



# AGENDA

Ordinary meeting of the

**Community Services Committee**

**Thursday 7 August 2014  
Commencing at 9.00am  
Atawhai Community Church  
5 Todd Bush Road, Todds Valley  
Nelson**

Membership: Councillor Pete Rainey (Chairperson), Her Worship the Mayor Rachel Reese, Councillors Ruth Copeland, Matt Lawrey, Paul Matheson (Deputy Mayor), Gaile Noonan (Deputy Chairperson), Tim Skinner, and Mike Ward

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 table for discussion and voting on any of these items.

## **Apologies**

### **1. Confirmation of Order of Business**

### **2. Interests**

2.1 Updates to the Interests Register

2.2 Identify any conflicts of interest in the agenda

### **3. Public Forum**

### **4. Confirmation of Minutes – 26 June 2014**

**8-14**

Document number A1213275

Recommendation

***THAT the minutes of the meeting of the Nelson City Council – Community Services Committee, held on 26 June 2014, be confirmed as a true and correct record.***

### **5. Status Report – Community Services Committee 7 August 2014**

**15**

Document number A1157454

Recommendation

***THAT the Status Report – Community Services Committee 7 August 2014 (A1157454) be received.***

### **6. Chairperson's Report**

## RECREATION AND LEISURE

### 7. **Burrell Park – Nelson Pacific Island Cultural Centre Building** **16-20**

Document number A1222385

Recommendation

**THAT the report (A1222385) and its attachment (A1223569) be received.**

Recommendation to Council

**THAT Council enters into a lease as tenant for the building situated on Burrell Park (55 Muritai Street) with the building owners Nelson Pacific Island Afternoon Study Programme Incorporated for the remainder of the 2014/2015 financial year at a rental figure of \$9,400 per annum plus GST.**

**AND THAT Council approve this unbudgeted funding in the current financial year as an additional expense;**

**AND THAT Council signal their support to purchase the building in the upcoming LTP as an asset required for the good of the community and that the lease run until the purchase takes effect.**

### 8. **Parks and Reserves Asset Management Plan 2015-25** **21-23**

Document number A1215454

Recommendation

**THAT the report Parks and Reserves Asset Management Plan 2015-2025 (A1215454) and its attachment (A271320) be received.**

Recommendation to Council

**THAT the draft Parks and Reserves Asset Management Plan 2015-2025 (A271320) be adopted to inform the Long Term Plan 2015-2025.**

Note: The draft Parks and Reserves Asset Management Plan 2015-2025 has been circulated separately.

- 9. Cricket World Cup 2015 Project Update (August 2014) 24-28**

Document number A1212473

Recommendation

***THAT the report Cricket World Cup 2015 Project Update (A1212473) be received.***

## **ARTS, FESTIVALS AND EVENTS**

- 10. Arts Fund Focus for 2014/15 29-32**

Document number A1222176

Recommendation

***THAT the report Arts Fund Focus for 2014/15 (A1222176) be received.***

Recommendation to Council

***THAT the contract for services negotiated with Arts Council Nelson for 2014/15 include the delivery of outcomes from the Arts Fund;***

***AND THAT the Mayor and Chair of Community Services Committee approve a shortlist of sites, to be developed in consultation with Arts Council Nelson, that the Arts Fund can be applied to in 2014/15;***

***AND THAT the concept for the project be reported back to Community Services Committee for approval before the artworks are finally commissioned;***

***AND THAT Council's Arts Selection Panel be involved in any selection of artworks that is required.***

## **REPORTS FROM COMMITTEES**

- 11. Nelson Youth Council – 12 June 2014 33-38**

Document number A1204436

Recommendation

***THAT the minutes of a meeting of the Nelson Youth Council, held on 12 June 2014, be received.***

**PUBLIC EXCLUDED BUSINESS**

**12. Exclusion of the Public**

Recommendation

***THAT the public be excluded 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:***

<b>Item</b>	<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Particular interests protected (where applicable)</b>
<b>1</b>	<p><b>Community Services Committee – Public Excluded – 26 June 2014</b></p> <p>These minutes confirm the minutes of 26 June 2014 and also contain information regarding:</p>	<p>Section 48(1)(a)</p> <p>The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7</p>	<p>The withholding of the information is necessary:</p>
	<p>Land Purchase – Grampians Extension, Havik Report</p>		<ul style="list-style-type: none"> <li>• Section 7(2)(i) To carry out negotiations</li> </ul>
	<p>ProKart Lease – Tahunanui Recreation Reserve Report</p>		<ul style="list-style-type: none"> <li>• Section 7(2)(h) To carry out commercial activities</li> <li>• Section 7(2)(i) To carry out negotiations</li> </ul>

2	<b>Public Excluded Status Report – Community Services – 7 August 2014</b>  This report contains information regarding:	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:
	<b>Brook Waimarama Sanctuary Lease</b>		<ul style="list-style-type: none"> <li>Section 7(2)(i) To carry out negotiations</li> </ul>

### 13. Re-admittance of the public

Recommendation

***THAT the public be re-admitted to the meeting.***

#### Note:

- **Lunch will be provided at Civic House.**
- **Youth Councillors Patrick Gerard and Sophie Ross will be in attendance at this meeting.**

---

**Minutes of a meeting of the Community Services Committee**

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

**On Thursday 26 June 2014, commencing at 11.58am**

---

Present: Councillor P Rainey (Chairperson), Councillors R Copeland, M Lawrey, P Matheson, G Noonan, (Deputy Chairperson), T Skinner, M Ward and Her Worship the Mayor

In Attendance: Councillors L Acland, I Barker, K Fulton, B McGurk, Acting Group Manager Community Services (H Kettlewell), Acting Group Manager Strategy (N McDonald), Group Manager Corporate Services (N Harrison), Manager Administration (P Langley), Administration Adviser (G Brown), and Youth Councillors (J Cotton and S Mackay-Wright)

Apologies: Her Worship the Mayor (R Reese) for lateness

**1. Apologies**

The apology was noted.

**2. Interests**

There were no updates to the Interests Register, and no conflicts of interest with any agenda items were declared.

**3. Confirmation of Order of Business**

**3.1 Public Forum**

The Chairperson advised that Jo Rainey from the Nelson Cycle Lift Society had advised that he would not be attending the Public Forum.

**3.2 Late Item – Burial and Cremation Bylaw 2008 – Consolidation of Bylaws**

The Chairperson advised that there was one late item, which would be considered immediately.

Resolved

***THAT the item regarding Burial and Cremation Bylaw 2008 – Consolidation of Bylaws be considered 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 Council to consider at its next scheduled meeting a recommendation from the Planning and Regulatory Committee to develop a consolidated bylaw.***

Ward/Copeland

Carried

Manager Administration, Penny Langley presented the report.

Resolved

***THAT the report Burial and Cremation Bylaw 2008 – Consolidation of Bylaws (A1210066) be received;***

***AND THAT the Community Services Committee transfer its delegations regarding the provision of cemeteries and crematoria to the Planning and Regulatory Committee, for the purposes of development of a consolidated 'place-based' bylaw.***

Ward/Copeland

Carried

#### **4. Confirmation of Minutes**

##### **4.1 Community Services Committee – 15 May 2014**

Document number A1191096, agenda pages 7-12 refer.

Resolved

***THAT the minutes of the meeting of the Nelson City Council – Community Services Committee, held on 15 May 2014, be confirmed as a true and correct record.***

Rainey/Copeland

Carried

#### **5. Status Report – Community Services Committee 26 June 2014**

Document number A1157454, agenda pages 13 refer.

Resolved

***THAT the Status Report – Community Services Committee 26 June 2014 (A1157454) be received.***

Ward/Copeland

Carried

Community Services Committee  
26 June 2014

## **6. Chairperson's Report**

The Chairperson advised committee members that this would be the last committee meeting for Acting Group Manager Community Services, Hugh Kettlewell. On behalf of the Committee the Chair thanked Mr Kettlewell for his efforts and wished him well.

## **RECREATION AND LEISURE**

### **7. Reconsideration of the Statement of Proposal to Close Brook Camp**

Document number A1183472, agenda pages 14-19 refer.

Senior Planning Adviser, Lisa Gibellini spoke about the Brook Conservation Reserve map (A212637), and clarified that the campground was located within the Recreation Reserve. She said that the freehold land titles adjoining the reserve were currently managed as part of the campground, but were not covered in the Conservation and Landscape Reserves Management Plan. She added that the proposed management plan would include the entire Recreation Reserve.

In response to a question, Ms Gibellini confirmed that the sanctuary building was within the Recreation Reserve.

In response to a question, Acting Group Manager Strategy, Nicky McDonald, explained that there were a number of reserve management plans which included Council reserves and freehold land, and the proposed management plan would be no different. Ms Gibellini added that parts of the Recreation Reserve land had been leased by the Sanctuary.

A map of the land parcel details was tabled (A1173275) for the committee members information. It was noted that a management plan would clarify the activities and status of parcels of land.

In response to further questions, Ms Gibellini said that the Recreation Reserve adjoined the Wildlife Reserve and that the Conservation and Landscape Reserves Management Plan included the Wildlife Sanctuary and part of the Recreation Reserve. She advised that Council land ownership extended to outside the Conservation and Landscape Reserves Management Plan area.

There was a discussion about the management of the Brook Camp and it was noted that the management of the camp would be unchanged until the management plan was in place.

Concerns were raised about not having sufficient accommodation for casual campers.

Councillor Ward, seconded by Councillor Noonan moved the recommendation in the Officers report.

Councillor Copeland, seconded by Councillor Skinner, moved an amendment to add a fourth clause

*AND THAT a Council report detailing the requirements to open for casual bookings be brought to the Community Services Committee at its next meeting.*

The motion was put and lost

Attendance: The meeting adjourned from 1.10pm to 1.15pm.

Councillors Matheson, seconded by Councillor Noonan, moved a further amendment to add a fourth clause

*AND THAT unless special accommodation needs are required*

The motion was put and carried.

Following further discussion the mover and seconder agreed to combine the third and fourth clauses of the motion to read;

*AND THAT the camp remains closed to casual bookings until the Management Plan is complete unless special accommodation needs are required.*

Resolved

***THAT the report Reconsideration of the Statement of Proposal to Close Brook Camp (A1191767) be received;***

***AND THAT a Management Plan is prepared under the Reserves Act 1977 to provide for the protection and future development of the Recreation Reserve (Section 47 Brook Street And Maitai District) that contains the Brook Campground;***

***AND THAT the camp remains closed to casual bookings until the Management Plan is complete unless special accommodation needs are required.***

Ward/Noonan

Carried

**8. Saxton Cricket Oval Drainage**

Document number A1196060, agenda pages 20-24 refer.

Resolved

***THAT the report Saxton Cricket Oval Drainage (A1196060) be received.***

Noonan/Rainey

Carried

## REPORTS FROM COMMITTEES

### 9. Nelson Youth Council

Document number A1181621, agenda pages 25-29 refer.

Resolved

***THAT the minutes of a meeting of the Nelson Youth Council, held on 6 May 2014, be received.***

Lawrey/Rainey

Carried

Joseph Cotton and Sam Mackay-Wright gave an update regarding Youth Council activities. They spoke about Youth Week, the Youth Council Conference and recent activities which the Youth Council had undertaken including the tree planting at Tahunanui.

### 10. Exclusion of the Public

Recommendation

***THAT the public be excluded 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	<p><b>Community Services Committee – Public Excluded – 15 May 2014</b></p> <p>These minutes confirm the minutes of 15 May 2014 and also contain information regarding:</p>	<p>Section 48(1)(a)</p> <p>The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7</p>	<p>The withholding of the information is necessary:</p>
	<p><b>Brook Waimarama Sanctuary Lease</b></p> <p>This report contains information regarding Brook Waimarama Lease and Funding.</p>		<p>The withholding of the information is necessary:</p> <ul style="list-style-type: none"> <li>• Section 7(2)(i) To carry out negotiations</li> </ul>
	<p><b>Founders Leases 2014 Reconsideration</b></p>		<p>The withholding of the information is necessary:</p> <ul style="list-style-type: none"> <li>• Section 7(2)(a) To protect the privacy of natural persons</li> <li>• Section 7(2)(i) To carry out negotiations</li> </ul>
2	<p>Public Excluded Status Report – Community Services – 26 June 2014</p> <p>This report contains information regarding:</p>	<p>Section 48(1)(a)</p> <p>The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7</p>	<p>The withholding of the information is necessary:</p>
	<p>Brook Waimarama Sanctuary Lease</p>		<ul style="list-style-type: none"> <li>• Section 7(2)(i) To carry out negotiations</li> </ul>
3	<p>Land Purchase – Grampians Extension, Havik</p> <p>This report contains information regarding negotiations for the purchase of a strategic piece of land.</p>	<p>Section 48(1)(a)</p> <p>The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7</p>	<p>The withholding of the information is necessary:</p> <ul style="list-style-type: none"> <li>• Section 7(2)(i) To carry out negotiations</li> </ul>

4	ProKart Lease – Tahunanui Recreation Reserve	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"> <li>• Section 7(2)(h) To carry out commercial activities</li> <li>• Section 7(2)(i) To carry out negotiations</li> </ul>
---	--	---	---

Lawrey/Ward

Carried

The meeting went into public excluded session at 1.20pm, during which time Her Worship the Mayor joined the meeting. The public session resumed at 1.41pm.

**11. Re-admittance of the Public**

Resolved

***THAT the public be re-admitted to the meeting.***

Rainey/Noonan

Carried

There being no further business the meeting ended at 1.41pm.

Confirmed as a correct record of proceedings:

\_\_\_\_\_ Chairperson \_\_\_\_\_ Date

## Status Report – Community Services 7 August 2014

Date of meeting/Item	Action Resolution	Officer	Status
17 April 2014 Council meeting	<p><u>THAT</u> Council directs officers to provide a summary of Council’s biodiversity output with a particular focus on opportunities to leverage the work undertaken in the Sanctuary.</p>	Clare Barton	<p><b>7/8/14</b> Initial work undertaken with Biodiversity forum in relation to full programme for Council consideration. Specialist meeting scheduled for 8/8/14 followed by full Council workshop on 14/8/14 to discuss programme to be advanced to LTP.</p> <p><b>UNDERWAY</b></p>

## Burrell Park – Nelson Pacific Island Cultural Centre Building

### 1. Purpose of Report

- 1.1 To seek approval to lease the existing building owned by Nelson Pacific Island Afternoon Study Programme Incorporated (NPIASP) located on Burrell Park and seek approval to include for the purchase of the building in the upcoming LTP.

### 2. Delegations

- 2.1 Approval of community leases is a decision of Council.

### 3. Recommendation

***THAT the report (A1222385) and its attachment (A1223569) be received.***

#### Recommendation to Council

***THAT Council enters into a lease as tenant for the building situated on Burrell Park (55 Muritai Street) with the building owners Nelson Pacific Island Afternoon Study Programme Incorporated for the remainder of the 2014/2015 financial year at a rental figure of \$9,400 per annum plus GST.***

***AND THAT Council approve this unbudgeted funding in the current financial year as an additional expense;***

***AND THAT Council signal their support to purchase the building in the upcoming LTP as an asset required for the good of the community and that the lease run until the purchase takes effect.***



## 4. Background

- 4.1 The Nelson Pacific Island Afternoon Study Programme Inc purchased the building on Burrell Park from the Order of St John in 2003 for \$171,000. Refer Attachment 1 for location plan.
- 4.2 The NPIASP currently hold a land lease with Council until 30 June 2023 for \$228 per annum plus GST.
- 4.3 Following the recent death of Jan Fa'avue who was the driving force behind the NPIASP, activities within the hall have curtailed. The hall is currently being used for storage.
- 4.4 Council has issued under the terms of the lease, a notice of insufficient use of the hall to the NPIASP and sought explanation from the Lessee around their long term intentions for this facility occupying Council land. That correspondence and subsequent discussions has resulted in this report.
- 4.5 The proposal on the table brokered by the Deputy Mayor is that Council enter into a lease with NPIASP at commercial rates and sub-lease to Tahunanui Community Centre (who operate adjacent to the NPIASP and run a number of community programmes) at a community based rate (10% of market rent), with a view to Council purchasing the building at a later date.
- 4.6 This will assist the current programmes run by the Tahunanui Community Centre.

## 5. Discussion

### Rental

- 5.1 It is anticipated that Council will lease the building from the NPIASP at market rates (based on valuation) and sub-lease to the Tahunanui Community Centre in accordance with the Community Assistance Policy (\$940.00pa).
- 5.2 Current market rent as per valuation is \$9,400 per annum.
- 5.3 The NPIASP will continue to lease the land which the building occupies from Council for \$228.00 per annum.
- 5.4 The additional expenditure (\$8232.00pa) is unbudgeted. Officers will maintain watch for operational savings to offset against this additional expenditure.

### Purchase

- 5.5 The purchase value of the building has been determined by valuation as \$123,000. Subject to Council approval, provision will be made for consideration, in the upcoming LTP to purchase this building.

- 5.6 The option of purchasing the building in 2015/2016 will be presented to Council in due course for consideration.

## **6. Options**

- 6.1 Option 1 - Status-quo would result in an unused facility remaining on a Council property through to 2023 and further exacerbated the financial issues of the NPIASP.
- 6.2 Option 2 - The NPIASP sublease the building directly to the Tahunanui Community Centre. This option would result in continued financial pressure on the NPIASP regarding ongoing maintenance of the facility.
- 6.3 Option 3 - Council lease the building directly from NPIASP with the option of purchase. This would provide the NPIASP with funding to continue investing in educational opportunities for Pacific Island youth in Nelson. The initial seismic assessment is 40% NBS.

## **7. Assessment of Significance against the Council's Significance Policy**

- 7.1 This is not a significant decision.

## **8. Consultation**

- 8.1 No consultation is proposed as the building currently exists and the use of the building (Community Facility) is not changing.

## **9. Alignment with relevant Council Policy**

- 9.1 This recommendation is consistent with earlier Council decisions regarding the construction of and use of this facility.
- 9.2 This report meets the objectives of Nelson 2060 through providing places for people to meet and creating public places that meet the needs of young and old (Goal Nine).

## **10. Inclusion of Māori in the decision making process**

- 10.1 No specific consultation with Maori has been undertaken as provisions of the Reserves Act are being met through this report.

## **11. Conclusion**

- 11.1 The NPIASP has been struggling financially to continue to run community programmes from this building. The building is surplus to their requirements and is currently being used only for storage.
- 11.2 The Leasing of this facility from the NPIASP will assist this group and provide a facility which is being used to meet community needs in the area.

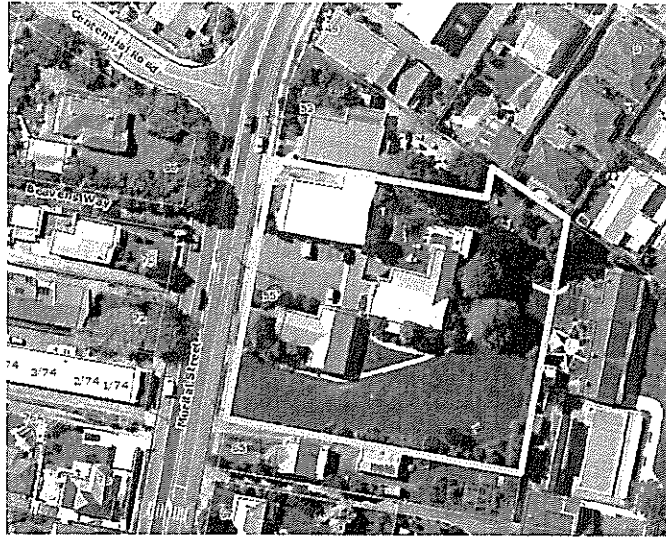
11.3 The option of purchasing the building will be addressed through the upcoming LTP.

Michael Homan  
**Property and Facilities Asset Manager**

**Attachments**

Attachment 1: Burrell Park Facility Photos ([A1223569](#))

ATTACHMENT 1



---

## **Parks and Reserves Asset Management Plan 2015-25**

---

### **1. Purpose of Report**

- 1.1 To seek Council's agreement to adopt the draft Parks and Reserves Asset Management Plan 2015-2025, as the version that will inform the Long Term Plan 2015-2025.

### **2. Delegations**

- 2.1 The Community Services Committee has powers to recommend to Council asset management plans which relate to parks and reserves.

### **3. Recommendation**

***THAT the report Parks and Reserves Asset Management Plan 2015-2025 (A1215454) and its attachment (A271320) be received.***

#### **Recommendation to Council**

***THAT the draft Parks and Reserves Asset Management Plan 2015-2025 (A271320) be adopted to inform the Long Term Plan 2015-2025.***

### **4. Background**

- 4.1 The Parks and Reserves Asset Management Plan 2015-2025 sets out Council's detailed strategic direction for the activity for the next 10 years.
- 4.2 The plan forms the basis of meeting Council's obligations under section 93 and Schedule 10 of the Local Government Act 2002.
- 4.3 A preliminary draft of the Asset Management Plan was considered at a Council workshop on 3 April 2014. As a result of that workshop some amendments were made to that draft plan.
- 4.4 The Parks and Reserves Asset Management Plan is not considered part of the 30 year Infrastructure Strategy signalled in the Local Government Act 2002 Amendment Bill (No.3).

## 5. Discussion

5.1 The Parks and Reserves Asset Management Plan 2015-2025 sets out the background to the Council's parks and reserves activity. It references buildings, bridges and other major structures located on parks and reserves land but these are managed outside this plan and included in the Properties and Facilities Asset Management Plan. The following details are included:

- Levels of service
- Future work and development projects
- Trends affecting parks and reserves
- Focus areas for the activity during 2015-2025
- Asset management systems
- Condition assessment
- Risk management
- Lifecycle management
- Ten year financial projections for operations and maintenance, renewals and capital expenditure

## 6. Assessment of Significance against the Council's Significance Policy

6.1 The adoption of this recommendation is not a significant decision in terms of the Council's Significance Policy. Any decisions arising from the Parks and Reserves Asset Management Plan which are considered to be significant will be consulted through the Long Term Plan 2015-25.

## 7. Consultation

7.1 The plan will inform the Long Term Plan 2015-25 and decisions arising will be consulted through that process.

## 8. Alignment with relevant Council Policy

8.1 This plan will inform the preparation of the Long Term Plan 2015-25 and will be amended following the adoption of the Long Term Plan. It is consistent with previous Council decisions.

8.2 Future work and development is included within this plan and additional costs are outlined for consideration in the Long Term Plan.

8.3 Nelson 2060 has been taken into account in the preparation of this plan.

## **9. Inclusion of Māori in the decision making process**

- 9.1 No specific consultation with Māori has been undertaken, but discussions are scheduled to take place. Further consultation with Maori will be via the Long Term Plan.

## **10. Conclusion**

- 10.1 The Parks and Reserves Asset Management Plan 2015-2025 has been prepared to inform the Long Term Plan 2015-2025 and will support Council in meeting its obligations under section 93 and Schedule 10 of the Local Government Act 2002.

Andrew Petheram  
**Parks and Reserves Asset Planner**

### **Attachments**

Attachment 1: Parks and Reserves Asset Management Plan 2015-25 ([A271320](#))

Note: This attachment has been circulated separately.

---

## **Cricket World Cup 2015 Project Update (August 2014)**

---

### **1. Purpose of Report**

- 1.1 To receive updated information on the status of Cricket World Cup (CWC) 2015.

### **2. Delegations**

- 2.1 Festivals and Events, including Cricket World Cup 2015, fall within the area of responsibility of the Community Services Committee.

### **3. Recommendation**

***THAT the report Cricket World Cup 2015 Project Update (A1212473) be received.***

### **4. Background**

- 4.1 Officers have committed to providing regular updates to the Council on the status of the Cricket World Cup 2015 (CWC) Project. This report outlines progress since the previous update report presented to the Community Services Committee on 28 January 2014.

### **5. Discussion**

#### **Match Venue Update**

- 5.1 In May the tender for the provision of Security Services at the Cricket World Cup was awarded to the Nelson branch of Armourguard, who also worked for the Rugby World Cup.
- 5.2 In June CWC appointed a dedicated Nelson Event & Host City Manager. This has meant that CWC decision making in relation to the venue, the matches and Host City events is progressing more quickly.
- 5.3 CWC requires 229 volunteers in Nelson to deliver the event. So far the Nelson community made 149 applications. 90 applicants were interviewed over three days at the end of May to identify suitable roles. A number of council officers volunteered for the role of candidate interviewers. The next recruiting round will start early October.



- 5.4 Regular venue planning meetings have been established to share and discuss information with Nelson Cricket, Security, Nelson Police, CWC and Nelson City Council.
- 5.5 International Cricket Council (ICC) operational staff and CWC staff will visit the Venue on 19 August, with a focus on operational matters including: Broadcast, Commercial Partner Activation, Accreditation and Training Venues.
- 5.6 On Tuesday, 20 January 2015 the BLACKCAPS will play against Sri Lanka in the second ODI in Nelson. This match will be used to test some CWC plans.
- 5.7 Venue Overlay progress
  - 5.7.1 Suppliers have inspected and measured the Saxton Cricket Oval in June to design the CWC 2015 look and feel. The majority of the dress up is designed for areas frequently filmed or photographed and ensures that the Oval will be recognised as a Cricket World Cup 2015 stadium.
  - 5.7.2 LED signage will be installed all around the cricket grounds for CWC matches. This is the first time these have been used at any Nelson venue.
  - 5.7.3 Council officers and CWC are currently focussing on the designs and potential solutions for Media hosting, required additional electricity demands and backup power supplies. The current power supply at Saxton Cricket Oval is not sufficient for an event the size of CWC and already had to be enhanced by generators for the ODI in 2014.
  - 5.7.4 One of the issues experienced in Nelson is that its isolated location increases costs because many required provisions have high transport costs and local suppliers are not available.
- 5.8 Ticket Sales
  - 5.8.1 CWC are continuing to see a steady flow of tickets sales across all New Zealand venues, with rapid growth expected when the World Cup summer of cricket begins in October. This will see the start of their most intense phase of tournament promotion, including a new advertising campaign and the trophy tour. The current status of ticketing for Nelson fixtures is:
    - 5.8.2 West Indies v Ireland – Selling extremely well, with Category A allocations currently exhausted. GA tickets and the family zone are also selling well.
    - 5.8.3 Zimbabwe v UAE – Limited availability in Category A and plenty remaining in all other seating categories.
    - 5.8.4 Bangladesh v Scotland - Allocation in Category A almost exhausted with plenty remaining in all other seating categories

- 5.8.5 Council officers and CWC are looking into increasing available seating by 616 seats compared to the ODI 2014. This decision will depend on ticket sales figures and budget considerations nearer the time.

### **Host City Update**

#### 5.9 Festival of Cricket

- 5.9.1 Two of Nelson's World Cup games fall within the opening week of the tournament. This provides an opportunity to create a 'Festival of Cricket' during the lead in to our first games.

5.9.2 Planning is currently underway for this Festival and will include:

- Travelling theatre production 'The Second Test' at the Theatre Royal
- Fan Activation at the 1903 Square showing the opening tournament match between New Zealand and Sri Lanka on the big screen.
- Festival event at the Top of Trafalgar Street showcasing local food and wine. This is likely to be run in conjunction with the annual Nelson market held further down Trafalgar Street.
- Community/kids cricket tournament at Tahunanui sportsground
- Beach cricket tournament at Tahuna for secondary school and adult teams

- 5.9.3 Other opportunities are being planned to provide walk up entertainment on match days and to support the third match in early March and we will continue to look for additional host city promotional activities that can be provided within the existing funding.

- 5.10 In November 2014 a CWC Trophy tour will be undertaken across New Zealand. At this stage this is likely to include a morning event in Nelson to fit with breakfast television and then a number of other local engagement opportunities with the trophy.

- 5.11 There will be a city dressing programme in place around tournament time. Current funding is primarily for street banners across the city but other opportunities may arise closer to tournament time.

### **Access to the Athletics Track during the tournament**

- 5.12 The Top of the South Athletics Charitable Trust has contacted the Mayor and Deputy Mayor to express serious concerns of the unintended consequences resulting from the six week exclusive use of the Athletics track as part of CWC.

- 5.13 Council officers understand that the reasons for the exclusivity are to avoid any damage to the venue or the grounds and for health and safety and security issues associated with the infrastructure that supports the CWC.

- 5.14 Officers are working with the Trust to present their views and solutions to CWC before the August meeting.

### **Saxton Oval Drainage**

- 5.15 Officers have reported back to Council separately on remedial works carried out at the cricket oval. Officers had an opportunity to observe its function during the recent rainfall event and can confirm that it is now operating to the desired standard.

## **6. Project Team Update**

- 6.1 The updated project team for the Cricket World Cup in Nelson now consists of:

- Project Sponsor: Chris Ward;
- Project Manager Venue: Markus Erdmann;
- Venue Manager: Jonny Benbow (Contractor);
- Host City Manager: Ian Littleworth;
- Volunteer Coordinator: Kathy Solly;
- Communications Manager: Paul Shattock (from 1 September);
- Communications Adviser: Vacant (Ian Littleworth temp point of contact).

## **7. Project Staff Hours**

- 7.1 Council officers have made changes to address the issue of 5,200 staff hours exceeding the 4,000 hour plan with 1,000 extra hours contingency.
- 7.2 Staffs new best current estimates for the project is 4,500 hours. This was mainly achieved by contracting the Venue Manager role using available project budget.

## **8. Project Budget**

- 8.1 The project is within its allocated budget at this time. Cricket World Cup and council officers performed a full budget review in July.

## **9. Assessment of Significance against the Council's Significance Policy**

- 9.1 This is not a significant decision.

## **10. Consultation**

10.1 No consultation has taken place on this report.

## **11. Alignment with relevant Council Policy**

11.1 The recommendation is consistent with previous Council direction.

## **12. Inclusion of Māori in the decision making process**

12.1 Maori have not been specifically consulted during the preparation of this report.

## **13. Conclusion**

13.1 Council has asked for regular updates on the progress of this significant project. With just over 6 months to go to the start of the tournament the project is on track and on budget, and CWC have indicated that they are satisfied with progress to date.

Chris Ward  
**Group Manager Community Services**

**No Attachments**

## Arts Fund Focus for 2014/15

### 1. Purpose of Report

- 1.1 To decide how to allocate Council's Arts Fund for the 2014/15 financial year.

### 2. Delegations

- 2.1 Community Services Committee has responsibility for the Arts Strategy and Arts Policy from which the fund arises and the power to recommend to Council how the fund should be allocated for 2014/15.

### 3. Recommendation

***THAT the report Arts Fund Focus for 2014/15 (A1222176) be received;***

#### Recommendation to Council

***THAT the contract for services negotiated with Arts Council Nelson for 2014/15 include the delivery of outcomes from the Arts Fund;***

***AND THAT the Mayor and Chair of Community Services Committee approve a shortlist of sites, to be developed in consultation with Arts Council Nelson, that the Arts Fund can be applied to in 2014/15;***

***AND THAT the concept for the project be reported back to Community Services Committee for approval before the artworks are finally commissioned;***

***AND THAT Council's Arts Selection Panel be involved in any selection of artworks that is required.***

### 4. Background

- 4.1 Council has allocated \$125,000 to the Arts Fund for 2014/15. In previous years officers have struggled to deliver outcomes from the Arts Fund allocation due to pressure on resources. Under current arrangements the

Fund is managed by the Arts and Heritage Adviser. This position has 16 hours per week plus 4 hours administration support in which to manage all arts activity including the Fund.

- 4.2 During the Annual Plan deliberations Council allocated increased operational funding to Arts Council Nelson (ACN) in recognition of the valuable contribution it was able to make to community outcomes. Officers were asked to explore with ACN the possibility of the contract with Council for 2014/15 including assistance with arts outcomes related to the Fund.
- 4.3 Officers have had discussions with ACN and the following options are presented for consideration. All of these options are achievable by officers and/or ACN within currently allocated resources. It is important to note that the Arts Fund is capital funding.

## **5. Arts Fund Outcomes 2014/15**

### **Site Specific Works**

- 5.1 The Arts Policy includes a number of sites that Council has prioritised for artworks (gateways, waterfront, Centre of New Zealand) and there will be others that could be nominated from which to produce a shortlist of desirable sites for art. ACN could be tasked with advertising for expressions of interest from artists to provide an artwork for selected sites, overseeing the selection process and then the construction and installation of the works. The number/scale/quality of proposals would determine whether one or more artworks were commissioned.
- 5.2 This option could also deliver works for a particular theme or focus. For instance with the current focus on enhancing the central business district (CBD) it may be the Fund should be applied there in 2014/15. The Maitai walkway could be the focus in 2015/16, once all work is completed. In a future year when a new facility is completed in Stoke then it might be the focus for the Fund. If Council wished to support the very popular and fast-growing Light Nelson it could choose to commission a work with the theme of light (light and water are the two linking themes for public art in the Arts Policy) that could be displayed at the next Light Nelson and then find a permanent home in the CBD.
- 5.3 A variation on the site specific approach is to commission temporary artworks. If the aim was to enliven the CBD it might be an example like Wellington city's temporary works could be used to create a changing display that maintains public interest. There are four large plinths outside Te Papa which display artworks (funded by the Wellington Sculpture Trust) which change every second year at the time of the International Festival of Arts. On a smaller and more affordable scale there are a series of eight 3m high steel and glass boxes on Courtenay Place which are illuminated at night and display artworks that are changed every few months.

## **Community Match Fund**

- 5.3.1 One option that has been suggested in previous discussions is to allocate part or all of the funding to match input from the community (which could be funding or in-kind resources). Arts Council Nelson could advertise the availability of funding to match community arts initiatives and then assess any proposals.
- 5.3.2 Given that match funding is more usually for smaller scale projects it would probably be better to allocate a portion of the Fund rather than the full amount. It is proposed that if match funding is approved that it is limited to a maximum of \$20,000 of the Fund. This recognises the major emphasis of the Fund needs to be on revitalisation projects in priority sites for Council and also that \$10,000 arts match funding has already been separately allocated in the Annual Plan to the Washington Valley arts project.

## **Council Capital Projects**

- 5.4 Another suggestion made during deliberations was that the Arts Fund should go towards scheduled Council capital projects to allow the design to be enhanced eg if a bridge is to be built it could be a striking design as well as functional. Given the advance planning that is needed for capital projects it would be difficult to spend the Fund for this purpose in the current financial year.
- 5.5 It is therefore suggested that the Fund not be allocated towards Council capital projects this year. Instead, during development of the Long Term Plan 2015-25, any upcoming capital projects that could include an arts/design component will be identified and the Fund tagged for that purpose in the appropriate year.

## **6. Options**

- 6.1 There are a number of options for use of the Arts Fund. All of them fit with the purpose of local government by providing public art which will enhance the city environment, growing Nelson's reputation as an arts destination and supporting both economic and social strands of the community outcomes.
- 6.2 Drawing on ACN skills and expertise to help ensure the Fund does deliver the outcomes Council expects is a more cost-effective approach than increasing in-house staff resource.
- 6.3 It is suggested that a combination of the options outlined above is likely to give the best mix of outcomes. Over the longer term it would make sense to use the Arts Fund to contribute to better arts/design outcomes from large capital works, given the visual impact these can have on the city. In the near term a focus on the CBD would help to accentuate and enhance the high quality environment our central city offers visitors and residents. The following components are recommended as the best way to get value from the Arts Fund:

- During development of the Long Term Plan 2015-25, consider which future capital projects would warrant additional funding to deliver arts/design outcomes as well as functional outputs.
- Contract ACN to manage a process to develop site specific artworks for the CBD and oversee a community match fund process, with a report back to Council on the nature of the proposal(s) before any artists are commissioned.

6.4 It is expected that this process is likely to deliver several smaller scale/budget artworks. While proposals will not be limited to artists in the region, it is expected that the size of budgets, local knowledge of sites and timeframes are all likely to favour local artists.

6.5 It is suggested that Council provide guidance as to which possibilities for artworks in the CBD are most appealing and then rely on ACN expertise to develop these further. A degree of flexibility is desirable given this is the first year of this new relationship with ACN and the range of quality of proposals will determine the projects that are commissioned.

## **7. Assessment of Significance against the Council's Significance Policy**

7.1 This is not a significant decision in terms of Council's Significance Policy.

## **8. Consultation**

8.1 Extensive consultation with the public on issues related to the Arts Fund occurred during development of the Nelson Tasman Regional Arts Strategy and the Arts Policy.

## **9. Alignment with relevant Council Policy**

9.1 The recommendations in this report are consistent with the Arts Strategy and Arts Policy and are in accordance with decisions made during deliberations on the Annual Plan 2014/15 which included \$125,000 for this project. Provision of public art contributes to many aspects of Nelson 2060 themes – a beautiful city, outstanding lifestyles, strong economy.

## **10. Inclusion of Māori in the decision making process**

10.1 Consultation occurred as per 8.1 above.

## **11. Conclusion**

11.1 It is recommended that Council work with Arts Council Nelson to include assistance in delivering the Arts Fund in the contract for services 2014/15.

Nicky McDonald  
**Senior Strategic Adviser**

### **Attachments**

None.

A1222176  
RAD PDF A1227068



## **Minutes of a meeting of the Nelson Youth Council**

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

**On Thursday 12 June 2014, commencing at 12.58pm**

---

- Present: Joseph Cotton (Chair), Chloe Rumsey, Emily James, Sophie Ross, Sophie Smith, Tane Kawana, Patrick Gerard, Samantha Stephens, Chia-Wei Jao, Jackie Liang, Daniel Kirby, Daniel Leaper, Carla Lindley, Hannah Malpas and Jethro Burr
- In Attendance: Social Wellbeing Adviser (R Large) and Community Services Cadet (T Zanoni)
- Apologies: Nick Erasmuson, Harry Tod-Smith, Sam Mackay-Wright and Councillors P Rainey and M Lawrey

### **1. Apologies**

The apologies were received

The Chair announced that Grayson Nepia and Chelcie Phillips had resigned from the Nelson Youth Council and thanked them for their contribution to the group.

### **2. Confirmation of Minutes – 6 May 2014**

Document number A1195883, agenda pages 4-9 refer.

Resolved

***THAT the minutes of a meeting of the Nelson Youth Council, held on 6 May 2014, be confirmed as a true and correct record.***

Kawana/Burr

Carried

### **3. Annual Plan Discussion**

Carla Lindley discussed with Youth Councillors the Draft Annual Plan and asked for their feedback on what should be supported and what should no longer be supported.

After a discussion Youth Councillors agreed that efforts should be discontinued with the Bridge Street Upgrade, as they believed they were unlikely to use that area as frequently.

Other items such as the Modeller's Pond, the youth mural were questioned as the best priority. It was raised that a youth facility in Stoke would be supported.

#### **4. Youth Council administrative decisions**

Sophie Ross explained a process, discussed at a sub group meeting, to aid Youth Council decision making. The draft list of questions were:

- Is this Youth Council's place
- Does this benefit the wider youth
- Will people get involved
- Is it time effective
- How does it link to NCC
- Is this spending rates

Youth Councillors thought that the questions were realistic and efforts should be taken to encourage further discussion in meetings.

#### **5. Fresh FM**

Chloe Rumsey provided information regarding Nelson Youth Council having a radio show. Chloe informed Youth Councillors that the only available time slot is every fortnight for a radio show.

Youth Councillors mentioned that not a lot of youth listen to Fresh FM and that they are not very dedicated to the idea of having their own radio show.

A suggestion was made that Youth Council could sponsor the Nelson College for Girls radio talk show "Dinner Club" but the group agreed that it would not be money well spent. The Youth Councillors decided that they would re-evaluate hosting a radio show and leave it where it is this year.

#### **6. Draft Annual Plan 2014/15 Submission**

Jethro Burr provided feedback on the experience of the Council hearing on Tuesday 13 May 2014.

It was noted that six Youth Councillors spoke about submissions. Jethro said that it was really worth going, that it was a great experience and would recommend for others to attend if given the opportunity in the future.

## **7. Youth Week event**

Chloe Rumsey requested feedback from the group on the Quiz Night, 21 May 2014.

Youth Councillor's suggestions for future quiz nights were:

- Having a box at each school for payments to prevent confusion
- Having some type of entertainment in between rounds to help settle the participants
- Less academic questions
- Spread the work load evenly amongst Youth Councillors
- Keep the dress up theme and draw on table cloths

It was suggested that it could be possible to run a quiz night biannually, one quiz in Nelson and another possibly at Garin College or Nayland College.

Rach Large reminded Youth Councillors that in future events they need to respond to the project manager while organising the event. She congratulated Chloe and the wider Youth Council on the successful event.

The Youth Councillors all agreed that the Quiz night event was a success and that many participants had enjoyed themselves.

## **8. Rockquest Award**

Carla Lindley gave feedback to the Youth Council on the presentation of the Youth Council Rockquest Award on 23 May 2014.

It was noted that it was a difficult award to judge for and the winner was awarded due to the loudest audience response.

The group agreed that the award planning and judging went smoothly without the involvement of Tasman Youth Council. It was suggested to organise an event that both councils are interested in so that they could work together in the future.

## **9. Tree planting at Tahuna**

Emily James provided an update on the tree planting event on 5 June 2014.

Emily informed Youth Councillors that the event was a success with 2000 trees being planted and that supplying drink bottles had served their purpose and was a good way to promote Youth Council.

Youth Councillor's suggestions for future tree planting events were:

- Organise jobs for Youth Councillors beforehand
- Give the participants an overview/rundown on arrival

- Provide a clearer demonstration on how to plant a tree
- Possibly supplying music for participants or reminding participants beforehand to bring headphones if wanted

## **10. Tahuna Youth Mural**

Sam Stephens informed the group that due to lack of submissions, the mural will not proceed.

## **11. Trustpower Community Awards**

Carla Lindley discussed the awards night on the 1 July 2014 and asked for attendees.

Hannah Malpas, Sophie Ross, Jackie Laing, Chia-Wei Jao, Emily James, Tane Kawana, Daniel Leaper, Joseph Cotton, Patrick Gerard and Chloe Rumsey indicated their interest in attending the awards night.

## **12. Youth Conference**

Rach Large updated the wider group on those attending the Youth Conference on 14-15 July. Carla Lindley, Daniel Leaper, Chloe Rumsey, Sam Mackay-Wright, Jackie Liang and Sophie Smith were selected to attend, and will provide a presentation at the August meeting.

## **13. Top of the South Forum**

Rach Large discussed the forum which is on Friday 18 July 2014, and asked Youth Councillors if they would be interested in attending.

Rach informed the group that the forum will have Youth Councillors from Marlborough, Kaikoura, Tasman and Nelson Youth Councils and that it is a good opportunity to learn about other Youth Councils and how they are run.

Joseph Cotton, Chloe Rumsey, Sophie Ross, Sophie Smith, Tane Kawana, Patrick Gerard, Carla Lindley, Hannah Malpas and Jethro Burr indicated their interest in attending.

## **14. Council Meeting**

Chloe Rumsey and Carla Lindley provided an update from the Council meeting on 21 May 2014.

## **15. Youth Ambassador Update**

Daniel Leaper and Jethro Burr updated the group on the experience at Fresh FM. Topics discussed include: The Draft Annual Plan, Modellers Pond, Rates, The School of Music and Disaster Relief.

It was noted that Fresh FM can be found on 104.8fm, or 107.2fm depending on your location.

## **16. Sonic and Masked Parade**

Michaela Blackman, Festival Co-ordinator, asked Youth Councillors for suggestions of bands from the Rockquest to perform at the Masked Parade.

Youth Councillors suggested Michaela pursue Oh Blok for this event. The group also suggested Slim Conviction, Elae, Rictorscale, Paper Scissors and Fire Without Permit. Michaela suggested Celestia and some Youth Councillors agreed on this option also.

Michaela suggested the possibility for a member of Youth Council to be a judge at the Masked Parade. The group showed interest in this opportunity.

## **17. General Business**

- 17.1 Carla Lindley asked the group for voting enrolment forms to be returned to her and for input on renewing her contract.

Youth Councillors agreed that Carla should renew her contract so that they can continue encouraging students to enrol to vote.

- 17.2 Patrick Gerard discussed the Heritage Week sub-group meeting.

Chia-Wei Jao, Sophie Smith, Tane Kawana, Daniel Kirby and Joseph Cotton indicated that they are unable to attend the meeting but would still like to be apart of this project.

Heritage Week's theme for next year is medicine. Youth Councillors will be asked to interview older people who have had experience in the medical field. Further details will be discussed at the meeting.

Patrick reminded the group that 100% commitment will be needed from those involved with this project.

- 17.3 Daniel Leaper informed the group about his discussion with a taxi driver after a meeting.

The driver suggested that Youth Council run a project to encourage students to remain smokefree.

Councillors agreed that it was not their position, but will continue to promote their events as smokefree events.

- 17.4 Rach Large indicated that she was impressed with the Youth Council article in this issue of Live Nelson. A copy of this issue will be emailed to the Youth Councillors.

- 17.5 Rach Large asked who would like to attend the Council meeting on 19 June, Works and Infrastructure on 24 July and Council meeting on 9 October, to replace Chelcie and Grayson who resigned. Jackie Liang, Jethro Burr and Carla Lindley expressed an interest to attend.
- 17.6 Rach Large asked who would like to attend the meeting with Maryan Street and Mayor Reese, as Grayson resigned. Chia-Wei Jao expressed an interest if Sam Mackay-Wright was unable to attend.

There being no further business the meeting ended at 2.11pm.

Confirmed as a correct record of proceedings:

\_\_\_\_\_ Chairperson \_\_\_\_\_ Date