

Notice is given that an ordinary meeting of the Community Development Committee will be held on:

Date: Thursday 3 November 2016
Time: 9.30 am
Meeting Room: Tasman Council Chamber
Venue: 189 Queen Street
Richmond

Community Development Committee

AGENDA

MEMBERSHIP

| | | |
|---------------------------|--------------------------------------|---------------|
| Chairperson | To be confirmed prior to the meeting | |
| Deputy Chairperson | To be confirmed prior to the meeting | |
| Members | Mayor R G Kempthorne | Cr P Canton |
| | Cr T King | Cr P Sangster |
| | Cr S Bryant | Cr T Tuffnell |
| | Cr M Greening | Cr D McNamara |
| | Cr K Maling | Cr S Brown |
| | Cr D Wensley | Cr D Ogilvie |
| | Cr A Turley | Cr P Hawkes |

(Quorum 7 members)

Contact Telephone: 03 543 8578
Email: tara.fifield@tasman.govt.nz
Website: www.tasman.govt.nz

AGENDA

1 OPENING, WELCOME

2 APOLOGIES AND LEAVE OF ABSENCE

Recommendation

That apologies be accepted.

3 PUBLIC FORUM

4 DECLARATIONS OF INTEREST

5 LATE ITEMS

6 REPORTS OF COMMITTEE

Nil

7 PRESENTATIONS

Nil

8 REPORTS

- 8.1 (9.35 am) Chair's Report (to be circulated after appointment is confirmed)
- 8.2 (9.45 am) Golden Bay Shared Recreation Facility Management Contract 5
- 8.3 (10.00 am) Appointments to Management and Other Committees..... 13
- 8.4 (10.15 am) Community Development Manager's Report..... 19
- 8.5 (10.30 am) Action Sheet - Community Development 45

8 REPORTS

8.1 GOLDEN BAY SHARED RECREATION FACILITY MANAGEMENT CONTRACT

Decision Required

| | |
|-----------------------|--|
| Report To: | Community Development Committee |
| Meeting Date: | 3 November 2016 |
| Report Author: | Susan Edwards, Community Development Manager |
| Report Number: | RCD16-11-01 |

1 Summary

- 1.1 Council is in the process of constructing the new Golden Bay Community Recreation Facility. It has been Council's intention that the new Facility would be managed by a local community based society, in a similar manner to Council's other community facilities.
- 1.2 The Council has several options for managing and operating its community facilities. They include: Council employing staff to manage and operate the facilities; Council tendering the management of the facilities out to external companies to take on the management and operational responsibilities; and using community based trusts or incorporated/charitable societies to manage and operate the facilities. Staff recommend the last option.
- 1.3 The Golden Bay Shared Recreational Facility Committee Incorporated has been the driving force behind the Golden Bay Community Recreation Facility project locally. The Facility Committee is willing to take responsibility for managing and operating the Facility on behalf of Council going forward. The Facility Committee's initial management proposal is outlined in the body of this report. Staff recommend that the Community Development Committee approves the approach in principle and delegates the matter to the Community Development Committee Chair, Cr Sangster and me to finalise.

2 Draft Resolution

That the Community Development Committee

1. receives the Golden Bay Shared Recreation Facility Management Contract report; and
2. approves in principle that the Golden Bay Shared Recreational Facility Committee Incorporated will manage and operate the new Golden Bay Community Recreation Facility on behalf of Council; and
3. delegates the finalising of the arrangements for the Golden Bay Shared Recreational Facility Committee Incorporated to manage and operate the Facility to the Community Development Committee Chair, Cr Sangster and the Community Development Manager once the final structure and the management and operational arrangements have been agreed between both parties; and

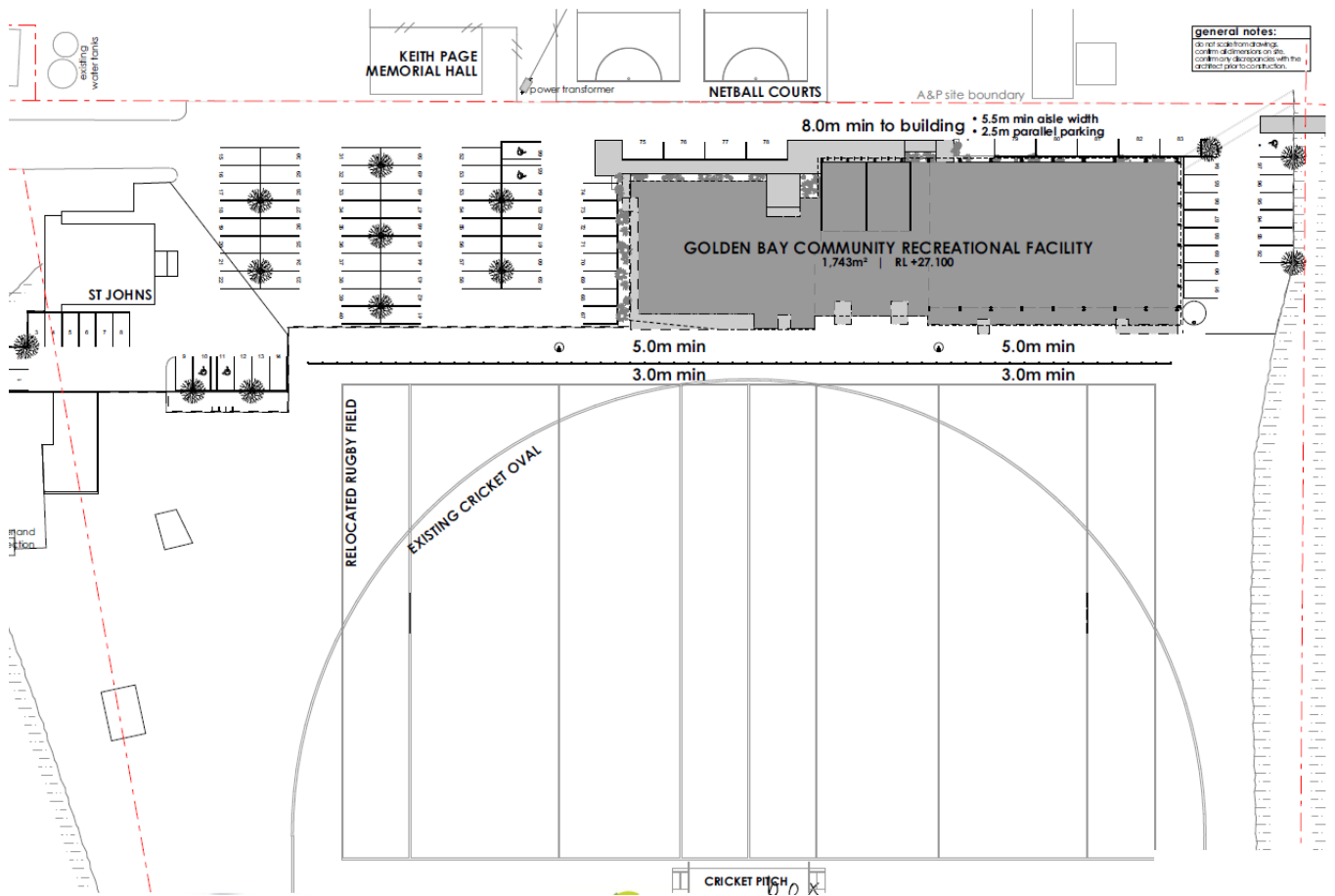
4. agrees to the Community Development Manager entering into a contract for service with the Committee once agreement in 3. above has been reached.

3 Purpose of the Report

3.1 This report seeks the Committee’s approval in principle that a local committee manage and operate the new Golden Bay Community Recreation Facility and seeks to delegate the finalising of the arrangements with the Golden Bay Shared Recreational Facility Committee Incorporated to manage and operate the Facility to the Development Committee Chair, Cr Sangster and the Community Development Manager, once the final structure and the management and operational arrangements have been agreed between both parties.

4 Background and Discussion

- 4.1 Council owns a range of community halls and community facilities throughout the Tasman District. Many of these assets are managed and operated by local community based incorporated/charitable societies or trusts.
- 4.2 Council is in the process of constructing the new Golden Bay Community Recreation Facility. It has been Council’s intention that the new Facility would be managed by a local community based society or trust. However, formal approval to such an arrangement has not yet been sought.



- 4.3 The Council has several options for managing and operating its community facilities. They include:
- 4.3.1 Council employing staff to manage and operate the facilities;
 - 4.3.2 Council tendering the management of the facilities out to external companies to take on the management and operational responsibilities; and
 - 4.3.3 Using community based incorporated/charitable societies or trusts to manage and operate the facilities.
- 4.4 Council has, in the past, preferred the option of community based societies or trusts managing and operating the facilities. This preference is for several reasons:
- 4.4.1 The cost to the ratepayers is less if a local community based incorporated/charitable society or trust manages the facilities on Council's behalf. These groups rely on volunteers as well as paid staff to manage the facilities, which helps to reduce the operational costs. Council pays the management organisation a contribution towards the ongoing operational and management cost of its facility. In the Golden Bay case, Council's contribution is just over \$40,000 per annum. This funding goes towards employment of a centre manager and operational costs like minor maintenance, electricity, telephone, consumables, etc. Other funding for the Golden Bay Facility is likely to be received from donations, grants and user charges. This approach is likely to be the most cost effective means of delivery of the service for Tasman ratepayers.
 - 4.4.2 Local buy-in to and support for the facility is much greater when there is local control and input into the management and operations of a facility.
 - 4.4.3 Local knowledge about community needs is greater at the local level. This means that a facility can be operated more cost effectively and more in the interests of the local community.
 - 4.4.4 Council can use its standard facilities contract for service to ensure its interests are delivered by the managing society. The contract also ensures some consistency of delivery across the larger Council facilities (e.g. Murchison and Moutere Hills facilities).
- 4.5 Staff recommend that Council continues to use the approach of a local community based incorporated/charitable society or trust to manage the Golden Bay Community Recreation Facility on its behalf.
- 4.6 The Golden Bay Shared Recreational Facility Committee Incorporated has been the driving force behind the Golden Bay Community Recreation Facility project locally. They have also undertaken fundraising to contribute the 20% "local share" for the project. The Facility Committee is willing to take responsibility for managing and operating the Facility on behalf of Council going forward.
- 4.7 The current proposal under discussion between the Facility Committee and Council staff is for the standard Council facility management contract for service to be entered into between the Facility Committee and Council to manage and operate the new Facility. The Facility Committee will employ the Facility Manager. The Manager will report to a Board comprising 7-9 members, including at least one member of the existing Golden Bay Recreation Park Management Committee and one Council representative. Membership of the Board would rotate over time, with some members standing down each year and elections being held to replace them. The final details of this proposal are currently being worked through.

- 4.8 The Facility Committee is also planning to establish a “user council” comprising 12 representatives from the 24 main user groups of the Facility and the Recreation Park.
- 4.9 We are still having some ongoing discussion on how the grounds are managed, which relates to health and safety matters, the need to replace the tractor used to mow the grounds and other matters.
- 4.10 Once these grounds maintenance matters and the management arrangements for the Facility have been resolved, we will be in a position to finalise any arrangements for the management and operation of the Facility.
- 4.11 We will also need to discuss the future of the existing Golden Bay Recreation Park Management Committee and the potential for that group to merge with the Facility Committee.
- 4.12 I am seeking the Committee’s approval in principle to the Golden Bay Shared Recreation Facility Committee Incorporated managing and operating the Facility on Council’s behalf and for finalization of the matter to be delegated to the Community Development Chair, Cr Sangster and myself once we are satisfied with the management arrangements. Once the management and operational arrangements are agreed between both parties, we will enter a standard Council facilities contract for service with the Facility Committee.

5 Options

- 5.1 The Committee has options on whether to agree to a community based society managing and operating the facility on its behalf and, if you agree to a community based society managing the facility, options on who that society is.

Management and operating options

- 5.2 As noted in paragraph 4.3 above, the management options are: Council employing staff to manage the Golden Bay Facility; Council tendering the management of the Facility out to external companies to take on the management responsibilities; and using a community based incorporated/charitable society to manage the Facility.
- 5.3 I consider that the preferred option is for a community based society to manage the Facility on Council’s behalf. The reasons for this preference are outlined in section 4.4.

Who manages and operates the Facility on Council’s behalf

- 5.4 Council has the options of using the Golden Bay Shared Recreational Facility Committee Incorporated to manage and operate the Facility on its behalf or of identifying and establishing a separate community group to undertake the role. Paragraphs 4.7 to 4.9 outline the initial proposal by the Facility Committee for how the facility will be managed. This group has the existing networks in place with users, they are highly committed to the Facility and seeing its potential maximised, they have developed networks with potential funding agencies, and they are already an established entity.
- 5.5 I recommend that the Community Development Committee approve in principle Golden Bay Shared Recreational Facility Committee being appointed to manage and operate the Facility on Council’s behalf. If the Committee agrees to our recommendation, we will continue to hold discussions with the Facility Committee to reach an agreed position.
- 5.6 I am also seeking a delegation to the Community Development Chair, Cr Sangster and myself to finalise the management and operations proposal. Once final agreement is

obtained, we will enter into a contract for service with the Facility Committee. If agreement is not forthcoming, then staff will investigate other options and report back to the Community Development Committee prior to proceeding.

6 Strategy and Risks

- 6.1 The approach suggested in this report is consistent with Council's strategy of developing and maintaining quality relationships and partnerships, and delivering quality customer service.
- 6.2 The key risks are that agreement will not be able to be reached between the Golden Bay Shared Recreational Facility Committee and Council on an appropriate management and operations approach, that other members of the community will not like the approach being taken by Council or that some members of the community may prefer another group to manage the Facility.

7 Policy / Legal Requirements / Plan

- 7.1 The approach being suggested in this report is consistent with Council's approach to managing and operating its other community facilities.
- 7.2 The Council's standard contract for service with other facility managers covers health and safety matters, the employment of the manager, insurance responsibilities, among other matters. It ensures a common understanding of Council's and the management society's responsibilities.
- 7.3 There are no legal requirements covering this matter.

8 Consideration of Financial or Budgetary Implications

- 8.1 The budget for operating the Golden Bay Community Recreation Facility has been allowed for in the Annual Plan 2016/2017. Funding comes from the Community Facilities Operations Rate.

9 Significance and Engagement

- 9.1 The decisions sought in this report are likely to be of relatively low significance – refer table below.
- 9.2 We have discussed the proposal with the previous Golden Bay Community Board members who were on the project working party and they were supportive of the proposal for the Facility to be managed by the Golden Bay Shared Recreational Facility Committee Inc.

| Issue | Level of Significance | Explanation of Assessment |
|--|-----------------------|---|
| Is there a high level of public interest, or is decision likely to be controversial? | Low to moderate | They will be of public interest locally in Golden Bay but of little interest outside the Bay. The decision may be controversial with some members of the community. |
| Is there a significant impact arising from duration of the effects from the decision? | Low | The duration of the decision will only be for the term of the management agreement. |
| Does the decision relate to a strategic asset? (refer Significance and Engagement Policy for list of strategic assets) | No | |
| Does the decision create a substantial change in the level of service provided by Council? | No | |
| Does the proposal, activity or decision substantially affect debt, rates or Council finances in any one year or more of the LTP? | No | |
| Does the decision involve the sale of a substantial proportion or controlling interest in a CCO or CCTO? | No | |
| Does the proposal or decision involve entry into a private sector partnership or contract to carry out the deliver on any Council group of activities? | No | The proposal does not represent a decision to enter into a private sector partnership, as it is a contract with a voluntary group. While it does involve a voluntary group delivering services, it is only for a small part of Council's Reserves and Facilities group of activities. |
| Does the proposal or decision involve Council exiting from or entering into a group of activities? | No | |

10 Conclusion

10.1 Council is currently building a new Golden Bay Community Recreation Facility. The Facility needs to be managed and operated. The proposal is for a community group to undertake the management and operational role on Council's behalf. The Golden Bay Shared Recreational Facility Committee is suggested as the appropriate community based society to take on the role.

11 Next Steps / Timeline

- 11.1 Ongoing discussions will occur with the Golden Bay Shared Recreational Facility Committee to refine the management and operations proposal.
- 11.2 If agreement is reached, the proposal will be considered by the Community Development Chair, Cr Sangster and myself, hopefully by the end of November.
- 11.3 During December/January the contract for service will be negotiated and signed.

12 Attachments

Nil

8.2 APPOINTMENTS TO MANAGEMENT AND OTHER COMMITTEES

Decision Required

| | |
|-----------------------|--|
| Report To: | Community Development Committee |
| Meeting Date: | 3 November 2016 |
| Report Author: | Susan Edwards, Community Development Manager |
| Report Number: | RCD16-11-02 |

1 Summary

- 1.1 The Community Development Committee can appoint Council liaison representatives for relevant external organisations for this term of Council. There is particular value in these appointments where Council owns a facility and community organisations manage it on our behalf.
- 1.2 A list of community organisations to which liaison appointments could be made has been prepared and included in this report, along with suggestions of who to appoint.

2 Draft Resolution

That the Community Development Committee:

1. **receives the Appointments to Management and Other Committees report RCD16-11-02; and**
2. **agrees to the following appointees being liaison representatives to management committees and other organisations for the three years of the current triennium; and**

| Association/Community Group | Liaison Appointee |
|---|-------------------|
| Moutere/Waimea Ward | |
| Brightwater Recreation Reserve Committee | Cr King |
| Dovedale Recreation Reserve Committee | Cr Maling |
| Spring Grove Recreation Reserve Committee | Cr McNamara |
| Moutere Hills Recreation Reserve/Community Centre Committee | Cr Turley |
| Waimea West Recreation Reserve Committee | Cr King |
| Ngatimoti Hall Management Committee | Cr McNamara |
| Wakefield Recreation Reserve Management Committee | Cr King |
| Ngatimoti Recreation Reserve Committee | Cr McNamara |
| Equestrian Trust Board | Cr Maling |
| Wakefield Health Centre Board | Cr Bryant |

Item 9.2

| | |
|--|-------------|
| Mapua Health Centre Board | Cr Turley |
| Pinegrove Trust | Cr King |
| Richmond Ward | |
| Hope Recreation Reserve Committee | Cr Maling |
| Keep Richmond Beautiful Committee | Cr Tuffnell |
| Richmond Bridge and Croquet Club Committee | Cr Greening |
| Richmond Unlimited Committee | Cr Tuffnell |
| Saxton Velodrome Working Party | Cr Wensley |
| Digital Enablement Plan Steering Group | Cr Wensley |
| Lakes/Murchison Ward | |
| Murchison Recreation Reserve Committee | Cr Bryant |
| Stanley Brook Recreation Reserve Committee | Cr Bryant |
| Tapawera Recreation Reserve Committee | Cr Bryant |
| Lake Rotoiti Community Facility Committee | Cr Bryant |

3. asks staff to advise the various management committees and other organisations of the liaison appointments; and
4. notes that staff will make arrangements for the triennial elections of the Hall and Reserve Management Committees during February/March 2017; and
5. agrees that all appointments to various external organisations and committees made at the Community Services Committee meeting on 14 November 2013, and any subsequent meetings, cease from the date of this meeting.

3 Purpose of the Report

- 3.1 This report requests that the Community Development Committee appoint liaison representatives to external organisations deemed necessary to have input from Council.

4 Background and Discussion

- 4.1 At its meeting on 14 November 2013, the Community Services Committee made liaison appointments to community organisations and committees in the Tasman District where Council input is required. These appointments were made for a three-year term. After each election new appointments are made to organisations and committees which are still of relevance to Council's business. Therefore, the Committee is being asked to make the appointments for the 2016–2019 triennium.
- 4.2 The existing appointments made in 2013 will need to cease from the date of this meeting.
- 4.3 Staff will advise the community organisations and committees of the appointments made at this meeting.
- 4.4 The Hall and Reserve Management Committee's also have their triennial elections in February/March 2017 and our staff will be advising them of the need to undertake these elections.
- 4.5 Appointments to the Motueka and Golden Bay Wards are being considered first by the Community Boards and will be recommended to this Committee at the December 2016 meeting. Therefore, this report only covers the Richmond, Moutere/Waimea and Lakes/Murchison Wards.

5 Options

- 5.1 The table below lists the organisations that the Committee Chair and staff recommend the Committee appoints Council liaison representatives to.
- 5.2 Only one representative should be appointed as a liaison person to any organisation. Councillors or Community Board members may work with or be on any group in a personal capacity if they choose to. Being on a group in your personal capacity is outside any Council responsibility and Council will not accept any liabilities associated with your personal roles.
- 5.3 A liaison representative helps communication between the Council and the community organisation and with community engagement. They provide a conduit for information to flow between both organisations and to help understanding of each other's position during discussions. Liaison representatives also assist with enabling common objectives and outcomes to be achieved. They tend not have voting rights at meetings of the community organisation and they are not Trustees of any organisation. Becoming a Trustee and having voting rights usually comes with associated liabilities and responsibilities which Council does not wish to assume in relation to these organisations.
- 5.4 The criteria used for assessing whether a Council liaison representative is appointed to an organisation include:
- if the organisation is managing a Council asset (e.g. reserve or hall) then it is desirable for a Council liaison representative to be appointed to it;

Item 9.2

- if the organisation is a Government agency (e.g. school or hospital) or is a social service agency (e.g. employment trust) then it is not necessary for a Council representative to be appointed to it;
- if there is a critical relationship between the organisation and Council (e.g. Keep Richmond Beautiful) then it is desirable for a Council representative to be appointed to it.

5.5 In the past, a Councillor has been appointed to the Wakefield Hall Committee. The hall is now a subcommittee of the Wakefield Community Council.

5.6 The Committee can decide to make appointments to none, some or all of the organisations listed below, and it can change the suggested liaison appointee if it wishes.

| Association/Community Group | Suggested Liaison Appointees |
|---|------------------------------|
| Moutere/Waimea Ward | |
| Brightwater Recreation Reserve Committee | Cr King |
| Dovedale Recreation Reserve Committee | Cr Maling |
| Spring Grove Recreation Reserve Committee | Cr McNamara |
| Moutere Hills Recreation Reserve/Community Centre Committee | Cr Turley |
| Waimea West Recreation Reserve Committee | Cr King |
| Ngatimoti Hall Management Committee | Cr McNamara |
| Wakefield Recreation Reserve Management Committee | Cr King |
| Ngatimoti Recreation Reserve Committee | Cr McNamara |
| Equestrian Trust Board | Cr Maling |
| Wakefield Health Centre Board | Cr Bryant |
| Mapua Health Centre Board | Cr Turley |
| Pinegrove Trust | Cr King |
| Richmond Ward | |
| Hope Recreation Reserve Committee | Cr Maling |
| Keep Richmond Beautiful Committee | Cr Tuffnell |
| Richmond Bridge and Croquet Club Committee | Cr Greening |
| Richmond Unlimited Committee | Cr Tuffnell |
| Saxton Velodrome Working Party | Cr Wensley |
| Digital Enablement Plan Steering Group | Cr Wensley |
| Lakes/Murchison Ward | |
| Murchison Recreation Reserve Committee | Cr Bryant |
| Stanley Brook Recreation Reserve Committee | Cr Bryant |
| Tapawera Recreation Reserve Committee | Cr Bryant |
| Lake Rotoiti Community Facility Committee | Cr Bryant |

6 Strategy and Risks

- 6.1 There are advantages with Council maintaining links with many of the organisations listed in the table through having liaison representatives on these groups. As noted above such representation assists with community engagement, communication and enabling common objectives and outcomes to be achieved.
- 6.2 There are minimal risks associated with making the appointments solely as a liaison representative for Council.
- 6.3 Councillors do, however, need to be aware of their responsibilities and obligations to both the organisations and to Council when accepting appointments.

7 Policy / Legal Requirements / Plan

- 7.1 There are no current requirements regarding Councillor involvement in community organisations. The Committee may, therefore, choose whether to make appointments to these organisations.

8 Consideration of Financial or Budgetary Implications

- 8.1 There are no financial or budgetary implications.

9 Significance and Engagement

- 9.1 The appointment of these positions has low significance as it does not have financial or level of service implications. They will have some level of public interest, but it is likely to be relatively low. The Committee has traditionally made such appointments in the past and has a right to do so. Therefore, we consider that there is no need for community consultation prior to making these decisions.

10 Conclusion

- 10.1 The Committee is asked to make these appointments on the day, or decide that some areas do not need representation.

11 Next Steps / Timeline

- 11.1 Once the appointments are made, the various external organisations that are affected will be notified.

12 Attachments

Nil

8.3 COMMUNITY DEVELOPMENT MANAGER'S REPORT**Decision Required**

| | |
|-----------------------|--|
| Report To: | Community Development Committee |
| Meeting Date: | 3 November 2016 |
| Report Author: | Susan Edwards, Community Development Manager |
| Report Number: | RCD16-11-03 |

1 Summary

- 1.1 This report provides the Committee with an update on some of my work since the August Community Development Committee meeting and outlines key highlights of the work undertaken by the Community Relations, Reserves and Facilities, Strategic Policy, Libraries and Customer Services sections of the Community Development Department.
- 1.2 The report provides project updates for the Golden Bay Community Recreation Facility, Golden Bay Service Centre upgrade and Golden Bay Museum “Whalery” extension.
- 1.3 The report also seeks the Committee’s approval to an over expenditure in our museum account due to the “Whalery” project at the Golden Bay Museum. The over expenditure is covered by increased income in the account, so there is no additional rating expenditure required.
- 1.4 The ‘commentary and patronage’ pages of the July and August 2016 reports from the Aquatic and Fitness Centre managers is attached.

2 Draft Resolution

That the Community Development Committee:

1. receives the Community Development Manager's Report RCD16-11-03; and
2. agrees to the over expenditure in the Museums Account as a result of the “Whalery” project at the Golden Bay Museum, noting that this expenditure is matched by increased revenue into the account to cover the expenditure; and
3. endorses the submissions on the National Library Strategic Direction consultation document and the National Strategy of Environmental Education for Sustainability included as Attachments 3 and 4 to this report.

3 Purpose of the Report

- 3.1 This report provides the Committee with an update on some of my work since the last Community Development Committee meeting and outlines key highlights of the work undertaken by the Community Relations, Reserves and Facilities, Strategic Policy, Libraries and Customer Services sections of the Community Development Department.
- 3.2 The report also seeks the Committee's approval to an over expenditure in our museum account due to the "Whalery" project at the Golden Bay Museum. The over expenditure is covered by increased income in the account, so there is no additional rating expenditure required.

4 Background and Discussion

- 4.1 Since my last report in August, I have undertaken a number of key activities. Among other things, the highlights have included:
- attending fortnightly Joint Landfill Project Board meetings;
 - attending meetings and assisting with the Waimea Community Dam project;
 - meeting with Chris Ward from Nelson City Council on various matters;
 - attending various leadership development workshops with the Senior Management Team;
 - attending a Saxton Velodrome Working Party meeting;
 - meeting with Nelson City Council staff to discuss Saxton Field governance;
 - attending several Society of Local Government Managers (SOLGM) Planning and Accountability Working Party meetings in Wellington;
 - dealing with various matters and attending meetings on the Golden Bay Community Recreation Facility;
 - attending the Golden Bay Community Board meeting on 13 September;
 - attending the RMLA Nelson/Marlborough Road Show: Heritage – Policy & Law seminar in Nelson;
 - meeting with staff and Aotea Cottage pensioners to discuss their rentals;
 - attending a Digital Enablement Plan meeting;
 - attending a Moturoa Reserve Management Plan review meeting with external parties to discuss the implications of the Plan for recreation, forestry operations and bio solids disposal;
 - interviewing applicants for the Golden Bay Community Facility Manager's position;
 - interviewing applicants for the Executive Assistant – Community Development (14 month's parental leave) position;
 - attending a Combined Strategic Community Funders and Operations Group Forum;
 - meeting with Sport Tasman CEO Nigel Muir to discuss various matters of interest; and
 - attending regular Annual Plan meetings with staff.

5 Golden Bay Community Recreation Facility Update

- 5.1 Work is progressing well on the Golden Bay Community Recreation Facility. When I last visited the site, the concrete tilt panels were going up for the sports hall walls and the steel beams for the roof were in place. The function room and associated areas were well underway and the windows were being installed. The majority of the building is planned to be completed by the end of December. At this stage the intention is that all works will be completed with the exception of the sports hall timber flooring and squash courts flooring.
- 5.2 We are hoping to obtain a “certificate of public use” for the building to enable it to be used for the A&P Show towards the end of January, even though the timber floors won’t be laid on the concrete floor in the sports hall. The building should be able to be used with the exception of the squash courts. The timber floors will be installed in February after the A&P Show.
- 5.3 The netball courts are well under construction and should be sealed shortly – weather permitting.
- 5.4 We are currently discussing with iwi the arrangements for a blessing of the building. The official opening of the building is likely to be in March. We will advise Councillors once dates for the blessing and for the opening have been arranged.
- 5.5 The Golden Bay Shared Recreation Facility Committee and Council staff have started interviewing for the Facility Manager. We hope to have someone start in the position in January.
- 5.6 As noted previously, the Committee has raised the “community” share of the building construction of \$830,000. The Committee is currently fundraising for the fitout of the facility and hopes to raise a further \$200,000 for this purpose.
- 5.7 At the time of writing this report we had received the draft archaeological assessment of the grandstand but we are still awaiting the heritage report covering human activities associated with the grandstand. Once we have these two reports we will be in a position to finalise the application to Heritage New Zealand for the removal of the grandstand.
- 5.8 A recent aerial photo of the Facility is below.



6 Golden Bay Service Centre Upgrade

- 6.1 The contractor, Fitzgerald Construction, is well underway with work on the Golden Bay Service Centre seismic upgrade. They plan to have the upgrade completed by early December to enable staff to move back into the building in early to mid-December.

7 Golden Bay Museum

- 7.1 The Golden Bay Museum extension is the third building project we have underway in Takaka at the moment. The Museum has raised the funding and obtained all the consents for the extension. Council is project managing the project for the Society.
- 7.2 Golden Bay Builders are the contractor for the work. The contractor is also undertaking some building repairs at the site for Council, including repairs to the roof to stop some leaks, provision of emergency lighting and replacing the switchboard.
- 7.3 The building work is due to be completed shortly. The Society will organise an opening once the whale skeleton is completed and installed.

8 Approval for Overspend of Golden Bay Museum Budget

- 8.1 As noted above, the Golden Bay Museum Society has raised all the funds needed for the “Whalery” extension to the Golden Bay Museum building and Council is project managing the building extension project on the Society’s behalf. As such, the contract for the building work is in Council’s name and all the invoices for the work come through Council’s budgets.
- 8.2 The building contract is for between \$80,000-\$90,000. As such, the budget in our museums budget will be overspent by the contract amount. The Museum Society is funding the work so the income in the account will also be over budget by the same amount.
- 8.3 The Council’s Delegations Manual does not give me the ability to overspend in my accounts by this amount, even if there is corresponding income to cover the extra expenditure. Therefore, I seek the Committee’s approval to the over expenditure and the additional income of the costs for the “Whalery” project.

9 Aquatic and Fitness Centre

- 9.1 Attached is the ‘commentary and patronage’ pages of the July and August 2016 reports from the Aquatic and Fitness Centre managers.

10 Community Relations Update

- 10.1 Planning is well underway for the Christmas/holiday events. The Council provides a series of events that show case and take full advantage of Council investment in parks and facilities. Some examples are: Children’s Day at the Richmond Aquatic Centre, Outdoor Summer

- Events hosted by our libraries, the Tasman Skate-Park Tour, Family Bike Events and several Carols events.
- 10.2 The regional events guide, in partnership with Nelson City Council, is being distributed to the to residents and visitors in early December.
 - 10.3 Youth Council work is advancing. The annual hui was held in September with representatives from Murchison, Golden Bay, Motueka and Waimea Youth Council clusters. Recruitment for the next calendar year will begin shortly. We are looking to further the Youth Council participation next year at the Community Board and Association level.
 - 10.4 The Enviroschools Programme continues to gain traction in our district, especially in the early childhood sector. Golden Bay Kindergarten recently became our fourth Enviroschool at the GreenGold level demonstrating more connections with their community in their practices and projects. There are three new early childhood Enviroschools being supported to get started. We are continuing waste minimisation education in schools with tours organised at the Richmond Resource Recovery Centre and Eves Valley landfill.
 - 10.5 In association with Nelson City Council, we have provided support for Cawthron Science and Technology Fair Youth Leadership Awards. The Awards are for secondary students demonstrating knowledgeable leadership and action with a sustainability focus. Over the last two years there has been a noticeable increase in the number of students showing awareness of environmental impacts in their presentations.
 - 10.6 The Love Food Hate Waste is a national project with a focus on the month of November. We are supporting the project that provides households the tools to reduce the amount of food waste going to land fill. The benefits are both financial for the households as well as reduction of foodwaste being sent to landfill.
 - 10.7 The AquaRepublica online competition was run in schools during September. The competition challenges students to plan the sustainable allocation of water while ensuring social, economic and environmental factors are considered. Seven Tasman schools entered. Mapua School gained the most points. The prize of a raft trip down the Buller was sponsored by Ultimate Descents in Murchison.
 - 10.8 In September, the combined Government Ministries of Education and Environment led by the Department of Conservation called for feedback on their draft “National Strategy of Environmental Education for Sustainability (EEfS).” This draft is to refresh the 1998 Strategy to reflect more of the interconnectedness of environmental, societal, cultural and economic systems. The purpose of the strategy is to develop a collaborative approach to EEfS, to better coordinate the collective impact of EEfS activities in New Zealand for all New Zealanders and guide investment decision by government agencies and external funders.
 - 10.9 The feedback from Tasman District Council supported the direction of the Strategy and identified our enablers to implement it with our partners. A copy of the Council’s submission on the Strategy is included as Attachment 3 to this report.

Nethui

- 10.10 A significant partnership occurred between Council and Internet NZ – the organisation responsible for the New Zealand Domain Name registration system. As a result, Nethui (the country’s ‘largest and most diverse’ internet event) was hosted in our region on 13 October – the first time the hui has been hosted outside a major centre. While the Council supported the event with local connections and advice, the event was well attended by Tasman interests either online or in person.

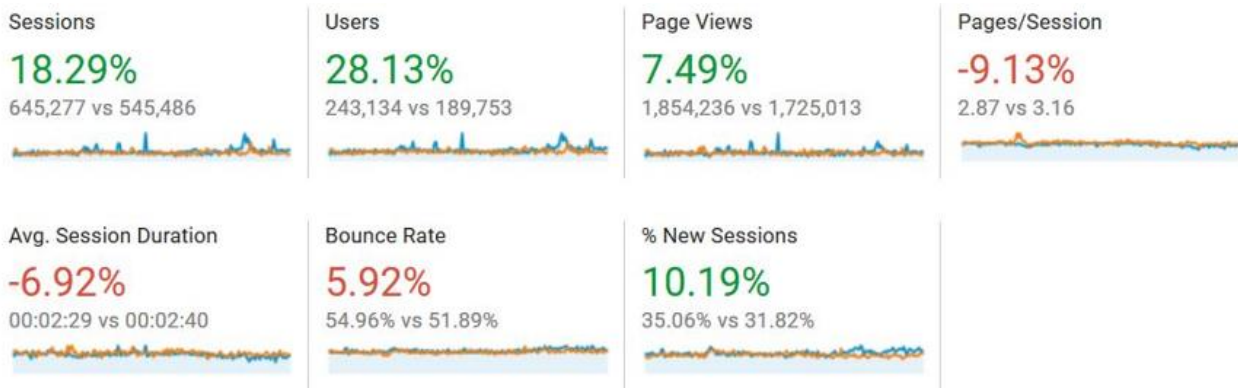
10.11 This illustrates the momentum and enthusiasm generated by our District's Digital Enablement Plan (DEP). While we wait for the Government's decision on further Ultra Fast Broadband funding we will maintain our role working with other groups in the District to implement the DEP.

Website

10.12 Website developments include:

- GoShift building consent forms will be added to the site in the near future.
- Civil Defence website upgrade project work continues.

10.13 Usage for the website (1 October 2015 to 31 September 2016) remains strong. The website serves approximately 600 people per day and in the last year attracted nearly a third more users, with page views also up 7.49 %.



Media

10.14 In the last period media activity has included:

- Wensley Road Loses Parking Due to Watermain Work
- Final Vote Count in for Tasman
- Mapua Residents Asked to Conserve Water
- Event Aims to Create Generation of Clued Up Kids

September 2016

- Don't Run Out of Time, Vote Early on 'Vote Day'
- Salisbury Road a No-Go Zone for Vehicle Sales
- Trail Improvements, Native Plantings and More Recreation Facilities Planned for Moturoa/Rabbit Island
- Tasman in Strong Financial Position
- Decision Brings Joint Regional Landfill a Step Closer
- Comprehensive Plan to Manage Takaka's Rivers and Aquifers a Step Closer
- Tasman District Council Gives \$218,000 Boost to Community Groups

August 2016

- High Arsenic Levels Discovered from Burning of Treated Timber
- Tasman Joins Sector Submitting Against Proposed Legislation
- Trial to Reduce Chlorine at Richmond Aquatic Centre
- Tasman CEO offered contract extension
- Spooners Tunnel to Reopen By October
- Record Number of Applications for Tasman Community Grants

- Tender Out for Queen Street Upgrade

11 Reserves and Facilities Update

11.1 The following table contains the key projects and activities by ward that occurred in Council's reserves and facilities since the last Community Development Committee meeting, in addition to the ongoing maintenance and development activities that are also undertaken.

| Ward / Projects | Projects for 2016/17 |
|--------------------------|--|
| Golden Bay | Takaka Memorial Gardens (playground upgrade) – concept plans are being finalised. Golden Bay Rec Park new netball courts – construction is underway. Ligar Bay bach area upgrade – the coastal areas have been planted and the walkway is being developed. |
| Motueka | Mears Haven Council Cottages – the insulation and heat pump installation project is progressing. |
| Richmond | Dellside Reserve – mountain bike track maintenance is being undertaken in the reserve areas. Queen Street upgrade – working with the Engineering project team and providing landscaping and plant species advice for this project. |
| Saxton Field | Velodrome – the underpass and ramp installation has been completed, the lean to ride area is under construction and stage 2 of the main track is to start shortly. The Champion Green roadway project plans are still being finalised. |
| Planting Projects | The last community planting for the year was held at Murchison last week and went really well. Coastcare plantings are continuing. |

12 Strategic Policy Update

Solid Waste Long Term Plan Amendment

- 12.1 The Solid Waste amendment to the Long Term Plan (LTP) 2015-2025 was adopted by Council on 15 September 2016. The amended LTP is available on our website.
- 12.2 An application was lodged with the Commerce Commission in September 2016 to enable us to set up a solid waste joint venture agreement with Nelson City Council. Although the Waste Minimisation Act and Local Government Act provisions encourage councils to work together for waste minimisation reasons, this appears to be in breach of the Commerce Act.
- 12.3 In the advent that we receive authorisation from the Commerce Commission, staff are working through the legal arrangements for the terms and conditions for the joint venture agreement with Nelson City Council.

Reserve Management Plans (RMPs)

- 12.4 The Moturoa/ Rabbit Island/ Reserve Management Plan was adopted by Council on 22 September 2016 and is now available on our website. Staff are currently working to establish the working groups for the required 8 operational work plans.
- 12.5 Staff are currently working on the Motueka Reserves Management Plan project. On 15 September 2016, Council (Report RCN16-09-02) approved staff to begin work on the classification of the 59+ reserves within the Motueka Ward. A four-month long community engagement period is planned to take place over the summer (Nov 2016 – Feb 2017). A draft RMP will then be developed based on public feedback and presented to Council in late May. The final RMP is planned for adoption in December 2017.

Growth Strategy and Long Term Plan 2018-2028

- 12.6 Staff workshops are currently underway to determine future demand and supply for residential and business growth in each of our 16 settlement areas. The growth workshops are planned to conclude in mid-December 2016. The results and recommendations will be workshopped with Councillors early in the New Year.
- 12.7 We have received the final economic report and model for projecting business and industrial demand. The information from this business model will be used in our growth demand and supply model to determine future business demand.
- 12.8 Along with the Growth Strategy, planning for the next Long Term Plan is well underway. A detailed timeline has been developed and several workshops and meetings are planned with Council over the coming year.

Elections

- 12.9 Our Electoral Officer, Sandra Hartley is currently preparing for the Motueka Community Board By-Election. The call for nominations is planned from 24 November 2016, with election day on 17 February 2017.

Easter Sunday Trading

- 12.10 We have drafted a paper regarding an Easter Sunday Shop Trading Policy which (at the time of writing this report) will be discussed at Full Council on 27 October 2016. Staff are working with Nelson City Council staff to ensure we have a consistent policy approach. We are proposing to undertake informal community engagement via an online survey to gauge public interest and support for a trading policy. We will report the results of this survey back to Council in early December.

Age Care Policy

- 12.11 Staff have started work on the review of our Age Care Policy. We are working with Nelson City Council staff to ensure we align our policies and initiatives.

Annual Plan 2017/2018

- 12.12 We have started planning for our next Annual Plan and the first workshop is scheduled with Councillors in late November 2016. Staff are currently reviewing the Schedule of Fees and Charges. Public consultation is planned for March-April 2017.

13 Libraries Update**Programmes and events**

13.1 The libraries regularly offer a wide range of events, displays, programmes and outreach visits. Our aims are to raise awareness of the libraries, provide support for lifelong learning, encourage the sharing of knowledge and engage with our communities. Recent events and programmes included:

- 13.1.1 Richmond Library ran two Science Superstars: Rockets workshops as part of the school holiday programme. Children learned how to make a rocket launch and land safely after experimenting with balls, balloons and paper gyrocopters. Each session culminated in a group launch of vinegar and baking soda powered rockets.
- 13.1.2 A balloon twisting workshop was also part of Richmond Library's school holiday programme. Attendees were well engaged learning to make a belt, a dog, then a sword before combining all the stretch, fold and twist techniques learnt to create their own unique headwear.
- 13.1.3 Richmond Library hosted a talk by one of New Zealand's foremost experts in dementia and clinical care, Professor Ngaire Kerse. Professor Kerse delivered a talk on Falls and Dementia: Keeping Upright with Memory Problems. Professor Kerse's talk was arranged in conjunction with Alzheimers Nelson and the New Zealand Brain Research Institute.
- 13.1.4 Richmond Library hosted the launch of Rod Haines' autobiography "Armless not Brainless". Rod was born in 1942 with no arms. His account of his life details the adventures, the challenges, the highs and lows of a life with no arms.
- 13.1.5 Children in Takaka had the opportunity to try their skill at computer coding in a one-off Basic Coding with Scratch course during the school holidays.
- 13.1.6 Takaka Library's Armchair Adventures series of travel talks featured local residents talking about their travel adventures. Brian Alder talked about the Tour Divide Challenge mountain bike race from Canada to Mexico and Rachelle Rabbitts talked about her trip from the Persian Gulf, through the desert and on to the Black Sea.
- 13.1.7 Staff from Motueka Library attended the Motueka Recreation expo in September. Staff promoted the library's holiday activities, took bookings for upcoming workshops and answered queries about various library resources and services.
- 13.1.8 School holiday activities at Motueka Library included a miniature gardens workshop, a makerspace experience, a paper flowers workshop and a board games afternoon.

RFID Installation

13.2 Radio Frequency Identification (RFID) technology was installed across the libraries during October. RFID technology provides efficiencies in the circulation of physical items, provides for improved security and tracking of stock and allows us to provide enhanced self-service options.

- 13.3 Service desk areas in Richmond and Motueka Libraries have been reconfigured to allow for the installation of self-service kiosks. Library users now have the option of issuing their own items.
- 13.4 The next few weeks will be a transition time for library staff and library users as we familiarise ourselves with the new system. Feedback from library users so far is generally positive, particularly once they realise how easy it is to use the technology.

Consultation on National Library Strategic Direction

- 13.5 In July the National Library of New Zealand called for submissions on their consultation document “Positioning for the future: draft strategic directions to 2030”. The document proposed three broad themes for the Library’s future direction: removing barriers to sharing knowledge across New Zealand; providing New Zealanders with the skills and confidence to use knowledge and strengthen the Library’s stewardship of knowledge for future generations.
- 13.6 Tasman District Libraries works with the National Library in a number of ways, either as a user of National Library services or as a consortia partner. Any changes to National Library policies or strategic direction could have an impact on our libraries. While generally supportive of the draft strategic directions, as a potentially affected partner we felt it was important to make a submission pointing out where we agreed or disagreed with the proposals in the consultation document.
- 13.7 Libraries Manager, Glennis Coote, made a submission on behalf of Tasman District Libraries. The submission was sent in time to meet the consultation deadline using the Community Development Manager’s delegated authority. This is now being reported up for your information and endorsement. Our submission is included as Attachment 4 to this report.

14 Customer Services Update

Richmond call centre upgrade

- 14.1 The upgrade to our software for call centre use is completed and all staff are now using the new system. We are still having the odd teething problem, as with any update. The enhanced caller information, reporting dashboards and staff information is a huge improvement for Customer Service staff.

Takaka Service Centre

- 14.2 We have staff changes coming up in the Takaka Service Centre. We have received notification of two retirements taking effect before Christmas. One staff member, Lynley Chalmers retires on 27 October after 34 year’s total service with Council in Golden Bay. We wish Lynley well for her retirement. She has been an important part of our Customer Services Team.
- 14.3 Staff are very excited about having a proposed date of 9 December for moving back into the seismic strengthened building in Commercial Street, Takaka. The moving staff back is a good milestone to have completed before the end of the year.
- 14.4 When the Takaka Service Centre was vacated, all property files were removed for storage in Richmond. We have made it a priority task to have the files scanned for viewing on the

network before the building reopens. The Property Information Team will have completed scanning of all Takaka property files by the end of December.

Motueka Service Centre

- 14.5 The Customer Services team also has staff changes in Motueka. Heather Spiers started work in the Motueka office on 31 October. As part of Heather's Customer Service role, she provides support to the Motueka Community Board. It has been some time since a support person has been based in Motueka for the Board.

15 Health and Safety Update

- 15.1 The judge's decision on the health and safety obligations arising from the shooting at the Ashburton WINZ office, has some implications for Council. As a result of the decision, the Council Property Services Manager, Libraries Manager and Customer Services Manager have undertaken an assessment of our customer services and libraries areas to identify what security changes may need to be implemented in Council's service centres and libraries. Of particular note is the need for employers to provide staff with a secure area in which to be able to retreat to in dangerous situations. Some of our service centres and libraries do not currently provide such a secure area. We are working with the Property Services Manager to rectify this situation where we can.
- 15.2 Customer Services staff have also been receiving a higher than average number of abusive telephone calls recently, many of which are from the same customer. We will be reporting details to the New Zealand Police.

16 Attachments

| | | |
|----|--|----|
| 1. | Richmond Aquatic Centre July 2016 Report | 31 |
| 2. | Richmond Aquatic Centre August 2016 Report | 35 |
| 3. | EEfs Strategy Feedback | 37 |
| 4. | Submission to National Library's Consultation Document | 41 |



Richmond Aquatic and Fitness Centre Monthly Report

1.0 Commentary and Patronage

Patronage Summary – JULY

Patronage showed a large increase from June to July by 3277 users. However it was also pleasing to see the increase of 1245 users compared to July 15

| User | Total July 16 | Total June 16 |
|--|---------------|---------------|
| Adult | 1245 | 980 |
| Adult Concession | 1020 | 1020 |
| Adult/ Preschooler (x2) | 1750 | 1237 |
| Adult/ Preschooler Concession (x2) | 250 | 186 |
| Child | 3130 | 1139 |
| Child Concession | 178 | 86 |
| Community Service Card Holder | 169 | 103 |
| Community Service Card Holder Concession | 203 | 174 |
| Family (x4) Shark pass | 892 | 380 |
| Preschooler | 214 | 131 |
| Preschooler concession | 6 | 11 |
| Senior | 152 | 128 |
| Senior Concession | 737 | 693 |
| Visitor | 0 | 0 |
| Student Concession | 49 | 69 |
| Aquatic Memberships | 262 | 231 |
| Holiday Programme | 485 | 0 |
| Before + After School Care | 219 | 453 |
| User Groups | 2465 | 1328 |
| Wave Rave | 321 | 205 |
| Promotional Visits | 178 | 60 |
| Child School Swim | 225 | 28 |
| Adult School Swim | 13 | 15 |
| Swim School | 4365 | 6370 |
| Shower | 30 | 58 |
| Supervised Child Care | 0 | 0 |
| Aqua Fitness concession | 311 | 329 |
| Aqua Fitness casual visits | 46 | 52 |
| Group fitness casual visits | 23 | 30 |
| Fitness Centre casual visits | 119 | 250 |
| Fitness Centre Concessions | 366 | 97 |
| Fitness Centre Memberships | 4722 | 5025 |
| Total Patronage for the Month | 24145 | 20868 |

Richmond Aquatic and Fitness Centre Patronage Numbers:
Total patronage Jul 16 24145 July 15 – 22900



3.0 Marketing and Promotion

A number of marketing mediums were utilised across the facility during the month. These included but were not limited to both radio networks and also features in the local news papers.

Additional Promotions

- Theme week – SUPER HEROs was very successful
- Social Bubs Group in Swimming Lesson – featured in Waimea Weekly
- Pure Sports Nutrition Supplements in Stock
- Family Pass special for the Holidays
- Squads Race Night
- Our Swim Magic presented at the AUSTswim conference in Auckland

Active and On-going:

Advertisements for the facility and each of its business units continue to be present across a number of marketing mediums. Each advertisement was updated to reflect the message of each business unit this month.

Facebook and the website in conjunction with appearances in the community have been very positive for swim school, the fitness centre and the wave rave programme. These means of marketing have been pin pointed as vital in moving the facility forward.

Further development was performed on the facility Facebook pages and also the website – updates tied into the aspects of on-going marketing with a call back to the website for more information

Overall the marketing for the month kept a strong facility presence in the community. This was shown across all mediums utilised, with the majority of the messages having a full facility approach.

Re-opening of the Wave Pool





Richmond Aquatic and Fitness Centre Monthly Report

1.0 Commentary and Patronage

Patronage Summary – AUGUST

Patronage showed a large increase from July to August by 2746 users. It was also pleasing to see the increase of 3662 users compared to August 15. This effectively shows a great start to the year.

| User | Total August 16 | Total July 16 |
|--|-----------------|---------------|
| Adult | 1109 | 1245 |
| Adult Concession | 1057 | 1020 |
| Adult/ Preschooler (x2) | 1110 | 1750 |
| Adult/ Preschooler Concession (x2) | 314 | 250 |
| Child | 1902 | 3130 |
| Child Concession | 88 | 178 |
| Community Service Card Holder | 117 | 169 |
| Community Service Card Holder Concession | 205 | 203 |
| Family (x4) Shark pass | 685 | 892 |
| Preschooler | 335 | 214 |
| Preschooler concession | 8 | 6 |
| Senior | 105 | 152 |
| Senior Concession | 779 | 737 |
| Visitor | 0 | 0 |
| Student Concession | 75 | 49 |
| Aquatic Memberships | 266 | 262 |
| Holiday Programme | 0 | 485 |
| Before + After School Care | 479 | 219 |
| User Groups | 1848 | 2465 |
| Wave Rave | 339 | 321 |
| Promotional Visits | 139 | 178 |
| Child School Swim | 63 | 225 |
| Adult School Swim | 1 | 13 |
| Swim School | 9906 | 4365 |
| Shower | 13 | 30 |
| Supervised Child Care | | 0 |
| Aqua Fitness concession | 354 | 311 |
| Aqua Fitness casual visits | 72 | 46 |
| Group fitness casual visits | 47 | 23 |
| Fitness Centre casual visits | 188 | 119 |
| Fitness Centre Concessions | 111 | 366 |
| Fitness Centre Memberships | 5176 | 4722 |
| Total Patronage for the Month | 26891 | 24145 |

Richmond Aquatic and Fitness Centre Patronage Numbers
 Total patronage JUL-AUG 15 51036 AUG 15 – 23229



3.0 Marketing and Promotion

A number of marketing mediums were utilised across the facility during the month. These included but were not limited to both radio networks and also features in the local news papers.

Additional Promotions

- Wave Rave facebook promotions
 - VIP Pass
 - 5 double passes
- Nelson Tasman Lifeguard Team to National Champs
 - 2nd place
- New season swimwear arriving
- Café coffee sale with swim
- WAPOTEch trial in lane pool commenced 24th August

Active and On-going:

Advertisements for the facility and each of its business units continue to be present across a number of marketing mediums. Each advertisement was updated to reflect the message of each business unit this month.

Facebook and the website in conjunction with appearances in the community have been very positive for swim school, the fitness centre and the wave rave programme. These means of marketing have been pin pointed as vital in moving the facility forward.

Further development was performed on the facility Facebook pages and also the website – updates tied into the aspects of on-going marketing with a call back to the website for more information

Overall the marketing for the month kept a strong facility presence in the community. This was shown across all mediums utilised, with the majority of the messages having a full facility approach.



10 October 2016

Feedback: Draft National Strategy for Environmental Education for Sustainability (EEfS)

Tasman District Council offers the following feedback on this strategy document:

1. Organisational feedback is from staff at Tasman District Council.
2. We are a member of the Local government sector.
3. We work with and influence the following sectors:
 - Education sectors - ECE, Primary, Intermediate, Area, Te Kura Kaupapa Maori, Secondary, Polytechnic, community, vocational training, research.
 - Community groups
 - Iwi
 - Business
 - NGO
4. We cover the Tasman region.
5. Main area of influence is regional.
6. We strongly agree that EEfS is important to the future of NZ.
7. Yes, our goals align with the Vision of the draft National Strategy for EEfS.
8. We agree to the implementation of the priority areas.
9. Priority Areas are appropriate, as long as Government funding for any implementation is also sustainable and evolving, rather than short term and fixed, and quality evaluation and monitoring is ensured.
10. We strongly agree to the focus for actions of the Priority Areas.
11. Improving Actions
 - i. Priority 1 – Actions to Enable Coordination of EEfS
 - Recognition for, and collaboration with, efforts already happening nationally, regionally and locally is essential as national stakeholders are not the only players.
 - Tasman District Council is one of their regional partners of the Toimata Foundation, and appreciate how the Foundation offers a valuable national coordination model of the Enviroschools Programme.
 - ii. Priority 2 – Actions to Grow capability

- This shared sector strategy is a good step for demonstrating how Government can lead, fund and integrate sustainability across levels of Government.
13. We are already contributing to EEfS actions through the Enviroschools Programme in our region. This work aligns across department initiatives, particularly with environmental science and engineering developments, which also work with other sectors.
14. Barriers to our contribution to be aware of:
- Time and funds
 - It can take a long time to grow citizen's shift in learning and to have them act more sustainably requires a sustained funding stream.
 - Experiences with changes in Government and funding of initiatives like this that have been dropped or limited severely just when momentum is starting to be reached.
15. Enablers to our contribution to be aware of:
- Our partnership with DOC and local Iwi, regionally and cross-regionally (Nelson and Marlborough) to implement various environmental strategies.
 - Tasman District Council staff are enablers, who encourage collaborative processes in supporting actions with our community members.
 - Tasman has 28 Enviroschools. All schools and early childhood centres are provided with, and welcome support for, a wide range of environmental projects.
 - The evolving process with the Toimata Foundation has shown a proven record of collaboration, partnerships and acting sustainably strengthens regional capacity for local action.
 - The use of facilitators enables members of Tasman's community and education sector to start and/or continue with more sustainable practices. The process of the Enviroschools Programme has provided an effective framework.
 - Tasman District is subscribed to Sustainable Living website that provides practical tools for residents to act more sustainably.
- 16 Other terms and concepts associated with EEfS – the vision and roles seem to cover the breadth expected of this title.
17. Other comments:
- We welcome the EEfS concept as a means of awareness raising and knowledge building leading to effective, sustainable and collaborative action.
 - The implementation of this strategy is a shared responsibility between us and levels of Government to enable the fostering of whole communities to thinking and acting sustainably.

Notes for Councillors: Draft Vision and Priority Areas directing the refresh of the Strategy for EEfS

Draft National Strategy for Environmental Education for Sustainability**Vision**

New Zealanders are innovative and motivated people who work together for social, economic and environmental sustainability.

Role of environmental education for sustainability

Environmental education for sustainability (EEfS) promotes this vision by:

Developing social, cultural, economic and scientific understanding through:

- enhancing knowledge relating to sustainability and environmental issues
- acknowledging and respecting other worldviews
- problem-solving, critical thinking and systems thinking
- making connections between social, cultural, economic and environmental systems.

Fostering kaitiakitanga, personal responsibility and citizenship through:

- encouraging locally relevant, place-based experiences that develop the knowledge, attitudes and skills required to think and act sustainably
- enabling transformative action and self-reflection for sustainability
- empowering young people to determine a sustainable future.

Enhancing whanaungatanga and collaboration through:

- acknowledging the partnership between all peoples of New Zealand as embodied in the Treaty of Waitangi
- encouraging community-engagement and a sense of belonging
- creating partnerships and collaborations for collective impact.

Emphasising care for our environment and life-long learning through:

- emphasising care for our biodiversity, land, freshwater, marine environment, air, atmosphere and climate
- encouraging intergenerational learning.

Priority areas 2016-2026**Priority 1: Enabling coordination of EEfS****Actions** The Government will:

- provide co-ordination and strengthen networks to enhance communication between EEfS stakeholders
- encourage research and its links into practice to improve effectiveness of EEfS delivery and outcomes

- support effective evaluation and monitoring of environmental and educational outcomes of EEfS for evidence-informed decision-making.

Priority 2: Growing capability and capacity in EEfS delivery

Actions The Government will:

- support development of guidelines and tools that promote effective delivery of EEfS in all sectors, which includes:
 - central and local government
 - iwi
 - early childhood centres
 - schools
 - kura
 - tertiary providers
 - research institutes
 - business
 - NGOs
 - communities.
- facilitate professional learning and development in effective EEfS
- support initiatives that enable ongoing growth of the EEfS sector.

Priority 3: Supporting the integration of EEfS into all sectors

Actions The Government will:

- promote engagement in EEfS across all sectors
- celebrate exemplary practice and partnerships in EEfS
- foster a connection to nature through placebased/experiential learning
- support opportunities for whole school/ECE approaches to EEfS
- encourage collaborations for EEfS within and between all sectors
- support a range of quality opportunities to ensure equity of access to EEfS.

Priority 4: Strengthening post-school pathways in sustainable practice for youth

Actions The Government will:

- promote opportunities for EEfS in tertiary, vocational and non-formal education
- enhance employers' awareness of the benefits of employing young people with an understanding of and experience in sustainable practice
- support initiatives that empower young leaders and entrepreneurs in sustainable practice

Feedback on Positioning for the Future Draft Strategic Directions to 2030

Submitted by Glennis Coote, Libraries Manager on behalf of Tasman District Libraries

Do you think the three broad themes outlined are the right areas of focus for the National Library, looking towards 2030? Why/why not?

We agree that the themes are generally appropriate areas of focus. They reflect some of the key issues facing other libraries and cultural organisations. Successful outcomes will provide benefits beyond the library and cultural sector.

Do the strategic directions fit with your view of the role of a national library? Why/why not?

They fit with the core purpose of the National Library as defined in the National Library of New Zealand (Te Puna Mātauranga o Aotearoa) Act (2003). In particular, the themes support the National Library's roles of collecting, preserving and making accessible materials and information relating to New Zealand's heritage. The National Library is also charged with furthering the work of other libraries in New Zealand and the emphasis on collaboration and partnerships within the Strategic Directions document supports this purpose.

The National Library is looked to for leadership in many areas, especially those which would be more effective if centralised. The National Library is uniquely placed as a central government funded institution to undertake a national co-ordination role. However, there needs to be a balance between providing leadership and taking control. There needs to be an understanding that the same solution will not suit all libraries and all communities. Collaboration with and between organisations is essential and is the key to success.

Which of the proposed ideas for success do you consider to be most important, and why?

For One Knowledge Network, the most important proposed idea is "Connection of the New Zealand library network linking digital content across the cultural, education, research and government sectors."

There are valuable digital resources held within institutions across the country. Because there are many gaps within the network most of these resources are available only to members of those institutions. Digitising these resources opens up the possibility of sharing them more widely. To truly support turning knowledge into value we need to remove the barriers to accessing digital content and provide New Zealanders with the ability to access this content regardless of where they live.

We are a public library within a district which is remote from the main centres, this means that online access to resources in other institutions is the only realistic means of access for most of our residents.

For A Nation of Readers, the most important proposed idea is "A partnership... that seeks to achieve significant improvement in the number of New Zealanders with adequate literacy levels through reading".

Libraries are the natural home of books and reading but are not the natural leaders in literacy education. The National Library's role is to support literacy; we would question whether the National Library should take the lead here; the development of literacy is more the role of the Ministry of Education.

Currently there are many literacy initiatives and organisations working on literacy. While the needs of different age groups and cultural groups are different, a collaborative approach to teaching and promotion would seem to make best use of resources and offer the best chance of success for learners.

Item 9.3

As a public library we have a role in supporting the teaching of literacy at all stages of life and while we co-operate with others who undertake literacy teaching understanding of what we can contribute is underdeveloped.

For Words as Taonga, the most important proposed idea is “A sustainable, fit-for purpose digital preservation approach...”

Many libraries are facing difficulties with managing their digital content. Maintaining appropriate platforms and storage is a challenge for many smaller institutions, both in terms of lack of expertise as well as lack of funds. The need to move content from the Kete platform is a case in point. These difficulties create a barrier to the ongoing digitisation of material.

While the achievement of this idea may be technically difficult we believe it is necessary in order to make the nation’s documentary heritage widely available and to ensure that it is well preserved.

Attachment 4

Which of the proposed ideas for success do you consider to be the most problematic, and why?

For One Knowledge Network, the most problematic proposed idea is “Local government and schools taking part in a New Zealand-wide shared library management system...”

The local government and school sectors have different needs, as do individual organisations within these sectors. We anticipate that that it will be difficult to satisfy these varying needs. System flexibility would be key; a one-size approach would not be acceptable. There would likely also be difficulty finding a funding model which would be acceptable to all organisations.

For A Nation of Readers, the most problematic proposed idea is “a strong cross-cultural commitment to achieve sustained social, cultural and economic outcomes...”

This idea is vague and insufficiently defined. We support the aim of achieving social, cultural and economic outcomes, but success is ill-defined; a commitment to achieve is an inadequate measure of outcomes.

For Words as Taonga, the most problematic proposed idea is “New public programmes at the National Library that encourage learning about the Treaty and other constitutional documents”

The majority of New Zealanders have little or no access to the National Library building. Any public programmes based at the National Library would reach only a small number of people. If the aim is to reach as many people as possible any such programmes would also need to be either available online or able to be delivered in other locations.

What do you think is missing from the National Library’s draft strategic directions?

There is no acknowledgement of the digital divide; 91% of the population may be internet users but this does not mean that all of those people fund their own access to the internet. Many users take advantage of internet access in public libraries and APNK has supported many libraries to provide that access for free.

There also needs to be an acknowledgement that literacy and reading are changing. Reading programmes should no longer be about reading books but also about digital literacy.

How do the National Library’s draft strategic directions fit with your organisation’s priorities?

We believe the emphasis on learning, the sharing of information and the preservation of cultural treasures fits well with our Library mission statement which is “to provide quality services which enrich the life of the community by promoting lifelong learning and the creative use of leisure”.

The emphasis on collaboration and partnerships fits with a similar emphasis within our organisation. As a medium-sized public library we are very aware that our service to our community would be poorer without our collaborations and partnerships. We also acknowledge that collaborations and partnerships help us make best use of our financial resources.

While we support the document's themes and the idea of collaboration and partnerships, we do have concerns around how some of the ideas and initiatives in this document would impact on our staffing and financial resources. We need to ensure that our resources are used for the benefit of our local community. As a central government funded agency we would expect the National Library to provide the bulk of the funding for those initiatives which have a national benefit.

In which areas are your or your organisation interested in partnering with/contributing to the National Library?

We already partner with the National Library in a number of ways, through Te Puna, Kōtui, APNK and EPIC. We anticipate that we will continue to collaborate in similar ways.

How would you like to be involved as the strategic directions are progressed? (keep me informed/share expertise/potential collaborator)

Please keep us informed.

9.4 ACTION SHEET - COMMUNITY DEVELOPMENT

Information Only - No Decision Required

Report To: Community Development Committee
Meeting Date: 3 November 2016
Report Author: Tara Fifield, Executive Assistant
Report Number: RCD16-11-04

1 Summary

1.1 The action items are attached from previous Community Development Committee meetings.

2 Draft Resolution

That the Community Development Committee receives the Action Sheet - Community Development report RCD16-11-04.

3 Attachments

1. Action Sheet - November 2016

47

Action Sheet – Community Development Committee

| Item | Action Required | Responsibility | Completion Date/Status |
|--|---|-------------------------|------------------------|
| Meeting Date 2 June 2016 | | | |
| RCD16-04-02 Community Development Manager's Report | Staff to expand on the draft guidelines on the use of approved contractors by our volunteer hall committees ie what is required of a person to become an approved contractor. | F Wafer / B McDonald | Work in progress |