix 1: Financial Information

	2021/22 AMP (2021/31)	2022/23 AMP (2021/31)	2023/24 AMP (2021/31)	2024/25 AMP (2021/31)	2025/26 AMP (2021/31)	2026/27 AMP (2021/31)	2027/28 AMP (2021/31)	2028/29 AMP (2021/31)	2029/30 AMP (2021/31)	2030/31 AMP (2021/31)
7510 Communities of Greatest Need										
751023100474. Mayors Taskforce For Jobs	11,365	11,365	11,365	11,365	11,365	11,365	11,365	11,365	11,365	4,515
751023100613. Youth Nelson	14,624	14,624	14,624	14,624	14,624	14,624	14,624	14,624	14,624	14,624
75102699. Youth Vans operating expenses	6,773	6,773	6,773	6,773	6,773	6,773	6,773	6,773	6,773	6,773
751043220112. Cadetships	4,268	4,268	4,268	4,268	4,268	4,268	4,268	4,268	4,268	4,268
Accessibility Advocacy	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
Older Adults Support	23,381	23,381	23,381	23,381	23,381	23,381	23,381	23,381	23,381	23,381
Youth Programmes	113,231	113,231	113,231	113,231	113,231	113,231	113,231	113,231	113,231	113,231
7525 Community Wellbeing										
Expenses										
75252310. NN Youth Council	21,389	21,389	21,389	21,389	21,389	21,389	21,389	21,389	21,389	12,187
752523100798. Community Wellbeing Opex	7,088	7,088	7,088	7,088	7,088	7,088	7,088	558	558	558
752543120133. Youth Development Fund	3,618	3,618	3,618	3,618	3,618	3,618	3,618	3,618	3,618	3,618
752543421597. City Safety Programmes	56,604	56,604	56,604	56,604	56,604	56,604	56,604	56,604	56,604	56,604
752543422033. Accessibility support	8,871	8,871	8,871	8,871	8,871	8,871	8,871	8,871	8,871	8,871
752543428218. City For All Ages Programmes	35,000	40,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000
Civic Awards to Schools	567	567	567	567	567	567	567	567	567	567
Wellbeing Activities Programme	33,963	33,963	33,963	33,963	33,963	33,963	33,963	33,963	33,963	33,963
7530 Community Tools and Enablers										
75303312. Community partnership projects	10,670	10,670	10,670	10,670	10,670	10,670	10,670	10,670	10,670	10,670
753043121201. Community Investment Fund	339,626	339,626	339,626	339,626	339,626	339,626	339,626	339,626	339,626	339,626
753043128194. Community Partnership Fund grants	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
753043428106. Neighbourhood grants	5,335	5,335	5,335	5,335	5,335	5,335	5,335	5,355	5,355	5,355
753043428125. Grant. Community Patrol	5,335	5,335	5,335	5,335	5,335	5,335	5,335	5,335	5,335	5,335
Community Network and Information Sharing	30,574	30,574	30,574	30,574	30,574	30,574	30,574	30,574	30,574	30,574
Strengthening Community Sector	21,340	21,340	21,340	21,340	21,340	21,340	21,340	21,340	21,340	21,340
Local Community Grants Liaison	5,644	5,644	5,644	5,644	5,644	5,644	5,644	5,664	5,664	5,664
Youth Cross Sector Engagement	6,402	6,402	6,402	6,402	6,402	6,402	6,402	6,402	6,402	6,402



Appendix 2: Existing levels of service

Level of service	Performance measure	Performance target (Year 1-10)
Community networks are supported to develop and grow	The number of networks with better outcomes	One community network is supported to focus on its strategic outcomes annually
	The participation by officers at networks and community forums	Six community networks are attended by officers annually
	Networks are supported to operate	Two community networks are supported with Council funding to operate annually
Council, with the community, celebrates community achievements	Council supports events that recognises community achievements	One community awards event is held annually as well as a civic awards event every 3 years
	Council recognises youth achievement through school awards	Four community youth volunteer awards are presented to secondary school students each year
Council works with the community to increase capability, resilience and connectedness	Community events are encouraged to offer healthy beverage choices to participants	Six events are supported to offer healthy beverage choices
	Events are provided to encourage greater community connectedness, health and wellbeing	Three events focussing on community connectedness are provided by Council each year One annual programme of recreational activities is provided to encourage active lifestyles and promote Council parks and facilities
	Neighbourhoods are strengthened through easy access to information and activities	At least five neighbourhood grants fund civic projects and neighbourhood activity annually One local neighbourhood per year is supported by officers to strengthen community engagement and connectivity

Level of service	Performance measure	Performance target (Year 1-10)
	The number of groups supported to encourage older adults to participate and contribute to community	Three groups supported to provide better outcomes for older adults
	The number of community organisations provided opportunities to improve governance and capability and provided with training and development based on community need	Ten organisations are provided with training and development opportunities
Community leadership is fostered to drive change and action in the community	Council supports the community to enable leadership development	One opportunity per year is provided for community leaders to emerge and take the lead in their community to drive change and action Youth Council provides the opportunity for 20 young people to engage young people with local government
	Youth development grants encourage our young leaders	Six young people are provided a grant to attend leadership and development courses
Partnerships address community needs and issues, leveraging Council's contribution	Community Investment Fund agreements and grants allocated as per advertised timeframes	All funding through the Community Investment Fund is delivered as per advertised timelines
	The number of successful projects funded where officers work with groups to increase partnership opportunities and leverage funding	One successful project is funded per year



Level of service	Performance measure	Performance target (Year 1-10)
	Funders and agencies share information and work collaboratively	<p>Six meetings per year of the Nelson Tasman Community Funders Network</p> <p>Two collaborative projects are developed through partnerships each year</p>

16 September 2021

REPORT R25892

Adoption of the Arts, Heritage and Events Activity Management Plan 2021-31

1. Purpose of Report

- 1.1 To adopt the Arts, Heritage and Events Activity Management Plan 2021-31.

2. Recommendation

That the Community and Recreation Committee

- 1. Receives the report Adoption of the Arts, Heritage and Events Activity Management Plan 2021-31 (R25892) and its attachment (A2657126).***

Recommendation to Council

That the Council

- 1. Adopts the Arts, Heritage and Events Activity Management Plan 2021-2031 (A2657126).***

3. Background

- 3.1 Activity Management Plans (AMPs) are prepared and approved by Council to inform development of the Long Term Plan (LTP). Following consultation on the LTP, AMPs and been reviewed and updated.
- 3.2 The Arts, Heritage and Events Activity Management Plan (AMP) was workshopped with the Community Services Committee on 21 July 2020 to review levels of service, discuss issues, confirm priorities for 2021 – 31 and seek direction from the Committee.

Item 8: Adoption of the Arts, Heritage and Events Activity Management Plan 2021-31

- 3.3 A draft version of the AMP was presented to the Community and Recreation Committee on 29 October 2020. The Committee resolved as follows:

That the Community and Recreation Committee

Approves the Draft Arts, Heritage and Events Activity Management Plan 2021-31 (A2457003) as the version to inform the Long Term Plan 2021-31; and

Notes that the Draft Arts, Heritage and Events Management Plan 2021-31 will be updated, and the final Activity Management Plan approved, after the adoption of the Long Term Plan 2021-2031.

4. Discussion

- 4.1 The draft AMP includes:

4.1.1 Levels of Service

4.1.2 Focus areas for the activities during 2021 - 31

4.1.3 The activity budgets for operations and project delivery.

Changes made through Long Term Plan deliberations

- 4.2 The following summarises the relevant resolutions made at the LTP deliberations affecting budgets in this AMP. This change has been incorporated into the final AMP and has been highlighted in the attachment to this report (highlights will be removed prior to publishing).

21. Approves a provision of up to \$12,000 in Year 1 and Year 2 of the Long Term Plan 2021-31 for the Nelson Arts Council as transition funding while it works to investigate income options to offset the increase in visitor numbers being experienced at its new city centre location.

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

4.3.1 An investigation into the community needs will be done to consider options for a community arts centre (Page 4 & 12)

4.3.2 Creative New Zealand have award Nelson City Council a grant to complete a post Covid Arts Strategy in 2021-22 (Page 9)

4.3.3 Levels of Service for community events were updated (Page 29)

4.3.4 Commitments to Taonga Tuku Iho were included as these were still in development whilst the draft AMP was written (Page 32)

Item 8: Adoption of the Arts, Heritage and Events Activity Management Plan
2021-31

- 4.3.5 Budget was approved for arts and heritage iwi engagement costs (Te Ohu Toi Ahurea, Page 36).
 - 4.3.6 Funding for Arts Council Nelson to the lease on Hardy Street was approved for up to three years. (Page 35)
 - 4.3.7 Budget was approved for Gateway Improvements in Year 3 of the LTP (Page 35)
 - 4.3.8 Grant funding was approved for Make/Shift Spaces for Years 1 – 3 of the LTP (Page 35)
 - 4.3.9 \$3.165m investment funding was approved for the Nelson Provincial Museum storage facility project (Page 36)
- 4.1 These changes have also been highlighted in the attached AMP.

5. Options

- 5.1 The AMP supports Council in meeting its obligations under Section 93 and Schedule 10 of the Local Government Act 2002 and the recommended option is for Council to adopt this plan.

Option 1: Adopt the AMP	
Advantages	<ul style="list-style-type: none"> • Supports Council to meet requirements of the Local Government Act 2002. • Aligns with the direction set by the Long Term Plan 2021-31
Risks and Disadvantages	<ul style="list-style-type: none"> • None
Option 2: Do not adopt the AMP	
Advantages	<ul style="list-style-type: none"> • Nil
Risks and Disadvantages	<ul style="list-style-type: none"> • Not adopting the AMP would leave Council without a clear plan to mitigate risks and achieve levels of service.

6. Conclusion

- 6.1 The AMP has been reviewed and amended to reflect all decisions made by the Council in the adopted Long Term Plan 2021-2031.

Item 8: Adoption of the Arts, Heritage and Events Activity Management Plan
2021-31

Author: Sarah Newman-Watt, Team Leader Arts & Heritage

Attachments

Attachment 1: A2657126 Draft Arts, Heritage & Events Activity Management
Plan 2021-2031 (A2657126) [↓](#)

Important considerations for decision making
1. Fit with Purpose of Local Government AMPs set out the background to Council's activities and will support Council to meet its obligations under Section 93 and Schedule 10 of the Local Government Act 2002.
2. Consistency with Community Outcomes and Council Policy The AMP has been developed to support the delivery of the following Council Community Outcomes: <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. The document has assisted Council in developing the LTP.
3. Risk Adopting the AMP is a low risk as it has been through a thorough development process and reflects all of the relevant LTP decisions. Adopting the AMP also helps Council mitigate risks by providing a clear plan to achieve levels of service, address relevant focus areas and set activity budgets for operations, maintenance, renewals and capital expenditure.
4. Financial impact The AMP reflects the decisions made by Council on 24 June 2021 when the LTP 2021-31 was adopted, and sets out budgets for both operational and capital expenditure.
5. Degree of significance and level of engagement This matter is of low significance because decisions arising from the LTP were consulted on through the Long Term Plan 2021–31 which were considered significant.
6. Climate Impact Climate impact implications were considered as part of the development of the LTP 2021-31.

7. Inclusion of Māori in the decision making process

No engagement with Māori has been undertaken in preparing this report. Consultation with Maori occurred via an iwi workshop as part of the development of the draft AMP.

8. Delegations

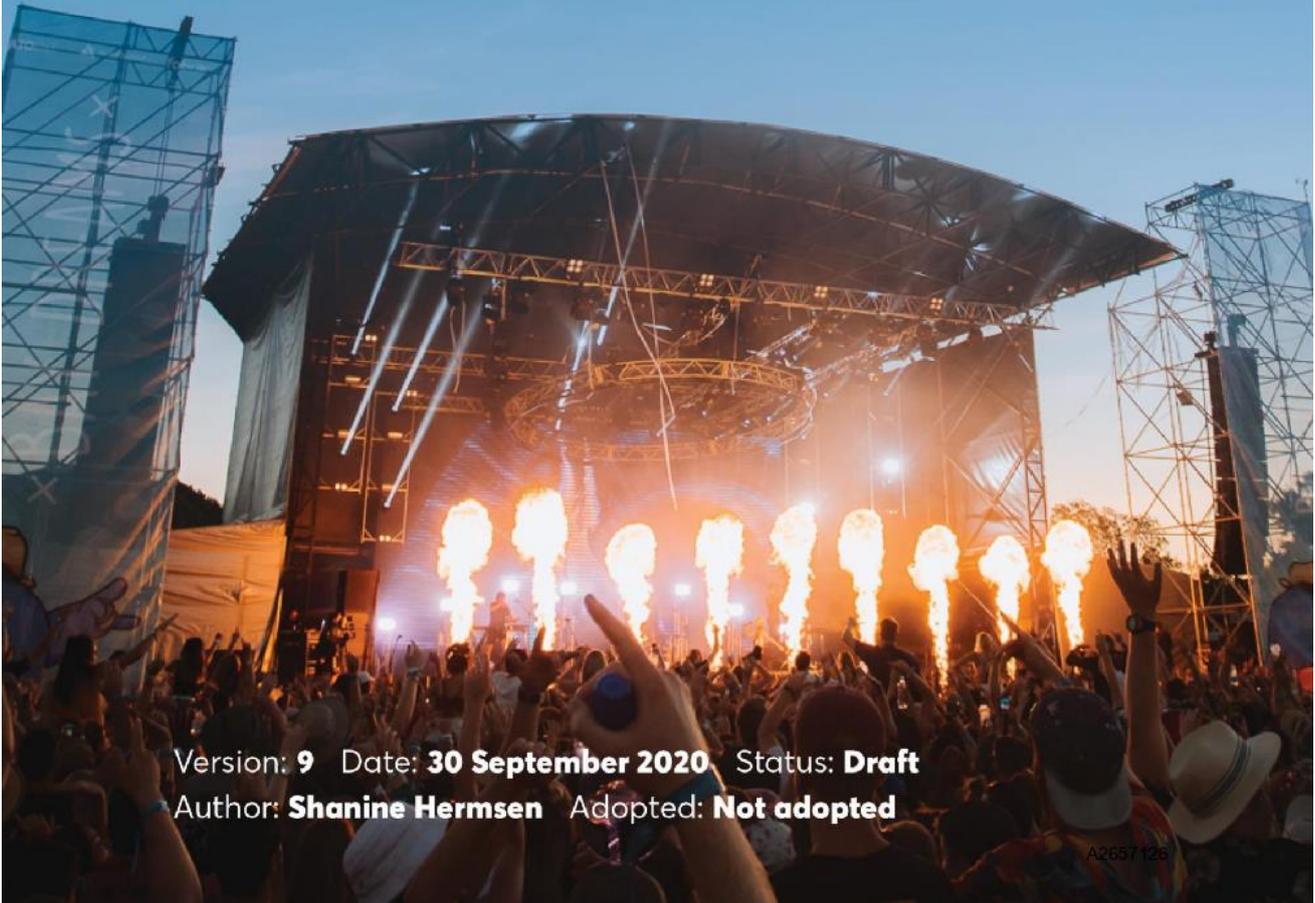
The Community and Recreation Committee has the following power to recommend:

- *Approval of final versions of strategies, policies and plans*



Arts, Heritage and Events Activity Management Plan

Mahere ā-Hapori
2021 – 2031



Version: **9** Date: **30 September 2020** Status: **Draft**
Author: **Shanine Hermesen** Adopted: **Not adopted**

A2657126

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1. Executive summary

- 1.1. The purpose of this Activity Management Plan (AMP) is to summarise Council's long-term approach to the provision of arts, heritage and events activities. These activities are guided by various Council strategies and policies such as the Arts Policy, Founders Strategic Plan and the Events Strategy. This AMP brings together and updates the 2018–28 Arts AMP (which included events) and the 2018–28 Heritage AMP.
- 1.2. The reintroduction of the promotion of the four wellbeings, including social and cultural wellbeing, as the purpose of local government (in the Local Government Act 2002) recognises the importance of Council's arts, heritage and events activities as central to Council's role.
- 1.3. The work of the Arts, Heritage and Events teams contributes to Council's Community Outcome that "our communities have opportunities to celebrate and explore their heritage, identity and creativity".
- 1.4. Plans for Council events and improvements to council venues and facilities will consider climate change actions to support Council's declaration of a climate emergency.
- 1.5. The City Centre Programme Plan recognises that events, galleries and theatres attract both visitors and residents to the city centre. Events, and the creative and educational opportunities provided through the arts and heritage activities, contribute to the Smart Little City by promoting Nelson's vibrancy and identity as a cultural hub.
- 1.6. New strategic direction reflected in this Arts, Heritage and Events AMP is provided through:
 - Taonga Tuku Iho Strategy (which is Whakatū Nelson's new Heritage Strategy)
 - the Founders Heritage Park Strategic Plan
 - the development of a Council events assessment framework.
- 1.7. Two significant issues addressed in this AMP are iwi partnerships and COVID-19, as discussed below.
 - Council is on a journey of significant development as stronger partnerships with iwi are being built. Feedback received during the review of the heritage strategy identified a strong need to rebalance the stories told in Nelson through art and heritage to reflect Māori voices, art works and heritage.
 - The COVID-19 pandemic created some challenges for delivering arts, heritage and events activities. The long-term impact of COVID-19 is unknown at this stage but it is expected the effects of COVID-19 will continue to impact on these activities over the life of this AMP.
- 1.8. Proposed changes outlined in this AMP are summarised below.



Item 8: Adoption of the Arts, Heritage and Events Activity Management Plan 2021-31: Attachment 1

Arts:

- Implement strategies enabling iwi to have direct involvement in the development of Māori art works in Nelson. This is particularly important for public art in areas of Nelson of significance to iwi.
- Consider options for development of a Community Arts Centre based on investigation of community needs.

Heritage:

- Partner with iwi on heritage events for Waitangi Day, Matariki and Māori Language Week.
- Implement the Founders Heritage Park Strategic Plan which is focused on: enhancing visitor numbers and visitor experiences of Founders Heritage Park, building iwi partnerships, improving the Park's collection care to meet New Zealand Museums Standards, improving the venues, and improving financial sustainability.
- Improve visitor numbers and visitor experiences of Broadgreen Historic House and Isel House through well-researched exhibitions, use of technology and a more comprehensive approach to marketing.
- Improve awareness of the collections at Broadgreen Historic House and Isel House, in particular the nationally significant textile and clothing Collection housed in the Broadgreen Centre.

Events:

- Focus on delivering small and medium size community events to complement the support for community and commercial events provided through the Nelson Events Strategy (the latter is administered by the Nelson Regional Development Agency).
- Ensure Council-led events align with Council's social objectives and reflect the diversity of the community in order to deliver creative, entertaining, meaningful and inclusive events that contribute to community wellbeing.
- A review of Council events will be undertaken in year 1 to assess the current mix, bearing in mind the need to be responsive to a changing environment.
- Establish a new whole-of-Nelson venues management website and booking system to promote events venues and events, making it easier for event organisers to book venues in Nelson.

- 1.9. The budgets included in this AMP for the arts, heritage and events activities are shown below.

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Arts, Heritage and Events Activity Management Plan / Mahere ā-Hapori 2021 – 2031

Activity	Operational Expenditure 2021/22	Capital Expenditure 2021/22	Income 2021/22
Arts Facilities and Venues	\$1,227,000		
Public Art	\$51,555	\$86,532	
Community Arts and Arts Services	\$212,301		
Managing Heritage	\$248,660		
Museum	\$986,800		
Isel House	\$78,801	\$30,918	\$5612
Melrose House	\$41,546	\$6,402	\$200
Broadgreen House	\$117,907	\$60,000	\$4,888
Founders Heritage Park	\$543,717	\$257,204	\$487,450
Heritage Incentives	\$206,268		
Arts Events & Festivals	\$1,365,480	\$50,000	\$117,257

2. The purpose and scope of this AMP

- 2.1. The purpose of this Activity Management Plan (AMP) is to outline Council’s long-term approach to the provision of arts, heritage and events activities, and to identify how these activities will contribute to Council’s overall strategic direction. The management of arts and heritage buildings is addressed in the Facilities AMP.
- 2.2. Arts, Heritage and Events activity primarily contributes to the cultural wellbeing of the community. These activities also contribute to economic and social wellbeing, as well as Nelson’s reputation as the Smart Little City.

3. Alignment with Council’s social objectives

- 3.1. This AMP reflects Council’s social objectives, which are also reflected in the Community Partnerships AMP objectives of:
 - A more equitable community
 - Nelson is a better place to live due to investment in community capability and leadership.
- 3.2. This means ensuring Council-run events are accessible to a wide range of people, a diversity of voices and experiences are represented in art works and heritage events, and there are opportunities for people to develop their social networks and creative talents.



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- 3.3. The community-led development principles described in section 6 of this AMP guide Council’s approach to working with the community to achieve more together.

4. Partnering with iwi

- 4.1. Strong iwi partnerships is an important priority for the deliverables in this AMP. Te Ohu Toi Ahurea forum is instrumental for establishment of relationships, Arts and Heritage projects and engagement on the Taonga Tuku Iho Strategy.
- 4.2. Rebalancing the stories told in Nelson through art and heritage to reflect Māori voices, art works and heritage is a focus of this AMP so that local Māori and visitors are easily able to connect with, and celebrate, their unique identity.

5. How Council works with the community

- 5.1. Council follows community-led development principles to define **how** it works with the arts, heritage and events community.

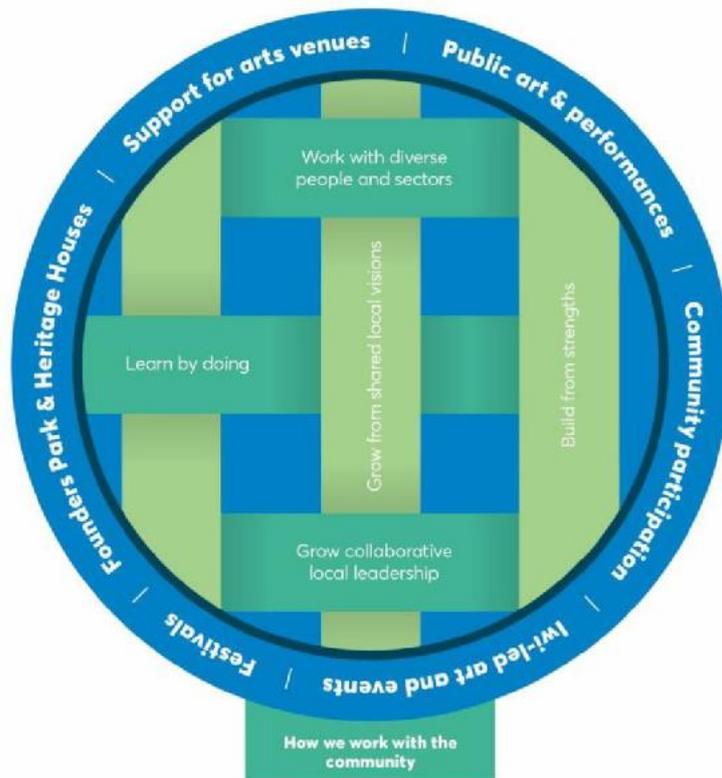


Figure 1 — Arts, Heritage and Events in Action

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 Arts, Heritage and Events Activity Management Plan / Mahere ā-Hapori 2021 – 2031

GROW FROM SHARED LOCAL VISIONS

- Learn from tāngata whenua, their history and aspirations.
- Understand who was in this place, who is in this place and who will be in this place.
- Build plans with those who live, work, care, play, and invest in a place — the principle of te ahi kaa.
- Tailor-make solutions that reflect local ambitions, goals and contexts. Grow a shared sense of optimism and collective ownership of the future.

BUILD FROM STRENGTHS

- Everyone has a contribution to make.
- Value residents as 'experts' in their place.
- Proactively involve people who are frequently ignored.
- Recognise the strengths tāngata whenua bring and build respectful relationships.
- Value community assets. Use what you've got to help get what you want.

WORK WITH DIVERSE PEOPLE AND SECTORS

- Foster connections between groups who don't usually work together.
- Support the aspirations of local whānau, hapū and iwi.
- Ensure residents are actively involved in all aspects.
- Build relationships between neighbours.
- Encourage networking between community-led initiatives locally, regionally and nationally.
- Work with new migrant communities.

GROW COLLABORATIVE LOCAL LEADERSHIP

- Seek leadership from across the community — everyone is a potential leader.
- Value different cultural approaches to leadership.
- Support local people who are doing things and connect them to others to grow their effectiveness.
- Invest in developing skills and capacity of local leaders.
- Celebrate local leaders and community achievements.



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LEARN BY DOING

- Plan and work adaptively.
- Build in time for structured reflection to understand what's working and what's not.
- Use data and insights to measure impact. Document and share progress widely.
- Embrace small steps that contribute to transformational change.
- Use local practice-informed evidence to support system changes locally and nationally.

6. Key changes since 2018

6.1. This plan updates and brings together the 2018–28 Arts (and Events) AMP and the 2018–28 Heritage AMP. Key changes from the 2018 AMP are summarised below.

- **Arts:**
 - Increased partnerships with iwi in arts projects.
 - Progressing a community arts centre.
- **Heritage:**
 - Updating the Heritage Strategy (2006) and reflecting the feedback from stakeholders and the public in this AMP.
 - Increasingly devolving Heritage Festival events to the community to organise and deliver events.
 - Working with iwi on heritage events for Waitangi Day, Matariki and Maori Language Week.
 - Developing the Founders Heritage Park Strategic Plan.
 - Improving collection care at Broadgreen House collections and implementing the reorganisation project initiated for the Founders Heritage Park collection.
 - Undertaking condition assessments for the Heritage Houses based on conservation plans, for improved maintenance and historic integrity.
- **Events:**
 - Focusing on delivering small and medium size community events (to complement the support for large commercial events provided through the Nelson Events Strategy, administered by the Nelson Regional Development Agency).
 - Creating meaningful and entertaining events that contribute to the wellbeing of our community.

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- o Establishing a new evaluation process to assess which events to support, as well as the success of events after they occur, and a new venues management website and booking system.

7. Partnerships

The inter-relationships of the three areas of arts, heritage and events

- 7.1. Many of the events run, or funded, by Council celebrate arts and heritage. This includes high profile art events such as Opera in the Park and the Nelson Arts Festival. In addition, Council both hosts events at Founders Heritage Park and facilitates use of the Park by other event organisers.
- 7.2. Partnerships are essential to the Arts, Heritage and Events activities and key partners are described below.

Iwi partnerships

- 7.3. As noted in section 5 of this AMP, the growing working relationship with iwi is reflected in the involvement of Te Ohu Toi Ahurea Forum to discuss and select arts projects and to plan heritage events.

Other Council departments

- 7.4. Higher quality art projects and events are achieved by working with different Council departments to achieve a shared outcome, such as art associated with new capital works.

Creative New Zealand

- 7.5. Creative New Zealand (CNZ) funds and contracts local authorities throughout New Zealand to deliver support to local arts initiatives through the Creative Communities Local Funding Scheme. Grant funding available for 2021/22 is \$46,140 excluding GST over two rounds. Staff, two Councillors and community representatives are involved in the assessment committee.
- 7.6. Creative New Zealand has awarded Nelson City Council a grant of \$30,000 for 2021/2022 to produce a post covid Arts Strategy.
- 7.7. Creative NZ has increased its funding of the Nelson Arts Festival. Funding levels for 2019 reached over \$700,000 (including Nelson City Council's contribution and \$65,000 from Creative NZ).

Arts Council Nelson and the Refinery Community Gallery

- 7.8. Arts Council Nelson is predominantly funded by Nelson City Council, with additional funds from Tasman District Council, and is Council's main link to the local arts sector. Arts Council Nelson coordinates arts events and initiatives encourage wider community participation in the arts. The Arts Council also manages the Refinery Artspace.

Community Art Works

- 7.9. Community Art Works (CAW) is an organisation working in both the disability and justice sectors. Council currently provides temporary accommodation through a fixed term community lease.



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Make/Shift Spaces

- 7.10. Make/Shift Spaces is an incorporated society which works with a range of artists, creatives, community and special interest groups to fill vacant CBD spaces with vibrant installations and activity on a temporary basis. Make/Shift Spaces has received community grants from Council to support the start up of this initiative.

Theatre Royal

- 7.11. The Theatre Royal is governed by the Nelson Heritage Theatre Trust board. In 2020/21 the Theatre Royal received an operating grant of \$124,033, and \$113,070 for a community use subsidy, towards this key community asset.

Nelson Centre of Musical Arts

- 7.12. The Nelson Centre of Musical Arts (NCMA) is a Charitable Trust, governed by a Board of Trustees. In 2020/21 the NCMA received an annual grant from Council of \$229,171 towards operational costs.

The Bishop Suter Art Gallery

- 7.13. This is a Council Controlled Organisation (CCO). The Suter Board owns the buildings, land and art collection. The services of the Suter Art Gallery are covered by its Strategic Plan and the Statement of Intent as defined by the Local Government Act 2002. In 2020/21 the Suter received an annual grant from Council of \$678,746 towards operational costs.

Nelson Provincial Museum

- 7.14. The Tasman Bays Heritage Trust is a charitable trust, established in 2000 to administer the Nelson Provincial Museum Pupuri Taonga o Te Tai Ao as a regional heritage facility, on behalf of Tasman District Council and Nelson City Council as a 50/50 alliance. The Trust is a Council Controlled Organisation. The Trust has a partnership with Mana Whenua o Whakatu, Motueka and Mohua. In 2020/21 the Trust received an annual grant from Council of \$892,174 towards operational costs.
- 7.15. The Trust operates as the Nelson Provincial Museum, which is the repository of material culture and a proponent of local, distinctive intangible culture. It presents regional history, natural history, mātauranga Māori and contemporary narratives in stimulating and provocative ways, by making its collection accessible on-site, online and in the community.

Broadgreen Society

- 7.16. Broadgreen Historic House is owned by Nelson City Council, which is responsible for its operations, management, Council staffing and policies.
- 7.17. The Broadgreen Society assists Council with running this House as a historic house museum by recruiting and managing volunteers to work as visitor guides. The Society volunteers and Council staff work together to keep the House open all year round and to run successful events, school holiday and education programmes and related activities.

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- 7.18. The Broadgreen Society also operates Le Cren Centre, which it hires out for community groups and private bookings.

Melrose Society

- 7.19. The Colonel Noel Percy Adams Trust (Melrose) Society was formed in 1974 when the House and grounds were taken over by Council. The Trust is a 'not-for-profit' incorporated society comprised of volunteers who deal with the day to day running of the House, its preservation and promotion. A leased café is used as an events venue and provides income to the Society.

Isel House

- 7.20. Council owns and operates Isel House. Most of the House is operated as a historic house museum, and it is open from October to April each year. It is opened and staffed by a small group of passionate and dedicated volunteer guides and hosts.
- 7.21. Council officers take care of the management and maintenance of the House, and the exhibitions. The objects in the House are predominantly owned by the Nelson Provincial Museum.
- 7.22. A café at the back of the House is leased and operates in the summer season.

Fairfield House

- 7.23. Fairfield House is managed and maintained by the Friends of Old Fairfield (FOOF) which formed in 1979 to save the building from demolition. The house is now a popular venue focusing on three main strands of activity: health and wellbeing, education and training, and life celebrations. Council supports FOOF with an annual grant of around \$10,000 in recognition of its role as a centre for community events.

Volunteers at Founders Heritage Park

- 7.24. Front of house volunteers welcome visitors to Founders Heritage Park. The Friends of Founders Trust run the Founders Annual Book Fair. The Trust has a core group of 16 Book Fair volunteers who meet throughout the year to sort book donations. They are joined by more than 80 additional volunteers during the Fair itself. The Book Fair raised over \$150,000 in 2019/20 for development projects in the Founders Heritage Park. The Railway Society is an incorporated society that runs the railway, a key visitor attraction.

Nelson Festivals Trust

- 7.25. A Nelson Festivals Trust has been established to plan and deliver the Nelson Arts Festival, including the Pukapuka Talks (formerly Readers & Writers Programme) and the Mask Parade and Carnivale. The Trust reports to Council twice a year, and receives \$585,000 per annum.
- 7.26. Future levels of Council funding towards the Arts Festival will be addressed through the Statement of Intent provided to Council by the Nelson Festivals Trust.



Item 8: Adoption of the Arts, Heritage and Events Activity Management Plan 2021-31: Attachment 1

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Nelson Regional Development Agency

- 7.27. The Nelson Regional Development Agency (NRDA) is the lead agency for the management and implementation of the Nelson Events Strategy through the Nelson Events Marketing and Development Programme, funded by Council.

Te Ramaroa – Light Nelson

- 7.28. Te Ramaroa (originally Light Nelson) is a biennial community driven 'light' based event, held over five days in winter. Funding has been allocated in the Long Term Plan for base funding of \$150,000 for each two year period.

Taonga Tuku Iho Strategy Working Group

- 7.29. A Working Group was established through the Taonga Tuku Iho Strategy development process. This group will continue to meet to discuss the development of the Strategy until it reaches the implementation phase, and may also continue to meet beyond this time to continue the partnerships which have developed during this process. The Working Group consists of heritage community organisations, Heritage NZ, Council, the Department of Conservation, iwi and local people who wish to see continued support for heritage.

Regional Arts Development Initiative

- 7.30. The Regional Arts Development Initiative (RADI) promotes the work of artists, helping to support their careers with sustainable income from sales. It has two main initiatives: The Nelson Arts Guide and Art Expo Nelson.

8. How we can improve our effectiveness

- 8.1. This AMP describes how the arts, heritage and events activities which are run or funded by Council can be enhanced.

Arts

- 8.2. Council supports community involvement in arts projects and gather feedback on its work. Upcoming partnership/community involvement opportunities include:
- Partnership projects with the private sector such as shared funding for murals on private buildings.
 - Arts activations in residential streets – residents will be supported to develop art projects that are to be delivered in their street, connecting the people living in that area.
- 8.3. Council is implementing strategies for iwi to have more direct involvement in the development of Māori art works in Nelson. Iwi involvement or leading of arts projects is particularly important for public art in areas of Nelson of significance to iwi.
- 8.4. Council has considered development of a Community Arts Centre for many years. Further investigations are planned to identify community needs and potential use for of the Halifax Street site.

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Heritage

- 8.5. The Heritage Strategy (2006) was reviewed in 2020 and new strategy, named Taonga Tuku Iho Strategy, will be adopted. As part of this review Council consulted with iwi and heritage-related organisations to understand which heritage priorities are most important for consideration in the Long Term Plan.
- 8.6. This review was also an opportunity to better understand how iwi, heritage organisations and Council might work together on heritage projects in future.
- 8.7. Feedback from stakeholder interviews and hui included:
- Shared stories create identity and belonging — let’s celebrate the full diversity of heritage, not just buildings — diversify our storytelling including recording oral history that might otherwise soon disappear. Use technology to create stories to share across generations — developing a shared online heritage hub.
 - We need to reflect bicultural heritage – both Pākehā and Māori — to rebalance, we need to hear more iwi stories. Improve coordination between Māori and Pākehā history, and promote the broader history of Nelson (not just the heritage houses and Founders Heritage Park).
 - We should provide stronger heritage education — instilling a sense of pride in our stories within the education pathway.
 - Select one funded body to lead the heritage sector (as a backbone organisation or group).

Founders Heritage Park

- 8.8. The Founders Heritage Park Strategic Plan has five focus areas (listed below), with objectives and actions for each of these.
- Enhancing the Visitor Experience — Founders Heritage Park connects visitors with the development of the Whakatū Nelson community through the use of interactive displays, creative programmes and artisan tenants.
 - Building Iwi Partnerships — Founders Heritage Park celebrates Whakatū’s bicultural heritage by building stronger relationships with iwi and creating opportunities for tangata whenua stories to be shared.
 - Heritage and Collections — Founders Heritage Park maintains a collection which supports the Park’s activities to New Zealand Museums Standards.
 - Venue Development — Founders Heritage Park brings a wide range of communities together to celebrate in unique, flexible and well-functioning venues.
 - Sustainability — Founders Heritage Park actively supports Council’s sustainability goals. Financial sustainability is achieved through a mix of commercial and community activities.



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- 8.9. Activities over the next 10 years to enhance the visitor experience include programmed redevelopment of display areas, seeking opportunities to tell tangata whenua stories as well as programming to embrace all cultures, investment in technology to improve visitor experiences, and selecting tenants who add to the visitor experience.
- 8.10. Actions to build iwi partnerships include considering a name change for the Park, development of a shared space with Whakatū Marae, provide opportunities for the inclusion of tangata whenua stories in existing displays, bilingual signage and using Te Reo Māori in displays.
- 8.11. Plans to improve the Park's collection to New Zealand Museums Standards involve reviewing the existing collection and reducing its size, improving conservation of the remaining items, and digitising collection records.
- 8.12. Planned improvements to the venues at Founders Heritage Park include a significant refurbishment of the Energy Centre, installing under-floor insulation in the Granary and a kitchenette and providing heating and a toilet in the church. Other improvements to be implemented include flexible event equipment available at the venues, event coordination and technical advice services. Improvements will consider climate change actions to support Council's declaration of a climate emergency.
- 8.13. Actions to improve the financial sustainability of the Park include reviewing the venue hire fees structure to maximise the revenue from commercial bookings whilst ensuring the venue remains affordable for community users.
- 8.14. The budgets required to implement the Founders Heritage Park Strategic Plan are included in this AMP.

Heritage Houses

- 8.15. Priorities for Heritage Houses (Broadgreen, Isel and Melrose) include the following:
 - To establish an identity for each house — Council to agree individual identity/positioning for each house and develop an overall brand for the houses.
 - To identify and engage audience — Council to determine who the key audience sectors are (existing, lapsed and potential) and develop an engagement strategy. Focus on ongoing viability and attracting new and lapsed audiences at Isel and Broadgreen. Encourage more visits from local residents and repeat visits.
 - Partnerships — seek regular and ongoing input from the Melrose and Broadgreen Committees. Strengthen the relationships between Council and the Melrose and Broadgreen Societies. Improve linkages between heritage facilities owned by Council to maximise the use of resources.

Broadgreen Historic House

- 8.16. The proposed actions for the next 10 years include enhancing the visitor experience at Broadgreen Historic House through well-researched exhibitions

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incorporating new technology. Work will be undertaken to protect the structural integrity of the House including a conservation plan, geotechnical assessment, and resource for maintenance and conservation. Improved storage and digitising of the textile collection will ensure the collection meets New Zealand Museums Standards. Enhanced marketing will attract new visitors to the House.

Isel House

- 8.17. Actions planned over the next 10 years include well-researched exhibitions, changed out display areas (display rooms), incorporating some new technology, and digital platforms to improve the visitor experience.
- 8.18. Improvements to protect and conserve the original fabric and structural integrity of the House include an updated conservation plan, regular condition assessments, and ongoing resources for its maintenance and conservation.
- 8.19. Actions to improve visitor numbers include: comprehensive and well-resourced marketing and promotion (including an improved website focused on visitor attractions), a solid social media presence, and ramped up national and international tourism targeting.

Melrose House

- 8.20. Proposed actions over the next 10 years include supporting the Trust to continue to develop its visitor experience including on-site interpretation, a visitor guide and participation in heritage events.
- 8.21. Council will assist with marketing activities including providing joint marketing opportunities (such as the Cultural Heart brochure) and venues branding, and help the Trust to connect the Friends of Melrose with similar groups associated with other heritage facilities.

Events

- 8.22. The Event Strategy vision is “Events that strengthen the region and its identity, stimulate a prosperous, vibrant and engaged community and deliver value at the right time.”
- 8.23. A key element of this focus is to ensure Council-led events align with Council’s social objectives and reflect the diversity of our community, and to draw on that diversity to deliver more creative, inclusive and impactful events. Council wants events to be meaningful and fun, and to open up opportunities for all people to be more closely connected and engaged with the community.
- 8.24. Included in the delivery of Council events is the impact on climate change on our environment. This will be reflected both in the design and conception of these events, as well as in the delivery of events. Examples include the inclusion of waste minimisation guidelines in venue hire contracts and an “Event Waste Plan” provided to event organisers.



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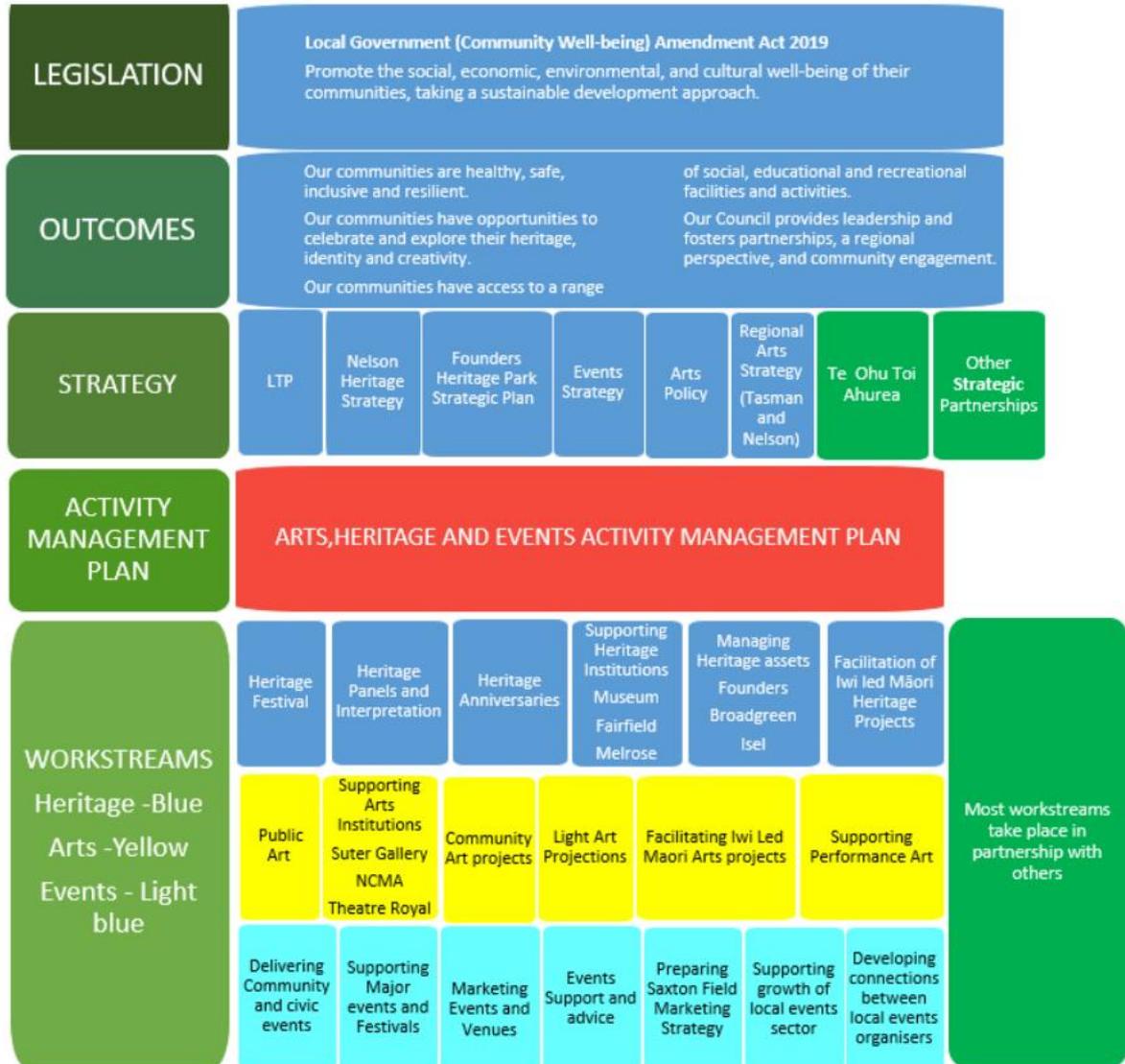
Figure 2: Summary of the different ways Council supports a broad range of events in Nelson

8.25. As shown in Figure 2, Council will carry out the following actions.

- Work with community groups to empower them to deliver events, including learning how Council delivers events and how to respond to tenders to run Council events — as well as to network and to generate new ideas, and to gain technical and financial skills.
- Update events contracts to include requirements to deliver social and environmental outcomes.
- Host an annual events coordinators' forum to support and build the capacity of local event organisers and strengthen their relationships with Council.
- Develop a website which will promote Council venues and facilities. The website will include a consistent booking system, availability calendars, contact forms and promotion of events at venues. This website will link to related Itson and NRDA web pages.
- Implement a new assessment framework to carry out a review of how current events are delivered and funded by Council. This will include carrying out events surveys to gain event goers' immediate feedback and inform the evaluation process. These on the spot surveys will provide Council with more insight into what people like and don't like as much.
- With some events being over ten years old, there is a need to review Council's events mix. The environment for hosting events is evolving, with changes to audience preferences and values, cost increases, and the effects of COVID-19. A review of Council's events programme in Year 1 of the AMP will consider appropriate changes (e.g. the introduction of a Manaakitanga Festival).

9. Strategic direction – key changes since 2018

9.1. Figure 3 shows the strategic context for the plans outlined in this AMP.



9.2. A number of important changes have occurred since the previous Arts and Heritage AMPs were adopted in 2018.

9.3. In particular, the **Local Government (Community Wellbeing Amendment Act) 2019** reinstated the four well-beings in the purpose of local government. The Act ... “provides for local authorities to play a broad role in promoting the social, economic, environmental, and cultural well-being of their communities, taking a sustainable development approach”. The



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inclusion of both social and cultural wellbeing provides a strong mandate for Council's arts, heritage and events activities, as being central to what Council is here to do, rather than being an optional "nice to do" activity.

- 9.4. The **Covid-19 pandemic** also has a significant impact on the running of events, including the Heritage Festival in April which became the Nelson Virtual Heritage Festival. Gathering size restrictions, difficulty accessing international acts and lack of partner funding is likely to influence event planning for some time to come.
- 9.5. At a regional level, a wellbeing framework is at the heart of **Te Taihū Intergenerational Strategy** as shown below. Te Taihūtanga — Identity intergenerational outcome shown in Figure 4 is of particular relevance to Arts, Heritage and Events activity.

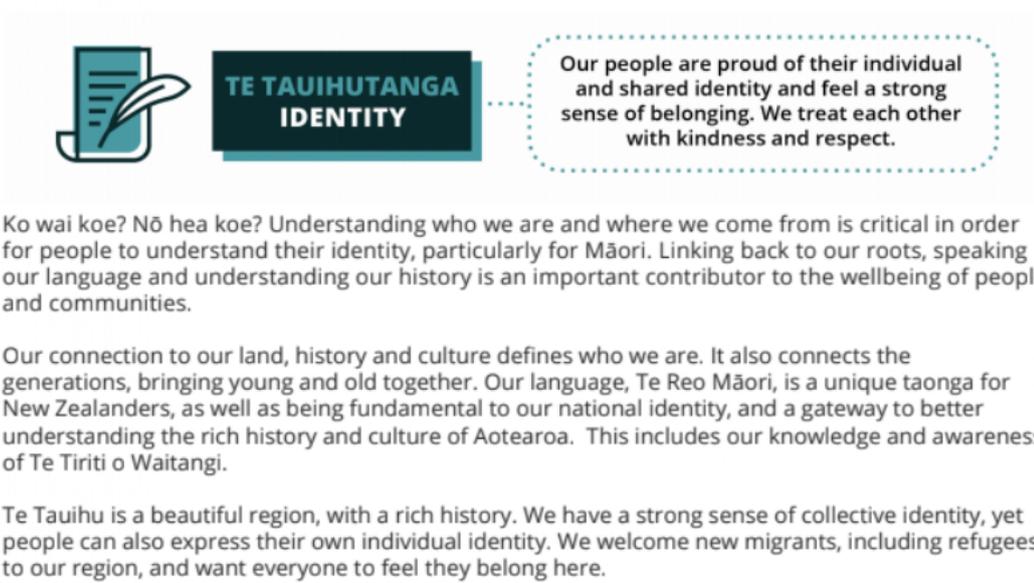


Figure 4: Te Taihūtanga — Identity intergenerational outcome from the Draft Te Taihū Intergenerational Strategy (page 25)

10. Strategic direction — ongoing guidance

- 10.1. The work of the Arts, Heritage and Events teams contributes to the following **Community Outcome**.
- **Our communities have opportunities to celebrate and explore their heritage, identity and creativity**
We are proud of and celebrate our history and heritage and how that contributes to our identity. We have a strong sense of community, enhanced by the wide range of arts, cultural and sporting opportunities on offer.

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- 10.2. This AMP is influenced by **the Arts Policy 2010** and the **Nelson Tasman Regional Arts Strategy 2009**. The 2010 Arts Policy was developed to identify processes to guide the implementation of the 2009 Nelson Tasman Regional Arts Strategy; The ART of being in the centre with the vision:
- *'Arts Access, participation and excellence are an essential expression of Nelson Tasman region.'*
- 10.3. As noted in the previous section of this AMP, further strategic direction is provided by the following strategies and plans:
- **Nelson Heritage Strategy**
 - **Founders Heritage Park Strategic Plan**
 - **Events Strategy**
- 10.4. A strategy to be produced by a community steering group (in 2021) as part of the **City for All Ages** project is likely to provide useful direction on the delivery of arts, heritage and events activities to meet the needs and interests of the growing number of older people in our community.
- 10.5. The **Social Wellbeing Policy** is reflected in the new evaluation framework for events, and arts activities make a contribution to the Cultural Identity objectives and policies in the Social Wellbeing Policy:
- To develop a sense of Nelson's distinctive culture by supporting opportunities for Nelson's culture to be expressed.*
- To tell the local stories, recent and past by providing opportunities for local stories to be heard and understood.*
- 10.6. Heritage activities also make a contribution to the Cultural Identity objectives and policies in the Social Wellbeing Policy.

11. Council direction

- 11.1. In order to ensure consistency between the activity management plans for each Council activity, centralised whole-of-Council activity management plan information has been prepared (in document A2424231). The aspects of most significance to the arts, heritage and events activities are outlined below. This AMP has been prepared to align with, or be consistent with each of these respective strategies.
- 11.2. The **City Centre Development** programme includes six 'moves'. One of these is Destination Nelson, which recognises the importance of major and smaller scale events, as well as galleries and theatres, to attract people to the city centre. Another is a Liveable Centre, which identifies the importance of arts, culture and events to creating a city centre in which people want to live.
- 11.3. Council's approach to working with **Iwi Partners** includes the following direction. Under the Local Government Act 2002, Council has duties to facilitate participation by Māori in its decision-making processes. The Council values working in partnership with iwi to advance the wellbeing of our



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community. It recognises the distinct identity iwi have within the Whakatū region, and the wealth of knowledge they contribute about the cultural and social landscape inherent through their whakapapa (genealogy).

- 11.4. In 2019 Council committed to examine how Council's plans, policies and work programmes can address the **climate emergency** and ensure an emergency strategy is embedded into all future Council strategic plans. The delivery of activity under the Arts, Events and Heritage AMP will consider the climate emergency where appropriate. Plans for Council events and improvements to council venues and facilities will consider climate change actions to support Council's declaration of a climate emergency.
- 11.5. Challenges and opportunities being explored as part of Council working towards the **Smart Little City** vision for Nelson includes the topic of community and youth engagement.
- 11.6. Vision – Nelson is a Smart Little City: "Nelson is a vibrant place where we are deeply connected with, and committed to, our natural, social and cultural environment. Clever business and innovation help us thrive. We enjoy living fulfilled lives in smart, sustainable communities."
- 11.7. The events, and the creative and educational opportunities, provided through the arts, heritage and events activities contribute to Nelson's vibrancy and identity as a cultural hub.

12. Social context – anticipating future demand

- 12.1. **Census data** shows the following population trends in Nelson:
 - An increasing proportion of young Māori. The Māori median age is 25.0 years compared to 43.4 years for the total population of the Nelson region. 19% of the Nelson population who are under 15 are Māori.
 - The younger population is more ethnically diverse, while the population over 50 is primarily NZ European. The percentage of the Nelson population identifying as European decreased from 89.3% in 2013 to 86.7% in 2018. The percentage identifying as Māori increased from 9.4% to 10.7% over the same period and the percentage as identifying as other ethnicities increased from 8.8% to 9.4%.
 - An ageing population the median age in the Nelson region has risen from 42.5 years in 2013 to 43.4 years in 2018. In 2013 17.5% of the Nelson population was aged over 65 compare to 19.3% in 2018
- 12.2. A more ethnically diverse younger population means events in Nelson will need to reflect a wider range of voices and experience, which is being addressed through the events evaluation framework.
- 12.3. An increasing number of older people in the community will also influence the planning of heritage, arts and events to ensure there are a range of activities that are likely to appeal to older audiences. There is also potential for more people to be available to participate in the arts and heritage activities on a

voluntary basis as identified in the City for All Ages research. Arts activities (such as art classes at a Community Arts Centre) also have an important role to play in connecting older people who may be at risk of becoming socially isolated.

- 12.4. An ageing population is also likely to lead to more people being on fixed incomes — so the accessibility of events for people on a tight budget is likely to become increasingly important.

13. Key stakeholders in the AMP

- 13.1. In addition to Council's partnership with Ngāti Tama ki Te Tau Ihu, Te Ātiawa o Te Waka-a-Māui, Ngāti Rārua, Ngāti Kōata, Ngāti Toa Rangatira, Ngāti Kuia, Ngāti Apa ki te Rā Tō, Rangitāne o Wairau, stakeholders for Arts, Heritage and Events activity include:

- The Suter Art Gallery
- Tasman Bays Heritage Trust — Nelson Provincial Museum
- The Theatre Royal
- Nelson Centre of Musical Arts (NCMA)
- Arts Council Nelson and Refinery Gallery
- The Arts Selection Panel
- Community Art Works
- **Make/Shift Spaces**
- Nelson Festivals Trust
- Nelson Regional Development Agency (NRDA)
- Light Nelson – Te Ramaroa
- Private gallery owners and artists
- Heritage consultants and archaeologists
- Nelson Libraries (heritage stories and displays, and management of the Prow website)
- Heritage New Zealand Pouhere Taonga
- The Nelson Historical Society
- Melrose House Society
- Broadgreen Society and Historic House
- Isel Historic House and volunteers
- Friends of old Fairfield Trust
- Founders Heritage Park front of house volunteers
- Friends of Founders Trust (Book Fair)
- Nelson Railway Society



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- Whakatū Marae
- Government agencies (particularly Creative New Zealand, the Ministry of Culture and Heritage, the Department of Conservation, Heritage New Zealand and Te Puni Kōkiri)
- Te Papa — National Services Te Paerangi
- Tasman District Council and Marlborough District Council
- Local events organisers and organisers of large, commercial events such as Bay Dreams
- Visitors attending arts, events and heritage facilities.

14. Key issues for this activity

Summary of key issues	Actions to address the issues
Meeting the demand for a greater focus on iwi/Māori stories.	To be addressed through the Taonga Tuku Iho Strategy and the Founders Heritage Park Strategic Plan. Undertaking operational partnerships with iwi using Arts/Heritage budget.
Founders Heritage Park faces an ongoing challenge to balance the needs of different uses and values of the Park, including as a heritage park for visitors, holder of a collection of heritage items, as an events venue, and as a place of work for tenants.	Actions to address these varying needs are outlined in the Founders Heritage Park Strategic Plan.
The ongoing financial and practical impacts of Covid-19 on arts and heritage facilities, including the potential Community Arts Centre, the NCMA, Theatre Royal and the Suter Gallery. The events sector has also been heavily impacted by the pandemic.	The long-term impact is unknown at this stage. There will be ongoing engagement with the events sector to plan for future scenarios that provide options to run events in changing situations.
Fostering economic development through the use of heritage buildings.	Fostering adaptive use/private sector investment through heritage grants and rate rebates, and recognition of central city precinct heritage values.

15. Levels of service (what we provide)

- 15.1. Activity Management Plans set out what Council will deliver by way of levels of service for the activity.
- 15.2. Levels of service are intended to:
- inform people of the proposed type and level of service to be offered
 - act as a focus for the work required
 - enable people to assess the suitability, affordability and equity of the services offered.
- 15.3. The following matters need to be considered when deciding what level of service the Council will aim to provide:
- the needs and expectations of the community
 - statutory obligations
 - alignment of services with Council strategy, policy and objectives
 - affordability of the level of service.

Desired levels of service

- 15.4. The future levels of service and performance measures are summarised in the following tables. They describe the outputs and objectives Council intends to deliver for customers.



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Public Art

Level of Service	Measure	Target	Current Performance
Provide public art works in public places that add visual interest and enhance the experience of visitors and residents.	Commission, install and maintain public art, particularly at priority sites identified in the Council Arts Policy 2010.	Public art works listed in Council's inventory are celebrated and promoted to the public.	Public art information is available on Councils' website.

Community Arts and Arts Services

Level of Service	Measure	Target	Current Performance
Council provides support for the arts sector to provide arts advice, advocacy and promotion, to strengthen the sector.	Arts Council Nelson is supported to provide arts advice, promotion and network opportunities.	The community is informed of arts opportunities and events, and the sector is provided with networking opportunities.	Arts Council funded with operational grant.
	Creative Community Scheme funding is allocated successfully to community art projects.	Funding allocations lead to improved community art outcomes.	Creative Communities scheme funding fully allocated.

Arts Facilities and Venues

Level of Service	Measure	Target	Current Performance
The Suter Public Art Gallery Te Aratoi o Whakatu: Provision of a regional art gallery that engages, educates and entertains the community with a diverse and stimulating programme of visual arts exhibitions.	The Suter provides an SOI each year defining their proposed activities and goals and measures. SOI targets are achieved.	SOI delivered to Council. SOI agreed by Council. Performance is reviewed against SOI.	SOI delivered and adopted by Council annually. Annual reports are provided to Council with data against performance measures, for Council feedback.

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<p>The Theatre Royal: A regional theatre that is widely used by the community for a diverse and stimulating range of performance art.</p>	<p>An agreement is developed each year with the Theatre Royal defining their proposed activities, goals and measures.</p>	<p>Agreement signed with Theatre Royal. Performance is reviewed against agreed outcomes.</p>	<p>Agreement in place. Outcomes and risks are discussed with the Theatre.</p>
<p>The Nelson Centre of Musical Arts provides a welcoming and sustainable environment where our community can teach, learn, create, perform, appreciate and connect through music.</p>	<p>An agreement is developed each year with the NCMA defining their proposed activities, goals and measures.</p>	<p>Agreement signed with NCMA. Performance is reviewed against agreed outcomes.</p>	<p>Agreement in place. Outcomes and risks are discussed with the NCMA.</p>
<p>Nelson Provincial Museum (TBHT): Museum in central Nelson, co-funded with TDC.</p>	<p>TBHT provides an SOI each year defining their proposed activities and goals and measures.</p>	<p>SOI delivered to Councils. SOI agreed by Councils. Performance is reviewed against SOI.</p>	<p>SOIs delivered and adopted by Councils annually. Annual reports are provided to Councils with data against performance measures, for Council feedback.</p>



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	Level of Service	Measures	Targets	Current Performance
Iwi Māori partnerships	Iwi arts and heritage is maintained and celebrated.	To work in partnership with iwi through Te Ohu Toi Ahurea to deliver projects.	Iwi stories are told through storyboards with one installed per year. Māori art is represented in projects delivered through the Arts Policy.	Arts and Heritage projects are reviewed at Te Ohu Toi Ahurea by iwi.
Heritage Facilities (Heritage Houses and Founders Heritage Park)	Council manages its heritage Collections to be enjoyed by future generations.	Review and implement the collection management policies within heritage facilities during 2021/22.	Collection Policy and procedures are practised.	Collection Policy in draft form for adoption by Council in Nov 2020.
	Council's heritage facilities provide heritage activities to experience, celebrate and learn about Nelson's history and stories.	Number of visitors/ users of the facility. Number of heritage events and activities at the facilities.	Visitor numbers exceed 100,000 Increase the number of visitors participating in programmed activities year on year.	89, 628 visitors 2019/20 (COVID) 115, 710 visitors in 2018/19 7 Activities attracting 9,000 visitors in 2018/19.
	Council's collection items and displays are used to tell Nelson's heritage stories and attract visitors to the heritage facilities.	Quality interpretative displays. The collection is preserved for future generations.	One new or enhanced display per year at each of the heritage facilities. Council's collections are cared for to Museums Standard and in appropriate collection stores.	New displays during 2019/20 were installed at Founders, Broadgreen and Isel Houses. Re-org project commenced to list, store or deaccession items started. Work to improve collections storeroom started.

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	Level of Service	Measures	Targets	Current Performance
Founders Heritage Park (the Park)	Enhancing the visitor experience: Retain and attract tenants who contribute to Founders Heritage Park as an attraction.	Number of tenants who contribute to the Park as an attraction, and are open during public open hours.	80% of ground floor in the Park areas either have heritage displays or are open during the Park's opening hours.	80% of ground floor available for visitors to view during opening hours
	Building iwi partnerships: Tell iwi stories at the Park.	Iwi feel engaged and represented in Founders Heritage Park.	Feedback received via Marae Komiti and Te Ohu Toi Ahurea annually.	Favourable feedback provided on Founders Heritage Park Strategic Plan from Te Ohu Toi Ahurea.
	Venue Development: The Park is chosen for an increasing number of events, private functions and conferences.	Maintain or increase venue usage each year. Maintain or increase income from bookings at or above 2018/19 levels.	Venue usage — benchmark TBD from 2020/21 with COVID considerations. Income from venue hire is equal to or greater than 2018/19 levels.	Venue usage figures not available until new booking system is live. Income from venue hire \$69,612.
	Financial Sustainability: Activities in Founders Heritage Park contribute to the Park's running costs.	Commercial tenants who support the Park's vision are prioritised.	Maximum 10% community leases. Income generated from tenants is not less than \$100,000 p.a.	3 community leases (11%)
Nelson Heritage Festival (Tuku Heritage Month)	Council provides opportunities for the community to be involved in activities to promote and celebrate Nelson heritage.	An annual event highlighting Nelson's heritage is delivered.	Ten community-led events in the Heritage Festival.	Annual Festival includes community-led events.
Heritage information	Technology is used to showcase heritage information.	Exhibits are progressively updated to utilise new technology.	At least one exhibit each year is updated with new technology.	PROW website provides heritage information. Curio / ipad tool implemented for 3 exhibits during 2020/21.



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	Level of Service	Measures	Targets	Current Performance
Heritage Project Fund	Assist the community to retain, or adapt for better use, heritage items listed in the NRMP and the Nelson Plan.	Uptake of funds by projects meeting the criteria.	The Fund is fully subscribed and funds are used.	Fund fully allocated for 2020/21.
Heritage rates remission scheme	Provide funding to give rates relief on specified heritage properties.	Uptake of funds by properties meeting the criteria.	All funds are used.	All funds used

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Events

	Level of Service	Measure	Target	Current Performance
Nelson Arts Festival	Deliver high quality, popular and accessible arts events.	Produce a quality Arts programme that includes well-supported community events.	Agreement signed with Arts Festival Trust defining activities, budgets, goals and measures. Performance is reviewed against agreed outcomes and budget with the Committee.	Agreement in place. Performance, outcomes, risks and funding have been presented to and discussed with Council.
Community Events	High quality, popular and accessible events	To deliver a diverse and accessible variety of events that are well attended and enjoyed by audiences.	Over 80% satisfaction of attendees was recorded at Council events.	At least 12 events per annum are delivered celebrating our community's performing skills and creativity, and support at least 10 free or low cost events. Event audience survey indicate satisfaction of 70%



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	Level of Service	Measure	Target	Current Performance
Te Matatini	Council supports Kapa Haka competitions.	Kapa Haka competitions are hosted in Nelson.	Kapa Haka competitions are held in 2021, 2023 in partnership with iwi in the lead up to Te Matatini.	Planning under way for 2021 and Kapa Haka 2023 events.
Council requested events	Council celebrates city-wide achievements and hosts significant events.	Council creates events that commemorate or celebrate significant civic visitors or happenings.	Appropriate and memorable events are held for significant visits or happenings.	Events celebrating Mako as rugby ITM Cup champions, and Blackferns delivered.
Facilities Marketing	Council venues are supported through venue development and marketing.	Council venues are marketed effectively and well utilised.	Each Council venue has a marketing plan. High quality venues have reduced un-booked days each year. Trafalgar Centre has at least 70 bookings for 2021/22, with an increase of 5 events per year thereafter.	Marketing plans in draft form for approval by respective committees. New venue booking system will facilitate accurate venue bookings data across Council venues.

16. Future work

Arts Activities

- 16.1. There are some unrealised opportunities identified in the Regional Arts Strategy some of which have been identified as future work in this Activity Management Plan. These include:
- Review the Heritage House business plans.
 - Review and adjust the Arts Policy to reflect iwi partnership through Te Ohu Toi Ahurea and the Arts Selection Panel.

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Commitments in the Founders Heritage Park Strategic Plan

16.2. Enhance the visitor experience:

- Develop or improve one display area per year.
- Invest in technology to improve the visitor experience.
- Select tenants who add to the visitor experience and support them to do so.
- Develop cohesive programming to attract visitors to Founders Heritage Park.
- Undertake a spatial plan.
- Develop one outdoor area per year.

16.3. Build iwi partnerships:

- Review the name "Founders Heritage Park".
- Work with Whakatū Marae to develop a shared cultural space.
- Provide opportunities for the incorporation of tangata whenua stories into existing displays.
- Introduce bilingual signage and Te Reo Māori interpretation.
- Include information on opportunities for cultural experiences in venue marketing material.

16.4. Improve heritage and collection care:

- Review and update the collection policy.
- Continue reorganisation process and rationalising the collection.
- Develop and implement a programme of preventative conservation of objects, maintenance of displays and asset protection.
- Provide a fit for purpose collection store room which meets health and safety requirements.
- Continue to improve cataloguing and digitisation of collection records.

16.5. Develop the venues:

- Refurbish the Energy Centre.
- Upgrade the Granary.
- Develop the Church.
- Improve service delivery.



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16.6. Improve sustainability of Founders Heritage Park:

- Review venue hire fees to maximise revenue while ensuring the venues are accessible to community users.
- Implement initiatives to improve environmental sustainability.

Commitments in the Taonga Tuku Iho Strategy

16.7. Support a steering group to oversee the implementation of the strategy.

16.8. Work in partnership with other stakeholders on initiatives to achieve the outcomes identified in the strategy.

Events

- Existing events programme and mix to be re-assessed in view of changing environment (e.g. audience preferences, cost increases, climate change, effects of COVID-19). A review will be undertaken in year 1 to ensure alignment with Council objectives.
- Support to iwi for Nelson City to host two national Kapa Haka school competitions, and bid to host the national Kapa Haka competition Te Matatini in February 2026 (around 50,000 spectators expected).
- Continue to build on the success of hosting major events for example major sporting occasions and music events such as Bay Dreams.

17. Risk management (dealing with uncertainty)

Risk	Mitigation
Impact of COVID-19 on arts and heritage facilities and the events sector, including the potential Community Arts Centre, NCMA, Theatre Royal and Suter Gallery, particularly given the ongoing financial and practical impacts of the Covid-19 pandemic.	Continue to work with facilities managers and monitor impacts, work to find alternative solutions to attract visitors, and hold events within practicable parameters.
	Review current events to confirm they are fit for purpose using the events review matrix. Modify or replace events as appropriate.
	Provide support to event organisers to deliver successful community events.

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An under-investment in Heritage House assets and collections	Conservation plan through the Asset Management Plan. Houses adhering to the New Zealand Museum standards. Collection policies are in place.
Community debate about choices and cost of public art	Utilise community engagement and communications to build support. Engage the community to understand their preferences. Updates to the Arts Policy will be made.
Changing tastes and demand for current events	Collect data from surveys and feedback. Engage the community to understand their preferences. Provide exciting new events that have engage a wide spectrum of our community.

18. Financial summary

Financial statements and projections

- 18.1. Appendix 1 shows the financial forecasts (2021–31) for arts, heritage and events activities. The table outlines funding required over the next 10 years to implement the work in this Activity Management Plan and includes:
- expenditure projections for the current year
 - forecasts by year by sub-activity, broken down into programmes/services/projects.
- 18.2. Appendix 1 does not include the costs of staff time and overheads.
- 18.3. Summary of income and expenditure.

Activity	Operational Expenditure 2021/22	Capital Expenditure 2021/22	Income 2021/22
Arts Facilities and Venues	\$1,227,000		
Public Art	\$51,555	\$86,532	
Community Arts and Arts Services	\$212,301		
Managing Heritage	\$248,660		
Museum	\$986,800		
Isel House	\$78,801	\$30,918	\$5612
Melrose House	\$41,546	\$6,402	\$200
Broadgreen House	\$117,907	\$60,000	\$4,888



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Founders Heritage Park	\$543,717	\$257,204	\$487,450
Heritage Incentives	\$206,268		
Arts Events & Festivals	\$1,365,480	\$50,000	\$117,257

Revenue and Financing Policy

- 18.4. Arts activities are primarily funded through rates. The Creative Communities Scheme funding is provided by Central Government, while Council provides a contract fee for the administration of the scheme as a partnership.
- 18.5. Heritage activities are primarily funded through rates. In regards to the Heritage Facilities, that is offset by income from entry fees, ticket sales, shop sales, venue hire, rental leases, and the book fair.
- 18.6. The funding policy for the Founders Heritage Park is for 40% recovery of costs, and 60% funding by rates. Tenancies generate \$110,000 per year, based on a policy of 10% community leases and 90% commercial leases.
- 18.7. Events activities are primarily funded through rates, but this is partially offset by income from ticket sales. In the case of the Nelson Arts Festival, costs are partially offset by income from ticket sales, grant funding, sponsorship and in-kind contributions.

Key assumptions

- 18.8. All expenditure is stated in dollar values as at 1 July 2021 with no allowance made for inflation over this period (inflation is added at final budgeting stage).
- 18.9. Council will continue to be involved in arts, heritage and events activities.

Appendix 1: Financial Information

ARTS	2021/22 AMP (2021/31)	2022/23 AMP (2021/31)	2023/24 AMP (2021/31)	2024/25 AMP (2021/31)	2025/26 AMP (2021/31)	2026/27 AMP (2021/31)	2027/28 AMP (2021/31)	2028/29 AMP (2021/31)	2029/30 AMP (2021/31)	2030/31 AMP (2021/31)
Arts Facilities and Venues										
38072310. Bishop Suter Operating Grant	692,300	692,300	692,300	692,300	692,300	692,300	692,300	692,300	692,300	692,300
38074312. Suter Maintenance Grant	21,100	21,100	21,100	21,100	21,100	21,100	21,100	21,100	21,100	21,100
380743128063. Suter depreciation grant	0	0	0	231,900	232,300	232,300	232,300	232,300	232,300	232,300
38702312. Grant: School of Music	233,800	233,800	233,800	233,800	233,800	233,800	233,800	233,800	233,800	233,800
38802312. Theatre Royal Operating Grant	126,500	126,500	126,500	126,500	126,500	126,500	126,500	126,500	126,500	126,500
38804312. Community use subsidy	115,300	115,300	115,300	115,300	115,300	115,300	115,300	115,300	115,300	115,300
380133420800. Refinery Relocation	38,000	38,000	38,000	0	0	0	0	0	0	0
Public Art										
38014031. Artworks Maintenance	45,555	45,555	45,555	45,555	45,555	45,555	45,555	45,555	45,555	45,555
38014032. Condition Assessments	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
380172301143. Art Works Programme (Capital Expenditure)	86,532	86,532	86,532	86,532	86,532	86,532	86,532	86,532	86,532	86,532
380175901307. Gateway Improvements (Capital Expenditure)			40,000	2,000						
Community Arts and Arts Services										
380143321290. Art Strategy Implementation	35,516	35,516	35,516	35,516	35,516	35,516	35,516	35,516	35,516	35,516
36854312. Creative NZ Admin	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500
753043120756. Grant: Arts Council	86,690	86,690	74,690	74,690	74,690	74,690	74,690	74,690	74,690	74,690
753043120757. Grant: Refinery Art Gallery	37,345	37,345	37,345	37,345	37,345	37,345	37,345	37,345	37,345	37,345
753043128115. Grant: Makeshift Spaces	40,000	40,000	40,000							
38012740. Arts Policy Advice	5,250	5,250	5,250	5,250	5,250	5,250	5,250	5,250	5,250	5,250

Heritage	2021/22 AMP (2021/31)	2022/23 AMP (2021/31)	2023/24 AMP (2021/31)	2024/25 AMP (2021/31)	2025/26 AMP (2021/31)	2026/27 AMP (2021/31)	2027/28 AMP (2021/31)	2028/29 AMP (2021/31)	2029/30 AMP (2021/31)	2030/31 AMP (2021/31)
Managing Heritage										
38012355. Iwi Engagement costs	13,200	13,200	13,200	13,200	13,200	13,200	13,200	13,200	13,200	13,200
38012637. Insurance	11,319	11,319	11,319	11,319	11,319	11,319	11,319	11,319	11,319	11,319
380126450800. Marketing Heritage Facilities	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
380127301900. Heritage Strategic Plan Consultant	20,000	20,000	0	0	0	0	0	0	0	0
380127402373. Taonga Tuku Iho Strategy Implementation *	60,000	60,000	60,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000
38014310. Implementation Heritage Activities	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000
380143101302. Heritage Activities Programme	71,124	71,124	71,124	71,124	71,124	71,124	71,124	71,124	71,124	71,124
380143120651. Grant : Fairfield House	10,670	10,670	10,670	10,670	10,670	10,670	10,670	10,670	10,670	10,670
104043128166. RSA grant for ANZAC day commemorations	12,271	12,271	12,271	12,271	12,271	12,271	12,271	12,271	12,271	12,271
385043420109. Festival: Broadgreen/Isel	10,076	10,076	10,076	10,076	10,076	10,076	10,076	10,076	10,076	10,076
Museum										
38052310. Grant: NN Provincial Museum	910,000	910,000	910,000	910,000	910,000	910,000	910,000	910,000	910,000	910,000
380523100800. Grant TBHT Top-Up	76,800	76,800	76,800	76,800	76,800	76,800	76,800	76,800	76,800	76,800
380568202367. Investment – Museum Storage			3,165,000							
Isel House										
Income	(5,057)									
38100450. Isel House Lease	(1,856)	(1,856)	(1,856)	(1,856)	(1,856)	(1,856)	(1,856)	(1,856)	(1,856)	(1,856)
38100510. Entrance fees	(2,668)	(2,668)	(2,668)	(2,668)	(2,668)	(2,668)	(2,668)	(2,668)	(2,668)	(2,668)
38100560. Shop Sales	(1,067)	(1,067)	(1,067)	(1,067)	(1,067)	(1,067)	(1,067)	(1,067)	(1,067)	(1,067)
38100579. Cost of Sales: Shop Purchases	534	534	534	534	534	534	534	534	534	534
38100620. Water recoveries	(55)	(55)	(55)	(55)	(55)	(55)	(55)	(55)	(55)	(55)
38100630. Electricity Recovery	(500)	(500)	(500)	(500)	(500)	(500)	(500)	(500)	(500)	(500)
Expenses										
38102310. Exhibitions and Activities	4,650	4,650	4,650	4,650	4,650	4,650	4,650	4,650	4,650	4,650
38102602. Bank fees	0	0	0	0	0	0	0	0	0	0
38102607. Telephones	945	945	945	945	945	945	945	945	945	945
38102617. Electricity	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200

38102628. BWOFF Compliance	586	586	586	586	586	586	586	586	586	586
38102633. Cleaning	2,090	2,090	2,090	2,090	2,090	2,090	2,090	2,090	2,090	2,090
38102637. Insurance	7,341	7,341	7,341	7,341	7,341	7,341	7,341	7,341	7,341	7,341
38102645. House promotions and Marketing	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250
38102650. Security	5,689	5,689	5,689	5,689	5,689	5,689	5,689	5,689	5,689	5,689
38102693. Volunteers General Expenses	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
38103010. Property Mtce: Minor Assets	5,250	5,250	5,250	5,250	5,250	5,250	5,250	5,250	5,250	5,250
38103011. Building maintenance	3,150	3,150	3,150	3,150	3,150	3,150	3,150	3,150	3,150	3,150
38104011. Building maintenance	44,150	14,800	28,800	15,200	19,800	8,400	26,400	19,400	8,400	8,400
38104032. Condition Assessment	0	10,000	0	0	3,000	0	0	3,000	0	0
Capital Expenditure										
38107120. Renewal: structures	30,918	48,268	24,268	45,268	25,118	13,268	16,268	12,268	22,918	10,368
Melrose House										
Income										
38110450. Melrose House Rent	(200)	(200)	(200)	(200)	(200)	(200)	(200)	(200)	(200)	(200)
Expenses										
38112621. Rates	2,340	2,340	2,340	2,340	2,340	2,340	2,340	2,340	2,340	2,340
38112628. Fire Safety BWOFF	3,675	3,675	3,675	3,675	3,675	3,675	3,675	3,675	3,675	3,675
38112633. Programmed Exterior Cleaning	4,725	4,725	4,725	4,725	4,725	4,725	4,725	4,725	4,725	4,725
38112637. Insurance	10,099	10,099	10,099	10,099	10,099	10,099	10,099	10,099	10,099	10,099
38113010. Property Mtce: Minor Assets	3,707	3,707	3,707	3,707	3,707	3,707	3,707	3,707	3,707	3,707
38114011. Property Mtce: Programmed Mtce	17,000	5,000	5,000	75,000	23,000	5,000	5,000	5,000	5,000	5,000
Capital Expenditure	6,402	5,335								
38117120. Renewal: structures	6,402	5,335	15,000	10,000	5,335	5,335	5,335	5,335	5,335	5,335
Broadgreen House										
Income										
38120240. Labour Recovery	(2,603)	(2,603)	(2,603)	(2,603)	(2,603)	(2,603)	(2,603)	(2,603)	(2,603)	(2,603)
38120250. Donations	350	350	350	350	350	350	350	350	350	350
38120510. Entry fees	(3,735)	(3,735)	(3,735)	(3,735)	(3,735)	(3,735)	(3,735)	(3,735)	(3,735)	(3,735)
38120560. Shop Sales	(501)	(501)	(501)	(501)	(501)	(501)	(501)	(501)	(501)	(501)
38120579. Cost of Sales: Shop Purchases	1,601	1,601	1,601	1,601	1,601	1,601	1,601	1,601	1,601	1,601
Expenses										

38122310. Exhibitions and Activities	4,650	4,650	4,650	4,650	4,650	4,650	4,650	4,650	4,650	4,650
381223100800. Textile Preservation	1,240	1,240	1,240	1,440	1,440	1,440	1,440	1,440	1,440	1,440
38122342. Public Programmes	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
38122602. Bank Fees	370	370	370	370	370	370	370	370	370	370
38122607. Telephones	1,863	1,863	1,863	1,863	1,863	1,863	1,863	1,863	1,863	1,863
38122617. Electricity	5,153	5,153	5,153	5,153	5,153	5,153	5,153	5,153	5,153	5,153
38122625. Water by Meter	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050
38122628. Fire Protection/ BWOFF	1,464	1,464	1,464	1,464	1,464	1,464	1,464	1,464	1,464	1,464
38122633. Broadgreen House Cleaning	5,164	5,164	5,164	5,164	5,164	5,164	5,164	5,164	5,164	5,164
38122637. Insurance	6,582	6,582	6,582	6,582	6,582	6,582	6,582	6,582	6,582	6,582
38122645. House promotions and Marketing	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
38122650. Security	5,679	5,679	5,679	5,679	5,679	5,679	5,679	5,679	5,679	5,679
38122693. Volunteers General Expenses	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
38123010. Property Mtce: Minor Assets	5,442	5,442	5,442	5,442	5,442	5,442	7,350	7,250	5,250	22,350
38124011. Property Mtce: Programmed Mtce	26,750	23,000	21,000	11,250	5,250	35,000	5,250	5,250	5,250	5,250
38124032. Condition Assessments	6,000	10,000	0	0	3,000	0	0	3,000	0	0
38124760. Consultancy Costs	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000
Capital Expenditure										
38127210. Renewal:Structures	60,000	25,000	8,000	0	12,000	0	7,000	0	0	81,000
Founders Heritage Park										
Income										
38200240. Book Fair Proceeds	(170,000)	(170,000)	(170,000)	(170,000)	(170,000)	(170,000)	(170,000)	(170,000)	(170,000)	(170,000)
38200250. Donations	(567)	(567)	(567)	(567)	(567)	(567)	(567)	(567)	(567)	(567)
38200410. Rent: Shop Leases	(113,209)	(113,209)	(113,209)	(113,209)	(113,209)	(113,209)	(113,209)	(113,209)	(113,209)	(113,209)
382004700221. Venue Hire Fees	(52,076)	(52,076)	(52,076)	(52,076)	(52,076)	(52,076)	(52,076)	(52,076)	(52,076)	(52,076)
382004700222. Public Events Hire Fees	(14,717)	(14,717)	(14,717)	(14,717)	(14,717)	(14,717)	(14,717)	(14,717)	(14,717)	(14,717)
382004700223. Conferences Hire Fees	(1,783)	(1,783)	(1,783)	(1,783)	(1,783)	(1,783)	(1,783)	(1,783)	(1,783)	(1,783)
38200510. Admission Charges	(83,000)	(83,000)	(83,000)	(83,000)	(83,000)	(83,000)	(83,000)	(83,000)	(83,000)	(83,000)
382005110155. Staff run park events Income	(4,138)	(4,138)	(4,138)	(4,138)	(4,138)	(4,138)	(4,138)	(4,138)	(4,138)	(4,138)
382005110723. Ticket Sales Sunday Jazz	(2,668)	(2,668)	(2,668)	(2,668)	(2,668)	(2,668)	(2,668)	(2,668)	(2,668)	(2,668)
382005110784. Kai Festival Income	(2,831)	(2,831)	(2,831)	(2,831)	(2,831)	(2,831)	(2,831)	(2,831)	(2,831)	(2,831)
382005300800. Deacquisition Income	(226)	(226)	(226)	(226)	(226)	(226)	(226)	(226)	(226)	(226)

38200560. Shop Sales	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)
382005790289. Cost of Sales: Shop Purchases	18,113	18,113	18,113	18,113	18,113	18,113	18,113	18,113	18,113	18,113
382005790290. Cost of Sales: Book Fair Exps	31,698	31,698	31,698	31,698	31,698	31,698	31,698	31,698	31,698	31,698
38200620. Recoveries: Water	(5,830)	(5,830)	(5,830)	(5,830)	(5,830)	(5,830)	(5,830)	(5,830)	(5,830)	(5,830)
38200650. Recoveries: Sundry	0	0	0	0	0	0	0	0	0	0
38200651. Recoveries: Electricity/Phone	(51,216)	(51,216)	(51,216)	(51,216)	(51,216)	(51,216)	(51,216)	(51,216)	(51,216)	(51,216)
Expenses										
38202010. Property Maintenance	46,819	46,819	46,819	86,819	46,819	46,819	46,819	46,819	46,819	46,819
38202016. Ground Mtce Contract	44,840	44,840	44,840	44,840	44,840	44,840	44,840	44,840	44,840	44,840
38202313. Volunteer Expenses	3,386	3,386	3,386	3,386	3,386	3,386	3,386	3,386	3,386	3,386
38202602. Bank Fees	1,900	1,900	1,900	1,900	1,900	1,900	1,900	1,900	1,900	1,900
38202607. Telephones	7,901	7,901	7,901	7,901	7,901	7,901	7,901	7,901	7,901	7,901
38202617. Electricity	45,839	45,839	45,839	45,839	45,839	45,839	45,839	45,839	45,839	45,839
38202621. Rates	14,130	14,130	14,130	14,130	14,130	14,130	14,130	14,130	14,130	14,130
38202625. Water by Meter	19,124	19,124	19,124	19,124	19,124	19,124	19,124	19,124	19,124	19,124
38202626. Trade Waste Charges	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500
38202627. Rubbish Removal	5,738	5,738	5,738	5,738	5,738	5,738	5,738	5,738	5,738	5,738
38202628. Property Main: WOF	5,875	5,875	5,875	5,875	5,875	5,875	5,875	5,875	5,875	5,875
38202633. Provide Building Cleaning	24,098	24,098	24,098	24,098	24,098	24,098	24,098	24,098	24,098	24,098
38202637. Insurance	30,227	30,227	30,227	30,227	30,227	30,227	30,227	30,227	30,227	30,227
38202645. Provide: Marketing & Promotion	22,950	22,950	22,950	22,950	22,950	22,950	22,950	22,950	22,950	22,950
38202650. Security	5,164	5,164	5,164	5,164	5,164	5,164	5,164	5,164	5,164	5,164
38202670. Commission Paid	3,612	3,612	3,612	3,612	3,612	3,612	3,612	3,612	3,612	3,612
38202720. Valuations / Surveys	3,707	3,707	3,707	3,707	3,707	3,707	3,707	3,707	3,707	3,707
38203011. Building Maintenance	21,000	21,000	21,000	21,000	21,000	21,000	21,000	21,000	21,000	21,000
38203025. Event and Hall Hire Expenses	20,318	20,318	20,318	20,318	20,318	20,318	20,318	20,318	20,318	20,318
382030250723. Sunday Jazz Expenses	3,675	3,675	3,675	3,675	3,675	3,675	3,675	3,675	3,675	3,675
38204011. Programmed Maintenance	78,750	78,750	78,750	78,750	78,750	78,750	78,750	78,750	78,750	78,750
382040110103. Development Fund Expenditure	54,745	54,745	54,745	54,745	54,745	54,745	54,745	54,745	54,745	54,745
38204031. Provide: Sundry Operating Exp	12,135	12,135	12,135	12,135	12,135	12,135	12,135	12,135	12,135	12,135
38204032. Condition Assessments	0	0	5,000	0	0	5,000	0	0	5,000	0
382043100155. Staff run park events Expense	21,475	21,475	21,475	21,475	21,475	21,475	21,475	21,475	21,475	21,475

EVENTS	2021/22 AMP (2021/31)	2022/23 AMP (2021/31)	2023/24 AMP (2021/31)	2024/25 AMP (2021/31)	2025/26 AMP (2021/31)	2026/27 AMP (2021/31)	2027/28 AMP (2021/31)	2028/29 AMP (2021/31)	2029/30 AMP (2021/31)	2030/31 AMP (2021/31)
Income										
382043420784. Kai Festival Expenses	5,264	5,264	5,264	5,264	5,264	5,264	5,264	5,264	5,264	5,264
385002301598. Grant: Rata Foundation - Summer Fes	(8,696)	(8,696)	(8,696)	(8,696)	(8,696)	(8,696)	(8,696)	(8,696)	(8,696)	(8,696)
385005101598. Advertising: Summer Festival	(16,000)	(16,000)	(16,000)	(16,000)	(16,000)	(16,000)	(16,000)	(16,000)	(16,000)	(16,000)
385005111413. Opera ticket sales	(90,000)	0	(90,000)	0	(90,000)	0	(90,000)	0	(90,000)	0
385006801598. TDC Contribution: Summer Festival	(2,561)	(2,561)	(2,561)	(2,561)	(2,561)	(2,561)	(2,561)	(2,561)	(2,561)	(2,561)
Expenses										
104023100800. Nelson City Brass	15,750	15,750	15,750	15,750	15,750	15,750	15,750	15,750	15,750	15,750
104023420343. Christmas Dinner Contribution	1,207	1,207	1,207	1,207	1,207	1,207	1,207	1,207	1,207	1,207
10403342. Council Requested events	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
104043103141. Christmas decorations CBD	21,000	21,000	21,000	21,000	21,000	21,000	21,000	21,000	21,000	21,000
104043128170. Santa Parade	16,005	16,005	16,005	16,005	16,005	16,005	16,005	16,005	16,005	16,005
38413312. Resource Consents Discounts										
367943420116. Youth Events	9,906	9,906	9,906	9,906	9,906	9,906	9,906	9,906	9,906	9,906
38502634. Resource Consent/Monitoring	40,669	30,669	10,669	10,669	10,669	10,669	10,669	10,669	10,669	10,669
385026371598. Event Insurance	4,876	4,876	4,876	4,876	4,876	4,876	4,876	4,876	4,876	4,876
385026450800. Summer Events Guide	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
385043108117. Community events	78,750	78,750	78,750	78,750	78,750	78,750	78,750	78,750	78,750	78,750
385043121145. Arts Festival	593,926	573,926	553,926	553,926	553,926	553,926	553,926	553,926	553,926	553,926
385043420116. Youth Events	33,963	33,963	33,963	33,963	33,963	33,963	33,963	33,963	33,963	33,963
385043421393. New Years Eve Event	36,100	36,100	36,100	36,100	36,100	36,100	36,100	36,100	36,100	36,100
385043421413. Opera in the Park	262,853	0	262,853	0	262,853	0	262,853	0	262,853	0
385043421598. Summer Festival (General)	106,475	106,475	106,475	106,475	106,475	106,475	106,475	106,475	106,475	106,475
385043428213. Winter Program (Ngā Toi Huatau)	25,000		25,000		25,000		25,000		25,000	
38513010. Property Mtce: Minor Assets (Street Decorations)	21,000	21,000	21,000	21,000	21,000	21,000	21,000	21,000	21,000	21,000
753043128115. Te Matatini Kapa Haka Championships	33,000	19,000	7,500	0	40,500	0	0	0	0	0
104077903141. Christmas decorations CBD (Capital expenditure)	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000

Adoption of the Parks and Reserves Activity Management Plan 2021-31

1. Purpose of Report

- 1.1 To adopt the Parks and Reserves Activity Management Plan 2021-31 (PRAMP) following approval of the Long-Term Plan in June 2021.

2. Recommendation

That the Community and Recreation Committee

- 1. Receives the report Adoption of the Parks and Reserves Activity Management Plan 2021-31 (R25945) and its attachment (A2725664).***

Recommendation to Council

That the Council

- 1. Adopts the revised Parks and Reserves Activity Management Plan 2021-31 (A2414207).***

3. Background

- 3.1 Activity Management Plans (AMPs) are prepared and approved by Council to inform development of the Long Term Plan (LTP). Following consultation on the LTP, AMPs and been reviewed and updated.
- 3.2 This AMP was workshopped with the Sports and Recreation Committee on 18 March 2020, 18 June 2020 and 6 August 2020 to review levels of service, discuss issues, confirm priorities for 2021–31 and seek direction from the Committee.

Item 9: Adoption of the Parks and Reserves Activity Management Plan 2021-31

- 3.3 A Draft version of the PRAMP and an overview document were presented to the Sports and Recreation Committee on 5 November 2020. The Committee resolved as follows:

That the Sports and Recreation Committee

Approves the Draft Parks and Reserves Activity Management Plan 2021-31 (A2414207) as the version to inform the Long Term Plan 2021-31; and

Notes that the Draft Parks and Reserves Activity Management Plan 2021-31 (A2414207) will be updated and the final Activity Management Plan approved after the adoption of the Long Term Plan 2021-31.

4. Discussion

- 4.1 The Executive Summary of the PRAMP is appended as Attachment 1. The Parks and Reserves AMP 2021-31 (A2414207) is a significant document and is available on the Council's website (www.nelson.govt.nz/2021-31-activity-management-plans). The PRAMP was also circulated to all Councillors with a hard copy placed in the Councillors' Lounge.
- 4.2 The PRAMP includes:
- 4.2.1 Levels of Service
 - 4.2.2 Information on demand, lifecycle management and risk
 - 4.2.3 Focus areas for the activities during 2021-31
 - 4.2.4 Activity budgets for operations and project delivery
 - 4.2.5 Plan improvements

Changes made through Long Term Plan deliberations

- 4.3 The following summarises the relevant resolutions made at the LTP deliberations affecting budgets in this AMP.

That the Council

23. Approves provision for up to \$25,000 operating grant in Year 1 of the Long Term Plan 2021-31 for the development of a pocket park on Nelson Centre for Musical Arts land on the basis that the Nelson Centre for Musical Arts will fund the remainder required to implement the landscape plan and will maintain the park to an agreed standard.

30. Approves provision of an additional \$10,000 operating expenditure in Year 1 of the Long Term Plan 2021-31 and an

Item 9: Adoption of the Parks and Reserves Activity Management Plan 2021-31

additional \$50,000 operating expenditure per Year thereafter for additional maintenance to increase sportsfield capacity by increasing hours of use.

- 31. Approves \$50,000 additional capital expenditure in Year 2 of the Long Term Plan 2021-31 for investigation into improved sportsfield lighting.*
- 32. Approves \$380,000 additional capital expenditure in Year 4 of the Long Term Plan 2021-31 for Neale Park lighting improvements and ground levelling.*
- 33. Approves provision of an additional \$300,000 capital expenditure in Year 7 of the Long Term Plan 2021-31 for Tahuna Reserve lighting improvements.*
- 34. Directs officers to hold further discussions with interested sports codes and Sport Tasman about future developments at Guppy Park and to report on options to the Community and Recreation Committee.*
- 35. Approves a provision of up to \$140,000 in Year 3 of the Long Term Plan 2021-31 for a reconfiguration of the Guppy Park changing rooms. into a Nelson Football Community Clubrooms.*
- 36. Approves the carry forward of \$37,000 and approves a reallocation within the Long Term Plan 2021-31 budgets as per tabled document (A2651975) to redistribute capital and with a greater focus on renewals.*
- 39. Approves reallocation of \$37,500 within Saxton Field budgets in Year 1 of the Long Term Plan 2021-31 to go towards upgrading lighting for hockey to meet television broadcasting standards.*
- 40. Approves reallocation of \$18,000 within Saxton Field budgets in Year 1 of the Long Term Plan 2021-31 to go towards the cost of a pole vault facility.*
- 41. Notes that the Top of the South Athletics Trust will raise 40% of the cost of the pole vault facility.*
- 60. Approves an additional \$20,000 capital expenditure in Year 1 of the Long Term Plan 2021-31 and \$100,000 capital expenditure in Year 4 for investigation and construction of a connecting off-road route to the Glen.*

- 4.4 These changes have been incorporated into the final PRAMP budgets and body of the document where appropriate. No changes were required to the attached Executive Summary, primarily because many of the changes reflect already-existing key issues, and others are not considered significant enough to warrant inclusion in this section.

Item 9: Adoption of the Parks and Reserves Activity Management Plan 2021-31

- 4.5 No significant changes have been made to the final PRAMP other than those made in relation to the above resolutions. A number of formatting and template-related content changes and corrections have been made but none that alter the direction or substance of the Draft PRAMP.

Options

- 4.6 The PRAMP supports Council in meeting its obligations under Section 93 and Schedule 10 of the Local Government Act 2002 and the recommended option is for Council to adopt this Plan.

Option 1: Adopt the AMP	
Advantages	<ul style="list-style-type: none">• Supports Council to meet requirements of the Local Government Act 2002.• Aligns with the direction set by the LTP 2021-31.
Risks and Disadvantages	<ul style="list-style-type: none">• None
Option 2: Do not adopt the AMP	
Advantages	<ul style="list-style-type: none">• None
Risks and Disadvantages	<ul style="list-style-type: none">• Not adopting the AMP would leave Council without a clear plan to mitigate risks and achieve levels of service.

5. Conclusion

- 5.1 The AMP has been reviewed and amended to reflect all decisions made by the Council in the adopted LTP.

Author: Paul Harrington, Team Leader Parks and Facilities Activity Management

Attachments

Attachment 1: A2725664 Executive Summary - Parks and Reserves Activity Management Plan 2021-31 25664) [↓](#)

Important considerations for decision making

Fit with Purpose of Local Government

The AMP sets out how Council will deliver agreed levels of service to the community in the most cost effective way. AMPs set out the background to Council's community development activities, and will support Council in meeting its obligations under Section 93 and Schedule 10 of the Local Government Act 2002.

Consistency with Community Outcomes and Council Policy

The AMP has been developed to support the delivery of the following Council Community Outcomes (these are listed in the AMP with a description of the Activity's contribution).

- Our unique natural environment is healthy and protected
- Our urban and rural environments are people-friendly, well planned and sustainably managed
- Infrastructure is efficient, cost effective and meets current and future needs
- Our communities are healthy, safe, inclusive and resilient
- Our communities have opportunities to celebrate and explore their heritage, identity and creativity
- Our communities have access to a range of social, educational and recreational facilities and activities
- Our Council provides leadership and fosters partnerships, a regional perspective, and community engagement
- Our region is supported by an innovative and sustainable economy

The document has assisted Council in developing the LTP.

Risk

Adopting the AMP is a low risk as it has been through a thorough development process and reflects all of the relevant LTP decisions. Adopting the AMP also helps Council mitigate risks by providing a clear plan to achieve levels of service, address relevant focus areas and sets activity budgets for operations, maintenance, renewals and capital expenditure.

Financial impact

The AMP reflects the decisions made by Council on 24 June 2021 when the LTP was adopted and sets out budgets for both operational and capital expenditure. Funding is both directly from rates and indirectly through borrowing.

Degree of significance and level of engagement

This matter is of low significance because decisions arising from the LTP that were considered to be significant were consulted on through the LTP.

Climate Impact

The AMP considers the potential impacts and risks climate change presents to the City. Examples of proposed adaption, mitigation and leadership are demonstrated in the document. Climate impact implications were also considered as part of the development of the LTP.

Inclusion of Māori in the decision making process

No engagement with Māori has been undertaken in preparing this report. However Māori were engaged with directly for comment prior to calling for LTP public submissions.

Delegations

The Community and Recreation Committee has the following areas of responsibility:

- *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*
- *Sports Fields, including Trafalgar Park and the Trafalgar Pavilion*

The Community and Recreation Committee has the following delegation:

- *Developing and approving in principle draft Activity Management Plans, for inclusion in the draft Long Term Plan*

The Community and Recreation Committee has the following power to recommend:

- *Approval of final versions of strategies, policies and plans*

Parks and Reserves Activity Management Plan

He mahere whakaaetanga whakahaere papa rēhia rawa

2021 – 2031



Parks and Reserves
Asset Management Plan
2021-2031

A2414207 (file reference for full AMP)

A2725664

Item 9: Adoption of the Parks and Reserves Activity Management Plan 2021-31:
Attachment 1

Quality Assurance Statement

Version	Date	Description	Prepared by	Reviewed by	Approved by
1	02.10.2020	Draft for Senior Leadership Team	Nathan Mourie	Rosie Bartlett Paul Harrington	Roger Ball
2	05.11.2020	Draft for Sports and Recreation Committee approval	Nathan Mourie	Rosie Bartlett Roger Ball	Sport and Recreation Committee
3	17.12.2020	Draft approved by Council to inform LTP	Nathan Mourie	Rosie Bartlett Mark Preston-Thomas	Council
4	23.08.2021	Final approved by Senior Leadership Team following LTP adoption	Carol Stewart Paul Harrington	Rosie Bartlett Andrew White	Senior Leadership Team
5		Final approved by Community and Recreation Committee following LTP adoption		Rosie Bartlett Andrew White	Community and Recreation Committee
6		Final adopted by Council		Rosie Bartlett Andrew White	Council

Cover photos

View towards Botanical Hill and the Grampians

Bay Dreams Festival, Trafalgar Park

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EXECUTIVE SUMMARY

The Purpose of the Plan

Nelson City Council manages a range of parks, reserves and open spaces. Parks and open spaces provide amenity, ecological, health and climate benefits. They also provide recreation, play, cultural and social opportunities for both residents and visitors. Open spaces can also provide locations for disaster recovery and storm water overflow management. Council's activities in this area aim to assist in the development of healthy, active, functioning communities.

The purpose of this Activity Management Plan (AMP) is to guide Nelson City Council in its provision and management of parks and reserves to achieve the following objectives:

- Provide open space and recreational opportunities which meet the needs of the present and future community
- Provide cost effective, appropriate and sustainable levels of service
- Assist Council in achieving its community outcomes:
 - Our unique natural environment is healthy and protected
 - Our urban and rural environments are people-friendly, well planned and sustainably managed
 - Our infrastructure is efficient, cost effective and meets current and future needs
 - Our communities are healthy, safe, inclusive and resilient
 - Our communities have opportunities to celebrate and explore their heritage, identity and creativity
 - Our communities have access to a range of social, educational and recreational facilities and activities
 - Our Council provides leadership and fosters partnerships, a regional perspective, and community engagement
 - Our region is supported by an innovative and sustainable economy.

Asset Description

Council manages parks assets over approximately 11,250 hectares. This AMP covers a number of park categories including Public Gardens, Neighbourhood Parks, Sportsgrounds (including the Waahi Taakaro Golf Course), Conservation Reserves, Landscape Reserves, Esplanade and Foreshore Reserves and Walkway Reserves. Within these parks and reserves Council manages trees and amenity plantings, walkways and cycleways including a large number of mountain bike trails, sports turfs including both natural and artificial turfs and cricket blocks, built assets such as signs, fences, furniture, appurtenances and lighting, play facilities, and hard surfaces such as roads, paths and car parks.

With some exceptions, the AMP excludes buildings and other significant property assets on parks and reserves. The marina, cemeteries, camping grounds, crematorium, Trafalgar Centre, Trafalgar Pavilion, community halls, pools, toilets and changing facilities are included in the Property and Facilities AMP. A key exception to this is Saxton Field, which is included within this AMP.

Production forests are included in the Forestry Activity Management Plan and Street Gardens are included in the Transport AMP.

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Asset data is held in Council's Infor asset management program and Geographic Information System (GIS). Assets are rated on a scale of 1-5, with 5 being the lowest standard.



Figure 1 Codgers Recreation Hub

Costs and Funding

Operational activities are primarily funded by General Rates, with a small amount recouped through fees, charges and other minor funding streams. Funding ratios are set by Council's Revenue and Financing Policy. Recoveries are outlined in this Plan's Financial Summary section.

Capital costs primarily are funded from reserves/development contributions, loans, and community facilities fixed charges (depreciation). There is also some contribution from community groups who benefit from the asset.

Key Issues

A summary of key issues are outlined in Table 1.

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Table 1 – Key Issues Summary

Section	Key issues
General Open Space	<ul style="list-style-type: none"> • There is a need for Parks, Facilities and Recreation strategy and policy development, including: <ul style="list-style-type: none"> ◦ developing open space strategy and policy to guide future policy, plans and investment ◦ reviewing existing reserve management plans ◦ developing new reserve management plans where needed e.g. Public Gardens, Sports Parks, Neighbourhood Parks ◦ developing policy around Glyphosate use ◦ developing an Urban Greening Strategy • The ability to accommodate changing environments, demographics and trends, including an increasingly aging population • Managing and prioritising investment requests within limited budgets and accommodating competing interests and needs within parks and reserves • The Asset Management Information System needs improvement • Efficiency and sustainability needs further exploration of opportunities • Maintenance activities can produce carbon and greenhouse gas emissions • The physical impacts of climate change, particularly in landscape, esplanade and foreshore reserves, including sea level rise, temperature increase and rainfall changes increased fire risk.
Public Gardens	<ul style="list-style-type: none"> • Succession planting planning is required to address loss of vegetation, particularly following weather events • Meeting user needs versus affordability • Balancing heritage and amenity value protection with reserve development and management (e.g. Disc Golf at Isel Park) • No reserve management plan for Public Gardens • One pond at Miyazu Japanese Gardens still requires a renewal of the base which is cracked and leaking water • Antisocial behaviour in Anzac Park is impacting on other people’s use and enjoyment
Neighbourhood Parks	<ul style="list-style-type: none"> • Housing intensification and new growth will have an impact on existing parks and reserves and greater investment in development and new parks and reserves will likely be required • No reserve management plan for Neighbourhood Parks • Some Neighbourhood Parks have a higher level of service than is required for the local catchment, which can lead to parking issues and requests for additional facilities e.g. toilets.
Play Facilities	<ul style="list-style-type: none"> • Ensuring appropriate supply of play facilities is balanced with high community expectations and aging equipment in some locations. • A lack of drinking fountains and shade has been suggested by the community • There isn’t enough seating, particularly for older generations

Item 9: Adoption of the Parks and Reserves Activity Management Plan 2021-31:
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Section	Key issues
Trees	<ul style="list-style-type: none"> • Risk of damage to property, people and infrastructure • Lack of policy direction when responding to requests for tree and vegetation work and removal • Ongoing requests for removal or modification from the public takes considerable staff time to manage • Lack of a strategic approach to vegetation in the city • Risk that trees in streets and urban environments conflict with infrastructure
Walking and Cycling	<ul style="list-style-type: none"> • A lack of easier grade mountain biking trails • Growth in mountain biking can displace other reserve users • There aren't enough walking and cycling connections in Stoke and Tahunanui • The grading given to many mountain bike trails has been been inaccurate • Adequate maintenance and renewal of the mountain bike trail network is difficult to administer
Sportsgrounds	<ul style="list-style-type: none"> • Balancing the demand and requests for funding for sporting facilities • Balancing chemical use with turf quality needs • Some user agreements are inconsistent when compared to all those granted • The maintenance cost of clay cricket blocks is high • Assets need to be adaptable to help keep investment in line with changing trends • No reserve management plan for Sportsgrounds • Lack of facilities which enable full field training capacity, especially lights
Saxton Field	<ul style="list-style-type: none"> • Council and user group relationship expectations can be unclear • Managing the emerging cycle of asset renewals • Need for centralised venue management focusing on the experience • Saxton Field doesn't have a standalone Activity Management Plan • Wayfinding signage is out of date and it doesn't reflect all facilities • Maintenance contract renew in 2023 may result in two different contractors
Saxton Field Buildings	<ul style="list-style-type: none"> • Managing peak periods and attracting off-peak use • Vulnerability of the high quality Saxton Oval Pavilion to impacts from general use • Under-utilisation of Saxton Netball Pavilion during off-peak periods • Movable basketball hoop system at Saxton Stadium is inefficient and requires considerable storage • Public feedback that public toilet provision at Saxton Field requires review • The old hockey building is underutilised

Item 9: Adoption of the Parks and Reserves Activity Management Plan 2021-31:
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Section	Key issues
Conservation Reserves	<ul style="list-style-type: none"> • Animal and plant pests threaten biodiversity • Risk of fire during drier months • Recreation activities can conflict with the protection of water supply reserves • High level of ongoing maintenance is required to ensure trail network remains safe and at grade • There is a high level of management required to establish alternative species in retired plantation forestry blocks in reserves • Risk of losing heritage resources • New mountain bike trails don't always align with the Out and About on Tracks Strategy and Biodiversity Strategies • Unauthorised trail construction activity creates risk and damages the environment
Landscape Reserves	<ul style="list-style-type: none"> • Animal and plant pests threatening biodiversity • Risk of fire during drier months • High level of ongoing maintenance required to ensure trail network remains safe and at grade • Managing user conflicts (e.g. between cyclists and walkers) • Wayfinding signage is inadequate
Esplanade and Foreshore Reserves	<ul style="list-style-type: none"> • Pests and weeds including in riparian and aquatic environments threaten biodiversity • Some recreational activities and development impact on water quality and habitat • Coastal erosion effects e.g. at the Tahuna Back Beach • Increasing demand for stormwater detention reserves which require maintenance and can be developed without sufficient parks input

In addition to these key issues, a number of opportunities are reflected in this Plan including:

- Exploring options for city centre play space(s)
- Investigating ways to further offset carbon emissions
- Ensuring an ongoing partnership with Ngati Koata and the Nelson Mountain Bike Club, including developing a long term agreement with Ngati Koata
- Encouraging 'Sportville' models where suitable
- Working with Tasman District Council to progress Saxton Field development
- Implementation of Ecological Restoration Plans (ERPs)
- Opportunities to protect and enhance the city's backdrop
- Incorporating the Freshwater Implementation Programme into works
- Ongoing native restoration e.g. Tahuna back dunes, retired forestry areas, Paremata Flats

Item 9: Adoption of the Parks and Reserves Activity Management Plan 2021-31: Attachment 1

- Opportunity to explore planting areas that are currently grazed



Figure 2 – Tahuna Beach Community Planting

Levels of Service

A review of levels of service has been carried out in the development of this AMP. The levels of service described in this Plan do not lead to any meaningful increase or decrease in service compared to the previous Plan, but the measures are more relevant and measurable. The levels of service can be measured against clear targets and reported on, and are linked to Council's community objectives.

Council has gathered community views on levels of service through previous Annual Plan and Long Term Plan consultation processes. Council has also received feedback through other engagement processes and the annual Residents Survey.

Levels of service broadly focus on the following matters:

- User satisfaction
- Maintaining assets to acceptable standards
- Provision of assets to meet demand
- Strategic and corporate goals
- Bespoke targets.



Figure 3 – Opera in the Park, Trafalgar Park

Asset Management Practices

Activity Management Plans are reviewed every three years to align with the Council's Long Term Plan. On average the portfolio of assets is operating at the 'Basic' level in asset management terms. This Plan aims to progress the portfolio towards the 'Core' level in the medium term.

The Parks and Facilities team has recruited an asset analyst, and a key focus of this role is making improvements to the asset management system and processes.

Improvement Programme

An important component of this AMP is recognition that it is a 'living' document in need of monitoring, change and improvements over time. Measures to move the AMP towards a higher level of management and efficiency are outlined in Section 8.2.

16 September 2021

REPORT R24835

Seafarers Memorial Jetty - Transfer of Asset to Council

1. Purpose of Report

- 1.1 To consider and approve the transfer of ownership of the Seafarers Memorial Jetty from the Seafarers Memorial Trust to the Council.

2. Recommendation

That the Community and Recreation Committee

1. **Receives the report Seafarers Memorial Jetty - Transfer of Asset to Council (R24835).**

Recommendation to Council

That the Council

1. **Requires the Seafarers Memorial Trust to renew the resource consent for the Seafarers Memorial Jetty; and**
2. **Notes the Seafarers Memorial Trust will carry the cost of the resource consent renewal for the Seafarers Memorial Jetty in full; and**

OR

2. **Approves to a maximum of \$20,000 of unbudgeted funds in the 2021/22 financial year as Council's 50% share towards the resource consent renewal for the Seafarers Memorial Jetty; and**
3. **Subject to the successful renewal of the resource consent for the jetty,**
 - a. **Agrees to the transfer of ownership for the Seafarers Memorial Jetty to become a Council asset; and**

Item 10: Seafarers Memorial Jetty - Transfer of Asset to Council

- b. Notes that Council accepts no responsibility for the Seafarers Memorial Trust or funding of the 'Blessing of the Fleet'; and**
- c. Approves \$27,000 of unbudgeted funds for seat renewals, maintenance and other renewals of the Seafarers Memorial Jetty in the 2021/22 financial year; and**
- d. Accepts responsibility for future maintenance and renewals of the Seafarers Memorial Jetty as required.**

3. Background

- 3.1 In 2000, the Seafarers Memorial Trust (the Trust) raised funds and constructed a jetty at Wakefield Quay as a memorial to Nelson seafarers lost at sea. The cost at that time was in the order of \$400,000.
- 3.2 Sculptor Grant Palliser was commissioned by the Trust to provide a sculpture of 'a seafarer at the wheel of his vessel captured at the moment of pointing in a state of urgency'. This has become a feature of the jetty. The cost at that time was approximately \$100,000. Its current value would be in the order of \$250,000.
- 3.3 As well as providing a platform for fishing, viewing, relaxation and access to the sea, the jetty has become a popular facility at Wakefield Quay with numerous events, including the 'Blessing of the Fleet', held on a regular basis.

4. Discussion

Events

- 4.1 Over time, events and activities have taken place on the deck. The Trust advises that these are likely to continue but there would be no expectation that the Council would be required to run them, other than taking bookings as it does for the deck space outside Guytons Fish Shop and on other Council reserves.
- 4.2 Naming rights to the jetty fund the costs of holding 'Blessing of the Fleet', a biennial event recognising seafarers and, in particular, those lost at sea. The Trust is in the process of renewing the naming rights which will enable the event to continue to be held independent of Council funding and organisation. The Trust is not asking Council to take over the event but will continue to organise it itself. Other activities would be treated as per on other Council owned parks and facilities.

Item 10: Seafarers Memorial Jetty - Transfer of Asset to Council

Sculpture

- 4.3 The sculpture, positioned on the deck, is bronze and, apart from an occasional clean, requires little or no maintenance. A natural patina is allowed to develop.

Resource Consent

- 4.4 The resource consent for the jetty was granted in 2000 for a period of 10 years. A new resource consent is required. Iwi will need to be engaged, including those with claims under the Marine and Coastal Areas legislation.
- 4.5 The Trust has been asked to renew the consent prior to a potential handover. They advise that they are no longer in a position to fund the entire consent costs and feel that their earlier contribution to the City was substantial and the cost, which could be as high as \$40,000, should be shared between the Trust and by the Council. The Trust has offered to provide the legal costs with the Council contracting a consultant planner.
- 4.6 Officers feel that the Trust should first obtain a new consent prior to the Council accepting ownership. However officers accept that given the original contribution by the Trust this option may not be supported by the community. For that reason officers recommend that Councillors consider this and decide whether to contribute towards the new resource consent. A 50% contribution to a maximum figure of \$20,000 is suggested. Adoption of the asset would follow issuing of the consent.

Condition assessment

- 4.7 A condition assessment was undertaken for the Council by Stantec in May 2021 to determine future renewals costs. These, together with contingencies, are included in the estimated costs below.
- 4.8 Maintenance and renewals costs over and above regular cleaning and inspection of \$4,000 per annum are estimated to be:
- 4.8.1 Year 1 - \$27,000 for seat and general maintenance and renewals. (If the Council shares the cost of the new consent this could approximately be a further \$20,000)
 - 4.8.2 Year 2 - \$26,000 for spalling repairs (the oxidation of steel reinforcing material)
 - 4.8.3 Year 5 - \$5,000 for general maintenance
 - 4.8.4 Year 10 - \$65,000 for deck maintenance or \$250,000 for total deck replacement. A further analysis to determine the preferred option would be undertaken closer to the time.
 - 4.8.5 **Total of approximately \$152,000 - \$337,000 over 10 years**

5. Options

5.1 Option 1 is the option preferred by officers.

Option 1: Accept ownership of the Seafarers Memorial Jetty and sculpture following a new consent applied for and funded entirely by the Trust (this is the preferred option)	
Advantages	<ul style="list-style-type: none"> • The jetty will continue to be provided for the future benefit of the community • Council will not be responsible for funding a new consent • The consent will be co-ordinated by the Trust • The Council would not be vulnerable to an abatement notice for non-compliance • The Council would not be responsible for removing the jetty if a new consent is not issued
Risks and Disadvantages	<ul style="list-style-type: none"> • Ratepayers will be responsible for funding ongoing maintenance and renewals – unbudgeted expenditure • The Council could be criticized for requiring the Trust to fund a consent on a popular asset gifted to the community • The Trust may not be able to afford consenting costs and no progress is made
Option 2: Accept ownership of the Seafarers Memorial Jetty and sculpture following a new consent applied for by the Trust and funded jointly by the Trust and the Council	
Advantages	<ul style="list-style-type: none"> • The jetty will continue to be provided for the future benefit of the community • Council will not be responsible for entirely funding a new consent • The consent will be co-ordinated by the Trust • The Council would not be vulnerable to an abatement notice for non-compliance • The Council would not be responsible for removing the jetty if a new consent is not issued
Risks and Disadvantages	<ul style="list-style-type: none"> • Ratepayers will be responsible for funding ongoing maintenance and renewals – unbudgeted expenditure

Item 10: Seafarers Memorial Jetty - Transfer of Asset to Council

	<ul style="list-style-type: none"> Ratepayers will be responsible for partially funding a new consent
Option 3: Accept ownership of the Seafarers Memorial Jetty and sculpture without a consent	
Advantages	<ul style="list-style-type: none"> The jetty will continue to be provided for the future benefit of the community if a new consent is issued Reputational damage will be avoided
Risks and Disadvantages	<ul style="list-style-type: none"> Ratepayers will be responsible for funding ongoing maintenance and renewals – unbudgeted expenditure Council will be responsible for funding a new consent – unbudgeted expenditure The Council could be the recipient of an abatement notice for non-compliance The Council would be responsible for removing the jetty if a new consent is not issued
Option 4: Decline ownership of the Seafarers Memorial Jetty and sculpture	
Advantages	<ul style="list-style-type: none"> Ratepayers will not be responsible for the consent, ongoing maintenance and renewals The Council would not be vulnerable to an abatement notice for non-compliance
Risks and Disadvantages	<ul style="list-style-type: none"> The future of the jetty may be uncertain and may not be available to the community in the longer term The Council may be criticized for not accepting a popular asset gifted by the Trust

6. Conclusion

- 6.1 The Seafarers Memorial Trust advises that it is unable to continue maintaining the Seafarers Memorial Jetty.
- 6.2 The Jetty has been used and appreciated by the community since 2000. Officers believe that if the Trust withdraws its responsibilities the community would expect the Council to accept ownership and maintain the facility for the future.
- 6.3 The Trust further advises that it is not in a position to fund the entire consent costs, and feels that its earlier contribution to the City was substantial and asks that the Council shares the costs of the consent.
- 6.4 The Trust would continue to organise 'Blessing of the Fleet'.

Item 10: Seafarers Memorial Jetty - Transfer of Asset to Council

- 6.5 Officers prefer the option (Option 1) where the Trust obtains a new consent prior to the Council accepting ownership.
- 6.6 Officers accept that this option may not be supported by the community. It is therefore recommended that the Council considers this and decides whether the jetty should be accepted with the new consent costs shared with the Trust.
- 6.7 The suggested contribution from the Council is 50% of assessed costs to a maximum of \$20,000.

7. Next Steps

- 7.1 Advise the Seafarers Memorial Trust that the Council will accept ownership of the Seafarers Memorial Jetty following their renewal of the resource consent and subject to the Council's decision regarding this report.

Author: Andrew Petheram, Principal Parks and Facilities Activity Planner

Attachments

Nil

Important considerations for decision making
1. Fit with Purpose of Local Government Accepting the jetty supports the actions of the community in providing the original gift.
2. Consistency with Community Outcomes and Council Policy The recommendation supports the Community Outcomes of: <i>'Our unique natural environment is healthy and protected'</i> <i>'Our communities have opportunities to celebrate and explore their heritage, identity and creativity'</i> <i>'Our communities have access to a range of social, educational and recreational facilities and activities'</i>
3. Risk Adopting the jetty with the proposed budget is a low risk for the next ten years. Given expected sea level rise and climate change the ongoing risk is unknown. Not accepting the jetty could be seen as the Council not accepting its responsibility towards a community gift.
4. Financial impact The proposed expenditure of \$57,000 in the current financial year is unbudgeted. Ongoing expenditure of \$195,000 - \$280,000 over the following nine years will be considered through the 2022/23 and 2023/24 Annual Plans and following Long Term Plans.
5. Degree of significance and level of engagement This matter is of low significance because it is an existing facility owned by an outside party. Should the Council decline to accept ownership this will be of community interest but not be significant.
6. Climate Impact This report relates to an existing facility with little impact on existing climate change. Renewals to furniture will be of timber construction and when the deck is due for renewal timber options will be considered. Over time climate change may impact access to the site.

7. Inclusion of Māori in the decision making process

No engagement with Māori has been undertaken in preparing this report. Renewal of the resource consent for this facility will involve iwi, in particular Ngati Koata, which had an involvement in the original consent process.

8. Delegations

The Community and Recreation Committee has the following delegations to consider regarding the adoption of assets relating to its area of responsibility. It does not have the power to adopt this asset.

Areas of Responsibility:

- *Recreation and leisure facilities and services*

Powers to Recommend:

- *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*

Community and Recreation Quarterly Report to 30 June 2021

1. Purpose of Report

- 1.1 To inform the Committee of the financial and non-financial results for the fourth quarter of 2020/21 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 30 June 2021 (R26185) and its attachments (A2718579, A2724513 and A2692511).***

Recommendation to Council

That the Council

- 1. Notes the unbudgeted grant income of \$460,000 from the successful Ministry of Business Innovation and Employment application towards the Montgomery Toilet Upgrade (paragraphs 8.21 to 8.26); and***
- 2. Agrees to bring forward \$100,000 budgeted for 2024/25 of the Long Term Plan 2021-31 for the Montgomery Toilet Upgrade, to enable design, consents and consultation to occur in 2021/22.***

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. Financials for the Marina and Campgrounds have been included in the financial tables to provide consistency and compare

Item 11: Community and Recreation Quarterly Report to 30 June 2021

quarter on quarter for the activity. These activities will not be included in the financial tables for future quarterly reports. Explanation for these activities is provided in the Strategic Development and Property Subcommittee quarterly report.

- 3.2 The financial reporting focuses on the year-to-date performance (1 July 2020 to 30 June 2021) compared with the year-to-date approved capital and operating budgets.
- 3.3 Approved budgets are 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 the Attachment 1 (A2718579) for the 13 projects that fall under the Community and Recreation Committee delegations.
- 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 regard to the budget factor.

4. Tenders awarded

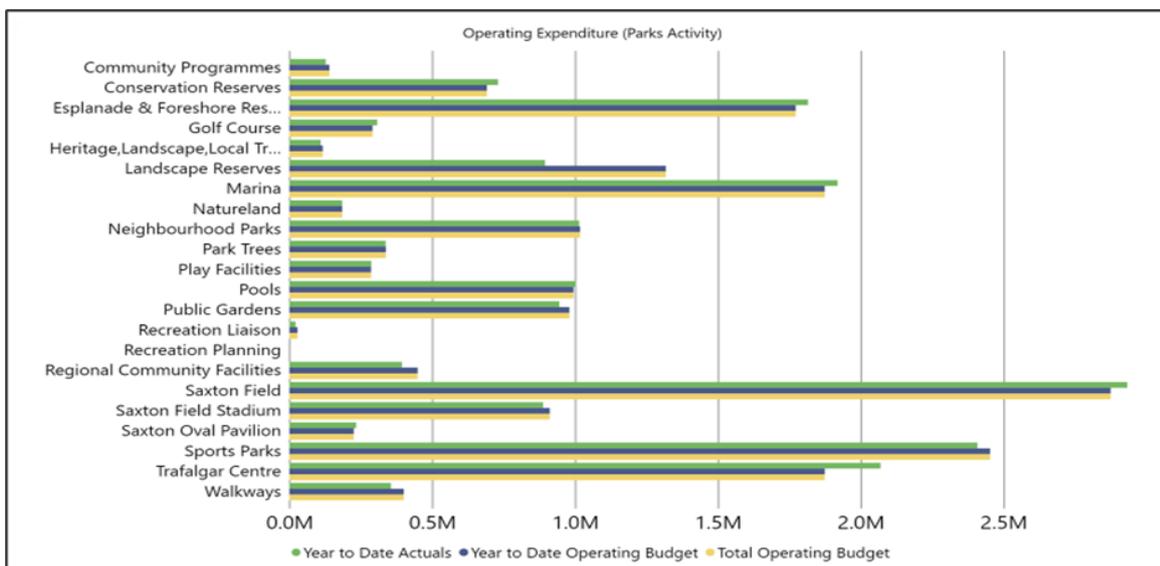
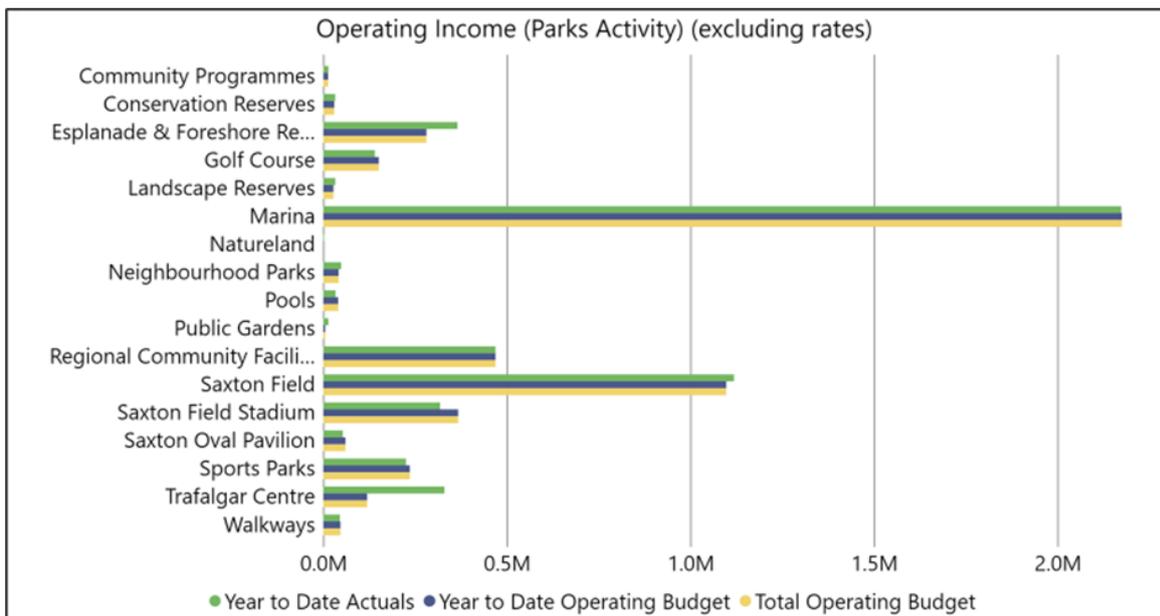
- 4.1 Tenders are advised in the Quarterly Report if their budget is at least \$300,000 and accepted via the Tenders Subcommittee. There were no tenders awarded under delegated authority in the fourth quarter of the financial year 2020/21.

5. Financial Results

Profit and Loss by Activity: Parks and Active Recreation

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Parks & Active Recreation	YTD Actuals	YTD Operating Budget	YTD Variance	Annual Plan Budget
Income				
Rates Income	(13,030,526)	(12,965,171)	(65,355)	(12,965,171)
Other Income	(5,428,234)	(5,160,601)	(267,633)	(4,239,433)
Total	(18,458,760)	(18,125,772)	(332,988)	(17,204,604)
Expenses				
Unprogrammed Expenses	1,385,980	959,700	426,280	697,732
Staff Operating Expenditure	1,726,249	1,489,000	237,249	1,489,000
Programmed Expenses	3,913,337	4,505,912	(592,575)	3,829,430
Finance Expenses	1,835,709	1,947,864	(112,155)	1,947,864
Depreciation	3,480,856	3,662,952	(182,096)	3,662,950
Base Expenditure	6,636,215	6,655,822	(19,607)	6,570,368
Total	18,978,346	19,221,250	(242,904)	18,197,343
Total	519,585	1,095,478	(575,893)	992,739



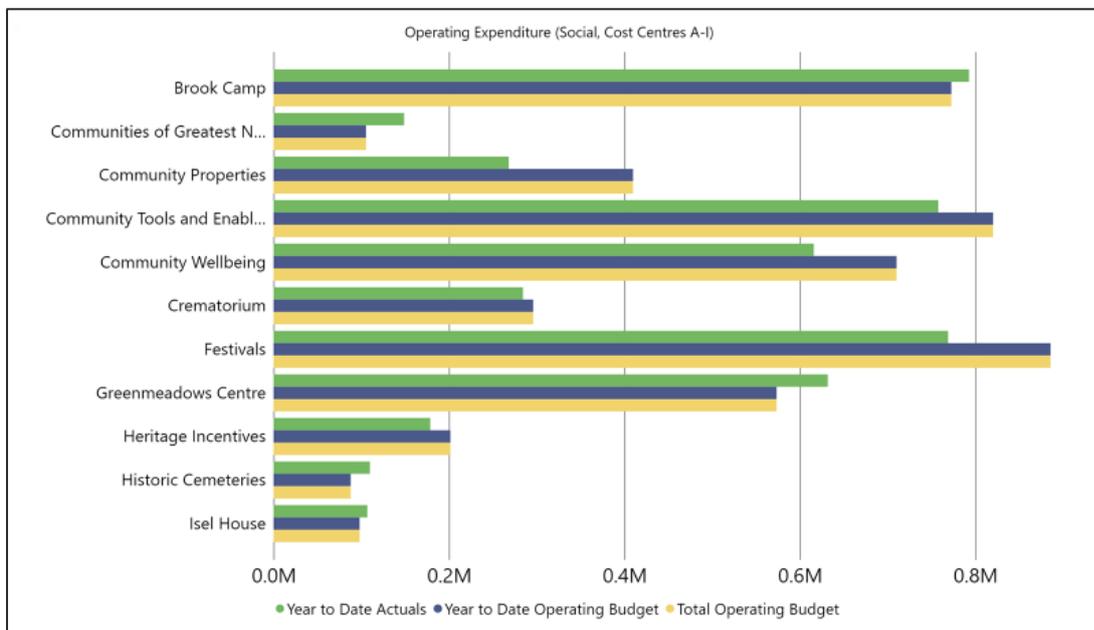
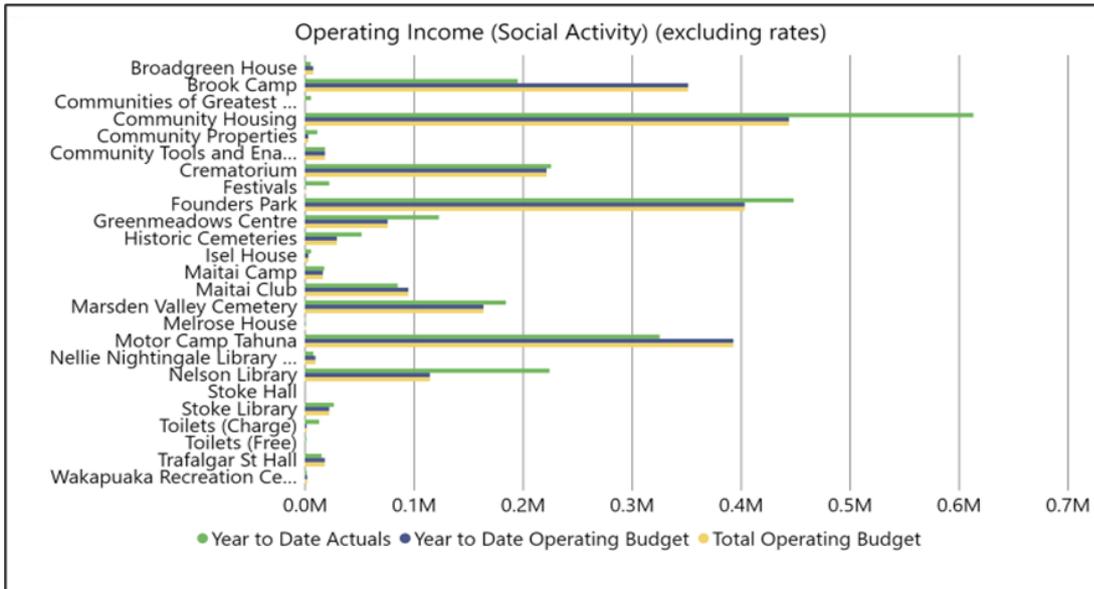
Item 11: Community and Recreation Quarterly Report to 30 June 2021

- 5.1 **Esplanade and Foreshore Reserves income is greater than budget by \$85,000.** Unbudgeted income of \$98,000 has been received from the Provincial Growth Fund for Borck Creek. This is a joint venture with Tasman District Council to fund a pathway along Borck Creek.
- 5.2 **Trafalgar Centre income is greater than budget by \$211,000.** Venue Hire Recoveries are over budget by \$220,000, which is offset by expenditure, as noted at 5.6, due to accounting period impacting transfer of fees.
- 5.3 **Landscape Reserves expenditure is less than budget by \$423,000.** Mountain Bike Trail expenditure is \$435,000 under budget due to much of the cost being spent against a capital code. These funds are granted to the Nelson Mountain Bike Club and there have been delays in commencing projects.
- 5.4 **Saxton Field expenditure is greater than budget by \$58,000.** The Staff expenditure allocation is \$38,000 over budget and water charges are over budget by \$26,000 due to water required in the construction of new cycle path and cricket block.
- 5.5 **Trafalgar Centre expenditure is greater than budget by \$195,000.** Event and Venue Hire expenditure is over budget by \$219,000, which is offset by income, as noted at 5.2, due to accounting period impacting transfer of fees.

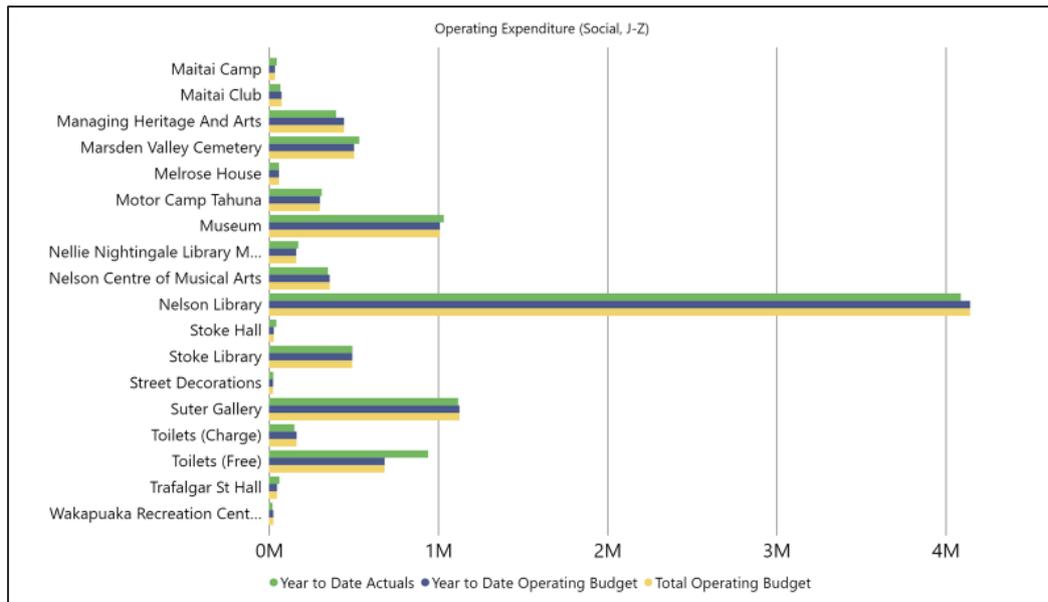
Profit and Loss by Activity: Social

Social	YTD Actuals	YTD Operating Budget	YTD Variance	Annual Plan Budget
Income				
Rates Income	(14,317,674)	(14,242,924)	(74,750)	(14,242,924)
Other Income	(2,631,685)	(2,398,251)	(233,434)	(2,379,717)
Total	(16,949,359)	(16,641,175)	(308,184)	(16,622,641)
Expenses				
Unprogrammed Expenses	671,988	650,600	21,388	558,310
Staff Operating Expenditure	5,439,763	5,438,162	1,601	5,438,162
Programmed Expenses	2,519,331	2,969,428	(450,097)	2,921,919
Finance Expenses	886,522	874,492	12,030	874,492
Depreciation	(1,067,078)	1,286,599	(2,353,677)	1,286,599
Base Expenditure	5,706,884	5,570,391	136,493	5,610,849
Total	14,157,409	16,789,672	(2,632,263)	16,690,331
Total	(2,791,949)	148,497	(2,940,446)	67,690

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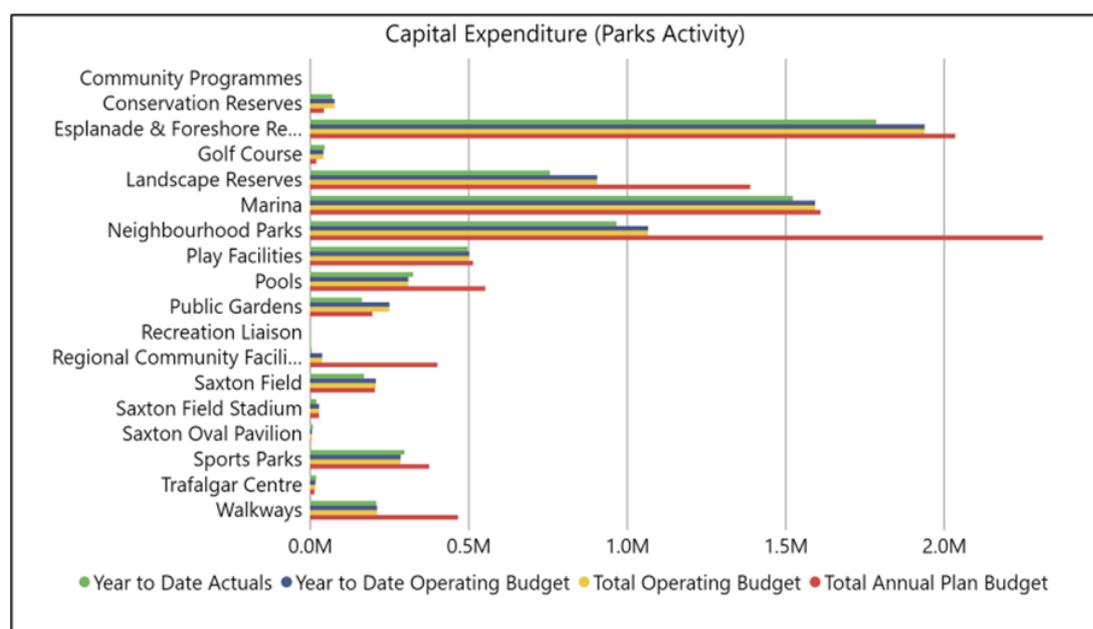
- 5.6 **Nelson Library income is greater than budget by \$110,000.** Grants from the Department of Internal Affairs via the New Zealand Libraries Partnership Programme are over budget by \$122,000 for staff and resources.
- 5.7 **Community Housing income is greater than budget by \$169,000.** Rent income is over budget by \$169,000 due to the delay in settlement of the properties sold.
- 5.8 **Festivals expenditure is \$117,000 less than budget.** Staff expenditure is \$45,000 behind budget, due to less staff time spent on Festivals due to COVID-19. Arts festival is under budget by \$85,000, due to reduced spend as a result of COVID-19.
- 5.9 **Nelson Library expenditure is less than budget by \$55,000.** Preliminary Elma Turner Library Capex Investigation is \$73,000 under budget, with actual spend occurring across a variety of different areas. Final year end accounting adjustments are yet to be made as part of the Annual Report process.
- 5.10 **Community Properties expenditure is less than budget by \$142,000.** Staff Expenditure is under budget by \$55,000, while Programmed Maintenance is under budget by \$35,000, and Condition Assessments is under budget by \$19,000.
- 5.11 **Community Housing expenditure is less than budget by \$2,557,000.** The Depreciation Recovery from the sale of properties totals is \$2,642,000. This has been removed from the Operating Expenditure graph to prevent distortion. Property management fees are \$77,000 over budget due to the delay in settlement.
- 5.12 **Community Tools & Enablers expenditure is \$62,000 less than budget.** COVID-19 Emergency Community Organisation Grants is

Item 11: Community and Recreation Quarterly Report to 30 June 2021

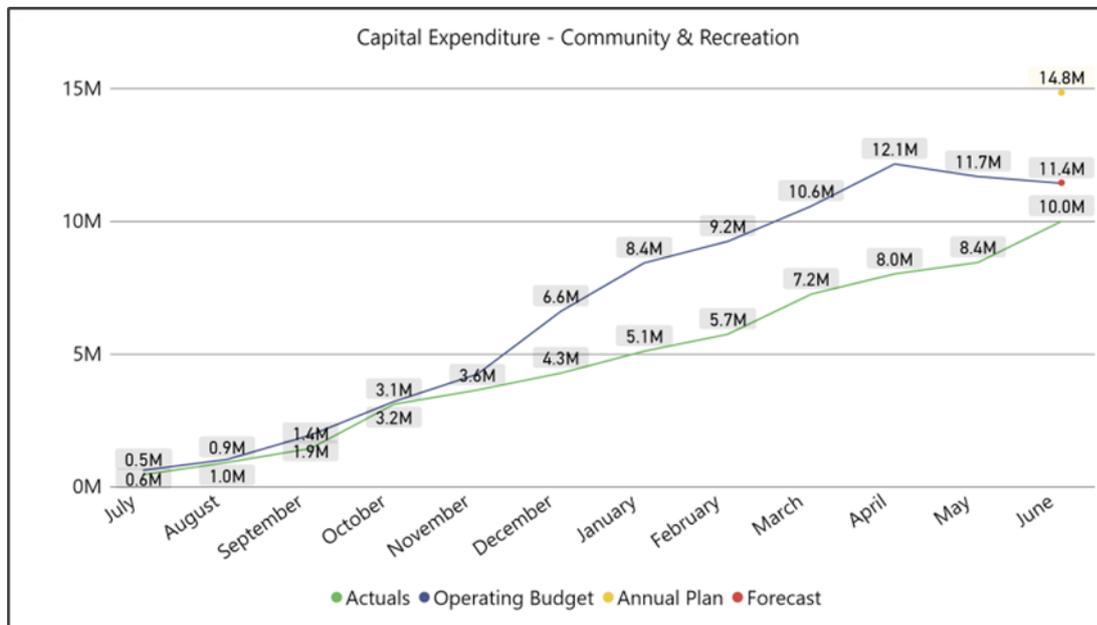
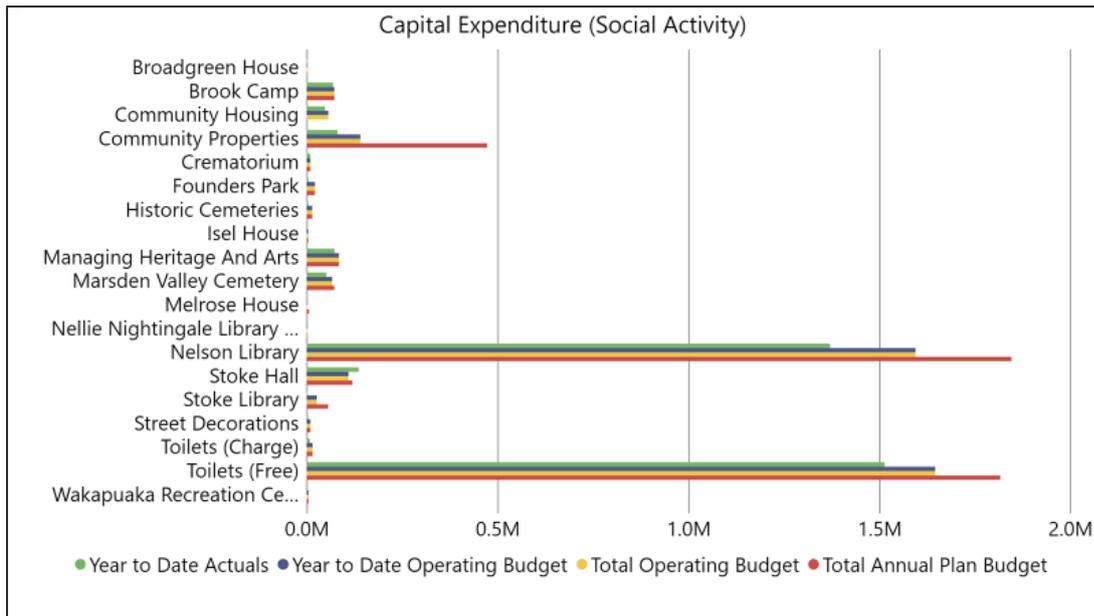
\$55,329 underspent in the year. This balance is being carried forward to be available to allocate in 2021/2022.

- 5.13 **Toilets (Free) expenditure is greater than budget by \$257,000.** This is mainly due to one-off unbudgeted asset improvement costs of \$240,000, due to asset impairment for the Queens Garden toilet. The amount paid to build the toilets varied from actual value, which required an adjustment to reduce the amount of the asset in Council's fixed asset register to ensure this reflected the actual value of the building.
- 5.14 **Pūtangitangi Greenmeadows Centre expenditure is greater than budget by \$58,000.** Costs of running the Centre were approximately 5% higher than originally estimated. Budget for the Centre has been corrected through the Long Term Plan.
- 5.15 Event and Venue hire expenses is \$21,000 over budget due to increased operations. This higher than planned expenditure variance is partially offset by the venue hire revenue being over budget of \$47,000.

6. Commentary on Capital Projects



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- 6.1 As at 30 June 2021, Capital Expenditure is \$4.8m behind the Annual Plan of \$14.8m. \$2.2m relates to Increased Levels of Service, \$1.3m relates to Growth, \$397,000 relates to Staff Costs and \$850,000 relates to Renewals projects. The table above shows a drop from April to June, due to capital expenditure carried forward through the Long Term Plan process. See table above.
- 6.2 13 projects within the Community and Recreation Committee delegations are included as part of the quarterly reporting.
- 6.3 Project status is analysed based on three factors: quality, time and budget. These projects are reported on in Attachment 1 project sheets (A2718579).

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- 6.4 The most significant variances between the year-to-date Actuals and year-to-date Budget represented in the above graph are explained in the project sheets.

7. Community Partnerships and Social Development Updates

Homelessness

- 7.1 Winter tends to be a quieter time for homelessness, with fewer new people arriving in town and more backpacker beds available. A group of approximately 30 homeless people remain who are sleeping rough, with the majority of these people having a connection with Housing First. This period has seen the development of processes to resolve issues of people staying in problematic or high use areas and to ensure they are quickly connected with social services.

Male Room / Whare Haumarū Project

- 7.2 The whare building is largely complete, most of the furnishings have been installed and the facility is expected to open next quarter. The look and feel of the whare is clean and high quality, with the deck and development of the rear of the property creating much more usable space.

Community Funding Updates

- 7.3 The Committee appointed three community members (Bhoj Subba, Vivienne Lock, and Rachel Gordon) to the Community Investment Fund (CIF) Panel for a three-year term of 2021-2024, joining Graeme Thomas and Rosalie Grant, who have another year of their current term remaining. Panel members can serve up to three consecutive terms. The vacancy for a Māori panel member is to be discussed with Iwi managers when they next meet.

CIF Funding

- 7.4 50 applications, requesting \$741,251, were received for CIF strategic grants for the three years 2021-2024. Two applications were considered and approved by the CIF panel in June 2021. The remaining 48 applications, requesting \$699,595 will be considered by the panel in September 2021. \$240,000 is available to allocate as strategic grants.

Emergency Fund

- 7.5 No grants were made from the Emergency Fund in the quarter. The Emergency Fund has \$55,329 remaining unspent.

City for All Ages Strategy

- 7.6 With limited migration due to COVID-19 and New Zealand experiencing its lowest birth rate on record in 2020 (1.61, well below the replacement level of 2.1), the need for a strategy to keep Nelson's fast growing population of older adults engaged and contributing to the community is

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more important than ever. Council supported the City For All Ages Community Steering Group to develop a draft Strategy in 2020/21.

- 7.7 The community-led project aims to make Nelson a great place to live for people of all ages and examines age-friendliness in Nelson across a number of areas, including social connection, work, mobility, and housing. Good progress is being made after disruption in 2020 due to COVID-19 - engagement with various groups and agencies to encourage contributions to the Strategy action plan occurred in 2020/21 and is ongoing.

Founders Heritage Park Update

- 7.8 The refreshed Rutherford Cottage display opened in April. This project was completed in partnership with Rutherford Rotary Club and provides an interactive science display based around Rutherford experiments. It was completed with funds from the Rutherford Rotary Club and the Book Fair. The opening was attended by Rutherford Rotary members and Friends of Founders volunteers.



- 7.9 Operation Grapple, a photographic exhibition telling the story of the 1950s nuclear testing in the Pacific in the words of 19 veterans who were there, was held in the Church during April. The exhibition was first shown at the Naval Museum in Auckland and brought to Founders in partnership



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with the artist for Tuku21. The exhibition, featuring a veteran from Nelson, was well received by visitors.

- 7.10 The Founders Annual Book Fair was held in June. Despite only being eight months since the previous fair, which was delayed due to COVID-19, the fair was a success raising over \$141,000 for development projects at the park.
- 7.11 Founders Park visitor attraction numbers were over 6300 for the quarter with an additional 3746 people attending functions.
- 7.12 After delays due to the weather and product supply issues, the exterior maintenance of the Windmill has been completed.

Heritage Updates

Broadgreen House

- 7.13 The second stage of major cob repairs at Broadgreen Historic House has been completed.
- 7.14 Volunteer week provided an opportunity to recognise the essential and valued contribution made by volunteers at Broadgreen House. The Broadgreen Society held a morning tea for their guides, and Council supplied chocolates, birthday recognitions and a heritage presentation. The contributions made by volunteers was also highlighted in 'Our Nelson.'
- 7.15 Two 'Textile Kids' programmes at Broadgreen were fully booked with 36 children and parents participating in yarn bracelet activities, and 28 in cross stitch.

Isel House

- 7.16 Events at Isel House during the quarter included a full capacity Tuku21 'Art of Isel' talk with Dame Anna Crichton attended by 24 people. An open day with actors and musicians, big games and outside activities attracted over 250 children and families to the house.
- 7.17 The Isel House 'Tiny Room' display continued to be popular, particularly with local kindergartens and playcentres who brought groups of children and their whanau to see the display, with many returning for repeat visits.
- 7.18 A thank you morning tea for Isel House volunteers during Volunteer week was held at Greenmeadows café for the 10 (of 16) volunteers that could attend.

Melrose House

- 7.19 The Colonel Noel Percy Adams Society held its AGM on 15 June 2020, which was well attended. The chair provided an update on the previous 12 months and the challenges of COVID-19. Some of the completed

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projects that were reported at the AGM include: redecorating the apartment bathroom and completing various repairs, restoring the boardroom table, replacement of the upstairs toilet, a new open/closed sign on the front door, and a major service of the radiators and heating system.

- 7.20 Council leases Melrose House to the Colonel Noel Percy Adams (Melrose House) Society which subleases part of the building to Melrose Café. This café business has been sold with the new owner taking over in July.
- 7.21 The Society has produced a visitor pamphlet which has proved popular. Council provided a grant to have the pamphlet professionally designed and printed using Council's heritage house branding.

Tuku 21 / Heritage Month

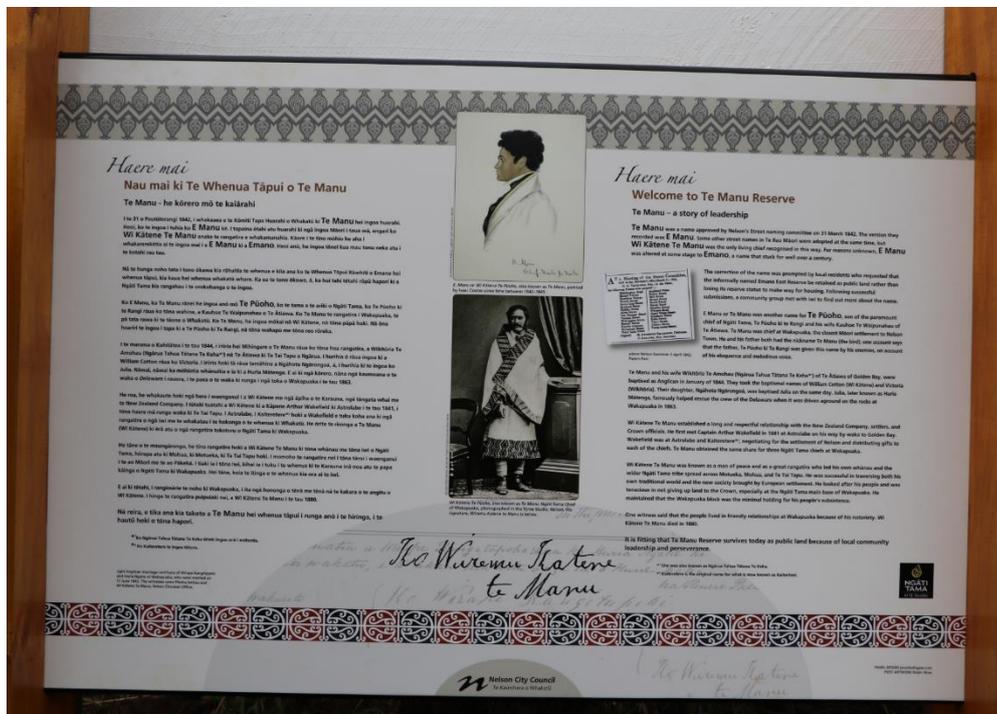
- 7.22 Tuku21 Heritage Month ran throughout April 2021. There were 69 individual events that engaged 6007 individuals. A new 'Tuku' naming, branding and logo were successfully used to promote the festival. Multiple media stories were generated from the festival including on the Museums Aotearoa national newsletter. A highlight was an inaugural iwi led event, the Tohu Whenua Sites of Significance Bus Tour, led by Ngāti Kuia.
- 7.23 Monitoring of festival participants recorded:
- 75.4% of all participants scored their attended event as 5 out of 5 (down from 77.5% in 2019).
 - 23% of respondents attended more than five events during the month (up from 7% in 2018 and 19.9% in 2019).
 - 11.8 % of respondents were under 35 years old (down from 20.9% in 2019).
 - 13 events involved more than 100 people (equal to 2019).
 - 25% of events featured non-European experiences or stories (up from 2% in 2018 and 13% in 2019).

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Hemuera Robb leading commentary on the Ngāti Kuia Tohu Whenua Sites of Significance Bus Tour as part of Tuku21.

7.24 In June, a new heritage panel partnership project with Ngāti Tama was installed at Te Manu Reserve. Future work is under way using Māori historian, John Mitchell to gather local Māori stories for future heritage panels.



The new Te Manu Reserve Heritage Panel

Arts Updates

Refinery

- 7.25 The vacant Refinery – formerly home to the Arts Council – has prompted several enquires for possible future use. Earthquake strengthening is on track.

Arts

- 7.26 The Make/Shift Spaces Arts Walk project was launched as a collaboration with the Suter Art Gallery with 28 large format art images appearing across the central city. Using Council's seed funding model, the project attracted strong support from private building owners who provided wall space and significant private contributions of over \$20,000.



All along the Heavy Highway by Bill Hammond, an image in The Nelson Arts Walk

- 7.27 Welcome Cloak by Adi Tait was installed inside the foyer at Putangitangi Greenmeadows in May. The piece was re-named Te Korowai Aroha by iwi in a blessing ceremony.

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Representatives from Iwi, Elected Members, Art Selection Panel, Arts Council Nelson and Nelson City Council staff at the blessing of Te Korowai Aroha.

- 7.28 Two murals were painted on the Railway Reserve underpass, Enjoy the Ride by Hannah Starnes, and Kia Haumarū Te Haere by Nerys Ngaruhe.



Kia Haumarū Te Haere by Nerys Ngaruhe, Railway Reserve underpass



Enjoy the Ride by Hannah Starne, Railway Reserve underpass

Events Updates

- 7.29 Three youth events were delivered, with two of these integrated by Whanake Youth in the National Youth Week. National Youth Week in Nelson involved also the Library, the Police and several other community groups with focus on our young community. The three youth events were Rock the City at NMIT (below left), Laugh Nelson (below right) and Young and Inspired at the Suter Theatre.



All youth events are coordinated by Youth and Community Works (YCW) who plans, prepares, and delivers youth events involving youth straight from the beginning. YCW provides several training programmes directed to youth in addition to performance opportunities. All events were well attended and received.

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- 7.30 New FlagTrax flag poles have been received and will be installed in Stoke to allow for the display of flags for the promotion of art, events and street enhancement.

Libraries Updates

- 7.31 In May, a range of STEM (Science, Technology, Engineering and Maths) related resources and programmes were introduced at Nelson Libraries. This included:
- Robotics at Nayland Primary School: A four-week outreach programme introducing students to Lego Robotics and coding
 - Virtual Reality Headsets: the purchase of two Oculus Quest Virtual Reality headsets and associated games and experiences. These self-contained units have been incredibly popular with young and old alike.
 - Back to the Future Tech Taster sessions: This programme is designed to introduce older adults to new digital technologies in a fun interactive way that draws on a person's familiarity with non-digital information. For example, one session is on maps, where the attendees progress from exploring ordinance survey maps and atlases, through to Google Maps and Google Earth. The programme has been very well received with regular attendance and very positive feedback.
 - STEM drop-in sessions: These are held on Monday afternoon as unstructured free play drop-in sessions. Resources include gravitrax marble runs, robotics, electronics, sound tech and virtual reality headsets. Due to this programme's success staff plan to introduce this at Stoke Library.

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Virtual Reality use by the Kids Media Club, Elma Turner Library.

- 7.32 A series of events and programmes specifically designed for the Nelson Home-schoolers Network has been developed. These weekly sessions have been very well attended and include opportunities for tamariki to connect with each other while engaging in fun activities such as Matariki legends, introduction to sewing, and coding classes.
- 7.33 Librarians made their annual visit to Stoke School to host a book day in May to coincide with the school's Scholastic Book Fair. Book Days have become a signature event of Nelson Libraries – delighting students with games, stories and entertainment, which promote literacy while also providing welcome support for teachers and school librarians.
- 7.34 Following on from the successful children's sewing classes, and to meet continuing customer requests, the library has been fortunate to secure the services of Robyn Reynolds to run adult beginner sewing classes. Robyn Reynolds is a well know Nelson Fashion Designer. The 10-week course costs attendees \$70.00, which goes towards the purchase of materials.



Robyn Reynolds sewing classes, Elma Turner Library.

- 7.35 In May, the library released *Kōrero ā Hāpori*, a newsletter that highlights and brings together in one place the events and programmes for the coming three months. It is also an opportunity to promote the wide variety of library collections and resources. This newsletter is a trial and library staff are seeking feedback on its value from library users.
- 7.36 The theme of Youth Week 2021 was 'he waka eke noa/we're stronger together'. For this theme, library staff collaborated with Whanake Youth to deliver events for rangitahi. This included hosting a stall at the Youth Expo, a video game evening at the Whanake Youth base and a silent disco at Elma Turner Library.
- 7.37 In response to increased demand for information services, staff have instituted 'Book a Librarian' where a customer is able to work through a specialist research request with a staff member. Queries have ranged from research on the 65th Regiment in 1847 and associated discharge records, to advice on useful business management apps for iPhones. At this stage there are approximately five bookings per week of 45 minutes per session. In addition to this, the library continues to offer five Device Advice sessions each week.
- 7.38 A significant increase in electronic magazines has now been made available to library members, as Overdrive (an e-book and audiobook vendor) has added over 3000 magazine titles for a minimal subscription increase. These magazines are available via the Libby mobile app. Titles range from the well know *Runner's World*, *National Geographic* and *Time*, to lesser known titles such as *Pioneer Woman*, *Vegan Life* and

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Medieval Warfare Magazine. There have been over 1500 checkouts of e-magazines since they became available and this has increased each month.

- 7.39 Earlier this year the library purchased three interactive touch screens for the purpose of digital storytelling and promotion of library resources, collections and events. These multiuse screens have shared visual and audio content relating to Matariki, Stoke history and the Nelson Institute. More recently, they have been used for watching some key New Zealand Olympic events – to loud applause from watching customers.
- 7.40 Elma Turner Library has been fortunate to liaise with Dignity NZ to deliver period equity through the provision of free period products to those in need. Signs and small tokens are available in the female public bathrooms which may be taken to the library kiosk in exchange for a pack of period products.
- 7.41 After last year's cancellation due to COVID-19 restrictions, Elma Turner Library was proud to celebrate the Ngaio Marsh Book Awards with the return of Mystery in the Library. This year's event was hosted by local author Chris Stuart who welcomed New York Times bestselling author Nalini Singh and Rose Carlyle, whose debut thriller *The Girl in the Mirror* has been snapped up by Hollywood. All three authors talked to an audience of fans, about their writing careers, latest books and how to craft great mysteries. Both Rose and Nalini also held booked-out writing workshops where keen writers could learn top tricks of the trade.

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Mystery in the Library event, Elma Turner Library.

- 7.42 Following on from December's successful Jobs Expo, the library once again partnered with Connected and the Ministry of Social Development to deliver a Next Steps - Careers and Training Expo at Elma Turner Library in June. Although not as well attended at the December event, feedback from attendees and vendors was incredibly positive with quality connections being made between the two groups. This is a partnership that both the library and Connected are keen to develop further.
- 7.43 In addition to the library's regular school holiday programming in April, we were fortunate to partner with a local OSCAR programme to host Eleanor from Project Jonah. This informative fun water-based event was held in the pop-up playground and highlighted conservation needs with a focus on whale rescue.
- 7.44 The past few months have been busy at Stoke with the introduction of a craft club on Monday afternoons, regular visits from Stoke School and continued visits from Billy the Dog. Billy has been coming to Stoke Library with his owner Nicki now for almost 5 years. Children who are learning or struggling to read are encouraged to read to Billy as a way to increase their confidence in a fun non-threatening environment.

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Reading to Billy the dog, Stoke Library.

- 7.45 As part of the National Library Partnership Programme, the library received funding to use towards updated professional photos and video content of Elma Turner Library. Some sample photos are below.

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Sample of professional photos, Elma Turner Library.

- 7.46 Other highlights for the final quarter of 2020-21 include: a successful New Zealand Music Month with six performances by local artists; hosting a number of Tuku21 events, including a writing workshop by Ro Cambridge; and the privilege of hosting both the *Blue Stories Project* exhibition, which shared journeys of perinatal depression, and Age Concern's *Beyond the Face* exhibition exploring the secret life of older people.



Opening of beyond the Face Exhibition, Elma Turner Library.

8. Parks and Facilities Updates

Reserve Development Programme

- 8.1 Reserve developments are predominantly funded from subdivision financial contributions, not rates. Where appropriate, funds are reallocated to a specific development project budget. 2020/21 funding was allocated for the construction of a new shared pathway through a

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new reserve in the Montebello Subdivision (Ngawhatu Valley), the Marsden Park Play Space, Bayview, and the Corder Park redevelopment.

Liberty Swing Tahunanui Beach

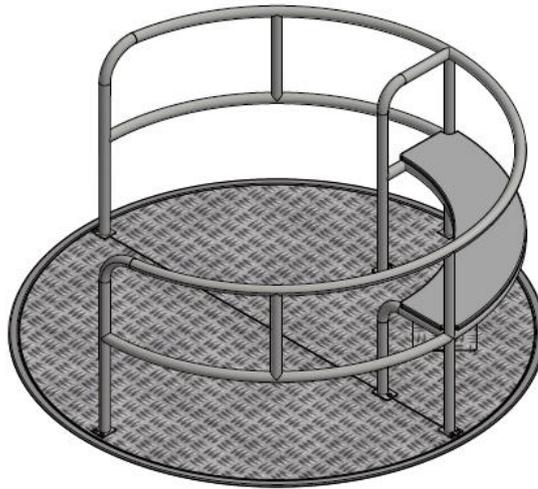
- 8.2 The Liberty Swing at Tahunanui Beach has been renewed to extend its life for another 20 years, and the pathway to the swing has been levelled out to offer smoother more-accessible access for users. The facility needs to be locked due to the weight of the structure, cost of vandalism, and because appropriate use is required. A key system is now available to individual families and can be picked up free of charge from customer service or Rollos locksmith. This has been very well received.



Renewed Liberty Swing, Tahunanui Beach Foreshore play area.

Carousel

- 8.3 A carousel is to be installed in August, which is wheelchair accessible and allows for both people with disability and able-bodied to play together. This is located close to the liberty swing and will add to the available activities for families at Tahuna.



3D NOT AMENDED:
COLOURS- QUIRKY AND
COLOURFUL



Planned Carousel for Tahunanui Foreshore

Modellers Pond Replacement Park

- 8.4 Design of the Modellers Pond replacement park is underway with the involvement of the Society of Modellers train section members. The focus will be on a family picnic area with the model trains incorporated into an upgraded estuarine environment. Work is expected to begin in 2022, and is dependent on the construction of the Centennial Road pump station.

Venues Website

- 8.5 The Nelson City Council Venues website is now online and ready to showcase Council facilities: <https://venues.nelson.govt.nz>. The website was supported by a \$10,000 grant from Tourism New Zealand through the Business Events Industry Partnership Initiative.
- 8.6 The website contains updated information to showcase the range of facilities to national and international event and conference organisers. There is a selection of tools to help event organisers with planning an event like consents, waste minimisation, insurance and funding, plus a Frequently Asked Question section.

Saxton Field Marketing

- 8.7 Nelson City Council and Tasman District Council Staff worked on a combined Marketing Strategy for Saxton Field. Staff held discussions with the Marketing Studio in the preparation for an updated Strategy.
- 8.8 The draft Strategy will be presented to the Saxton Field Committee in August 2021 for comment. Any comment will be incorporated into a final

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Strategy which will be brought to the Committee for approval in November 2021.

Maitai Recreation Hub

- 8.9 This project has received funding support from Ministry of Business Innovation and Employment. Following a Committee decision in April 2021, members of the Nelson Mountain Bike Club, the Waahi Taakaro Golf Club, and Council officers are focussed on creating the hub at the Waahi Taakaro golf course, taking advantage of opportunities for cooperative development.

Forestry Conversion Programme

- 8.10 Council has agreed to retire approximately 140 hectares of forestry and consider alternative uses. To date around 40 hectares have been retired and native planting undertaken in many of these areas. Progress updates on the conversion programme are reported to the Forestry Sub-Committee.

Weed Control Programme Landscape Reserves

- 8.11 The application to government for funding through the Jobs for Nature project, to assist in carrying out the requirements of the Grampians Ecological Restoration Plan, has reached the procurement of contractors stage. The Nature Conservancy is delivering this project on behalf of the Kotahitanga mō te Taiao Alliance.
- 8.12 The Brook Valley Eastern Hills Ecological Restoration Plan and the Marsden Valley Ecological Restoration Plan are both at the final draft stage. These plans have been used to inform the contractor weed control programme, grazing programme and restoration planting programme for these reserves.

Maitai Restoration Project

- 8.13 Project Mahitahi was launched in October 2020 and since its inception has employed 33 people across a range of projects, planted the first 15,000 trees (of 125,000 to be planted over five years), held five community planting events, and removed pest animals and pest plants from the Maitai catchment. The Project is a Kotahitanga mō te Taiao Alliance project, co-designed and co-governed by Council, Iwi partners (Ngāti Koata, Ngāti Rārua, and Te Ātiawa) and the Department of Conservation (Refer to Attachment 3 A2692511).

Mountain Bike Trail Grade Audits

- 8.14 Issues have been raised with the grading of the mountain bike trails in Nelson. An audit of trail grades in Nelson has been completed, and results indicate that many trails at an advanced level may have a posted grading indicating an intermediate level. This represents a risk, particularly for new riders and visitors, and can lead to safety issues.

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Tasman District Council has also undertaken similar work on trails in its region.

- 8.15 The preliminary results show a considerable number of trails require their grading to be changed; predominantly to be increased by one grade. This has been communicated to Koata Ltd and the Nelson Mountain Bike Club. At the time of writing officers are working with the Club to update signage and the Trailforks website and communicate the changes to the public. It is understood that Silvan Forest, Kaiteriteri Mountain Bike Park and Wairoa Gorge Mountain Bike Park have also recently made changes to their grades.

Adopt A Spot Programme

- 8.16 The number of Adopt a Spot groups has increased to more than 42 in total, with 250 volunteers focusing at this time of year on planting. Once plants have been planted, the process continues with volunteers working on ongoing maintenance until canopy cover is achieved. 2,000 trees were provided to 12 Adopt A Spot planting projects, and more than 160 volunteers attended.

An overview of all groups as of July 2021 is detailed in the table below.

Name of Group or Individual	Number of members	Location
Maire Stream Guardians	4	Area at end of Douglas Road
Volunteer (Planting & pest plant control)	1	Biggsburn Esplanade Reserve
Volunteer Group (Planting & plant pest control)	4	Bolwell Reserve
Volunteer (Planting & plant pest control, gardening, fruit tree maintenance)	1	Bolwell Reserve
Birdlife Central	20	Botanical Hill
Braemar Eco Village (Planting & plant pest control)	5	Braemar Eco Village
Volunteer Group (Planting & plant pest control, pest animal monitoring & control, native wildlife monitoring)	10	Brook Conservation Reserve
Volunteer Group (Planting & plant pest control)	5	Brook Esplanade
Volunteer	1	Brook Stream

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(Planting & plant pest control)		
Volunteer	1	Brook Stream Esplanade
Volunteer	1	Brook Stream Esplanade
Ropu Kaitiaki - Group of Guardians (Planting & plant pest control, gardening, fruit tree maintenance)	5	Cattle Market Reserve
Nelson Mountain Bike Club (Planting & plant pest control)	10	Codgers Mountain Bike Park and Branford Jumps
Clifton Terrace School (Planting & plant pest control, water quality monitoring, rubbish clean ups, native wildlife monitoring, gardening)	30	Corder Park
Birdlife on Grampians (Pest animal monitoring & control, Native wildlife monitoring)	30	Grampians Reserve
Volunteer (Planting & plant pest control)	2	Grampians Reserve
Volunteer	1	Grampians Reserve
Volunteer	1	Grampians Reserve
Volunteer Group (Pest plant control)	5	Grampians Reserve
Volunteer	1	Grampians Reserve
Hampden Street School	1	Grampians Reserve (fence off an area, to the west)
Volunteer (Planting & plant pest control)	1	Hanby Park Reserve
Volunteer Group (Pest animal monitoring & control, native wildlife monitoring)	9	Haulashore Island
Volunteer (Planting, pest plant & animal control)	1	Haven Holes and Groom Creek
Fulton Hogan (Planting & plant pest control, pest animal monitoring & control, water quality monitoring, rubbish clean ups)	5	Jenkins Stream
Volunteer Group (Planting & plant pest control)	2	Koura Rd, Atawhai

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Volunteer (Planting & plant pest control)	1	Lower Maitai
Friends of the Maitai (Planting, pest plant control & water quality monitoring)	6	Maitai River Esplanade
Marsden Valley Trapping Group (Pest animal control)	20	Marsden Valley
Volunteer (Planting, pest plant control)	1	Marybank Reserve
Volunteer Group (Pest animal control)	2	Murphy North Reserve
Volunteer Group (Planting & plant pest control, pest animal monitoring & control, water quality monitoring, fruit tree maintenance)	10	Murphy South Reserve - 'Wild About Toi Toi'
Volunteer	1	Near Sunday Hole
Volunteer (Planting, plant & animal pest control)	1	Ngapua Reserve, Atawhai
Volunteer (Pest animal control)	1	Ngawhatu
Volunteer	1	No preference noted
Volunteer (Planting & plant pest control, rubbish clean ups, gardening, fruit tree maintenance)	1	Orchard Reserve, Stoke
Volunteer Group	7	Pa Harekeke - Saxton Field, Saxton Circus Oval/Orphanage Street Esplanade
Nelson Environment Centre (Planting & plant pest control, gardening, fruit tree maintenance)	5	Paddy's Knob Reserve
Nelson Environment Centre (Planting & plant pest control, gardening, fruit tree maintenance)	1	Paddy's Knob Reserve
Paremata Flats Restoration Group (Planting, pest plant & animal control)	25	Paremata Flats
Volunteer (Pest animal control)	1	Pikimai Hill and Fairfield Park
Pipers Reserve Trappers	10	Pipers Reserve

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(Planting, pest plant & pest animal monitoring & control, native wildlife monitoring)		
Volunteer (Planting, pest plant control)	1	Poormans Valley Esplanade Reserve, Ecological Restoration Plan Area One
Volunteer (Planting & plant pest control)	1	Poplar Reserve/Bolwell Reserve
Volunteer (Pest animal control)	1	Pukatea Reserve
Friends of Queens Gardens (Planting & plant pest control, rubbish clean ups, gardening)	10	Queens Gardens
Auckland Point School	1	Saltwater Creek Esplanade
Volunteer (Planting & plant pest control, pest animal monitoring & control, fruit tree maintenance)	2	Sanctuary Esplanade
Paremata Flats Restoration Group (Planting, pest plant & animal control, gardening)	1	Saxton Creek Esplanade
Volunteer Group (Planting & plant pest control, gardening)	6	Saxtons Field Lake area - true left side only, between the two power poles either side of foot bridge.
Nelson Christian Academy Trapping Group (Pest animal monitoring & control, native wildlife monitoring)	12	School trapping project at Nelson City Council land and walkways surrounding Nelson Christian Academy - 100 Marsden Valley Road.
Volunteer Group (Planting & plant pest control)	2	Stoke Reservoir Reserve
Volunteer Group (Planting & plant pest control, fruit tree maintenance)	3	Te Manu Reserve
Titoki Trappers (Planting, pest plant & animal control)	5	Titoki Reserve
Volunteer	1	Tosswill Reserve
Volunteer Group (Planting, pest plant control)	8	Tosswill Reserve

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Nelson Bird Banding Group - Ornithological Society of New Zealand (Native wildlife monitoring)	4	Wakapuaka
Volunteer (Pest animal trapping)	1	Waterhouse Reserve
Volunteer	1	Whakapuaka Esplanade
Battle for the Banded Rail	1	Whakatu Drive
Volunteer Group (Planting, pest plant & pest animal monitoring & control, native wildlife monitoring, gardening, fruit tree maintenance)	3	Wolfe Street Reserve
Volunteer	1	Wolfe Street Walkway

Stoke Hall Temporary Bracing

- 8.17 Given the heightened activity around the Stoke Memorial Hall with the Youth Park, a contractor will be temporarily bracing the side wall of the Stoke Memorial Hall. This action reduces the risk of the earthquake prone building to the public. This bracing work will be done before the youth park is completed.
- 8.18 Design is underway for the Stoke Memorial Hall strengthening and a report will be brought to the Committee to outline next steps.

Hounsell Circle Bus Shelter

- 8.19 The Hounsell Circle bus shelter is earthquake prone, and work is underway to strengthen it. This strengthening work will result in a building that no longer has an earthquake prone notice on it. The building is proposed to be listed as a heritage building as part of the Nelson Plan.

Isel Market

- 8.20 There is a proposed sale of the Isel Market before the summer season this year, from current management to a co-operative of regular stall holders. The new licence to occupy will be for an initial term of three years with a right of renewal of a further three years.

Tourism Infrastructure Fund – Montgomery Square Toilet Renewal

- 8.21 Round Five of the Tourism Infrastructure Fund was open for applications in April. An application was made for the Montgomery Square toilet renewal. The project is to upgrade the toilets at Montgomery Square, including improving the accessible bathrooms, improving the layout, increasing the number of showers, and improving the external

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appearance of the building. \$460,000 was applied for, with the project currently budgeted in 2024/25 and 2025/26.

- 8.22 This external funding is to increase the funding that Council already has for the toilet, rather than to offset existing Council funding.
- 8.23 Council was notified on 15 July that the funding application was successful, and once consultation has been carried out, and consents are in place, the Ministry of Business Innovation and Employment will enter into an agreement with Council for the funding of \$460,000, with an expectation that it will be completed within 18 months.
- 8.24 To accommodate the external funding, Council's funding for the project will need to be brought forward from 2024/25 and 2025/26 through the Annual Plan 2022/23 process. This process will also assess the implications of the project on other Council projects. A concept design will be provided to the Committee for approval.
- 8.25 In addition, some budget will be required in 2021/22 so that the project can commence with design, consultation, and consents this financial year. The recommendation in this report reflects the need for this.
- 8.26 Funding in 2021/22 was not put into the Long Term Plan 2021-31 because the project was only going to go ahead if external funding was awarded.

9. Parks and Facilities Strategy and Policy

- 9.1 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.

Vegetation Management Policy

- 9.2 A draft policy is being prepared to assist staff with decisions around actions and requests, such as tree removal, pruning, 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 is being completed for review by internal council teams. Following this, the draft policy and will be brought back to Committee later in 2021.

Saxton Field Reserve Management Plan review

- 9.3 Hearings and deliberations were held on the Saxton Field Reserve Management Plan. Nelson City Council and Tasman District Council adopted the final Saxton Field Reserve Management Plan in May 2021.

Venue Hire Fund

- 9.4 The Venue Hire Fund was established in the Annual Plan 2019/20 to assist eligible community groups to pay the venue hire fees at Nelson City Council venues. The fund has a pool in the current financial year of

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\$30,000. The fund is administered by Nelson Regional Development Agency on behalf of Council. The following events were approved for funding to June 2021:

- Cancer Society Ball (postponed from June 2020 to June 2021) – Cancer Society - \$1,340
- Dancing for a Cause (postponed from May 2020 to May 2021) – Hospice - \$3,000
- Electrix Cheerleading Sports Inc - South Island Show offs - \$2,500
- Netball NZ Tactix - \$843
- Good Peoples - \$1,000
- Salmonella Dub & Friends - \$1,000
- Hearing talks Nelson - \$470
- Nelson Community Venues - Movember Breakfast - \$245

9.5 \$19,602 remained unallocated at the end of financial year.

10. Workshops

10.1 There were no workshops held in the last quarter of 2020/21.

11. Summary of achievements in the financial year 2020/21 under the Community and Recreation Committee delegations

Parks and Facilities

11.1 **City Play Space** – development of future play space(s) in the city.

11.2 **Corder Park Pumptrack** – Following engagement with the local community the Corder Park play space has been upgraded and a pump track added. The area is a popular meeting place for children who bike to and from school. The pump track has received positive feedback and is well used by children. Additional planting is proposed, and a small public toilet will be installed.

11.3 **Maitai Recreation Hub** – This project has received funding support from Ministry of Business Innovation and Employment. Following a Committee decision in April 2021, Council officers have worked with members of the Nelson Mountain Bike Club and Waahi Taakaro Golf Club to create the hub at the Waahi Taakaro golf course, taking advantage of opportunities for cooperative development. The project is planned to be completed before April 2022 in time for the Mountain Bike Enduro World Championship.

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- 11.4 **Community Planting** – more than 14,800 plants and 33 fruit in Urban Esplanades, 570 plants along Walkways, 1,700 plants in Street Gardens and more than 150 trees and 700 plants have been planted in Neighbourhood Parks.
- 11.5 **Dog Park** – construction of a dog Park in Marsden Valley (R13714).
- 11.6 **Adopt a Spot** – ongoing success with a growing volunteer community.
- 11.7 **Cawthron Steps at Church Hill** – renewal of pillar that was damaged by vandalism in October 2020.
- 11.8 **Brook Tieke** – The first tieke (saddlebacks) were released in the Brook Waimārama Sanctuary; and the Brook Sanctuary Open Day took place on Sunday 11 April 2021.
- 11.9 **Golf Course Turf Management** – Turf management on the golf course over summer has improved the quality of the tees and greens. Comments from the Club have been favourable.
- 11.10 **Mountain Bike Grading** – Officers will work with the Nelson Mountain Bike Club around changing signage and the Trailforks website.
- 11.11 **Saxton Field Marketing** – a new branding package is being developed and adopted by Saxton Field Committee in February 2021. The Saxton Field Committee adopted the Capital Works Programme on 11 August, which included \$20,000 operating funding for marketing and signage, including wayfinding, for incorporation into Nelson City Council's draft budget, as part of the Long Term Plan 2021-2031.
- 11.12 **Modellers Pond Replacement Park** – Moving to the next stage with construction starting in December 2021 at the Centennial Road pump station.
- 11.13 **Out and About Strategy** – this key strategy has been reviewed and adopted.
- 11.14 **Aquatic Facilities Strategy** – this strategy has been workshopped and completed.
- 11.15 **Artificial Turf** – Feasibility has been workshopped and reported to Sports and Recreation Committee.
- 11.16 **Erosion at Tahunanui Beach** – Council released social media posts to remind the public of health and safety risks of approaching the cliffs and enter the fenced off area. Due to tidal fluctuations it is not practical nor safe to install fencing or signage on the beach at the bottom of the new sand cliffs.
- 11.17 **Bridge maintenance and structure renewal** – A programme of work is underway to carry out bridge maintenance and renewals following actions identified through the 2019 condition assessment. Work carried out this quarter has included the renewal of the Miyazu Bridge.

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- 11.18 **Earthquake Prone buildings** – Hounsell Circle bus Shelter has been strengthened.
- 11.19 **Toilet Renewal Programme** – Tahunanui Lions toilet and Millers Acre Toilet were completed.
- 11.20 **Eureka Park** – new walking trails have been constructed.
- 11.21 **Weed Control Programme** - The Brook Valley Eastern Hills Ecological Restoration Plan and the Marsden Valley Ecological Restoration Plan have both been finalised.
- 11.22 **Marina** – The position of Marina Manager was advertised in December 2020. A draft plan has been presented and reporting now goes to the Strategic Development and Property Subcommittee.

Library

- 11.23 **New Zealand Libraries Partnership Programme** – Central Government funding via the National Library for three library positions for the second half of the year. This is in addition to subsidised licencing and electronic resource costs for Electronic Purchasing in Collaboration (EPIC) and Aotearoa People’s Network Kaharoa as well as specific funding for professional photography, increased audiobook content and a review of the Prow.
- 11.24 **Kōrero ā Hāpori** – the creation of a new quarterly Library Newsletter
- 11.25 **Partnership Opportunities with Connected** – to deliver a pop-up Employment Expo in November, and a pop-up training and skills expo in May.
- 11.26 **New Interactive Resources** – Adult grab bags, Virtual Reality Headsets, Sewing Machines, STEM products and Interactive touch screens have allowed for a new range of interactive programming and outreach.
- 11.27 **New Children’s Programming and Outreach** – new sewing, gardening and craft clubs, stem drop ins, resourcing the children’s hospital, home schoolers programme, Media club working with the Nelson Weekly and Fresh FM.
- 11.28 **New Adult Programming and Outreach** – Idea Services fortnightly visits, Age Concern tech connect initiative, Book a Librarian, Dementia Friendly shifting to Nightingale and getting a number of new attendees.
- 11.29 **Advance Voting for the General Election** – Positive feedback from organisers received regarding the number of votes cast at Elma Turner Library and enthusiasm to use the location at the next election.
- 11.30 **Digital Inclusion and Access** – an increase in Skinny Jump sign ups, increased device advice sessions and new programming (Tech Taster), specifically designed to break down the digital divide.

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- 11.31 **Borrowing statistics** – These were up from 2018-19, the last full non-COVID-19 year.
- 11.32 **Shelving Renewals** – Replacement of shelving in Stoke Library and furniture renewals for the Non-Fiction end of Elma Turner Library. Both have allowed for a fresher lighter look and use of library spaces.

Community Partnerships

- 11.33 **Events Hui** – The Events Team organised a first-time hui in June for local event organisers (community and commercial managers, coordinators and event staff) to share ideas, discuss opportunities, challenges, resources, and introduce Council's best practice in the sector. The event was very well received, with presenters from Uniquely Nelson, Volunteer Nelson, Nelson Regional Development Agency, local Rotary groups, Council teams and Nelson Arts Council. Topics such as waste management, climate change, storage space for event gear, marketing and promotion, traffic management plans and road closure, resource consents, volunteer management and funding were discussed. The events hui will become an annual opportunity for Council's Events Team to engage with the local events sector and build productive partnerships with local event organisers.
- 11.34 **Events** – 10 events were successfully delivered despite the consequences of COVID-19 on both events planning and resources. A major achievement was to be able to quickly put in place a Christmas programme with the support of Uniquely Nelson and to offer a series of Christmas themed activities that were very popular, including the Santa Grotto that drew over 2,000 visitors in the city centre.
- 11.35 **New Year's Eve Countdown** – This featured 100% local performers and was very well received by both the performers and the audience.
- 11.36 **Summer Movies Al Fresco** – This year featured more recent movies which drew in a new audience to more than 10 sessions proposed across the region.
- 11.37 **Tahuna Summer Sounds** – This event once again delivered a great show to a very wide and varied audience of over 5,000 attendees.
- 11.38 **Te Whare Haumarū** – Construction of Te Whare Haumarū at the Male Room is now largely complete, with some final landscaping and furnishing work still under way. This project has benefited from the leadership of Rotary alongside Council and an extensive range of community and business supporters. The whare will make a tangible difference supplying the basics of life while allowing homeless people to access relevant local services more easily.
- 11.39 **Founders Heritage Park** – A major maintenance project on the Windmill was completed. Following two reports received as part of a National Service Te Paerangi expert knowledge exchange, a 'RE-ORG' (re-organisational) project was initiated to improve storage of the collection.

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- 11.40 **Two Book Fairs** – Due to the postponement of the annual book fair in June 2020 there were two fairs held during 2020-21, both were very successful.
- 11.41 **Founders Heritage Park Strategic Plan** – This significant work was approved in October 2020.
- 11.42 **The Garden of Remembrance** – A redevelopment of the fernery to become The Garden of Remembrance was complete in September.
- 11.43 **Heritage Houses** – Two summer exhibitions, 'A Traditional Christmas' at Broadgreen and 'The Tiny Room' at Isel House were well received.
- 11.44 **Inventory Cataloguing** – The second phase of the inventory cataloguing project was completed at Broadgreen, with assistance from a range of experts and volunteers.
- 11.45 **Heritage Month** – This year was rebranded to Tuku 21, a name gifted by iwi. The rebranded event received positive feedback and strong community participation.
- 11.46 **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
- 11.47 **Heritage Panels** – Panels completed this year included *Italians in the Wood*, *Betsy Eyre* and *Appo Hocton*.
- 11.48 **Public Art Works** – Works completed this year included Chorus cabinets, a Skate Ramp Mural, a Community Art Works Mural, Railway Reserve Murals, Marina recycling stations and the relocation of Te *Korowhai Aroha / Welcome Cloak*. Council provided funding along with other sponsors for the Make Shift Spaces Arts Walk project. Art Activations included *The Kindness Pandemic* in partnership with Arts Council Nelson.
- 11.49 **Light Art Projections** – Council's projector has been used for many community events including Matariki, New Era Resolutions (Te Ramaroa Trust), Night Visions (Arts Festival), Nutcracker Show (Theatre Royal and Primary Dance Group), Te Wiki o Te Reo, ANZAC projections (RSA).
- 11.50 **Arts Council Nelson** – Arts Council Nelson relocated to Hardy Street to allow for earthquake strengthening of the Halifax Street building. The move into the CBD has been positive with increased visitor numbers and enquiries.

12. Key Performance Measures

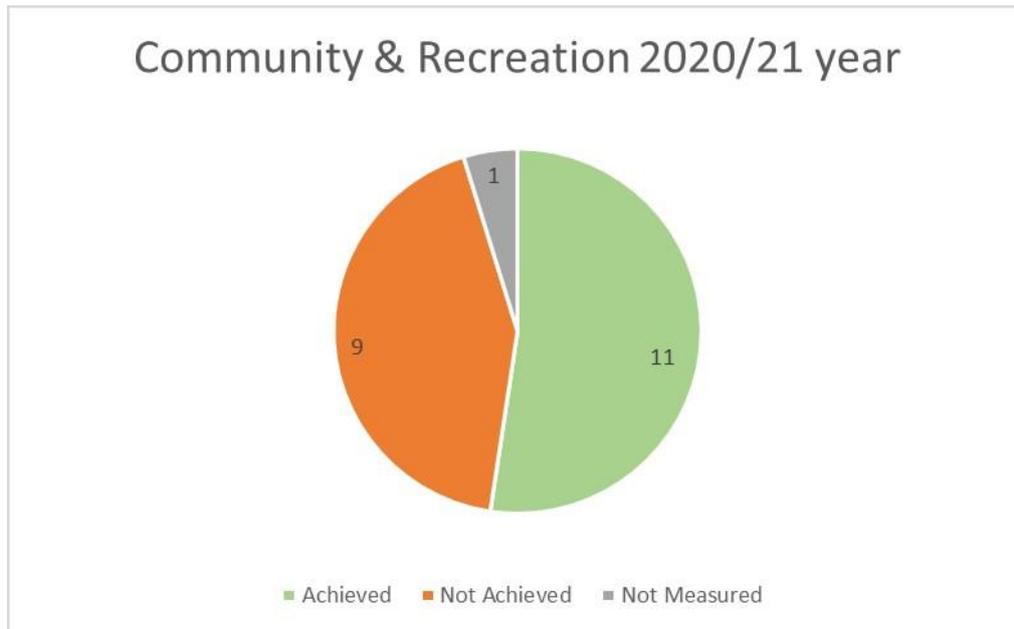
- 12.1 As part of the development of the LTP 2018-28, Council approved levels of service, performance measures and targets for each activity. There are 21 performance measures that are within the Community and Recreation Committee's delegation.

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12.2 Performance measures are reported during the financial year, accordingly the scale to report on the key performance measures is as follows:

- Achieved
- Not achieved
- Not measured

13. Quarterly Review of Key Performance Indicators



13.1 11 of the 21 measure were achieved for 2020/2021, nine were not achieved and one was not measured.

13.2 Attachment 2 lists all performance measures, their status and commentary.

Conclusion

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

13.4 There is a decision requested regarding bringing forward budget from 2024/25 to 2021/22 for the Montgomery Square toilet project (relating to sections 8.21 – 8.26 of this report). Options for this decision are outlined below.

14. Options

14.1 Council was recently advised of a successful funding application to the Tourism Infrastructure Fund for the renewal of Montgomery Square toilets. This project will improve accessibility, functionality and external

Item 11: Community and Recreation Quarterly Report to 30 June 2021

appearance. The Fund requires that the project be completed within 18 months. Therefore a request to bring forward \$100,000 of funding from 2024/25 budget is outlined below. This will enable work to commence this coming financial year.

14.2 The project and funding is discussed in sections 8.21 – 8.26 above. The preferred option is option 1.

Option 1: Bring forward \$100,000 of funding from 2024/25 to enable work to commence this financial year	
Advantages	<ul style="list-style-type: none"> • Takes advantage of the MBIE funding of \$460,000, and meets the requirements of that fund. • Enables budget to carry out design, consent and consultation in 2021/22, prior to construction commencing and budget being brought forward for construction through the Annual Plan 2022/23
Risks and Disadvantages	<ul style="list-style-type: none"> • This results in an additional project to be delivered in the financial year
Option 2: Do not bring forward \$100,000 of funding from 2024/25 to enable work to commence this financial year	
Advantages	<ul style="list-style-type: none"> • No additional work to be carried out this financial year. • Programme unchanged from when it was set through the Long Term Plan .
Risks and Disadvantages	<ul style="list-style-type: none"> • MBIE’s \$460,000 of grant funding is at risk as criteria to access the funding will not be met. • Even if funding is not brought forward now, and is proposed to be brought forward through the Annual Plan 2022/23, the full project will not be able to be delivered within one financial year.

Author: Tanya Robinson, Strategic Adviser Community Services

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Attachments

Attachment 1: A2718579 - Community and Recreation - Project sheets for Quarter Four - 2021/21 [↓](#)

Attachment 2: A2724513 - Community and Recreation 2021-21 - Performance Measure - 10Aug2021 [↓](#)

Attachment 3: A2692511 Project Mahitahi Governance Group Report July 2021 [↓](#)

Important considerations for decision making
1. Fit with Purpose of Local Government This project fits with the purpose of local government by providing a facility that provides for the community in the present and for the future. The developments at the facility will mean that it can better cater for all members of the community.
2. Consistency with Community Outcomes and Council Policy The upgrade of the Montgomery Toilet facility relates to the following community outcomes: <ul style="list-style-type: none">• Our infrastructure is efficient, cost effective and meets current and future needs
3. Risk Without bringing forward funding for this project, there is a risk that the funding criteria will not be met, so \$460,000 of external funding will not be available.
4. Financial impact There is a financial impact to bringing forward \$100,000 of expenditure into 2021/22. There will be a further financial impact in 2022/23 which will be assessed through the Annual Plan process. This impact is reduced as \$460,000 of external funding will be granted to Council for this project from the Tourism Infrastructure Fund, which is additional to budget for the toilet upgrade in Long Term Plan.
5. Degree of significance and level of engagement This decision to bring money forward is of medium level of significance as the budget was allocated in a future year and is being brought forward to 2021/22 to enable design and consenting to commence. Given the amount of use of the facility and of Montgomery Square there is likely to be some interest in the upgrades and benefit to the community. Further targeted consultation will take place on the building design. A consultation and engagement plan is yet to be established.
6. Climate Impact The design will consider climate actions where possible. The building will be re-used and upgraded where possible, rather than demolished and removed. There are solar panels on the roof that will be investigated for repair/replacement during the project. Design will further consider climate impacts that can be undertaken in the project.

7. Inclusion of Māori in the decision making process

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

All members of the community will be invited to participate in consultation on the project prior to construction taking place.

8. Delegations

The Community and Recreation Committee has the following delegations to consider this item:

Areas of Responsibility:

- *Recreation and Leisure Facilities and Services*

Powers to Recommend:

- *Unbudgeted expenditure relating to the areas of responsibility, not included in the Long Term Plan or Annual Plan as the request is to move funds to the current financial year.*

Key to Understanding the Quarterly Report

Health of Project
Green – Good
Mustard – Slightly Behind
Red – At Risk | Over

Short update on how the project is progressing

Budget – Current Year
Difference between the LTP, Annual Plan Budget and Operating Budget – comments should explain why (if) a difference.

Forecast and Actuals – Current Year
Forecast (based on initial setup budget in Project Online), Committed (based on physical work completed) and YTD Actuals (MagiQ)
If the project is running to schedule there should be very little difference between Forecast and Committed
Difference between Committed and Actual would indicate we are waiting on physical invoices to be submitted by the contractor, but the work has been completed

Staff Costs – Current Year
Data from MagiQ
If Forecast is greater than Committed this would indicate we are behind schedule | Forecast less than Committed would indicate we are ahead of the schedule

Physical work completed vrs Forecast of Physical Work (Baseline)

Highlighting any potential Risks | Issues

Project Life
Approved Budget on Inception | Actual Spend – LTD | Latest Life Forecast from Project Online.
Comment should explain if and why there is a difference between the stages

Glossary
Portion of the Project that has been completed to date
Portion of the Project that was planned to have been completed to date
Budget - Current Year
Budget initially approved in the Long Term Plan 2018-20
Revised budget approved in the Annual Plan 2019-20
Latest approved budget, which includes approved changes since the Annual Plan 2019-20
Brief explanation of changes over time to the current year approved budget
Forecast and Actuals - Current Year
Forecast
Latest forecast current year spend indicated by officers in Project Online
Physical work completed by dollars forecasted
YTD Actuals
Current year actual spend to date
Forecast Comments
Brief explanation of changes between forecast and approved budget
Project Life
Initial project budget approved on inception of the project
Life of project actual spend to date
Latest forecast life of project spend indicated by officers in Project Online
Brief explanation of changes between life of project initial approved budget and latest forecast

June 2021 QUARTERLY REPORT	3152	Maitai MTB Hub
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Develop hub for recreation on site adjacent to Camping Ground

QUALITY	TIME	BUDGET
PROJECT UPDATE		OVERALL HEALTH
Interim agreement reached with Koata Ltd for recreation access into its land. Decision in April 2021 to locate hub at Waahi Taakaro Golf Course. MBIE funding contract in preparation and concept designs underway in conjunction with key stakeholders, with physical works expected to start in Spring 2021.		

PROJECT RISKS	PROJECT ISSUES
Reliance on goodwill of surrounding Koata owned recreation areas. Scope review with resulting scope creep/reduction. Rejection of concept by Iwi.	Delayed start due to negotiating recreation access agreement into Koata land.

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	131,100	918,184
Carry-forwards / Amendments	-10,000	-714,900	-66,079	-769,000	-724,900
Total Budget	10,000	500	116,705	900,000	1,016,705
Actual Spend to Date	9,511	224	27,031		
Full Year Forecast	17,459	224	769,896	869,896	1,657,475

BUDGET COMMENTS	FORECAST COMMENTS	PROJECT COMMENTS
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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.

Item 11: Community and Recreation Quarterly Report to 30 June 2021: Attachment 1

June 2021 QUARTERLY REPORT	2899	Great Taste Trail
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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. The section along Bolt Road from the Golf Course exit to the Airport is currently being designed.		
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	108,045		697,217
Total Budget	508,988	626,455	108,045		1,506,205
Actual Spend to Date	51,290	640,652	121,537		
Full Year Forecast	51,290	626,455	370,757		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.	

JUNE 2021
1074
Stoke Youth Park

PROJECT DESCRIPTION
 Facility for the youth of Stoke.

QUALITY

3

TIME

3

BUDGET

1

% PLANNED TARGET

61%

% ACHIEVED

58%

The Stoke Youth Park design has been approved and construction has started. Completion is due by the end of October 2021.

PROJECT RISKS

No concerning risks to report.

PROJECT ISSUES

No concerning issues to report.

PROJECT FINANCIALS

BUDGET - CURRENT YEAR

Category	Value
Current Year Budget	\$0.36M
To June Budget	\$0.36M
LTP 2020/21	\$0.50M

FORECAST AND ACTUALS - CURRENT YEAR

Category	Value
Forecast	\$0.35M
Committed Cost	\$0.35M
Actuals	\$0.35M

STAFF COST - CURRENT YEAR

Category	Value
Operating Budget	\$0K
Actuals	\$22K

BUDGET COMMENTS

Operating budget within the LTP budget.

FORECAST COMMENTS

Forecast within 5% of the operating budget.

PROJECT COMMENTS

Project forecast is \$90,000 above the original approved LTP budget. This has been approved and funded by savings from the Parks And Active Recreation account in 2020/21.

JUNE 2021 1379 Modellers Pond

PROJECT DESCRIPTION

To create a new picnic reserve area for family use, within an estuarine environment and manage the stormwater discharge once the pond is removed.

QUALITY TIME BUDGET

3 3 1

PROJECT UPDATE

The landscape developed design is nearing completion for the reserve. Detailed design is underway for the stormwater component. Tender documentation for Centennial Park drafted.

% PLANNED TARGET 46%

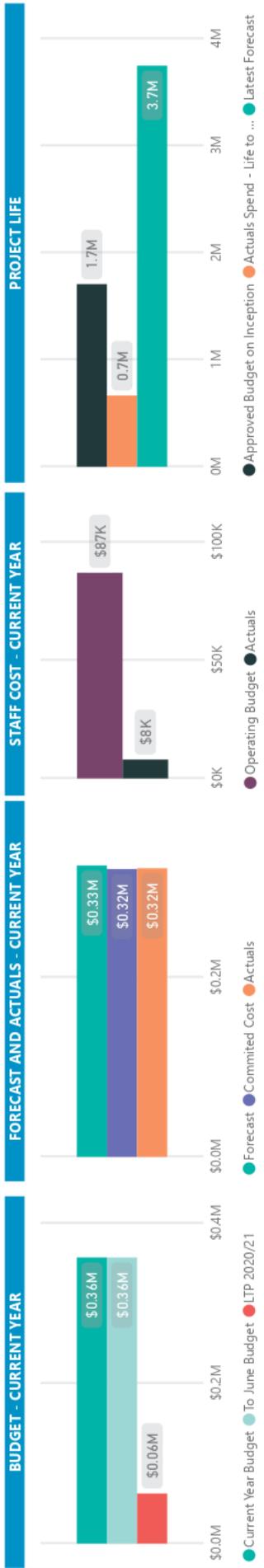
% ACHIEVED 44%

PROJECT RISKS PROJECT ISSUES

No concerning risks to report.

No concerning issues to report.

PROJECT FINANCIALS



BUDGET COMMENTS
Project is within the 20/21 annual plan budget, to complete the preliminary design phase. Carrying forward \$38K into the FY21/22 budget.

FORECAST COMMENTS
Forecast spend is tracking as expected.

PROJECT COMMENTS
\$3,750,000.00 (life budget) which is split between Stormwater and Parks and Active Recreation.

JUNE 2021 2894 Poormans Stream Shared Path

PROJECT DESCRIPTION
Design and construct walkway/cycleway and plant riparian vegetation between Neale Ave and Main Road Stoke.

QUALITY 3

TIME 3

BUDGET 1

PROJECT UPDATE
Construction completed, and project is now in the defects maintenance period.

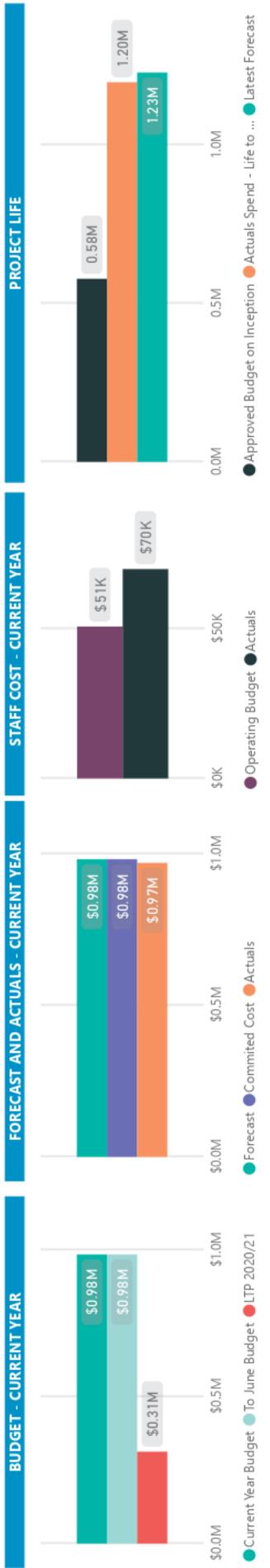
% PLANNED TARGET 100%

% ACHIEVED 85%

PROJECT RISKS
No concerning risks to report.

PROJECT ISSUES
No concerning issues to report.

PROJECT FINANCIALS



BUDGET COMMENTS
Project is within 2021 annual plan budget

FORECAST COMMENTS
Forecast is tracking as expected

PROJECT COMMENTS
The project is in defects maintenance period. The variance in percentage complete is as a result of construction starting in Quarter 3 rather than as originally planned in Quarter 2.

JUNE 2021 3185 **Riverside Pool water heating system renewal**

PROJECT DESCRIPTION
Renew heating system at Riverside, required to meet Level of Service requirements.

QUALITY **TIME** **BUDGET**

% PLANNED TARGET 100% **% ACHIEVED** 100%

PROJECT UPDATE
Construction started late December 2020 as agreed with Pool Operator and was completed ahead of schedule by late January 2021.

PROJECT RISKS
There are no concerning risks to report.

PROJECT ISSUES
There are no concerning issues to report.

PROJECT FINANCIALS



BUDGET COMMENTS
Project is within 20/21 annual plan budget

FORECAST COMMENTS
Savings have been allocated to other projects.

PROJECT COMMENTS
Project budget was increased through the Annual Plan. Project has been completed with a saving of about \$130,000.

JUNE 2021 3194 Wakapuaka Sandflats shared path

PROJECT DESCRIPTION
Construct a shared pathway crossing the Wakapuaka Sandflats, from SH6 to the Boulder Bank.

QUALITY TIME BUDGET

PROJECT UPDATE
The project is on hold given the different issues as noted below. More investigations are required in order to connect this shared pathway to the Glenduan.

% PLANNED TARGET 100%
% ACHIEVED 76%

PROJECT RISKS
Construction costs. Environmental impacts. Resource consent review and approval.

PROJECT ISSUES
Iwi is opposed to the project. Ecological risks. Lack of connectivity with existing pathways. Lack of accessibility and car park availability.

PROJECT FINANCIALS



JUNE 2021 3243 **Champion Drive Connection - Velodrome to Saxton Drive**

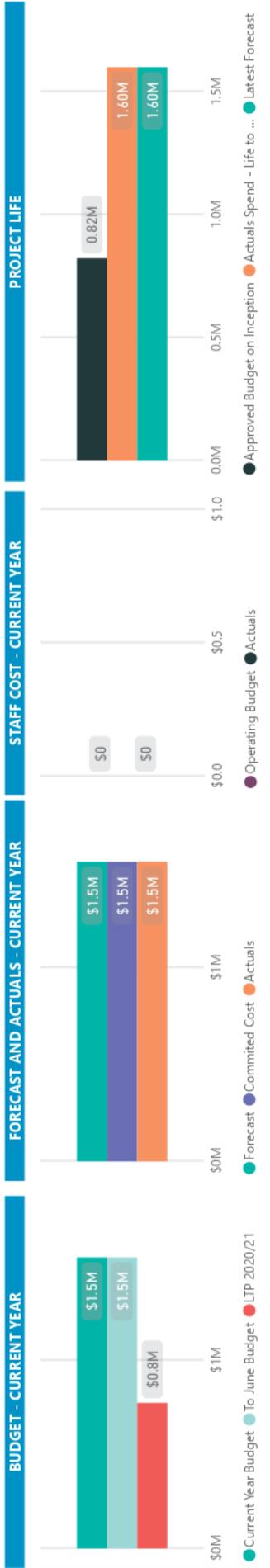
PROJECT DESCRIPTION
Construction of the carpark and pathways behind the velodrome within Saxton field.

QUALITY	TIME	BUDGET
3	3	1
PROJECT UPDATE		
The construction of the new carpark is now complete. Street light installation and minor landscaping is planned for the 2021/22 financial year.		
% PLANNED TARGET	% ACHIEVED	
100%	100%	

PROJECT RISKS
No concerning risks to report.

PROJECT ISSUES
No concerning issues to report.

PROJECT FINANCIALS



BUDGET COMMENTS
As this work is within Saxton Field and is joint funded TDC / NCC project.

FORECAST COMMENTS
Construction is now complete; the project was completed within budget.

PROJECT COMMENTS
The project is now complete with only street light installation next financial year.

JUNE 2021 1319 **Upper Trafalgar St Improvements - Closure**

PROJECT DESCRIPTION
Upper Trafalgar Street is closed to vehicular access permanently, the project has put in place the requirements for summer, we are now implementing the permanent solution.

QUALITY **TIME** **BUDGET**

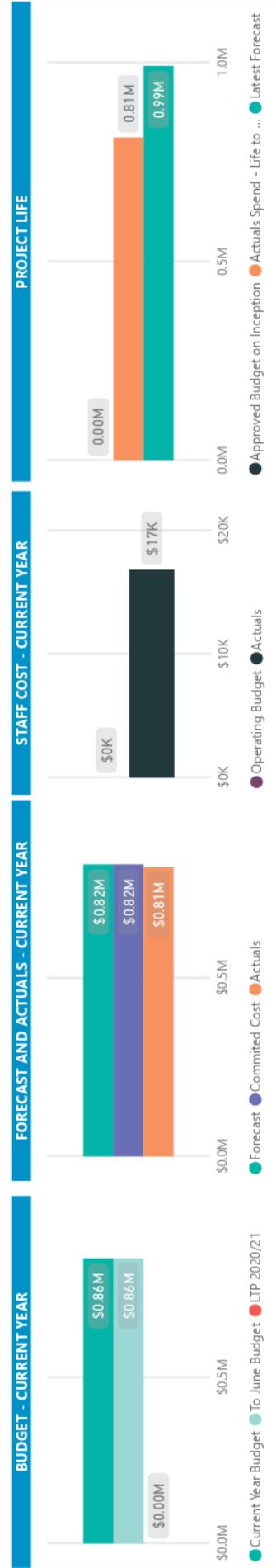
PROJECT UPDATE
Project completed under budget.

% PLANNED TARGET 100% **% ACHIEVED** 100%

PROJECT RISKS
No concerning risks to report.

PROJECT ISSUES
No concerning issues to report.

PROJECT FINANCIALS



BUDGET COMMENTS
Original LTP didn't include this project. Latest approved operating budget is \$861k.

FORECAST COMMENTS
Forecast within the approved budget.

PROJECT COMMENTS
This project was not part of the 19/20 Annual Plan. Overall forecast as per the approved budget.

JUNE 2021

2002

Millers Acre Toilet upgrade

PROJECT DESCRIPTION
 Improve and increase facilities at Millers Acre.

QUALITY

3

BUDGET

1

TIME

3

% PLANNED TARGET

100%

PROJECT UPDATE

Construction work completed, the new facility is now open for public use. The project is now in defects liability period.

% ACHIEVED

100%

PROJECT RISKS

No concerning risks to report

PROJECT ISSUES

No concerning issues to report

PROJECT FINANCIALS

BUDGET - CURRENT YEAR

Category	Value
Current Year Budget	\$0.54M
To June Budget	\$0.54M
LTP 2020/21	\$0.21M

FORECAST AND ACTUALS - CURRENT YEAR

Category	Value
Forecast	\$0.53M
Committed Cost	\$0.53M
Actuals	\$0.53M

STAFF COST - CURRENT YEAR

Category	Value
Operating Budget	\$24K
Actuals	\$24K

BUDGET COMMENTS

Project is within 2021 annual plan budget

FORECAST COMMENTS

Forecast spend is tracking as expected

PROJECT COMMENTS

A decision of the Community Services Committee in August 2019, increased the project budget from that approved in the LTP 2018-28 to reflect the MBIE contribution of \$250,000.00 and the confirmed project scope and costings.

JUNE 2021 2226 Central Library Redevelopment

PROJECT DESCRIPTION
The project refers to the library redevelopment. The project also includes the site - 23 Halifax - deconstruction which was concluded in late April 21.

QUALITY 3 **TIME** 3 **BUDGET** 1

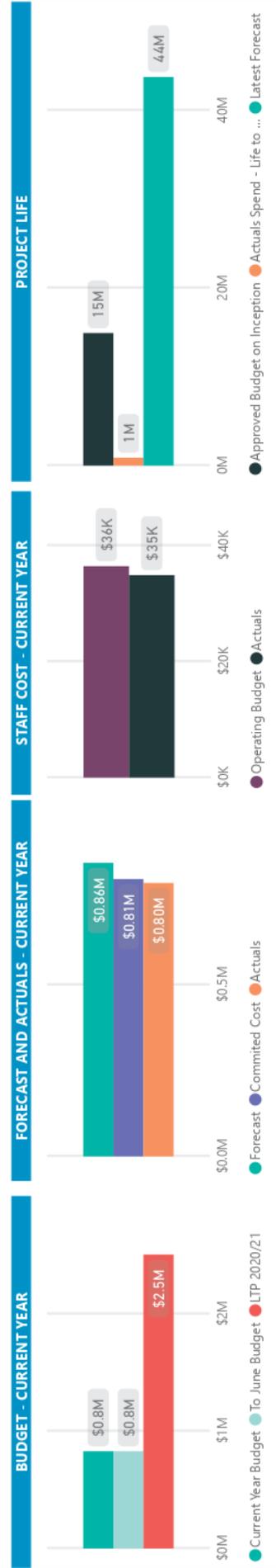
PROJECT UPDATE
Work to develop a land negotiation brief and flood mitigation plan currently underway.

% PLANNED TARGET 37% **% ACHIEVED** 36%

PROJECT RISKS
Successful negotiation of the land exchange.

PROJECT ISSUES
No concerning issues to report.

PROJECT FINANCIALS



BUDGET COMMENTS
The project is within the budget.

FORECAST COMMENTS
The forecast is based on the completion of the concept design by the end of June 2022.

PROJECT COMMENTS
Project life is tracking as expected.

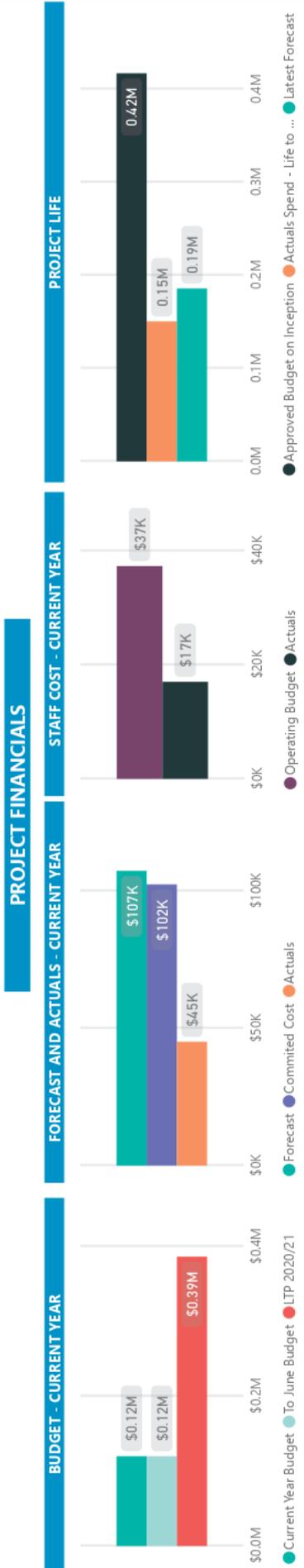
JUNE 2021 2602 Refinery Earthquake Strengthening

PROJECT DESCRIPTION

Design and construction for the building strengthening.

<p>QUALITY</p>	<p>TIME</p>	<p>BUDGET</p>		
<p>PROJECT UPDATE</p> <p>Consultant has completed the detailed design to strengthen the building to above 67%NBS (IL2). The drawings have been submitted for building consent and the building consent has been obtained. Pricing by the contractor has been completed and confirmed the need for additional funding requirement for construction.</p>				
<p>PERFORMANCE METRICS</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;"> <p>% PLANNED TARGET</p> <p style="font-size: 24pt; font-weight: bold;">100%</p> </td> <td style="width: 50%; text-align: center;"> <p>% ACHIEVED</p> <p style="font-size: 24pt; font-weight: bold;">72%</p> </td> </tr> </table>			<p>% PLANNED TARGET</p> <p style="font-size: 24pt; font-weight: bold;">100%</p>	<p>% ACHIEVED</p> <p style="font-size: 24pt; font-weight: bold;">72%</p>
<p>% PLANNED TARGET</p> <p style="font-size: 24pt; font-weight: bold;">100%</p>	<p>% ACHIEVED</p> <p style="font-size: 24pt; font-weight: bold;">72%</p>			

<p>PROJECT RISKS</p> <p>Price instability of building materials currently being experienced in the construction industry could further increase project cost if decision on additional funding is delayed.</p>	<p>PROJECT ISSUES</p> <p>The project cannot progress until Council decision is obtained on the need for additional funding for construction. The process to obtain Council decision on the additional budget requirement is in progress. Additionally, budget carry over to 21/22 will be required to possibly continue work following funding decision.</p>
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<p>BUDGET COMMENTS</p> <p>Following completion of detailed design, pricing from the contractor revealed an additional budget requirement of about \$498k for construction. Carry over of \$75k is also required to possibly continue the</p>	<p>FORECAST COMMENTS</p> <p>Forecast is within 5% above the approved budget for this FY</p>
<p>PROJECT COMMENTS</p> <p>Additional budget of \$100k was provided for the project in 20/21FY through budget realignment within the activity. Project is within budget for work done to date but will require additional funding to progress to the next stage which is construction.</p>	

JUNE 2021
3180
Tahunanui Lions Toilet Upgrade

PROJECT DESCRIPTION

To replace aged toilet facilities.

QUALITY

3

TIME

3

BUDGET

1

PROJECT UPDATE

Construction work completed, the new facility is now open for public use. The project is now in defects liability period.

PROJECT RISKS

No concerning risks to report

PROJECT ISSUES

No concerning issues to report

PROJECT FINANCIALS

BUDGET - CURRENT YEAR

Category	Value
Current Year Budget	\$0.90M
To June Budget	\$0.90M
LTP 2020/21	\$0.31M

FORECAST AND ACTUALS - CURRENT YEAR

Category	Value
Forecast	\$0.87M
Committed Cost	\$0.87M
Actuals	\$0.88M

STAFF COST - CURRENT YEAR

Category	Value
Operating Budget	\$24K
Actuals	\$35K

BUDGET COMMENTS

Project is within 2021 annual plan budget

FORECAST COMMENTS

Forecast spend is tracking as expected

PROJECT COMMENTS

A decision of the Community Services Committee in August 2019, increased the project budget from that approved in the LTP 2018-28 to reflect the MBIE contribution of \$250,000.00 and the confirmed project scope and costings.

% PLANNED TARGET

98%

% ACHIEVED

100%

Item 11: Community and Recreation Quarterly Report to 30 June 2021: Attachment 2

Community and Recreation Committee - Performance measure results 2020/21 (as at 11 August 2021)

Activity	What Council will provide	Performance measures	Year 3 (2020/21) target	End of year 2020/21 comment (Annual Report)	End of year result 2020/21
Social	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.	Council contributed funding to the Whare Humanu project, which progressed successfully in 2020/21. Whare Humanu is due to open in 2021. This measure was achieved in the previous year.	Achieved
Social	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	87% of users surveyed were satisfied (40%) or very satisfied (47%) with the Suter Art Gallery. This is an improvement from 86% in 2019/20.	Achieved
Social		Number visits per year	At least 110,000	Placeholder figure 112,000 visitors (approximate - some June data to be further audited). In 2019/20 the Suter saw 106,306 visitors, despite COVID-19 lockdown.	Achieved
Social	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	The Theatre Royal was in use for 232 days in 2020/21, a reduction from 267 days in 2019/20. Data on audience numbers was not able to be obtained from all ticketing agencies for 2020/21. In 2019/20 the Theatre was used for 267 days. Audience numbers for the year were 32,665, and around 70% of the audience were local.	Not achieved
Social	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	Audience numbers: Estimated 9,193 ticket sales (4,833 in the six months to 31 December 2020). These figures exclude unticketed public events. Number of students attending per year, including pathway courses: 654 enrolments processed. Number of people regularly using facility for community participation: 850 regular weekly users, which converts to an estimated 17,000 visits by regular users for the year. In 2019/20 COVID-19 lockdown significantly limited the NCMA's usage, and results for this measure were not available.	Not achieved
Social	Public libraries: well used, welcoming and safe	Customer satisfaction	At least 90% user satisfaction	91% of survey respondents were satisfied (37%) or very satisfied (55%) with Nelson's public libraries. In 2019/20 this was 93% of respondents.	Achieved
Social		Library membership	At least 75% residents are library members	The total number of library members with Nelson addresses was 35,254 for 2020/21. Nelson libraries total membership was 40,723 (which includes some members who live in Tasman and Marlborough, and outside the top of the south). Nelson population is approximately 51,900 (Stats NZ). This equates to 73% of Nelson residents having library membership in 2020/21 (an increase from 70% in 2019/20).	Not achieved
Social		Door counts	At least 500,000 per year (except during redevelopment period)	The total door count for 2020/21 was 356,551. COVID-19 had an impact in 2020, with limited numbers permitted, reduced programming and events, and Nightingale Library closing for a period of time. We also saw reduced international tourist numbers at Elma Turner Library and Nightingale Library over the summer period. In 2019/20 the door count was 340,000, heavily impacted by the first COVID-19 lockdown.	Not achieved
Social		Online use (previous 3 years)	Online use increasing each year	The overall online use figure for 2020/21 is 2,079,062. This is up from 1,930,000 the year before. Online library usage increased in the majority of areas, such as e-book and audio downloads, website traffic, customer scanning and printing, and Aotearoa People's Network Kaharoa (APNK) connections to both Wi-Fi and library computers. Examples include: APNK logins for the year were 28,933 as opposed to 25,991 in 2019/20 and 97,238 pages printed as opposed to 74,273 in 2019/20.	Achieved
Social	Founders Heritage Park: well used by residents and visitors	% occupancy of available space	95% occupancy maintained	The Park had 96% occupancy of available space in both 2020/21 and 2019/20.	Achieved
Social		Number of visitors of the facility per year	Maintain or increase visitor number each year	Founders hosted 90,248 visitors in 2020/21, a decrease from 2019/20 (106,306). A reduction in public events as a result of COVID-19 precautions contributed to this.	Not achieved

Item 11: Community and Recreation Quarterly Report to 30 June 2021: Attachment 2

Community and Recreation Committee - Performance measure results 2020/21 (as at 11 August 2021)

Activity	What Council will provide	Performance measures	Year 3 (2020/21) target	End of year 2020/21 comment (Annual Report)	End of year result 2020/21
Social	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) 	Due to the impact of COVID-19 and subsequent cancellations/uncertainty of events, this question was removed from the 2020/21 Residents' Survey. Despite these difficulties, Council adapted to the changing events environment and delivered a range of events for the community. The Masked Parade was cancelled due to COVID-19, and Opera in the Park was not scheduled for 2020/21. The Arts Festival was cancelled, and Ngā Toi Huatau – The Seasonal Arts was run in its place. The Summer Festival ran in 2020/21, including Tahuna Summer Sounds, New Years' Eve, and Movies in the Park.	Not achieved
Social		Percentage of available tickets allocated	Percentage of available tickets allocated is greater than 60%	Anticipated ticketed events were cancelled due to COVID-19 precautions, however many free community events were held in 2020/21. In 2019/20, 77% of tickets available were allocated for sale.	Not achieved
Social		Satisfaction levels of attendees measured at events annually	The percentage of attendees' satisfaction at events increases each year from a baseline of 2018/19 <i>(No comparative is available for 2018/19, as data was not collected in that year due to staffing changes in the events team. 2019/20 is the baseline - over 80% satisfaction)</i>	Satisfaction levels of attendees at four free events for youth supported by Council in 2020/21 were measured as: Fright Night - 36% high, 61% very high Laugh Nelson - 48% high, 42% very high Young and Inspired - 25% high, 61% very high Rock the City - 8% high and 92% very high Over 80% satisfaction at events was reported in 2019/20.	Achieved
Parks and active recreation	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	80% of surveyed residents were satisfied with parks and recreation in Nelson. This was 82% in 2019/20.	Achieved
Parks and active recreation	Iwi heritage recognised in parks and reserves	% new reserves and renewed signs with te reo Māori name where one exists	100%	The Eureka Park entrance sign was renewed in 2020/21, however no Te Reo name exists because this park was named after Council's American Sister City, Eureka. No opportunity arose to include a Te Reo Māori name on a reserve sign, as was the case in the previous year.	Not measured
Parks and active recreation	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	There were 1.54 ha of neighbourhood parks per 1,000 residents in 2020/21, compared with 1.6 ha in 2019/20.	Not achieved
Parks and active recreation	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%	In 2020/21 approximately 99.06% of residential properties were within 800m of open space. This was 99.04% in 2019/20.	Achieved
Parks and active recreation	Play facilities that are conveniently located	% of residential properties within 1 km of a playground, approximately 15 min walk	At least 95%	This figure was 96.2 % in 2020/21, compared with 97.4% in 2019/20.	Achieved
Parks and active recreation	Saxton Stadium well utilised	Use rate in hours per annum	Saxton stadium use achieves target of at least 1,450 hours per annum	The stadium was in use for 2,723 hours in 2020/21. In 2019/20 it was used for 2,096 hours.	Achieved
Parks and active recreation	Trafalgar Centre facilities well utilised	Trafalgar Centre annual number of users	At least 80,000	In 2020/21 there were 46,039 users. Lower numbers were due to events being cancelled when Nelson returned to COVID Alert Level 2, and uncertainty around alert levels resulted in lower number of confirmed events, including the Nelson Giants 2020 season. In 2019/20 there were a similar number of users, 49,885.	Not achieved



PROJECT MAHITAHU PROJECT GOVERNANCE MEETING

15 July 2021: 9:00 am to 11:00 am

1. Introduction

This report provides an update to the Project Mahitahi Project Governance Group (Governance Group). The table below outlines action points or specific sections to be noted, which are further explained in the body of the report.

Paragraph	The Governance Group is asked to:
2.3	Note the budget as it stands at 30 June 2021
3.2	Note the number and type of roles that are now recruited through Project Mahitahi.
4.6	Approve that an end of Year One celebration be held in October/November
11.2	Note the risks and mitigations contained in the Risk Management Spreadsheet.

2. Budget

- 2.1 The tables below show the \$2,000,000 grant spread over financial years July to June, and over funding years, November to November. Due to roles not being fully in place during the first stage of this project, there is an underspend in Year One of the grant. However, this will be required to meet the cost of all roles in Year Two of the grant. The Project is on track to exceed the 15 FTE per year required under the Agreement with the Department of Conservation. Across both MFE and DOC, the target is 54 FTE over five years, with the Project on-track to deliver 57 FTE.
- 2.2 As at June 30, 2021, there is a contingency of \$90,380 in opex available across the remaining Project life. This is in part due to additional funding made available by Nelson City Council to fund operational costs including trees, agrichemicals, and event delivery. It is anticipated that the opex contingency will be spent by November 2022 to meet similar costs in the upcoming months.
- 2.3 **The Governance Group is asked to note the status of the budget as at 30 June 2021.**

Table One: Budget by financial years

Financial Year – July - June	Transferred from previous financial year	Income	Total Income incl. transfer	FTE Expenditure & Related Costs	Opex Expenditure	Total Expenditure
2020 - 2021		\$750,000	\$750,000	\$311,074	\$131,885	\$442,959
2021 - 2022	\$307,041	\$1,000,000	\$1,307,041	\$911,218	\$176,807	\$1,088,025
2022 - 2023	\$219,016	\$250,000	\$469,016	\$310,051	\$68,585	\$378,636
OPEX Contingency						\$90,380
TOTALS		\$2,000,000		\$1,532,343	\$377,277	\$2,000,000

Table Two: Budget by grant years

Grant Year – Nov - Nov	Transferred from previous financial year	Income	Total Income incl. transfer	FTE Expenditure & Related Costs	Opex Expenditure	Total Expenditure
2020-2021		\$1,000,000	\$1,000,000	\$623,709	\$194,542	\$818,251
2021 - 2022	\$181,749	\$1,000,000	\$1,181,749	\$908,634	\$182,735	\$1,091,369
OPEX Contingency						\$90,380
TOTALS		\$2,000,000		\$1,532,343	\$377,182	\$2,000,000

3. Role Numbers

3.1 As at 30 June 2021, there are 30 different people employed to work toward the goals of Project Mahitahi. Two people work 50/50 between MFE and DOC funded roles, hence the discrepancy in the table below.

3.2 **The Governance Group is asked to note the number and type of roles that are now recruited through Project Mahitahi.**

Host Employer	Status	No people	FTE	Description
MFE: Public Waterways and Ecosystem Restoration Fund (PWER)				
Kūmānu Conservation (Nelmac)	Roles in place	6	4.5	Field staff
Nelson City Council	Role in place	1	0.5	Project Management
DOC: Kaimahi for Nature (KFN)				
Brook Waimarāma Sanctuary	Roles in place	3	2	Volunteer support; Visitor experience
Kūmānu Conservation (Nelmac)	Roles in place	9	8	Field Supervisor; Senior Ranger; Programme Leader Pest Animal Control; GIS co-ordinator and ecological support; 4 field staff.
Fulton Hogan	Roles in place	3	2	Animal pest control
Easy Trails	Roles in place	5	1	Field staff
Ngāti Koata Trust	Roles in place as at 01 July 2021	3	3	Kaitiaki Whenua
NCC	Role in place	2	1	Project Management / Administrative Support
TOTAL (annual)		32	22	

Note: Roles are considered full time if between 30 and 40 hours per week; half time if between 10 and 20 hours per week. Less than 10 does not count as a role, but the hours worked do count.

4. Community Projects / Events

4.1 This planting season has seen five community planting events to date (including two for Matariki in July). Two of these were with targeted groups (Cawthron Institute and Nelson Girls College), while three were wider community plantings. The attendance at all events was good, with wide engagement across the Project.

4.2 Approximate attendance at each planting is shown in the table below:

Cawthron Institute Centennial Planting	@100
Nelson College for Girls Planting	@35
Nelson Tasman Multicultural Planting	@50
Matariki Planting	@50
Peneamine Planting	Between 20 – 40 per day, for six days

- 4.3 The commemorative planting event at Sunday Hole, which was to commemorate Kākati and the connection of people with land, was presented as a Matariki planting. There was no decision made by either iwi or the Whakatu Marae on how the commemoration should be managed. This planting is planned for the next two seasons, and it is hoped that the greater lead-in time will allow for a more appropriate acknowledgement to be made in 2022.
- 4.4 In the upcoming quarter, there is one further community project to be delivered: this is a bus tour up the Maitai / Mahitahi Valley which will provide information about the ecology of the valley from experts. NMIT media students are developing collateral to support this event, and we also have last years' student work to distribute as part of this event, which is seed pods of plants from the catchment.
- 4.5 A Maitai / Mahitahi specific planting guide is currently being produced which will form part of the discussion on this trip. The trip will be limited to two small bus loads, to avoid traffic issues, and will in the first instance be targeted at those living in the catchment.
- 4.6 November will mark the first-year anniversary of Kaimahi for Nature and Project Mahitahi. This would present an opportunity to bring together all of those employed through the project, and those connected to its delivery, for an informal afternoon tea in celebration of a successful year of project outcomes being realised.
- 4.7 **The Governance Group is asked to approve that an end of Year One celebration be held in October/November.**

5. Contract Work Programme

- 5.1 The **Kūmānu** team are progressing well with weed control in numerous sites in the catchment. Key sites for the last quarter have: included Venner Reserve near the Maitai Dam, which has seen over 9000 native trees planted, and a number of large pest trees removed; and the Ngāti Koata owned land in the Sharlands Creek catchment, to support the Peneamine Restoration project. Over 5000 native trees have been planted on the hillier slopes, and a similar number along the riparian margins.
- 5.2 Across the Project, including community planting and contractor planting, all involving Kūmānu staff, the total number of trees planted this season is over 32,000.
- 5.3 Nelson City Council has committed additional funding of over \$40,000 for the removal of pest trees including willows, sycamores, and wilding pines, that are encroaching in

the catchment. Kūmānu arborists are tackling the larger and more hazardous trees, while the smaller trees are being used for training purposes for Kaimahi for Nature staff to gain arborist qualifications.

- 5.4 Kūmānu also has two staff employed under Kaimahi for Nature who are planning and overseeing the delivery of, animal pest control work in the catchment. This includes working alongside Fulton Hogan staff to undertake possum and ungulate control in the Maitai Waterworks Reserve, including training these staff to use appropriate technology and practices.
- 5.5 A trapping programme is now up and running on Teal Saddle, being serviced by Kaimahi for Nature staff, with a second project being set up around the outside perimeter of the Brook Sanctuary. The total area for these two projects combined is greater than that required under the DOC funding agreement.
- 5.6 One additional part time role has been added to the team, beginning work in July, to co-ordinate the training of the team. Training of staff is comprehensive and having a dedicated focus on this will ensure the outcomes are appropriate for each trainee ranger. Kūmānu has advised that they will look to extend the hours of this role using other funding, as further Kaimahi for Nature/Jobs for Nature roles are incorporated.
- 5.7 **Easy Trails** have 5 part time staff employed to undertake weed control along mountain bike trails in the catchment and are currently focused on the Tantragee area in the Brook Valley. This work is additional to, and complements, work being undertaken under Nelson City Council contracts with Easy Trails.
- 5.8 Work continues to progress well with those three staff employed at **the Brook Waimarama Sanctuary**. One staff member left earlier in the year and has since been replaced. An additional staff member is currently being recruited. One of the new staff members is running a fortnightly radio broadcast on FreshFM and leading front of house visitor experience and was instrumental in the delivery of the [Glowworm and forest-after-dark tour](#).
- 5.9 A second staff member is supporting biosecurity and monitoring teams along with the Sanctuary Ecologist, while the third employee is managing social media, newsletters, and other administrative activities.
- 5.10 **Fulton Hogan** are supporting the employment of one full time trapper, one half time trapping assistant, and a hunter that operates for an average of one day per week. There has been some upskilling required to work to industry standards, and to meet Ministry of Health requirements for the laying of cyanide poison but these issues are being worked through with the assistance of Kūmānu.

6. Health and Safety

- 6.1 No significant health and safety issues have been reported. Several “Near Miss” incidents are reported each month, which include matters such as spillage of dye, small slips while working, and cattle in the Sharlands area.
- 6.2 One Safe Work Observation was carried out ahead of a planting, with the daily safety briefing observed to be undertaken appropriately for staff working on site that day. These briefings take place at the beginning of every day’s work.

7. Training

- 7.1 A “Willow Workshop” was held in May which was attended by a number of the Kūmānu staff, along with NCC staff who work in the catchment including Parks and Utilities staff, and Project Managers from two other Catchment projects in the wider region. This workshop, funded by NCC, will support a common understanding of “good willow – bad willow” and form the basis of a willow removal strategy for the Maitai Mahitahi Catchment.
- 7.2 Kūmānu continue to provide a range of training opportunities to the expanding field staff (11 trainee rangers, one senior rangers, one supervisor), now supported by a dedicated training administrator, including:
- Plant identification
 - Chainsaw use
 - Growsafe
 - Arborist training / tree felling
 - Nursery work
 - Powelliphanta snail surveys (ongoing with DOC)
 - MCI workshop with Cawthron and Mel McColgan
 - Trapping
- 7.3 Trainees are working toward formal qualifications alongside in-house training opportunities. There has been discussion about holding workshops with NMIT on specific topics, and these will be extended to trainees in other programmes as required.
- 7.4 The three Kaitiaki Whenua rangers will be working alongside NCC freshwater sciences team members as part of training in the monitoring space.

8. Communications

- 8.1 Community planting events have been covered by Nelson City Council communications team through Facebook, Instagram, and the regular Council newsletter, and through Ngāti Koata social media platforms.

- 8.2 Additionally, the Cawthron Institute planting was covered by both the Nelson Mail and Nelson Weekly, while the Nelson College for Girls event is mentioned as a highlight in the regional EnviroSchools newsletter.
- 8.3 Signage is underway through Hothouse Designers for a permanent sign to be installed at the Peneamine Restoration Project explaining the project origins, the name of the site, and acknowledging the connection with Project Mahitahi.
- 8.4 A further Maitai Oral History video is being produced focused on the Packer family, and some original sound recordings from early last century about life in the Maitai valley.
- 8.5 Kūmānu now has a dedicated vehicle for the Project which is Project Mahitahi branded.

9. Cultural Health Monitoring

- 9.1 The cultural health monitoring programme to support Project Mahitahi continues to be developed. There have been some issues with capacity to deliver the work, however the three new roles placed with Ngati Koata Trust will assist in this.

10. Other Funding opportunities

- 10.1 An application was made to the DOC Biodiversity on Private Land Fund to be focused on the native forest blocks within the Sharlands Forest on land owned by Ngāti Koata. The application sought \$522,975 over three years and included employment of three field staff, and two Mataranga Maori roles.
- 10.2 Unfortunately, this was not successful in being funded, which is particularly disappointing given that the larger covenanted area that was included, is on land in a DOC managed Covenant, but in severe need of an injection of funding and labour resourcing.
- 10.3 Until a further funding opportunity presents itself, Nelson City Council's Biodiversity Team will continue to work with Ngati Koata Trust and Koata Limited to progress work here, albeit at a lesser level than the DOC funding would have allowed.

11. Project Risk Register

- 11.1 A risk management spreadsheet has been provided.
- 11.2 **The Project Governance Group is asked to note the risks and mitigations contained in the Risk Management Spreadsheet.**