



**Notice of the ordinary meeting of the
Community Services Committee**

Kōmiti Ratonga Hapori

Date:	Thursday 11 June 2020
Time:	10.00a.m.
Location:	Council Chamber, Civic House 110 Trafalgar Street Nelson

Agenda

Rārangi take

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

**Pat Dougherty
Chief Executive**

Quorum: 7

Nelson City Council Disclaimer

Please note that the contents of these Council and Committee Agendas have yet to be considered by Council and officer recommendations may be altered or changed by the Council in the process of making the formal Council decision.

Community Services Committee - Delegations

Areas of Responsibility:

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

Delegations:

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

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

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

Powers to Recommend to Council:

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

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

1. Apologies

Nil

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

3.1 Updates to the Interests Register

3.2 Identify any conflicts of interest in the agenda

4. Public Forum

4.1 The Salvation Army Nelson Tasman Bays - Housing First Project

4.2 Soroptimist International Nelson Incorporated, Habitat 4 Humanity and Community Action Nelson (CAN) - Lack of Emergency Housing for Women and Children

4.3 Youth Health and Wellbeing Trust (Whanake Youth) - Stoke Community Hall

5. Confirmation of Minutes

5.1 12 March 2020

6 - 14

Document number M7762

Recommendation

That the Community Services Committee

- 1. Confirms the minutes of the meeting of the Community Services Committee, held on 12 March 2020, as a true and correct record.***

6. Chairperson's Report**15 - 17**

Document number R18053

Recommendation

That the Community Services Committee

- 1. Receives the report Chairperson's Report (R18053).***

7. Nelson Festivals Trust Six Monthly Update

Brent Thawley, Board Chair, Padma Naidu, Festival Director and Ali Boswijk, trustee from the Nelson Festivals Trust will attend to present their six-monthly update.

8. Stoke Community Hall - Lease

18 - 33

Document number R13710

Recommendation

That the Community Services Committee

- 1. Receives the report Stoke Community Hall - Lease (R13710) and its attachment A2351330; and***
- 2. Allocates the lease of the Stoke Seniors Hall to Whanake Youth for a period of three years starting July 2020; and***
- 3. Allows an extension to the lease for a further period of five years subject to Whanake Youth meeting the outcomes specified in the lease agreement.***

9. Fees and Charges relating to Community Services

34 - 41

Document number R14833

Recommendation

That the Community Services Committee

- 1. Receives the report Fees and Charges relating to Community Services (R14833) and;***
- 2. Notes there are only Nil or CPI increases for Community Services fees and charges for activities included in Report 14833 commencing 1 July 2020.***

**10. COVID-19 Update Report: Implications for
Community Services**

42 - 47

Document number R17018

Recommendation

That the Community Services Committee

- 1. Receives the report COVID-19 Update Report:
Implications for Community Services
(R17018).***



Minutes of a meeting of the Community Services Committee

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

On Thursday 12 March 2020, commencing at 2.00p.m.

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- Present: Councillor M Lawrey (Chairperson), Councillor T Brand, Councillor M Courtney, Councillor J Edgar, Councillor K Fulton, Councillor B McGurk, Councillor G Noonan, Councillor R O'Neill-Stevens, Councillor P Rainey, Councillor R Sanson and Councillor T Skinner
- In Attendance: Chief Executive (P Dougherty), Group Manager Community Services (R Ball), Group Manager Strategy and Communications (N McDonald), Governance Adviser (E Stephenson) and Youth Councillors Sophie Hampson and Anna Sawyer
- Apologies: Her Worship the Mayor R Reese and Councillor Y Bowater (Deputy Chairperson)

1. Apologies

Resolved CS/2020/001

That the Community Services Committee

- 1. Receives and accepts the apologies from Her Worship the Mayor Reese and Councillor Bowater.***

Courtney/Edgar

Carried

2. Confirmation of Order of Business

The Chairperson advised of one late item, and that the following resolution needed to be passed for the item to be considered:

2.1 Update on Council-owned earthquake-prone buildings

Resolved CS/2020/002

That the Community Services Committee

- 1. Considers the item regarding Update on Council-owned earthquake-prone buildings at this meeting as a major item not on the agenda, pursuant to Section 46A(7)(a) of the Local Government Official Information and Meetings Act 1987, to enable a timely decision to be made.***

Edgar/O'Neill-Stevens

Carried

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

Marcelo Ribas, representing CAYAD, provided a PowerPoint presentation (A2358126).

Mr Ribas introduced himself and spoke about the support CAYAD provided. He said that it was a national programme with a community action approach and a focus on primary prevention in young people. He noted the high level of harm and problems associated with youth alcohol or other drug (AOD) use. Mr Ribas answered questions regarding his presentation and the services that CAYAD provides.

Attachments

- 1 A2358126 - PowerPoint Presentation

4.2 Nelson Youth Choir - Update on Choir's Plans

Sally Hallmark, representing the Nelson Youth Choir, provided a PowerPoint presentation (A2357671) and tabled supporting information (A2357680).

Ms Hallmark said that the Nelson Youth Choir's aim was to be a high profile flagship music brand in partnership with Nelson City Council. The Choir requested two years funding from Council, of \$9,000 per year. In response to questions, Ms Hallmark confirmed that the Choir would be putting a submission into the Annual Plan and had not requested funding from elsewhere.

Attachments

- 1 A2357671 - PowerPoint Presentation
- 2 A2357680 - supporting information

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

Philip Chapman, representing Male Room Incorporated, thanked Council for its past support. He gave background on the organisation, and spoke of the issue of homelessness and rough sleeping in Nelson.

He noted that the organisation had over 200 visitors this year and there was a waiting list for its help. He said that the organisation wanted to open a day centre from 9a.m. to 5p.m. Monday to Friday at St Vincent Street, with a washing machine, dryer, shower, toilets and computers.

Mr Chapman requested Council's help to source a suitable building that could be leased and moved on-site, noting that the organisation had received an anonymous donation to support this project.

Mr Chapman answered questions on the proposed day centre and discussion took place regarding possible submissions to the Annual Plan and the Community Investment Fund. Officers were requested to liaise with Mr Chapman and investigate possible suitable buildings available for lease.

It was noted that if any decisions were required, the matter would need to be brought back before the Committee.

5. Confirmation of Minutes

5.1 28 November 2019

Document number M6584, agenda pages 7 - 11 refer.

Resolved CS/2020/003

That the Community Services Committee

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

McGurk/Rainey

Carried

6. Chairperson's Report

Document number R15879, agenda pages 12 - 17 refer.

The Chairperson presented his report and answered questions regarding Nelson Housing First and staff capacity relating to the 'Use our Loos' project. Discussion took place regarding the Stoke Youth Park. The Chairperson tabled photographs of the 'Giving Aroha in Anzac Park' project (A2358171).

Resolved CS/2020/004

That the Community Services Committee

1. Receives the report Chairperson's Report.

Sanson/Fulton

Carried

Attachments

1 A2358171 - Chair's Report - Tabled photographs

7. Youth Council Update

Youth Councillor Anna Sawyer said that she had attended a women's meet and greet. She advised that a youth leadership wānanga was being organised, aimed at all youth who want to step up from watching into doing, not just leadership roles, this was planned for 27 March. Anna noted that Youth Council had created a sub-group to provide a youth voice in the development of the Transport Asset Management Plan. She also noted that Youth Council had removed one unachievable event included in its Annual performance indicators and had submitted on the Dog Control Policy and Bylaw.

Youth Councillor Sophie Hampson advised that Youth Council had had two meetings so far this year and an induction event last year at Lake Rotoiti, part of which included identification of Youth Councillors' people skills and of events Youth Councillors wanted to be involved in, such as Rock Quest, the heats for which were on 6 June, and the event on 3 July. She noted that Youth Council had held discussions for its Annual Plan submission, and there would be sub-group meeting to discuss it further.

8. **Heritage Strategy update and Councillor Liaison appointments**

Document number R13748, agenda pages 18 - 23 refer.

Mark Preston- Thomas presented the report.

Resolved CS/2020/005

That the Community Services Committee

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

Edgar/Sanson

Carried

The meeting was adjourned at 3.24p.m. and reconvened at 3.35p.m.
Councillors Courtney and Edgar were not present.

9. **Update on Council-owned earthquake-prone buildings**

Document number R15877, late items agenda pages 3 - 12 refer.

Manager Community Partnerships, Mark Preston-Thomas; Manager Parks and Facilities, Rosie Bartlett; and Parks and Facilities Activity Planner, Jane Loughnan, were in attendance for this item. Ms Loughnan presented the report and provided background, noting that this report was providing an update and seeking unbudgeted expenditure.

Attendance: Councillor Edgar returned to the meeting at 3.42p.m.

Officers answered questions regarding the rehousing of regular user groups in alternative locations, the length of closures, timing and cost implications and on other earthquake prone buildings in Nelson.

It was requested that clarification of the financial year (2019/20) be added to recommendation five.

Resolved CS/2020/006

That the Community Services Committee

- 1. Receives the report Update on Council-owned earthquake-prone buildings (R15877); and***
- 2. Notes the decision taken by officers to close the Stoke Memorial Hall from 29 March 2020; and***
- 3. Notes the decision taken by officers to close the former Stoke Seniors building temporarily from 29 March 2020 while options to mitigate the risk from the nearby Stoke Memorial Hall are investigated; and***
- 4. Notes the decision taken by officers to close the Refinery Concrete building from 29 March 2020; and***
- 5. Notes that officers will incur an over-expenditure in budgets of up to \$13,000 for the 2019/20 financial year for the Stoke Memorial Hall and former Stoke Seniors Hall and \$47,500 for the Refinery.***

Noonan/McGurk

Carried

Recommendation to Council CS/2020/007

That the Council

- 1. Approves total unbudgeted operating expenditure of up to \$60,500 for the closure of the Stoke Memorial Hall, former Stoke Seniors Hall and the Refinery in 2019/20.***

Noonan/McGurk

Carried

10. Community Services Quarterly Report to 31 December 2019

Document number R13634, agenda pages 24 - 54 refer.

Manager Community Partnerships, Mark Preston-Thomas; Manager Parks and Facilities, Rosie Bartlett; and Parks and Facilities Activity Planner, Jane Loughnan, were in attendance for this item. A replacement All Quarters Performance Measures table (Agenda page 51) (A2361233) and information on recent arts projects (A2361234) were tabled.

Attendance: Councillor Noonan left the meeting at 4.05p.m.

Officers answered questions regarding solar power in Millers Acre toilets and the Lions Toilets.

Resolved CS/2020/008

That the Community Services Committee

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

Edgar/Sanson

Carried

Attachments

- 1 A2361233 - Quarterly Reporting - All quarters - Performance Measures
- 2 A2361234 - New Arts Murals and Banners Projects Councillors Info

11. Exclusion of the Public

Resolved CS/2020/009

That the Community Services Committee

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

Brand/Edgar

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	Chairperson's Report	Section 48(1)(a) The public conduct of this matter would be likely to result in disclosure of information for which	The withholding of the information is necessary: <ul style="list-style-type: none"> • Section 7(2)(g) To maintain legal professional privilege • Section 7(2)(h)

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
		good reason exists under section 7	<p>To enable the local authority to carry out, without prejudice or disadvantage, commercial activities</p> <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 4.19p.m. and resumed in public session at 4.22p.m.

RESTATEMENTS

It was resolved while the public was excluded:

1	Chairperson's Report
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Resolved CS/2020/010

That the Community Services Committee

- 2. Agrees that the report Chairperson's Report (R14822) remain confidential at this time.***

McGurk/O'Neill-Stevens

Carried

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

12. Re-admittance of the Public

Resolved CS/2020/011

That the Council

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

Brand/Edgar

Carried

There being no further business the meeting ended at 4.22p.m.

Confirmed as a correct record of proceedings:

_____ Chairperson _____ Date

REPORT R18053

Chairperson's Report

1. Purpose of Report

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

2. Recommendation

That the Community Services Committee

- 1. Receives the report Chairperson's Report (R18053).***

3. Background

- 3.1 It goes without saying that a lot has changed since our last Community Services Committee meeting on 12 March.
- 3.2 There was nothing on the agenda for that meeting about COVID-19 - not one mention of Corona Virus, no references to social distancing and zero appearances of the term contact tracing.
- 3.3 Isn't it phenomenal how much things can change in 13 weeks?
- 3.4 One thing that hasn't changed is the commitment of Nelson City Council to the people of Whakatu, something that was graphically demonstrated by the way this organisation responded to the crisis.
- 3.5 Today I would like to acknowledge and thank some of the hard working people in the world of Community Services who stepped up and did the city proud.

Community Partnerships

- 3.6 Volunteer Nelson and Neighbourhood Support were Project C19 partners and supported and linked community groups to CDEM and the emergency response.

Item 6: Chairperson's Report

- 3.7 The Male Room, Salvation Army, Ministry of Social Development (MSD) and Housing First provided housing and supplies for members of our community who are homeless.
- 3.8 Council staff and Councillors Rachel Sanson, Rohan O'Neill-Stevens, Gaile Noonan and I took part in MSD's telephone call programme checking on the wellbeing of older Nelsonians. Staff and Councillors made 2,300 calls - a really solid effort that I know from personal experience was greatly appreciated.

Parks and Facilities

- 3.9 Nelmac staff helped with managing public facilities and even performed pallbearer and other funeral duties. Something we'll be hearing more about later in the meeting.
- 3.10 OCS did the extra cleaning duties to keep our toilets and superloo safe.
- 3.11 Staff at the Brook Camp responded to the needs of the homeless who were housed there.

Libraries

- 3.12 Our libraries were sorely missed and our libraries team responded by reopening our library at level 2 and by providing home delivery, click and collect and enhanced digital services.
- 3.13 Council's Health and Safety team provided great support for the library team allowing them to safely deliver services.

Festivals Team

- 3.14 Having to cancel the 2020 Heritage Festival was a blow but the festivals team rebounded and gave us our first virtual heritage festival which is available to enjoy now and in the future thanks to YouTube.
- 3.15 The 150th Anniversary of the first game of rugby played in New Zealand was also celebrated, and continues to be celebrated, online through Council's partnership with the Provincial Museum.

Other Events

- 3.16 The events scene is evolving week by week as gathering and travel rules change. While initially it appeared larger events could not happen in the short term, it is now more likely Council will be asked to support events in an earlier timeframe than previously thought.

A Silver Lining

- 3.17 COVID-19 has been tough for our community and community groups are under stress and looking to Council for support and leadership - particularly those groups that support the vulnerable.

Item 6: Chairperson's Report

- 3.18 An unexpected silver lining is that many groups have formed new partnerships as a result of COVID-19's challenges, both with other community groups and Council, as a result of reviewing priorities and developing stronger relationships.
- 3.19 For me, the most powerful of these has been the work multiple agencies and groups have done to house members of our community who are homeless. Who would have thought 13 weeks ago that our community could pull something like that off? Importantly, this mahi did not finish with the end of lockdown and continues today.

Homeless Hub

- 3.20 While we do not have a report on the Homeless Hub, proposed for behind The Male Room in St Vincent St, on today's agenda, I want to let the Committee know that work is continuing behind the scenes.
- 3.21 We have a project manager in place, we are organising for the prefab building at the Tahunanui Playing Fields to be moved to the site, Nelmac are checking water supply issues and our planning team is looking at what consents are required. I'm told the project is moving along "at speed".

Two More Special Mentions

- 3.22 Finally I'd like to say heartfelt 'thank yous' to our Acting Group Manager Community Services Mark Preston-Thomas and Manager Parks and Facilities Rosie Bartlett.
- 3.23 Mark grabbed the reins when Roger Ball was made Regional Civil Defence Group Controller and then National Civil Defence Controller, and has done a terrific job keeping Community Services pointing in the right direction.
- 3.24 Unfailingly helpful and dedicated to the cause, Mark has had a tonne of work land on him. He kept on top of it, he's kept multiple plates spinning, and he's kept me in the loop and I have really appreciated it.
- 3.25 Rosie has also risen to the sizeable challenges COVID-19 has presented and worked incredibly hard to help ensure Council's Community Services team has continued to deliver to the people of Nelson-Whakatu.

Author: Matt Lawrey, Chairperson

Attachments

Nil

REPORT R13710

Stoke Community Hall - Lease

1. Purpose of Report

- 1.1 To seek approval to lease the Stoke Community Hall (ex Stoke Seniors Hall) on Marsden Recreation Ground to Whanake Youth to ensure that the facility is well used and has a particular focus on youth.
- 1.2 To explain the relationship of the proposed lease to the future engagement and development of a Stoke Youth Park.

2. Recommendation

That the Community Services Committee

- 1. Receives the report Stoke Community Hall - Lease (R13710) and its attachment A2351330; and***
- 2. Allocates the lease of the Stoke Seniors Hall to Whanake Youth for a period of three years starting July 2020; and***
- 3. Allows an extension to the lease for a further period of five years subject to Whanake Youth meeting the outcomes specified in the lease agreement.***

3. Background

Youth requests

- 3.1 For some time claims have been made by young people of Stoke, including the Nelson Youth Council, that:
 - 3.1.1 There is 'nothing' for youth in Stoke
 - 3.1.2 More youth meeting places are needed
 - 3.1.3 A skate park is wanted

Item 8: Stoke Community Hall - Lease

- 3.1.4 More youth activities are required – recreation, music, dance, sport

Workshop

- 3.2 A workshop was held on 29 March 2019, led by consultant 'Policy Works' to discuss a potential Stoke Community Youth Facility.
- 3.3 The following options were identified and discussed by Councillors:
 - 3.3.1 Marsden Recreation Ground – ideal if cricket can be moved to Saxton Field. Provides adequate space for staged expansion.
 - 3.3.2 Stoke Memorial Hall Outdoor space only – currently required for hall car parking. The area under the heritage trees is protected space.
 - 3.3.3 Stoke Community Hall plus outdoors – suitable in part for the short term.
 - 3.3.4 Stoke Memorial Hall plus outdoors – suitable in part for the medium term.
 - 3.3.5 Greenmeadows Community Centre – suitable for some youth activity but not able to cater on a permanent setup basis.
 - 3.3.6 Isel Park, Main Road Stoke frontage - previous discussions regarding this site raised opposition by some in the local community as it was felt to be imposing on the special nature of Isel Park.
 - 3.3.7 Neale Avenue Reserve` - not large enough and too close to adjoining residential properties.

Whanake Youth

- 3.4 Whanake Youth is a Trust established to ensure rangatahi/young people in the Nelson, Tasman and Marlborough region have timely and youth appropriate access to health and wellbeing services. They currently have a small centre in Stoke and are wanting to grow into larger facilities.
- 3.5 Whanake Youth has held discussions with Council officers and Councillors regarding opportunities to progress towards a youth facility and as the first stage of that progression has requested the lease of the Stoke Community Hall previously occupied by Stoke Seniors and located immediately behind Stoke Memorial Hall. Their request is attached to this report.

4. Discussion

Whanake Youth Request

- 4.1 In summary, the request is to enable the establishment of a dedicated Youth Centre to complement the services currently provided from a small room in Strawbridge Square. It includes health and wellbeing, dental, youth leadership training and general life skills. Whanake Youth also proposes to lead the engagement towards a Youth Park. The request is attached to this report as attachment 1.
- 4.2 The request promotes Whanake Youth as the lead agency supported by a wider youth governance body from the Stoke community including Stoke Youth, Nelson Youth Council, Sport Tasman, the Department of Internal Affairs and Police Blue Light. The lease agreement would be with Whanake Youth who would be ultimately responsible for ensuring the required outcomes are met.
- 4.3 The Hall currently has only one regular booking, bingo, which can still be accommodated on a weekly basis within the Whanake Youth agreement.

Outcomes

- 4.4 As a condition of leasing the building to Whanake Youth, officers recommend that the following outcomes are met:
 - 4.4.1 Whanake Youth work with the wider community to ensure that the hall is well used, with a particular focus on youth provision and that ongoing usage is dependent on maintaining an agreed level of community use.
 - 4.4.2 Whanake Youth work with Stoke youth including local schools and the Nelson Youth Council to advise Council on the development of a future youth park in Stoke.

Term of Lease

- 4.5 The term of lease would be for an initial period of three years with a right of renewal for a further five years subject to Whanake Youth meeting the outcomes outlined in 4.5.1 above.

Fees

- 4.6 Charges will be as per the 'community' rate which is based on a payment of 10% of the commercial rental of the building and underlying land.

Stoke Youth Park

- 4.7 Information on future development of a Stoke youth park is provided as background information to show how a youth based facility in the Stoke Community Hall aligns with possible future plans for the area.

Item 8: Stoke Community Hall - Lease

- 4.8 A Stoke Centre Urban Design Strategy was commissioned by Council in 2016. The draft report (February 2016) didn't fully address the youth park issue and was not adopted by the Council. It did however suggest the Marsden Recreation Ground as being the preferred site for a youth park but was light on detail.
- 4.9 Council officers have met with Nelson Cricket and representatives of the Stoke Cricket Club with regards to cricket moving to Alliance Green, Saxton Field and freeing up the Marsden Recreation Ground as a youth park. Adequate space would then be available for potential facilities such as a skate park, pump track, dance space, and a multi-court basketball/netball/football facility.
- 4.10 Stoke Cricket advised that at this time their preference is to remain on the Marsden Recreation Ground. Their club owned pavilion has a further two years to run on its ground lease.
- 4.11 Council officers have since investigated options to make use of the Stoke Hall carpark for skate boarding and other youth activities. Replacement parking for 30 cars on the south side of the hall would be required.
- 4.12 If in future cricket moves off the Recreation Ground, a skate park constructed on the Stoke Hall carpark could expand with further facilities and activities added both for youth and the wider community.
- 4.13 If Whanake Youth is allocated the Stoke Seniors Hall then they would be actively involved in engaging with Stoke youth and the Youth Council and advising Council on the design of preferred facilities for a Youth Park. A report to the Sports and Recreation Committee would follow.

Stoke Memorial Hall

- 4.14 The Stoke Memorial Hall is rated at 17% of New Building Standard for earthquake strength. A report is in preparation on its future for the 30 July meeting of this Committee. Protective safety work has been professionally designed and constructed on the western end to protect the Stoke Community Hall should an earthquake cause significant damage to the Memorial Hall.
- 4.15 Regardless of the future of the Stoke Memorial Hall, either demolition, basic strengthening or strengthening together with an upgrade would not impact negatively on use of the Stoke Community Hall by Whanake Youth.

5. Options

Option 1: Lease Stoke Community Hall (preferred option) to Whanake Youth for an initial period of 3 years	
Advantages	<ul style="list-style-type: none">Stoke youth facilities have a larger more suitable operational base.

Item 8: Stoke Community Hall - Lease

	<ul style="list-style-type: none">• Stoke Youth have access to a better service.• Whanake Youth are based onsite to better engage with youth on the future of a Youth Park.
Risks and Disadvantages	<ul style="list-style-type: none">• The hall is not available to other potential users.
Option 2: Decline the request from Whanake Youth and look for other potential tenants for the Stoke Community Hall	
Advantages	<ul style="list-style-type: none">• The hall is available to other potential users
Risks and Disadvantages	<ul style="list-style-type: none">• Stoke youth services are affected by a limited operational base.

6. Conclusion

- 6.1 Officers consider that to meet the needs of Stoke youth and to hasten the construction of a Youth Park the Stoke Community Hall should be leased to Whanake Youth as the lead agency representing Stoke Youth, the Nelson Youth Council, Sport Tasman, Police Blue Light, the Department of Internal Affairs and the Stoke Schools. The term should be for three years with a right of renewal for a further five years subject to Whanake Youth meeting the outcomes outlined in 5.4.1 above.

7. Next Steps

- 7.1 Enter into a lease agreement with Whanake Youth for use of the Stoke Community Hall.
- 7.2 Together with Whanake Youth and other youth agencies investigate opportunities to construct a Youth Park on the Stoke Memorial Hall carpark and report back to the Sports and Recreation Committee.

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

Attachments

Attachment 1: A2351330 - Stoke Youth Space, Whanake Youth [↓](#)

Important considerations for decision making
<p>1. Fit with Purpose of Local Government</p> <p>This recommendation promotes the social, economic, environmental and cultural well-being of the Stoke Community in the present and for the future by encouraging the community to take actions to support itself.</p>
<p>2. Consistency with Community Outcomes and Council Policy</p> <p>This recommendation aligns with the following Community Outcomes:</p> <p><i>Our communities are healthy, safe, inclusive and resilient</i></p> <p>Nelson is a city of strong, and connected people and communities who live, work and play together. We support each other to build individual and community resilience. Our community works in partnership to understand, prepare for and respond to the impacts of natural hazards. We take pride in the warm welcome we give to our visitors and new arrivals and work together to see that our people are safe, and their diversity supported.</p> <p><i>Our communities have access to a range of social, educational and recreational facilities and activities</i></p> <p>Nelson has developed high quality sports and recreation facilities for all ages. There are educational and leisure opportunities for the whole community to enjoy.</p>
<p>3. Risk</p> <p>Whanake Youth has been providing support to Stoke youth for some time. It is highly likely that leasing this facility will result in a successful outcome for the Stoke community.</p>
<p>4. Financial impact</p> <p>The Stoke Community Hall has been operating as a community facility for many years and the proposed use is in line with that philosophy with similar costs provided for in the Long Term Plan.</p>
<p>5. Degree of significance and level of engagement</p> <p>This matter is of low significance. The Stoke Community Hall is not a strategic asset and the financial impact is negligible. Engagement has been held between Councillors and officers and Stoke youth support groups. No further engagement on the lease agreement will be undertaken.</p>

6. Climate Impact

Climate change is unlikely to impact on the lease of this building.

7. Inclusion of Māori in the decision making process

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

8. Delegations

The Community Services Committee has the following delegations to consider the lease of the Stoke Community Hall

Areas of Responsibility:

- *Community Centres and Halls, including Greenmeadows Community Centre, Stoke Memorial Hall and Tahunanui Community Centre*

Delegations:

The committee has all of the responsibilities, powers, functions and duties of Council in relation to governance matters within its areas of responsibility, except where they have been retained by Council, or have been referred to other committees, subcommittees or subordinate decision-making bodies. In this instance the granting of leases has not been retained by Council nor referred to other bodies.

Stoke Youth Space

TO: Nelson City Councillors

FM: Stoke Youth Space Steering Group (Lee-ann O'Brien Whanake Youth, Nigel Muir Sport Tasman, Esther Walters Stoke Youth, Kiana Shutkowski Stoke Youth, Maree Shalders Youth Nelson, Tiffany Venz and Cushla Vass Blue Light, Lorellin Syben DIA)

Re: Stoke Youth Space

19th December 2019

Purpose of this paper

The purpose of this paper is to gain approval for the old Stoke Senior Hall to be assigned as a Stoke Youth Centre early in 2020 and to seek Council permission for us to run a portable Pop Up Skate Ramp trial at various Council owned locations around Stoke in Feb/March 2020 in order to gauge actual public interest.

Background

Stoke is a growing community in the Nelson region and caught between the bigger centres of Nelson City and Richmond. It is Nelson's fastest growing suburb when it comes to our youth population and has high deprivation statistics compared with other local suburbs. It is also home to Nayland College, currently one of the region's fastest growing secondary schools. A unique aspect to the Stoke suburb is its high diversity that involves ethnicity, refugee's, LGBTQI, Maori, wide socio-economic range and high achievers in school and sport.

For more than a decade, Council has discussed with the Stoke community the potential of developing specific youth spaces. To date, it appears none of these discussions have led to action.

The remainder of this paper explores the opportunities to create a co-design specific youth space in Stoke.

By Youth space we mean a location offered for young people to 'chill', connect with other young people, learn pro-social life skills, get active and share kai together. Importantly, a youth space in Stoke also provides an area that allows a range of different community organisations to work alongside and support our rangatahi.

The proposal to utilise the old Stoke Senior Hall began in 2017 in preparation for the move of the Stoke Seniors to the new Greenmeadows Site. This move has now happened, and the old Stoke Senior Hall is currently under-utilised. At a meeting held by the steering group and NCC in December 2019, it was recommended that we prepare our case for making the Stoke Senior Hall the Youth Centre and bring it to the full Council for consideration.

Two other interesting background points are:

1. There has been a long promise of a Stoke Stake park for young people that has never eventuated. This has caused great frustration for our young and whanau.
2. In 2018, NCC contracted Te Piki Oranga to help alleviate tensions in the Stoke community between Young people and Library users. This contract ended in June 2019 and since this time Whanake Youth has picked up the mantle and is currently located in a small unit that it has desperately outgrown.

Whanake Youth has now taken a lead role in pulling together organisations from the Stoke community to find a solution to Stoke's growing youth challenge. The vision is to create a shared Youth hub where different organisations can help support local young people to become their best selves.

Considerations

- There has been some debate amongst local youth and the community organisations about the priority of a space vs a skatepark. At this stage, the thinking is to firstly secure a dedicated youth space and potentially utilise the Sport Tasman mobile skate trailer until a more detailed long-term plan can be developed.
- A bigger vision for the future has been considered by the working group. Future needs have been thought through for play and breakout areas, health and social services, education, Blue Light events, cooking, hobby and social enterprise opportunities.
- Current thinking is that the old Stoke Senior Hall is ideal in that it has future expansion opportunity around the Stoke Hall, carpark and green space and in a great location.
- Why Stoke?
 - There is currently nothing specific there for young people and young people have been saying this for some years.
 - It is seen as an older population and hence investment has tended to go into the aging demographic.
 - Stoke is geographically isolated from main shopping centres and entertainment activities for young people.
 - It currently has some Youth challenges
 - It has one of Nelson's fastest growing youth populations
- Collaborative effort by multiple agencies with Whanake Youth taking the lead
- Will local residents be concerned about young people in one space? A staged approach will occur with community consultation and responsiveness of the Steering group with the community
- Is the Stoke Senior Hall too hidden away? The local example of Annesbrook Youth group that regularly attracts up to 200 youth...point is if the activities are right then young people will come.
- It is in everyone's interest to invest more in our rangatahi.

Recommendation and Key actions

- That the Nelson City Council approves the use of the Stoke Senior Hall as a dedicated Youth Centre from March 2020 for a trial period of 3-years with a 10-year right of renewal.
- Whanake Youth to be the lead agency and part of a wider Youth governance body made up from the Stoke community.
- That the Nelson City Council approves the use of x4-6 Council owned Parks (nearby Main Roads in Stoke and possibly close to other play areas) to allow us to run a Pop Up Mobile Skate Ramp trial over 4-6 consecutive weekends in Feb/March 2020.
- We will record stats such as numbers, youth engagement, community participation and feedback from the immediate community to determine any pro-social (or anti) impacts. Appendices outline some case study information around benefits of skate parks for youth.

That the steering group works closely with NCC staff to develop a long-term plan that includes a skatepark.

Appendix

1. Whanake Youth

Whanake youth has been active in the youth sector for some time, however in the last 2 years we gained Charitable Status which has enabled us to develop further our role in the youth sector.

Our day to day mahi is focussed on four areas:

1. Provision of health and wellbeing services by our nurse and social work team in all Alternative Education environments in the Nelson Tasman region, two main-stream high schools and one drop-in clinic for young people for young people age 12-25 years in Stoke
2. Provide the Wicked Tooth Fairy Service for young people who have not accessed a dentist in the last 2 years. This is a transport service that also identifies other psychosocial needs for the young person and whanau and works to provide solutions with the young person
3. Youth Leadership opportunities are offered for young people through provision of training, exposure to short term employment with Whanake Youth, outdoor education leadership events and participation in governance.
4. Youth spaces are offered for young people to 'chill', connect with other young people, learn life skills, get active and share kai together.

We have a diverse range of young people who we connect with. The diversity involves ethnicity, refugee's, LGBTQI, Maori and high achievers in school. The current age range is between 12-21 years. We regularly connect with between 90-100 young people each week.

History.

In the development of Whanake Youth, we have envisaged a safe space where young people can come to access health and social services as well as participate in pro social activities and be connected to the community. In 2016 a survey of over 3000 young people confirmed the need for such a space and that Stoke would be a viable option due to the location and ease of access due to being on the bus route.

We have been supported by St Barnabas church in the early stages as a place for the Board to develop Whanake youth's mission and values and to deliver community mobile youth health services. At the same time we had been in discussion with NCC regarding utilising the space where the Senior Citizens were located (behind the memorial hall) with discussion looking likely that Whanake Youth could move into this space to create a safe space where young people could gather, learn skills and access support and services in their life journey at a nominal cost for accessing a Council owned property.

However, the Greenmeadows development took longer than expected and Whanake Youth needed to find a space. With no certainty of being able to use the Senior Citizens rooms, Whanake Youth continued negotiations with NCC and other providers regarding options. Early-mid 2018, conversations of an option of using the Senior Citizens space were reignited. However, the option proposed, was that this would be a shared space managed by an external provider at a reduced commercial cost. Whanake Youth reiterated the need for the space to be solely occupied by Whanake youth and that the space be 'for youth', 'with youth' and 'by youth'. Whanake youth felt

that sharing a space was compromising what a youth space could be and chose to lease a commercial space in November 2018. Leasing a space in central Stoke, has enabled us to work further with Te Piki Oranga in supporting some challenging youth in Stoke, have a place to meet as staff and for community meetings such as the STOKED group. Since our early days, we have developed a safe environment, employed part time nurses, a social worker, project manager, youth worker and manager. The space in Stoke Central mall is utilised 4 days a week by staff for training and development, community meetings and youth meeting and programs.

Currently the space is now reaching capacity and we are wanting to revisit the Senior Citizens building. We see moving to the Senior Citizens building as Phase 2 of our development. Having a larger space and the staff we have employed will enable more programs, more opportunity to connect with the community and as we have done at Stoke Central Mall created a safe space that is 'for youth', 'with youth' and 'by youth'. Also, the Senior Citizens site provides opportunity for using the green space and the car park which may enable additional outdoor activities such as high-quality skate and recreational park.

Further long-term developments of an extension of the Youth space at Stoke Seniors location and adjoining buildings and green space in the next 10 years would be valuable to also consider in the NCC annual planning.

2. Youth Nelson

Youth Nelson is an Alternative Education program that caters for up to seventeen, 13-16 year olds who have been unsuccessful in mainstream schools. Students are referred from Nelson College, Nelson College for Girls and predominantly Nayland College, which is the Managing School for Youth Nelson. This program is funded by Ministry of Education and also has the generous support of Nelson City Council.

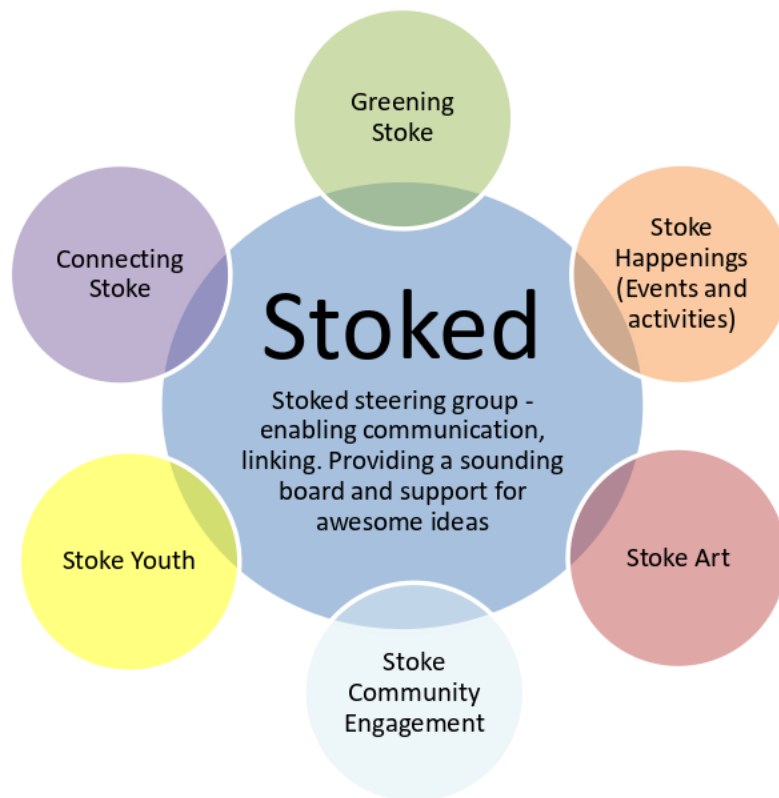
Youth Nelson provides a learning environment where these young people feel valued, safe and are able to engage again in learning, with the goal of transitioning back to mainstream school or onto further training or employment. Staff also help them in addressing the antisocial behaviours that have led them to Alternative Education by providing strong adult role modelling through quality staff/student relationships and engaging them with their community as much as possible. We know that by connecting young people into their community, they develop a sense of belonging and are less likely to offend.

Youth Nelson has been operating for 21 years and has a strong network base, ensuring the needs of the students can be met through the relationships established and maintained in this time. We are also able to provide support to many other organisations in our shared vision of growing healthy, happy and successful young people.

3. STOKED

Stoked emerged from a concerted effort between NCC, DIA, local residents and organisations wanting to lead a thriving and well-connected community into the future of Stoke. Our role is to support and to enable new and existing activities and to foster new partnerships and opportunities to make Stoke an even better place.

The STOKED group will focus on 6 different areas. Greening Stoke, Stoke Happenings, Stoke Art, Stoke Youth, Stoke Community Engagement and Connecting Stoke's residents, organisations and local businesses. We encourage everyone to get in touch and to express ideas and interest in joining us.



4. Blue Light Nelson

Blue Light Charity throughout NZ have had good successes with skate park events and events centering around skate parks (roller, scooter, boards) with large whanau-wide followings. Blue Light is a registered charity that works in partnership with NZ Police to deliver an extensive range of youth programmes and activities.

The goals of Blue Light are to:

- Reduce the incidence of young people becoming an offender or victim of crime.
- Encourage better relations between the police, young people, their parents and the community.

5. Sport Tasman

ABOUT US

Sport Tasman is one of 14 charitable regional sports trusts that support New Zealanders to be more active and healthy.

Our aim is to improve community well being. Physical activity, recreation and sport are our key tools.

As a charity, we work alongside our communities in Kaikoura, Marlborough, Buller, Nelson and Tasman to create almost one million physical activity opportunities across Te Tau Ihu (Top of the South Island).

We love getting more people, more active, more often and know that if we are physically well and active, then as a community we will be more connected and vibrant.

Sport and recreation enriches our lives physically, socially, emotionally, cognitively and even spiritually. It also contributes economically an estimated \$5.2 billion to New Zealand's economy.

We are enormously grateful to all of our funders, partners and supporters who help make sport, recreation, physical activity and play available to so many individuals, families and communities.





Te Tau Ihu TOP OF THE SOUTH

SPORT BENEFITS OUR COMMUNITY

Sport helps to bring communities together and is a powerful social development tool. Across Te Tau Ihu, sport and recreation actively engages more than 80% of our population. Some 25,000 volunteers help make sport and recreation possible across 540 clubs and community organisations and 117 schools and colleges.

NEW DIRECTION



OUR VALUES • CAN DO • COMMUNITY DRIVEN • INNOVATIVE • SUPPORTIVE



SPORT TASMAN
more people, more active, more often

STRATEGIC PLAN 2019-2022

Sport Tasman's new direction 2019-2022 strategy focuses on stepping up our efforts with young people (in particular teenagers). We are grateful for the strong input we have had from our community partners, staff, trustees and Sport New Zealand in developing this strategy.

We look forward to the challenges ahead and doing our part to help make Te Tau Ihu (top of the South) a connected, vibrant place to live, work and play.

6. Department of Internal Affairs

The Department of Internal Affairs (DIA) has been actively supporting the Stoke community since 2017. DIA has supported community engagement and the development of a vision for Stoke. (see “Stoked” document above)

One of the 6 priority areas identified by the community in the Stoke visioning and engagement work was Stoke Youth. The proposal for a dedicated youth space and the development of a skate park facility sits under this priority area, as well as meeting the priorities of connection, events and community engagement.

A DIA advisor sits on the steering groups for both the “Stoked” group and the Stoke Youth Space and sees this project as a high priority because it is community led, collaborative and the engagement with the wider Stoke community showed strong support for youth facilities in Stoke.

7. Skate Parks – as a setting for Pro Social behavior in young people

Wood, L., et al. (2014). *Dispelling Stereotypes... Skate Parks as a Setting for Pro-Social Behaviour among Young People*. *Current Urban Studies*, 2, 62-73. <http://dx.doi.org/10.4236/cus.2014.21007>
Abstract

Issue Addressed: Skate parks not only provide a venue for leisure and physical activity, but can also act as an important social space for young people (Jones, 2011). However, skate parks are often subjected to negative community stereotyping (Goldenberg & Shooter, 2009; Bradley, 2010; Weston, 2010, Taylor & Khan, 2011), and there has been a lack of empirical evidence to date to refute or support conjecture about the presence of anti- or pro-social behaviours. Methods: A community survey gathered data on use and perceptions of a skate park within an inner metropolitan suburb of Western Australia. Respondents (n = 387) were asked about the frequency at the skate park of a range of potentially occurring behaviours of both an anti-social (e.g. graffiti, conflict) and pro-social (e.g. socialising, teaching) nature. Observational data of skate park use were also collected.

Results

Pro-social behaviours were much more likely to be reported as frequently occurring, with all six of the pro-social behaviours (cooperation, learning from others, socialising with friends, respecting others, taking turns, teaching and helping) noted as occurring often by more than 50% of the respondents. The anti-social behaviours asked about in the survey fall within three thematic categories relating to physical space (e.g. crowding, collisions and injuries); property damage (e.g. littering, graffiti and vandalism); and drug use (smoking, drinking alcohol and illicit drug taking). Of these, behaviours relating to shared use of the physical space were more likely to be reported as occurring often or sometimes, in part reflecting the popular use of the relatively small skate park area. Overall, anti-social behaviours were more likely to be reported as rarely or never occurring compared with pro-social behaviours.

Conclusions

Concerns about undesirable social behaviour often underlie opposition to skate parks or provision for skaters in cities and suburbs. However, actual evidence supporting these assertions is scant, and in this study, pro-social behaviours were far more commonly observed than anti-social behaviour. Considered skate park location and planning, and engagement of young people in their design can minimise many perceived problems. More broadly, the visible presence of skate parks and other

youth amenity in our neighbourhoods, towns and cities, powerfully signals to young people that they too are welcome and a part of local place identity.

Top 6 Benefits of Public Skateparks

1. Skateparks reduce illicit behaviour
2. Skateparks provide a safe environment for skateboarding
3. Skateparks reduce damage to private property
4. Skateboarding has significant physical health benefits
5. Skateboarding has significant mental health benefits
6. Skateparks have a positive economic impact
7. Reduce the incidence of young people becoming an offender or victim of crime.
8. Encourage better relations between the police, young people, their parents and the community.

<https://www.spohnranch.com/the-top-6-benefits-of-public-skateparks-2014-03-02/>

Fees and Charges relating to Community Services

1. Purpose of Report

- 1.1 To provide information on the annual assessment of fees and charges for Community Services facilities and seek approval for changes to fees and charges for the 2020/21 financial year.

2. Recommendation

That the Community Services Committee

- 1. Receives the report Fees and Charges relating to Community Services (R14833) and;***
- 2. Notes there are only Nil or CPI increases for Community Services fees and charges for activities included in Report 14833 commencing 1 July 2020.***

3. Background

- 3.1 Fees and charges are reviewed annually and adjusted in line with the Consumer Price Index (CPI) or adjusted to achieve the targets set out in the Revenue and Financing Policy. This report relates only to those fees and charges that fall within the Committee's delegations. CPI is used for calculating the percentage increase to fees and charges. CPI is used as it is updated more regularly than the Local Government Consumer Price Index (LGCPI), as CPI was updated in December 2019 while LGCPI was last updated in October 2019. Both indices do not differ largely from each other and therefore CPI is used as it is the most up to date.
- 3.2 Council officers have delegated authority to set fees and charges. For increases over CPI, officers are of the view that approval via a decision from the relevant committee is appropriate.
- 3.3 All users will be given a minimum 30 days' notice of the proposed changes prior to implementation.

4. Discussion

4.1 Fees and Charges relating to delegations of the Community Services Committee are:

Social

- Libraries
- Cemeteries and Crematorium
- Community Properties
 - Founders Heritage Park
 - Broadgreen House
 - Isel House
 - Public toilets (Montgomery Square Superloo)
- Halls
 - Stoke Hall (was closed end of March 2020 due to it being earthquake prone)
 - Wakapuaka Hall
 - Trafalgar Street Hall
 - Greenmeadows

4.2 This report divides the discussion of fees and charges into two categories:

- No fee increase
- CPI adjustments

No fee increase

4.3 There is no fee increase proposed for the following activities:

4.3.1 Montgomery Square Superloo - the current fee is \$.20 and a CPI increase would be impractical for customers, this fee has been compared with other public toilets which charge throughout New Zealand and this is in line with similar facilities.

4.3.2 Community Properties - Halls:

- Policy recovery from users 0-20%

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- 2018/19 recovery from users 32%

The recovery exceeds the policy recovery target and therefore no increase in fees is proposed.

4.3.3 Heritage Houses – Broadgreen House:

- Policy recovery from users 10-20%
- 2018/19 recovery from users 4%

To meet recovery the fees would need to increase by CPI plus 6%.

As Council previously decided not to charge admission to locals, meeting the recovery policy is not possible. Retaining the admission fee for visitors at the previously unadjusted amount of \$5 is recommended for practical purposes such as receiving payment and not requiring new printing of marketing materials. Therefore nil increase in fees is proposed for Broadgreen House.

It is proposed to workshop any future changes to the fees structure for Broadgreen House through the LTP.

4.3.4 Heritage Houses - Isel House:

- Policy recovery from users 10-20%
- 2018/19 recovery from users 6%

To meet recovery the fees would need to increase by CPI and 4%.

There is no charge to locals for admission. As Isel House is only open in summer, fully staffed by volunteers and has no till system or eftpos on site, entry for visitors has traditionally been by donation into a locked box. Therefore a nil increase in fees is proposed for Isel House.

CPI adjustments

- 4.4 CPI adjustments are calculated from the annual change in CPI to December 2019 which was 1.9%. CPI has been applied to all fees unless this adjustment results in a greater recovery than what is required in the Revenue and Finance Policy or the adjusted amount makes change impractical for customers, in which case the result has then been rounded.

- 4.5 CPI adjustments will apply to:

4.5.1 Crematorium

- Policy recovery from users 70-90%

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- 2018/19 recovery from users 76%

4.5.2 Cemeteries

- Policy recovery from users 40 – 60%
- 2018/19 recovery from users 34%
- 2019/20 YTD recovery from users 40%

The unpredictable recovery for the cemetery activity as a result of death rates and choice of burial results in a greater fluctuation of recovery than other activities. With the year to date recovery being within policy is it considered reasonable to only increase the Cemeteries fees by CPI.

4.5.3 Libraries

- Policy recovery from users 0-10%
- 2018/19 recovery from users 3%

4.5.4 Founders Park

- Policy recovery from users 40-60%
- 2018/19 recovery from users 37%

Significant increases in admission fees for New Zealand and overseas visitors were implemented in 2019. Under pre COVID-19 circumstances this was expected to have led to a 40% increase in admission income in 2020/21. The “free for locals” policy was approved in 2009. Consequently there are no changes proposed to this admission fee. All other fees are proposed to increase by CPI.

5. COVID-19 situation

- 5.1 The financial impact of the COVID-19 emergency on community groups is yet to be fully understood, and increases to fees and charges may adversely affect some groups more than in previous years. The recovery rates are based on 2018/19 income, which is anticipated to be less for 2019/20 due to a loss of income resulting from the lockdown. Therefore recovery for the 2020/21 year is expected to be lower.
- 5.2 The expected additional income with the proposed fees and charges increase is \$20,700. If no changes were made to fees and charges the additional cost to rates would be \$20,700.
- 5.3 The organisational focus has been on achieving a zero rates rise to assist all of the community. This is balanced against the user pays model, in which an increase in fees and charges is required, so that those people

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that use the relevant services are contributing their fair share to the cost of that activity.

Area	Potential additional income with proposed fees based on 2018/19 income	Other factors potentially impacting income for 2020/21
Arts and Culture	\$8,300	Less events and visitors depending on COVID-19 alert levels. Reduction in overseas visitors may see less income.
Community Properties	\$1,000	Reduction in users may see less income for events. Additional loss to be expected for Stoke Hall being closed.
Libraries	\$2,700	Future income will be impacted by COVID-19 with less users.
Cemeteries and Crematorium	\$8,700	Future income might be impacted by COVID-19.

6. Options

Option 1: Apply only Nil or CPI increases to Community Services fees and charges for activities included in Report 14833 commencing 1 July 2020 (Recommended)	
Advantages	<ul style="list-style-type: none"> An increase in users' fees for Community Services will ensure that the Revenue and Finance Policy is met. Less cost charged to rates.
Risks and Disadvantages	<ul style="list-style-type: none"> Users may view an increase in fees across some facilities or services as unaffordable especially given the impact of COVID-19.

Option 2: Apply the status quo to Community Services fees and charges for activities included in Report 14833 commencing 1 July 2020	
Advantages	<ul style="list-style-type: none"> Users may not need to find additional funds to cover fee increases. No additional fee increases to groups or individuals who are financially disadvantaged as a result of COVID- 19. Reduce administration for Council staff and contractor staff to implement changes to fee structure.

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Risks and Disadvantages	<ul style="list-style-type: none">• Reduced revenue and inconsistencies between actual recoveries, and Revenue and Finance Policy guidelines.• More costs charged to rates.
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7. Conclusion

- 7.1 This report proposes some increases to fees and charges which can be justified by CPI, or nil increases for practical implementation of fees and charges for the Montgomery Square Superloo, Isel House, Broadgreen House and Community Halls. The COVID-19 emergency has created extra financial pressures for individuals and community groups that may affect their ability to absorb fee increases for the 2020/21 financial year, which needs to be considered against the zero rates rise and user pay contributions to activities.

8. Next Steps

- 8.1 Facility managers will be communicated with regarding any changes to the fees for use. Staff will update the Council website and relevant booking forms to reflect the changes. The finance department will alter fees and charges in its systems.

Author: Rosie Bartlett, Manager Parks and Facilities

Attachments

Nil

<p>Important considerations for decision making</p>
<p>1. Fit with Purpose of Local Government</p> <p>This recommendation meets the purpose of local government by enabling cost-effective delivery of services to achieve the well-being goals of the community.</p>
<p>2. Consistency with Community Outcomes and Council Policy</p> <p>Approving amended fees and charges enables Council to carry out activities that are aligned with the community outcome “our infrastructure is efficient, cost effective and meets current and future needs”.</p>
<p>3. Risk</p> <p>Fees and charges are reviewed annually and either adjusted in line with CPI or adjusted to reflect any changes in process and/or costs incurred to Council. If proposed changes are not approved the income generated from fees and charges may not cover actual costs incurred and result in a financial shortfall. There is some risk that the community may object to the changed rate or charge which may have reputational consequences. These risks are considered to be higher this year with the impacts of COVID-19. If fees are not increased to meet the financing and revenue policy there will be a greater reliance on rate funding for the Community Services activities. With controls such as direct communication to users, the level of risk in adopting the proposed fees and charges is considered minor. Council also has the ability to revisit fees and charges at any time, and they will be reconsidered in twelve months’ time.</p>
<p>4. Financial impact</p> <p>An estimate for fees and charges income based on past trends and the Revenue and Finance Policy is included in Council’s Long Term Plan.</p>
<p>5. Degree of significance and level of engagement</p> <p>This matter is of low significance because the Revenue and Finance Policy which provides guidelines for fees and charges has been set through the Long Term Plan. Therefore no engagement, feedback or consultation will occur on this report.</p>
<p>6. Inclusion of Māori in the decision making process</p> <p>No engagement with Māori has been undertaken in preparing this report.</p>
<p>7. Delegations</p> <p>The Community Services Committee areas of responsibility:</p>

Item 9: Fees and Charges relating to Community Services

- *Community Centres and Halls (Note: Greenmeadows Community Centre, Stoke Memorial Hall, and Tahunanui Community Centre are matters for the Community Services Committee)*
- *Cemeteries and Crematorium*
- *Libraries*
- *Heritage Houses and their grounds*
- *Founders Heritage House*

Powers to Recommend:

Any other matters within the areas of responsibility noted above.

Currently officers have delegated authority to set fees and charges. For increases over CPI, officers are of the view that approval by Committee is appropriate.

COVID-19 Update Report: Implications for Community Services

1. Purpose of Report

- 1.1 To advise the Committee of the effects the COVID – 19 shut-down on the Community Services Group.

2. Recommendation

That the Community Services Committee

- 1. Receives the report COVID-19 Update Report: Implications for Community Services (R17018)***

3. Background

- 3.1 Responding to the COVID-19 emergency and lockdown has required significant changes to Council's Community Services activities, including libraries, events, arts and heritage, facilities and community partnerships activity. This report outlines the implications.

4. Discussion

The impacts of COVID-19 on Community Services are outlined by activity area below.

Facilities

- 4.1 Facilities that were closed at level four of the lock down that relate to the Community Services Committee were:
- Community Halls.
 - Greenmeadows Community Centre.
 - Most public toilets, with the exception of facilities on main arterial traffic routes.

Item 10: COVID-19 Update Report: Implications for Community Services

- Cemetery and crematorium. While cemetery grounds remained open, COVID-19 processes around burials were followed. Alert Level 4 restrictions did not permit families to attend services in person, resulting in Nelmac staff assuming pallbearer duties requiring extra staff on seven occasions. Restrictions were subsequently relaxed to the immediate family bubble, then to 10 persons under Alert Level 3. Under Alert Level 2, gatherings of up to 50 people will be permitted.

Facilities contractors

- 4.2 Essential works: Under level 4 and 3 all non-essential works stopped and many contractors worked from home.
- 4.3 Community halls and venues contractors: Community Leisure Management (CLM) staff worked remotely communicating with users and cancelling bookings, and also worked on plans for permitted activities under the various levels.
- 4.4 Cleaning contractors: OCS continued to work with some facilities that remained open that required a higher level of cleaning along with additional services requisitioned by Civil Defence Emergency Management (CDEM).
- 4.5 Contract variations: CLM contracts for venues and community hall management, OSC for the public toilets cleaning and maintenance and Nelmac contracts for cemetery and cremations were varied to reflect the changed activities.
- 4.6 Staff communicated regularly with Tasman District Council (TDC) parks and facilities staff to deliver consistent approaches to closures and public messaging where possible.

Council facilities utilised by CDEM and health providers

- 4.7 CDEM homeless support: The Montgomery Super-loo was utilised to provide toilet, shower and laundry facilities for homeless people. Council's contractor OSC staffed the facility for this use at CDEM direction.
- 4.8 Health support: Greenmeadows Centre was utilised by the Stoke Medical Centre as an additional facility to their centre in Stoke.

Changes to facilities at level 3

- 4.9 Toilets: Approximately 50% of public toilets opened with increased cleaning.
- 4.10 Community Halls and other facilities: Scheduled maintenance activities resumed.
- 4.11 Communications: Staff provided advice to contractors and community organisations to implement changes to align with government guidelines.

Item 10: COVID-19 Update Report: Implications for Community Services

Libraries

- 4.12 Closures: Nelson Public Libraries closed during Alert Level 4 and 3. This was done in sync with Tasman District Libraries and to ensure sufficient measures were put in place to secure the facilities and prepare staff to work from home.
- 4.13 Digital collections and services: A positive outcome has been an increase in use of the digital collections. From February to April, ebook usage increased by 144%, audiobooks increased by 79% and Kanopy usage (the new documentary platform) increased by over 400%. Online programming, video content and outreach activities has been increased to meet community needs. Services provided during levels 3 & 4 included online device advice, virtual storytimes, digital memberships, online programme delivery and an enhanced home delivery service for customers unable to leave their homes during level 3.
- 4.14 Events: Events cancelled included author talks, institute talks, heritage events, music performances and 'Mystery in the Library.'
- 4.15 Financials: Revenue dropped during the lockdown period and debt recovery was placed on hold. Library revenue is expected to be approximately 30% below what was previously forecast for 2019/20.

Ministry of Social Development phone calls

- 4.16 Council's executive assistant team coordinated the response for the Ministry of Social Development phone calls to residents aged 70 plus to check in on their wellbeing with 18 Council staff and 4 Councillors involved. This team made 1800 phone calls to residents across New Zealand and 500 specifically to Nelson residents.

Community Partnerships

Community Funding

- 4.17 Emergency Fund for Community Organisations: This fund opened on 4 May 2020 and is promoted through Council and community networks. It is open to community organisations facing loss of income or increased operating costs due to COVID-19. The panel comprising the Mayor, Deputy Mayor and Chair of the Community Services Committee meet weekly to allocate grants.
- 4.18 Community Investment Fund (CIF): The 2020/21 CIF Fund now prioritises projects that support community recovery following the COVID-19 pandemic. The round opened on 29 May and closes early July 2020 with grants from the \$125,000 to be paid from August 2020. Delivery and reporting extensions are being negotiated with current recipients where projects have been impacted by COVID-19.

Community Interagency Partnerships

- 4.19 Project C-19: Council resourced the C-19 project led by Volunteer Nelson and Neighbourhood Support Nelson. With regular newsletters, on-line meetings and sector surveys, the project has supported information sharing between community organisations, welfare agencies and CDEM. Officers continue to work with agencies to maintain a strong and connected community sector during the recovery phase.
- 4.20 Funding networks: Officers convene the Nelson Tasman Funders' Network which has met regularly to identify and plan a joint response to emerging issues such as food security and homelessness. Officers also participate in national funders forums.
- 4.21 Staffing and community support: Two members of the Community Partnerships team focused on CDEM welfare work resulting in a reduced capacity for business as usual. Although Youth Council meetings were cancelled, work continued on some youth projects. It is expected that community organisations will have a higher need for support during the recovery phase which will be focus for staff.
- 4.22 Welfare Support: Officers provided support to community groups with a particular focus on vulnerable populations including older adults, vulnerable children, refugees and migrants, Pasifika, Māori and people living without adequate shelter, including those re-housed at the Brook and Neale Park camps.

Events

- 4.23 Council-delivered events: Youth and summer events have been cancelled for the remainder of 2020 in light of the government restrictions on gatherings. Feasibility will be re-assessed at the end of September for events in the first half of 2021.
- 4.24 The Summer Events Guide: This will be produced digitally this year in order to be more flexible, reduce production costs and will be developed in partnership with TDC.
- 4.25 Major events: Staff are working with events organisers as they respond to the challenges of continuing travel and gathering restrictions. 'Bay Dreams', and the England v Blackferns womens rugby game in November have yet to advise final plans. The 2020 Arts Festival has been cancelled with cross sector planning under way for replacement local events. Light Nelson has been rescheduled for 2021 and the Fringe Festival has been rescheduled for later in the year. Organisers of the Enduro World Series mountain biking event have recently confirmed they are proceeding as scheduled in April 2021.
- 4.26 CBD events: Early planning is under way with arts organisations for Mahi Tahī, a series of arts events from Matariki until November to gradually deliver pop-up events in the city centre and specific areas of Nelson. Specific plans will be developed as restrictions on events and gatherings are reduced.

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- 4.27 Matariki: Matariki will be celebrated on Saturday, 18 July with a fireworks display from Haulashore Island. It will begin with live-streamed karakia from kaumātua and mihi from Mayor Rachel Reese followed by a waiata tautoko from a small kapa haka group. Matariki will also include light art displays to be projected onto Civic House, and the Nelson Cathedral. These fireworks were originally purchased for Opera in the Park but could not be used due to a fireworks ban in place at the time.
- 4.28 Venue marketing: Venue marketing activity is being prioritised to maximise the local use of venues during the recovery period.

Heritage Activity

Founders Heritage Park

- 4.29 Revenue: Founders Heritage Park was closed during Levels 4 & 3 resulting in lost income estimated at \$30,000 from admissions, shop sales and venue hire. A decision has yet to be made on re-scheduling the book fair. Cancellation will result in a drop in proceeds of \$150,000, however this will be reduced if it can be re-scheduled. Whilst the park can reopen at level 2 there will be no international visitors. Several events and conferences scheduled for later in 2020 have also cancelled their bookings. Consequently a drop in revenue may continue into the next financial year.
- 4.30 Tenancies: Tenants have also lost income and this may have a consequential effect on the viability of their businesses. Community tenants received three months rental relief up to 30 June 2020. Further discussions with individual tenants about their particular circumstances are occurring as required.

Isel house

- 4.31 The impact of COVID-19 has been minimal. The house closed early for winter and will remain closed until October.

Broadgreen historic house

- 4.32 The house has been closed during level 4 and 3 and there will be some loss of admission income. Broadgreen will remain closed until at least 1 June as it is run by volunteers of a vulnerable age group. While the Broadgreen Society has been impacted by the closure of the Le Cren Room it has some financial reserves so will be able to meet the ongoing expenses incurred by the Broadgreen Centre.

Melrose house

- 4.33 The Melrose Society are responsible for house operations. The house and café have reopened daily to visitors during level 2 restrictions, and venue hire will recommence once level 1 restrictions are implemented.

Arts and Heritage activities

- 4.34 Heritage Festival: The cancellation of the Heritage Festival led to a new opportunity to launch a Virtual Festival which was well received by event hosts and the public. Content was produced during April and May and there are now 11 virtual events on the YouTube channel with more in production.
- 4.35 Delayed activities: The launch of the Taurapa lighting project, the installation of three heritage panels plus a small panel on Appo Hocton have been delayed by COVID-19 and will be rescheduled. The Tahunanui skate ramp and Community Artworks building murals were also delayed and will be rescheduled.
- 4.36 ANZAC Day: Gatherings to commemorate ANZAC Day were cancelled. Council's funding contribution towards these events was returned by the RSA.

5. Conclusion

- 5.1 Community Services activities have been significantly affected by the COVID-19 emergency with impacts on facilities, library services, events, community partnerships and heritage facilities. Further information will be provided to the Committee at subsequent meetings, the quarterly report and the Annual Plan deliberations meeting.

Author: **Shanine Hermsen, Manager Community Partnerships**

Attachments

Nil