



AGENDA

Ordinary meeting of the

Community Services Committee

Thursday 2 March 2017

Commencing at the conclusion of Council meeting

Council Chamber

Civic House

110 Trafalgar Street, Nelson

Membership: Councillor Gaile Noonan (Chairperson), Her Worship the Mayor Rachel Reese, Councillors Mel Courtney (Deputy Chairperson), Kate Fulton, Matt Lawrey, Brian McGurk, Paul Matheson and Mike Rutledge

Guidelines for councillors attending the meeting, who are not members of the Committee, as set out in Standing Orders:

- All councillors, whether or not they are members of the Committee, may attend Committee meetings (SO 2.12.2)
- At the discretion of the Chair, councillors who are not Committee members may speak, or ask questions about a matter.
- Only Committee members may vote on any matter before the Committee (SO 3.14.1)

It is good practice for both Committee members and non-Committee members to declare any interests in items on the agenda. They should withdraw from the room for discussion and voting on any of these items.

1. Apologies

Nil

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

3.1 Updates to the Interests Register

3.2 Identify any conflicts of interest in the agenda

4. Public Forum

4.1 Mary-Ellen O'Connor and Hilary Mitchell - Voice Nelson

Mary-Ellen O'Connor and Hilary Mitchell, of Voice Nelson, will speak about the Housing Strategy.

4.2 Graeme O'Brien - Menzshed

Graeme O'Brien, of Menzshed, will speak about the lack of support from Council to support the establishment of an all-inclusive Menzshed in Nelson.

5. Confirmation of Minutes

5.1 24 November 2016

7 - 10

Document number M2221

Recommendation

That the Committee

***Confirms the minutes of the meeting of the
Community Services Committee, held on 24
November 2016 as a true and correct record.***

6. Status Report - Community Services - 2 March 2017 11 - 14

Document number R7210

Recommendation

That the Committee

Receives the Status Report Community Services Committee 2 March 2017 (A1157454).

7. Chairperson's Report 15 - 19

Document number R7170

Recommendation

That the Committee

Receives the Chairperson's Report (R7170); and

Appoints Her Worship the Mayor to the Councillor Liaison role for Arts Council Nelson Incorporated for the 2016–2019 triennium; and

Appoints Councillors Fulton and McGurk to the Councillor Liaison roles for Community and Whanau for the 2016–2019 triennium; and

Appoints Councillor Lawrey to the Councillor Liaison role for Positive Ageing Forum for the 2016–2019 triennium; and

Appoints Councillor McGurk to the Councillor Liaison role for Safer Community Council for the 2016–2019 triennium; and

Appoints Councillor Acland to the Councillor Liaison role for Youth Nelson (The Young Nelson Trust) for the 2016–2019 triennium.

CEMETERIES AND CREMATORIA

8. Marsden Valley Cemetery - RSA Memorial Installation 20 - 28

Document number R6974

Recommendation

That the Committee

Receives the report Marsden Valley Cemetery - RSA Memorial Installation (R6974) and its attachments (A1713843 and A1690709); and

Approves the design and installation of the World War I Memorial as proposed by the Nelson Branch of the Returned Services Association in Attachment 1 (A1690709) of report R6974.

REPORTS FROM COMMITTEES

9. Youth Council Update

Youth Councillors Emily Rais and Jenna Stallard will provide an update on Youth Council activities.

10. Nelson Youth Council - 20 October 2016

29 - 33

Document number M2167

Recommendation

That the Committee

Receives the minutes of a meeting of the Nelson Youth Council, held on 20 October 2016.

PUBLIC EXCLUDED BUSINESS

11. Exclusion of the Public

Recommendation

That the Committee

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

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
1	Community Services Committee Meeting - Public Excluded Minutes - 24 November 2016	Section 48(1)(a) The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7.	The withholding of the information is necessary: <ul style="list-style-type: none"> • Section 7(2)(i) To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).
2	Community Leases - Omnibus Report	Section 48(1)(a) The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7	The withholding of the information is necessary: <ul style="list-style-type: none"> • Section 7(2)(i) To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

12. Re-admittance of the public

Recommendation

That the Committee

Re-admits the public to the meeting.

Note:

- **This meeting is expected to continue beyond lunchtime.**
- **Lunch will be provided at 12.30pm.**
- **Youth Councillors Emily Rais and Jenna Stallard will be in attendance at this meeting.**

Minutes of a meeting of the Community Services Committee

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

On Thursday 24 November 2016, commencing at 1.00pm

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

In Attendance: Councillors I Barker, B Dahlberg, T Skinner and S Walker, Group Manager Community Services (C Ward), Senior Strategic Adviser (N McDonald), and Administration Adviser (EJ Ruthven)

Apology: Councillor K Fulton (for lateness)

1. Apologies

Resolved CS/2016/087

That the Committee

Receives and accepts an apology from Councillor Fulton for lateness.

Noonan/Matheson

Carried

2. Confirmation of Order of Business

There was no change to the order of business.

3. Interests

There were no updates to the Interests Register, and no interests with items on the agenda were declared.

4. Public Forum

4.1 Lea Beaven

Lea Beaven spoke about issues relating to the management and maintenance of Council Community Housing.

Attendance: Councillor Lawrey joined the meeting at 1.02pm, Councillor McGurk joined the meeting at 1.04pm, and Councillors Barker and Courtney joined the meeting at 1.06pm.

Ms Beaven tabled a document drawing the Committee's attention to a number of outstanding maintenance issues in the Nayland Road units (A1665551), and spoke about tenants' experiences in dealing with agents working for the current maintenance contractor. She outlined health and safety issues in relation to several units. She noted tenants' willingness to work with Council, and suggested some priorities for Council to consider in attending to maintenance.

Ms Beaven responded to questions relating to units and tenants in the Nayland Road complex.

Attachments

- 1 A1665551 - Public Forum - Community Housing maintenance - Tabled document

5. Status Report - Community Services - 24 November 2016

Document number R6781, agenda pages 6 - 9 refer.

Resolved CS/2016/088

That the Committee

Receives the Status Report Community Services Committee 24 November 2016 (A1157454).

McGurk/Courtney

Carried

6. Chairperson's Report

The Chairperson gave a verbal report outlining her aspirations for the Committee's work over the triennium.

Resolved CS/2016/089

That the Committee

Receives the Chairperson's report.

Noonan/Rutledge

Carried

7. Community Housing Management Contract

Document number R6771, agenda pages 10 - 13 refer.

Senior Strategic Adviser, Nicky McDonald, and Policy Coordinator, Jane Loughnan, presented the report.

They responded to questions regarding the maintenance contract, its associated budget, and potential solutions for insulation of and heating of units. It was noted that the current contract was continuing on a monthly basis until the new contract was let.

Attendance: Councillor Fulton joined the meeting at 1.26pm.

Councillor McGurk, seconded by her Worship the Mayor, moved the recommendation in the officer report.

The Committee discussed the motion, and highlighted issues that they wished to see addressed in the report to Council on 15 December 2016.

Resolved CS/2016/090

That the Committee

Receives the report Community Housing Management Contract (R6771); and

Refers, for Council consideration, matters relating to the management contract for community housing in order to progress the project in a timely manner.

McGurk/Reese

Carried

8. Community Investment Funding Panel Minutes - 11 October 2016

Document number A1655386, agenda pages 14 - 23 refer.

Resolved CS/2016/091

That the Committee

Receives the unconfirmed minutes of a meeting of the Community Investment Funding Panel, held on 11 October 2016.

Lawrey/McGurk

Carried

9. Exclusion of the Public

Resolved CS/2016/092

That the Committee

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

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Matheson/Rutledge

Carried

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
1	Commercial Leases - Omnibus Report	Section 48(1)(a) The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7	The withholding of the information is necessary: <ul style="list-style-type: none"> Section 7(2)(i) To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

The meeting went into public excluded session at 1.35pm and resumed in public session at 1.59pm.

10. Re-admittance of the Public

Resolved CS/2016/093

That the Committee

Re-admits the public to the meeting.

Courtney/Lawrey

Carried

There being no further business the meeting ended at 2.00pm.

Confirmed as a correct record of proceedings:

_____ Chairperson _____ Date

Status Report - Community Services - 2 March 2017

1. Purpose of Report

- 1.1 To provide an update on the status of actions requested and pending.

2. Recommendation

That the Committee

***Receives the Status Report Community Services
Committee 2 March 2017 (A1157454).***

E-J Ruthven
Administration Adviser

Attachments

Attachment 1: A1157454 - Status Report - Community Services - 2 March
2017 [↓](#)

<div> <div>Outstanding Actions</div> <div>Status Report - Community Services Committee – 2 March 2017</div> </div>				
MEETING DATE	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS
02 July 2015	Stoke Community and Sports Facility	<p>Resolved CS/2015/017</p> <p><u>AND THAT</u> it be noted that a report detailing options for the management of the facility is still to be undertaken and will be reported back to a future Community Services Committee.</p>	Alec Louverdis	<p>Officers have completed a comprehensive Section 17A relating to management of Council's facilities, specifically looking at packaging all venues into one management contract. This was presented to the Governance Committee in July 2016.</p> <p>Fees and charges for the new Greenmeadows facility were approved by the Community Services committee in May 2016.</p> <p>The combined management tender is due to be tendered shortly. No further report expected to the committee on this matter.</p> <p>Complete</p>
14 April 2016	Community Services Fees and Charges	<p>Resolved CS/2016/020</p> <p><u>THAT</u> the report Community Services Fees and Charges (R4753) and its attachment (A1507700) be received;</p> <p><u>AND THAT</u> the proposed fees and charges as detailed in attachment 1 (A1507700) of Report R4735 be approved effective 1 July 2016;</p> <p><u>AND THAT</u> minor corrections be undertaken as outlined through the meeting and these be communicated back via the Councillors' newsletter;</p> <p><u>AND THAT</u> it be noted that the charging regime for Nelson Public Libraries will be brought to a future Committee meeting.</p> <p><i>Note: This resolution has been split between the Community Services Committee and the Sports and Recreation Committee to fit within the appropriate delegations.</i></p>	Peter Anderson	<p>Following the appointment of a new Manager-Libraries, a full review of fees and Charges for Nelson Public Libraries is underway and will be brought to a future committee meeting.</p> <p>Ongoing</p>

Outstanding Actions

Status Report - Community Services Committee – 2 March 2017

MEETING DATE	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS
16 June 2016	Funding Reallocation for Youth Activities in 2016/17	<p>Resolved CL/2016/183</p> <p><u>THAT</u> the \$100,000 allocated to the Youth and Community Facilities Trust in the 2016/17 draft Annual Plan be reallocated to youth activities for 2016/17 only, in alignment with Community Investment Fund processes;</p> <p><u>AND THAT</u> the funding be allocated in line with the Youth section of Council's Social Wellbeing Policy 2011 and the Community Assistance Policy 2015 with consideration given to resulting gaps in the services provided by Youth and Community Facilities Trust;</p> <p><u>AND THAT</u> Council engages with stakeholders in the youth sector to develop a Youth Strategy to guide future Council support for youth development and activities.</p> <p><i>Note: This item was moved from the Council Status Report to the Community Services Committee Status Report in December 2016.</i></p>	Shanine Hermesen	<p>Clauses 1 and 2:</p> <p>Complete</p> <p>Clause 3: \$100,000 was allocated towards youth development grants in line the Community Investment Fund process in 2016. This was a contestable fund with funding allocated by the Community Investment Fund Panel. Funding agreements run until end June 2017.</p> <p>Ongoing</p>

Outstanding Actions

Status Report - Community Services Committee – 2 March 2017

MEETING DATE	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS
07 July 2016	Arts Fund - Approval of Waka Landing Site Concept	<p>Resolved CS/2016/048</p> <p><u>THAT</u> the report Arts Fund - Approval of Waka Landing Site Concept (R5322) be received;</p> <p><u>THAT</u> the 'Taurapa' concept for artwork at the waka landing site is approved for further development;</p> <p><u>AND THAT</u> the artwork is commissioned subject to successful resource and building consent applications and approval of the budget and final concept plans by Council's Art Selection Panel.</p>	Shanine Hermesen	<p>The Artist is currently contracted for Stage One of the project, which involves a final model, relevant consents, budgets, risk identification, and drawings, and is aimed for completion by March 2017. Provided the requirements are met and within budget, the artist will be contracted for Stage Two of the project for installation of the project in the 2017/18 financial year.</p> <p>Ongoing</p>

Chairperson's Report

1. Purpose of Report

- 1.1 To update committee members on recent activities and a proposed future workshop; and
- 1.2 To appoint elected members to councillor liaison roles for Arts Council Nelson Incorporated, Community and Whanau, Positive Ageing Forum, Safer Community Council, and Youth Nelson (The Young Nelson Trust).

2. Recommendation

That the Committee

Receives the Chairperson's Report (R7170); and

Appoints Her Worship the Mayor to the Councillor Liaison role for Arts Council Nelson Incorporated for the 2016–2019 triennium; and

Appoints Councillors Fulton and McGurk to the Councillor Liaison roles for Community and Whanau for the 2016–2019 triennium; and

Appoints Councillor Lawrey to the Councillor Liaison role for Positive Ageing Forum for the 2016–2019 triennium; and

Appoints Councillor McGurk to the Councillor Liaison role for Safer Community Council for the 2016–2019 triennium; and

Appoints Councillor Acland to the Councillor Liaison role for Youth Nelson (The Young Nelson Trust) for the 2016–2019 triennium.

2. Recent Activities and Proposed Future Workshop

- 2.1 It has been nine years since there was a change in Chair for this committee, and this brings with it a change of focus now that some responsibilities lie with the Sport and Recreation Committee.

- 2.2 Therefore, I have started the triennium by having introductory meetings with management, staff and community groups. These meetings have been very productive for me (and hopefully for them) and is very helpful in forming a direction with the needs of the community at the forefront.
- 2.3 I plan to continue meeting, particularly with those groups who have funding falling due during the next two years. This is also a time to see how programmes are going and any concerns can be raised early on. I would like to thank the staff who have accompanied me on these visits as their expertise is invaluable to both myself and the people we meet. The staff we have in this area are a great asset.
- 2.4 As Chair I have also met with the Youth Council and attended the portrayal of our history at Isel and Broadgreen Houses on Nelson Anniversary Day.
- 2.5 The workshop the committee held in January to meet the senior staff in Community Services was appreciated by all parties.
- 2.6 Two workshops are scheduled, the first for this afternoon to discuss redevelopment options for the Nelson Public Library, and the second for 7 March to discuss the Nelson Arts Festival. While these are Community Services Committee workshops, I would invite and strongly encourage all councillors to attend. Both of these issues are of great interest to our community and involve substantial Council investment.

3. Appointments to External Organisations

- 3.1 At the Council meeting on 15 December 2016, in relation to the review of appointments to external organisations, it was resolved that the Council

Delegates the appropriate Committees of Council, as set out in document A1679884, to determine Councillor Liaison appointments to external organisations and groups that are within the committees' areas of responsibility.

- 3.2 The Community Services Committee has responsibility for appointing:
- 3.2.1 one Councillor Liaison role to Arts Council Nelson Incorporated;
 - 3.2.2 two Councillor Liaison roles to Community and Whanau;
 - 3.2.3 one Councillor Liaison role to Positive Ageing Forum;
 - 3.2.4 one Councillor Liaison role to Safer Community Council; and
 - 3.2.5 one Councillor Liaison role to Youth Nelson (The Young Nelson Trust).

Arts Council Nelson Incorporated

- 3.3 Arts Council Nelson Incorporated's purpose is to promote, initiate and support projects and activities that stimulate and strengthen the artistic and cultural life of our communities.
- 3.4 Meetings are held monthly, with Council updates to be provided.

Community and Whanau

- 3.5 Community and Whanau is a forum for community organisations to share information and projects.
- 3.6 Meetings are held monthly, with Council updates to be provided.

Positive Ageing Forum

- 3.7 Positive Ageing Forum is a forum for older persons and agencies who work for and with them, to enable residents of Nelson Tasman to age positively.
- 3.8 Meetings are held quarterly, with Council updates to be provided.

Safer Community Council

- 3.9 Safer Community Council supports projects and strategies that enhance the safety of the city and brings agencies together with a view to collaborating.
- 3.10 Meetings are held on an as-needed basis, with Council updates to be provided.

Youth Nelson (The Young Nelson Trust)

- 3.11 Youth Nelson (The Young Nelson Trust) was established in 1996 as a joint initiative between Nelson College for Girls and Nelson City Council, to provide an alternative education program for 13-15 year olds that no longer attend school and assist their transition to employment or further training.
- 3.12 The Councillor Liaison role requires visiting the school to understand its operation, and attending meetings as required.

4. Councillor Liaison Rotation for Nelson Youth Council

- 4.1 At its meeting on 27 October 2016, Council resolved that all Councillors would act as liaison for the Nelson Youth Council on a rotating basis.
- 4.2 Councillor McGurk has agreed to be a Councillor Liaison for every meeting in 2017, with the second liaison role filled by all other elected members on rotation as follows:

Youth Council meeting	Councillor Liaison
1 March	Her Worship the Mayor
17 March	Councillor Lawrey
12 April	Councillor Matheson
15 June	Councillor Acland
6 July	Councillor Walker
14 August	Councillor Fulton
25 September	Councillor Rutledge
24 October	Councillor Courtney

5. Options

- 5.1 In line with Council direction on the matter, it is recommended that one Councillor be appointed to the Councillor Liaison roles for Arts Council Nelson Incorporated, Positive Ageing Forum, Safer Community Council, and Youth Nelson (The Young Nelson Trust) for the 2016-2019 triennium, and two Councillors be appointed to the Councillor Liaison roles for Community and Whanau for the 2016 – 2019 triennium.
- 5.2 There is no risk associated with this option.

Gaile Noonan

Chairperson - Community Services Committee

Attachments

Nil

Important considerations for decision making	
1. Fit with Purpose of Local Government	Engagement with external organisations and other groups addresses a need for the community to communicate and interact with Council.
2. Consistency with Community Outcomes and Council Policy	The recommendation aligns with Council's Community Outcome of: Our Council provides leadership and fosters partnerships, a regional perspective, and community engagement.
3. Risk	There is no risk associated with the recommendation.
4. Financial impact	Nil
5. Degree of significance and level of engagement	This matter is of low significance because it relates to the appointment of a councillor liaison role to a community organisation. No engagement with the community on this matter is therefore recommended.
6. Inclusion of Māori in the decision making process	Māori have not been consulted in regards to this matter.
7. Delegations	These appointments are a matter for the Community Services Committee to consider, as decided at the 15 December 2016 Council meeting.

Marsden Valley Cemetery - RSA Memorial Installation

1. Purpose of Report

- 1.1 To approve the design and installation of a World War I Memorial in the Returned Services section at Marsden Valley Cemetery.

2. Recommendation

It is recommended that the Committee

Receives the report Marsden Valley Cemetery - RSA Memorial Installation (R6974) and its attachments (A1713843 and A1690709); and

Approves the design and installation of the World War I Memorial as proposed by the Nelson Branch of the Returned Services Association in Attachment 1 (A1690709) of report R6974.

3. Background

- 3.1 In September 2015 Council granted a contribution of \$20,000 to the Returned Services Association (RSA) towards a sculpture of a World War I soldier, total cost \$50,000, to be erected as a memorial in the Marsden Valley Cemetery.
- 3.2 The RSA was advised to provide a plan showing the related layout, how the sculpture would fit into the surrounding landscape and installation details with final approval to be granted by the Community Services Committee prior to installation.
- 3.3 The design layout is attached to this report as Attachment 1.

4. Discussion

- 4.1 The recommendation in this report is consistent with previous Council decisions on this matter.

Lawn Cemetery

- 4.2 Marsden Valley Cemetery is a 'lawn' cemetery which means that all memorials are installed at ground level. It could be interpreted that this request from the RSA does not comply with that requirement but the Council in granting its financial contribution towards the sculpture in September 2015 accepted that this exception was appropriate given that the sculpture was a form of interpretation and represented all ex-service people interred in the cemetery and was not a memorial to an individual person.

Installation

- 4.3 Installation of the sculpture will be as per the requirements of the building permit and undertaken by the New Zealand Army as a community project.

Maintenance Responsibilities

- 4.4 The RSA is gifting the sculpture to the City with ongoing maintenance the responsibility of the Council. Officers have asked the RSA to retain ownership and accept the ongoing maintenance responsibilities but they have declined saying that these should lie with the wider community. The sculptor advises that the construction materials are mainly fibreglass, steel and bronze with a life expectancy of approximately fifty years. Cleaning and touch-up paintwork will be required from time to time. The estimated costs for this are expected to be minimal.
- 4.5 Council will be responsible for the new surrounding landscaped area including the paving and simulated sandbag barricade. Costs for this will be similar to the landscaping currently on the site which will be removed.

5. Options

- 5.1 The sculpture has been completed to the approved design, however the proposed development of the related surrounds requires the Committee's approval.

Option 1: Accept the design as submitted by the RSA. This is the preferred option	
Advantages	<ul style="list-style-type: none"> The surrounds have been designed to be appropriate to the site Approval would enable installation to be undertaken in time for Anzac Day 2017
Risks and Disadvantages	<ul style="list-style-type: none"> The sculpture could be the target of ongoing vandalism resulting in unexpected repairs. This is a low risk with no recorded vandalism at Marsden Valley Cemetery to date.

Option 2: Reject the design as submitted by the RSA	
Advantages	<ul style="list-style-type: none"> • None apparent
Risks and Disadvantages	<ul style="list-style-type: none"> • An alternative design would be an additional expense to the RSA • Installation would not be undertaken in time for Anzac Day 2017

6. Conclusion

- 6.1 The sculpture of a World War I soldier has been completed and is ready to be installed for an official unveiling on 15 April 2017, prior to Anzac Day.
- 6.2 Council officers consider that the overall design of the surrounding area is appropriate and recommend that approval be granted for installation of the sculpture and the related surrounds.

Andrew Petheram

Property, Parks and Facilities Asset Manager

Attachments

Attachment 1: Marsden Valley Cemetery Image - RSA Block (A1713843) [↓](#)

Attachment 2: Marsden Valley RSA Memorial Plan (A1690709) [↓](#)

Important considerations for decision making	
1. Fit with Purpose of Local Government	Council's contribution towards this project recognises an event of cultural and historical importance to the Community. Partnership funding was received from the private sector providing a more cost-effective outcome for the community.
2. Consistency with Community Outcomes and Council Policy	Funding was included in the 2014/15 Annual Plan and the approval of the design is a result of that decision.
3. Risk	This project is unlikely to result in adverse consequences.
4. Financial impact	The sculpture will be maintained by the Council and the surrounds by the Council as is currently done with the existing garden which will be replaced.
5. Degree of significance and level of engagement	The Marsden Valley Cemetery is not a significant asset and this matter is of low significance.
6. Inclusion of Māori in the decision making process	Māori have not been consulted on this matter.
7. Delegations	The Community Services Committee has the power to decide this matter as it is within its area of responsibility and funding was included as an item in the 2014/15 Annual Plan and carried over for payment in 2015/16.



The map is an approximate representation only and must not be used to determine the location or size of items shown, or to identify legal boundaries. To the extent permitted by law Nelson City Council, their employees, agents and contractors will not be liable for any costs, damages or loss suffered as a result of the data or plan, and no warranty of any kind is given as to the accuracy or completeness of the information represented. Nelson City Council does not warrant that the information is correct, complete or up to date. For more information please contact us. Cadastrial information derived from the Nelson City Council Cadastrial Database.

RSA Block Marsden Valley Cemetery



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



Scale 1:4,000



Date: 24/01/2017

LOCATION PLAN: NOT TO SCALE



Proposed Memorial area. Refer to Sheet 3

Proposed Sandbag and Concrete Shuttered wall Refer to Image 1

Brief - Memorial Area

- To revitalise the existing RSA Memorial area and provide more areas for story telling
- Utilise materials such as 'Sand bag' walls and concrete retaining to frame the new statue. The Sand bagged wall may be higher through the central area however the wall should not screen the plots behind.
- Locate three flags centrally behind the 'Sandbagged' wall – ensure person raising the flag is able to access the halyard from the rear of the memorial area
- Identify the Campaigns that Nelson Servicemen were part of with a location for memorials on the wall.
- Locate Soldier sculpture (6 feet, 10 inches in height) centrally on the level area at ground level.
- Indicate treatment of the level area, ie stone, pavers or concrete. Include a portion of the path leading to the Memorial.
- Indicate garden area to the front of the memorial that maintains the RSA theme – opportunities for Poppy's or annuals to be planted on an annual basis. Ensure mowing path allowances are maintained.

Brief - Entry Wall

- The 'Entry' Wall is to reflect the same 'Sand bagged' effect and text identifying the RSA area. Locate at the base of the RSA area.
- Develop layout of the wall to complement the existing stone wall alongside and sit purposely into the contour of the ground at this location.
- Include for the removal of the existing Gum tree
- Indicate Planting areas



Marsden Valley RSA Memorial

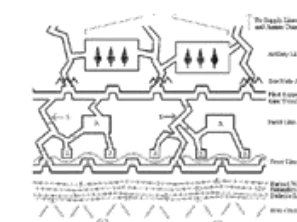
Location & Inspiration

FOR APPROVAL

Nov 2016



Inspiration



Typical Trench Layout

THEY SHALL GROW NOT OLD, AS WE THAT ARE LEFT GROW OLD; AGE SHALL NOT WEARY THEM, NOR THE YEARS CONDEMN. AT THE GOING DOWN OF THE SUN AND IN THE MORNING WE WILL REMEMBER THEM.

The Ode:
Laurence Binyon



Materials Inspiration: Sandblast Bluestone, form finish concrete, steel, insitu concrete and Bluestone paving.



Erica "Can Can"



Flanders Poppy or annuals



Coprosma acerosa



Marsden Valley RSA Memorial

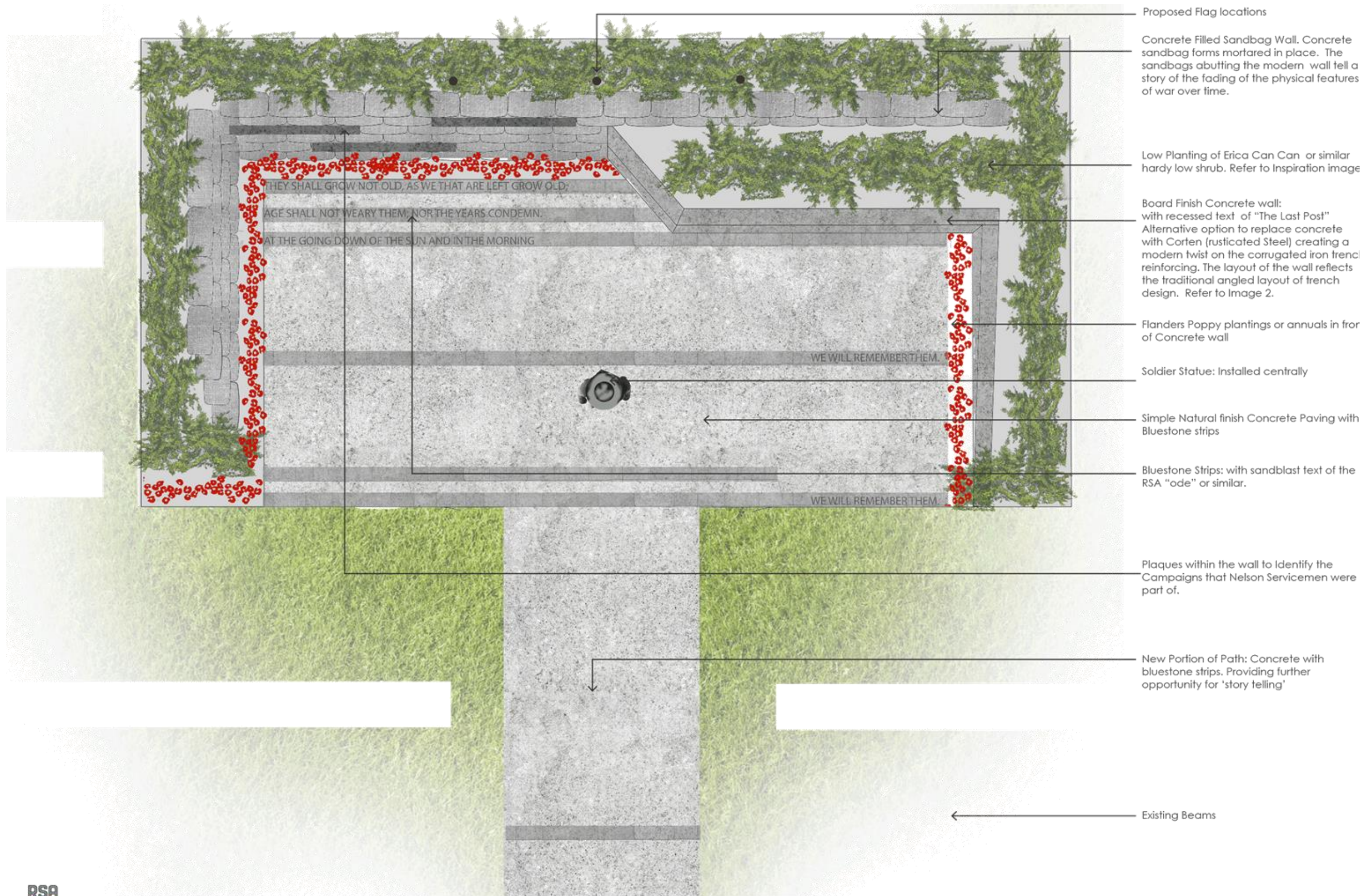
Image 1: RSA Hill Sign

FOR APPROVAL

Nov 2016



2



Marsden Valley RSA Memorial | Memorial Plan

FOR APPROVAL

Nov 2016



3



Marsden Valley RSA Memorial

Image 2: "The Last Post"

FOR APPROVAL

Nov 2016



4

Minutes of a meeting of the Nelson Youth Council

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

On Thursday 20 October 2016, commencing at 1.00pm

Present: B Rumsey (Chair), D Leaper, T Shuker, S McIlroy, K Phipps, E Edwards, H Goldthorpe, J Stallard, C Collins, M Dahal, L Wilkes, A James, J Alison, F Sawyer, J Lankshear and A Tonks

In Attendance: Group Manager Community Services (C Ward), Community Partnerships Adviser (R Large), Cadet – Community Partnerships (G Thawley), and Administration Adviser (J McDougall)

Apology: Joseph Alison for lateness

1. Apologies

It was noted that Joseph Alison would be late arriving at the meeting.

2. Confirmation of Minutes

2.1 19 September 2016

Document number M2135, agenda pages 4 - 9 refer.

Resolved YC/2016/014

That the Youth Council

***Confirms the minutes of the meeting of the
Nelson Youth Council, held on 19 September
2016, as a true and correct record.***

Phipps/Dahal

Carried

3. Masked Parade and Sonic Youth Zone

Paul McConachie, Youth and Community Works, discussed the final points before the event taking place on 21 October 2016.

Youth councillors were asked to contact Paul if interested in supporting the Tahunanui Summer Sounds event over three consecutive Friday evenings in January 2017.

4. Ministry of Inspiration

Caroline Hoar and Leanne Pressman, Ministry of Inspiration, joined the meeting and asked for youth councillors to email any comments about youth events, including content or timing to leanne@ministryofinspiration.org.nz.

Youth councillors indicated that they preferred events to be split into junior: years 9 and 10; and senior: years 11, 12 and 13. Youth councillors agreed that year 12 and 13 students found it hard to attend events, due to time pressures.

5. Hubei Provincial Gardens, Huangshi China

Jordan Lankshear spoke about his experience of participating in the opening of the Nelson Garden in Huangshi, China. His visit was funded by the Nelson China Friendship Society.

Jordan said that the Nelson Garden was one of over 64 different gardens within the Hubei Provincial Garden complex and showed photographs of the event.

6. Nelson City Council Sister City Coordinator

Gail Collingwood, Sister City Coordinator, thanked Jordan Lankshear for the way he had represented Nelson youth and the City Council in his time in China. Mrs Collingwood noted that the funding for Jordan's visit had come from a Youth Award at the Sister City Conference held in Nelson early in 2016 as well as the Nelson Branch funds.

Mrs Collingwood advised that there would be a re-signing of the Sister City agreement with Miyazu, Japan, in Nelson in the second week of November.

Mrs Collingwood noted that the agreement with Eureka, California was in abeyance until a Nelson community group wished to uplift it.

Mrs Collingwood spoke about the opportunities for youth involvement with the Nelson Sister Cities group. Any youth councillors interested in finding out more were asked to contact Mrs Collingwood at geedeecee@actrix.co.nz.

7. **Project Maitai/Mahitahi**

Environmental Programmes Advisers, Jo Martin and Susan Moore Lavo joined the meeting. Ms Martin spoke about Project Maitai/Mahitahi and sought youth council participation in 2017 one of the following three small urban quality water projects:

- **drain paintings** – to reduce pollution going into waterways
- **snap send solve app** - free app that can be used to report environmental pollution with the message automatically directed to the appropriate local authority.
- **car washing for fund raising** – this project aimed to encourage behavioural change about the location of car washes, to avoid polluting waterways.

Youth councillors advised that school environmental groups might be a more appropriate forum to gain participation in these projects but that details could go up on the Youth Council Facebook page.

Youth councillors suggested that Ms Martin and Ms Moore Lavo speak to the new youth councillors early next year.

8. **Nelson Youth Council recruitment 2017**

Community Partnerships Adviser, Rachael Large spoke about the 2017 Nelson Youth Council recruitment applications and requested feedback from Youth Councillors re applicants by Wednesday 26 October 2016.

9. **Powhiri for Diplomatic Corps**

Jenna Stallard spoke about the powhiri for Diplomatic Corps and officials from the Ministry of Foreign Affairs and Trade on their visit to Nelson on 30 September 2016. Jenna said that it was an amazing experience to be able to speak to foreign diplomats and hear about opportunities these jobs had.

10. **NetHui 2016**

Ben Rumsey and Daniel Leaper spoke about the one day NetHui conference held in Nelson on 13 October 2016. As few young people attended, the input from the two youth councillors had considerable impact and was much appreciated by other attendees. It was a missed opportunity of having young people attend, so Ben and Daniel recommended doing something in the first term of 2017.

Rachael Large provided feedback from the organisers about how much the Youth Councillor benefitted the conference.

11. Youth Council Evaluation

Evaluation forms for the 2016 Youth Council year were completed and returned to Ms Large.

12. General business

- 12.1 Youth councillors thanked Ms Large for her assistance and support during their term as youth councillors. Ms Large responded saying it was a privilege to work with the Youth Council and see them working hard at acquiring new skills.

Youth councillors also thanked support staff.

- 12.2 Ms Large noted the following:

- Youth councillors indicated their interest in attending a lunch from 11am to 1pm on Friday 11 November, with the delegation from sister city Miyazu, Japan.
- Youth councillors indicated their interest in attending the inaugural Council meeting from 4pm on Thursday 27 October.
- Keegan Phipps agreed to be project manager for the Youth Council team at the Nelson City Council Social Club quiz event at 7pm on Friday 25 November.
- Ms Large advised that the Youth Council had been invited to participate again in Spirited Conversations in April 2017. Ms Large would raise the matter again in February 2017.
- Ms Large advised that there would be an induction programme for new youth councillors on 8/9 December.
- Hayley Goldthorpe was thanked for preparing a submission supporting the proposal for children below ten years of age to be allowed to ride on the footpath.
- Ms Large thanked the youth community volunteer judges and said she would be in touch with them in late November with the Garin College names.
- Ms Large also thanked:
 - Jordan Lankshear and Alana James for helping out at the Liam Malone civic event in October;
 - Keegan Phipps and Fynn Sawyer for the employment project;
 - Daniel Leaper for presenting at Garin College.

- Hayley Goldthorpe, Carys Collins, Mamata Dahal, Jenna Stallard, Annie Tonks and Emma Edwards for the fantastic youth employment report
- Ms Large advised there was a NCC Youth Strategy community meeting on 22 November from 1.30pm – 3pm.
- Ms Large confirmed the correct spelling of names on name plates for the certificates.
- Council is holding a Fright Night event on Saturday 29 October 2016.

There being no further business the meeting ended at 3.04pm.

Confirmed as a correct record of proceedings:

_____ Chairperson _____ Date