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**MINUTES**  
of the  
**COMMUNITY DEVELOPMENT COMMITTEE MEETING**  
held  
**9.30 am, Thursday, 23 October 2014**  
at  
**Tasman Council Chamber, 189 Queen Street, Richmond**

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**Present:** Councillor J L Edgar (Chair), Mayor R G Kempthorne, Councillors P L Canton, M L Bouillir, B F Dowler, B W Ensor, M J Greening, Z S Mirfin, M J Higgins, T E Norriss, P F Sangster

**In Attendance:** Community Development Manager (S Edwards), Executive Assistant (T Fifield)

**Part Attendance:** Manager Property Services (J Frater), Reserves and Facilities Manager (B Wilkes), Community Relations Manager (C Choat), Community Partnership Coordinator (M Tasman-Jones), Recreation and Partnerships Officer (P McConachie), Customer Services Manager (S Westley), Libraries Manager (G Coote),

**1 OPENING, WELCOME**

**2 APOLOGIES AND LEAVE OF ABSENCE**

Moved Cr Mirfin/Cr Norriss  
CD14-10-1

That apologies from Crs King, Bryant and Inglis be accepted.

**CARRIED**

**3 PUBLIC FORUM**

Nil

**4 DECLARATIONS OF INTEREST**

Nil

**5 LATE ITEMS**

Moved Cr Norriss/Cr Canton  
CD14-10-2

That the late item, A.1, be considered at today's meeting. The Chairperson was not able to complete this report prior to the agenda being published, and the activities need to be

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reported to this meeting to remain current.

**CARRIED**

## **6 CONFIRMATION OF MINUTES**

**Moved Cr Norriss/Mayor Kempthorne  
CD14-10-3**

**That the minutes of the Community Development Committee meeting held on Thursday, 11 September 2014, be confirmed as a true and correct record of the meeting.**

**CARRIED**

## **7 REPORTS OF COMMITTEE**

### **7.1 Report of Community Grants Subcommittee held on 23 September 2014**

**Moved Cr Edgar/Cr Dowler  
CD14-10-4**

**That the minutes of the Community Grants Subcommittee held on 23 September 2014 be received by the Community Development Committee.**

**CARRIED**

## **8 REPORTS**

### **A.1 Chair's Report**

Cr Edgar spoke to her report.

Discussions ensued regarding the two Grants from Rates applications from Seido Karate and the Richmond Information Centre. In response to a question, it was confirmed that the Council is responsible, under the terms of the lease agreement with the Richmond Information Centre, for the building structure but not the fit out.

Cr Sangster arrived at the meeting at 9.38 am.

Cr Bouillir arrived at the meeting at 9.39 am.

In regard to the membership of the proposed Golden Bay Community Facility project group, it was noted that if either the Chair of the Golden Bay Community Board or the Chair of Community Development were not able to attend a meeting, they could delegate another member to attend in their place.

**Moved Mayor Kempthorne/Cr Norriss  
CD14-10-5**

**That the Community Development Committee:**

- 1. receives the Chair's Report RCD14-10-01; and**
- 2. rescinds part 4 of resolution CSGC14-09-01 as follows: "Notes that maintenance of Council owned buildings is not eligible for funding through Community Grants but should be funded through Property Services maintenance budget"; and**

3. **approves the following funding allocations from the Community Grants fund for 2014/2015 to the Richmond Information Centre of \$3,000 to replace carpets and to the Seido Karate Club at Motueka Recreation Centre of \$3,045 to replace building paper in the roof of their building; and**
4. **rescinds parts 2 and 3 of resolution RCD13-11-01 as follows: “approves the establishment of a Golden Bay Community Facility working party comprising the Chair of the Community Development Committee, the two Golden Bay Councillors, Cr Bryant, Board Member Gamby and Council officers to work with the Golden Bay Shared Recreational Facility Inc. Committee on the concept plans for the facility”; and**
5. **approves the establishment of a Golden Bay Community Facility project group comprising the Chair of the Community Development Committee, 4 members of the Golden Bay Shared Recreational Facility Inc. Committee, the Golden Bay Community Board Chair and the Community Development Manager to facilitate community input into the Golden Bay Community Facility; and**
6. **asks the Golden Bay Community Facility project group to report back to the Community Development Committee to approve the concept plans prior to proceeding to detailed design.**

**CARRIED**

## **8.2 Seismic Assessment of Community Development Buildings**

Community Development Manager, Ms Edwards, spoke to the report which provided information on the seismic assessments that have been completed for some of the Council's Community Development buildings. The report also required a decision on the priorities for seismic upgrading of these buildings and the level of community contribution that may be sought for the upgrade work.

The merits of a seismic upgrade of the Wakefield Hall utilising the \$500,000 budget allocated in the Annual Plan 2014/2015 was discussed. It was noted that money has been put aside by the community for a commercial kitchen to be installed at the Hall. Ms Edwards said that funding is proposed to go into the Long Term Plan budgets for a new community facility in Wakefield/Brightwater after the first 10 years and that money is probably better spent on buildings that may not need replacing in the longer term and that is why it was identified as a lower priority. It also did not get a lot of use compared to other halls. It was noted that any funding that was not spent in the current financial year could be carried forward.

The Committee discussed the criteria for community contributions to the seismic upgrades of some of the buildings. It was noted that in regard to the Riwaka Hall, there may be the ability for community fundraising. If the community could not raise the whole contribution then the matter would probably be brought back to the Council for consideration.

Mr Frater said the seismic repairs at the Richmond Town Hall were required to be done to bring it over the 34% threshold of new building standards. He said Sport Tasman want to convert some of their existing offices into a meeting room and it would be a combined project with the Council.

Concerns were raised regarding the strength of the stage at the Motueka Memorial Hall and it was requested that an engineer look into this matter.

It was noted that the Wakefield Hall was valued by the community and was the only place in the area where you can hold a large number of people for a function. It was noted that the wording in Attachment 2 of the report would be changed.

It was also noted that the Riwaka Hall was valued and was well utilised and that there were no

other building locally with the capacity to meet local needs.

**Moved Cr Dowler/Cr Sangster  
CD14-10-6**

**That the Community Development Committee:**

1. receives the report on Seismic Assessment of Community Development Buildings;
2. agrees to the following seismic upgrade work being completed, utilising the \$500,000 budget allocated in the Annual Plan 2014/2015 for the seismic strengthening of Community Development buildings:

Building	Priority ranking for upgrade	Council contribution	Community contribution	Total project budget
Richmond Town Hall	1 <sup>st</sup>	\$83,400	\$0	\$83,400
Motueka Memorial Hall	2 <sup>nd</sup>	\$93,600	\$0	\$93,600
Bainham Hall	3 <sup>rd</sup> =	\$35,000	\$0	\$35,000
Riwaka Hall	3 <sup>rd</sup> =	\$180,000	\$46,800	\$226,800
Motueka Museum	5 <sup>th</sup>	\$50,000	\$50,000	\$100,000
<b>Total</b>		<b>\$442,000</b>	<b>\$96,800</b>	<b>\$538,800</b>

3. agrees that the Wakefield Hall will be re-considered at a later date along with other buildings that may require seismic upgrade, given that a new Wakefield or Brightwater Community Facility is proposed during Years 11-20;
4. notes that the Motueka Library will not need upgrading if the national requirements are reduced from 67% to 34% and the Council's current *Earthquake Prone, Dangerous and Insanitary Buildings Policy* is either amended or superseded by new legislation, as 67% is the minimum requirement currently contained in this policy;
5. notes that the Council is considering a new Motueka Library/Service centre hub proposal during the next 10 years;
6. agrees to restrict the capacity of the Collingwood Hall to below 300 people, so that it will go into a lower building category (IL2) and therefore achieve 72% of new building standards; and
7. agrees to add funding of \$20,000 per year into the proposed budgets for the first five years of the Long Term Plan for seismic assessment of other Council-owned Community Development buildings, with a further \$200,000 being added into the budget for the 2022/2023 year, for consultation through the Long Term Plan process.

**CARRIED**

## **9 PRESENTATIONS**

### **9.1 Moutere Hills Community Centre**

Katrina McLean, Facility Manager of the Moutere Hills Community Centre, gave a Powerpoint presentation on last year's fire at the Centre and on the rebuild. She said the Centre was given \$150,000 worth of grants last year towards the new fitness centre and noted there were a lot of upcoming event bookings.

Katrina said that the new fitness facility at the Centre currently has 101 members. She said the projected membership numbers were 60 members by the end of the first year.

The next thing the community would like was an outdoor community recreation space.

Morning tea adjournment was taken from 10.27 am to 10.50 am.

Mayor Kempthorne left the meeting at 10.27 am.

Cr Mirfin left the meeting at 10.27 am.

## **8 REPORTS CONTINUED**

### **8.3 Community Development Manager's Report**

Ms Edwards spoke to her report which provided an update on her work since the last Committee meeting and highlighted work undertaken by the Strategic Policy and Reserves and Facilities sections of the Community Development Department.

The report also included updates on the Wanderers Clubroom extension and the former Tapawera Scout Den.

In response to a question on the future development of Pukekoikoi Reserve, Mrs Wilkes advised that she is going to have a meeting with Tiakina and that any development will be very limited.

Discussion ensued regarding the need for a consent from Historic Places Trust for the removal of the coal shuttles at Pakawau. Once the application to remove the shuttles has been returned from Department of Conservation, Mrs Wilkes will advise the Councillors.

**Moved Cr Bouillir/Cr Dowler  
CD14-10-7**

**That the Community Development Committee receives the Community Development Manager's Report RCD14-10-03.**

**CARRIED**

Cr Mirfin returned to the meeting at 10.57 am.

### **8.4 Community Relations Manager's Report**

Community Relations Manager, Mr Choat, presented his report which informed the Committee of the past and planned activities of the Community Relations section.

He said the Boredum Buster surveys were being filled in and returned and the team are currently putting together a Hummin' in Tasman edition which would focus on local events.

Mayor Kempthorne returned to the meeting at 10.59 am.

It was noted that in regard to the online report, it would be good to see the comparison from the same time last year.

**Moved Cr Norriss/Cr Canton  
CD14-10-8**

**That the Community Development Committee receives the Community Relations Manager's Report RCD14-10-04.**

**CARRIED**

## **8.5 Community Relations Work Plan**

Mr Choat presented his report which outlined the Community Relations work plan for 2014/15. The work plan sets out the range of activities covered by the Community Relations staff. He noted that the work plan largely pulled together the previous Community Recreation and Environmental Education work plans that the Committee had signed off last year, and that the new work programme focused on the key themes and work areas the Committee had previously asked staff to work on.

He said closer to the time of compiling the Long Term Plan, a three year work plan would be created and presented to the Committee for approval.

Regarding the mapping of fruit trees, this was part of a movement that has been occurring throughout the region. Councillors asked staff to look into spraying fruit trees on Council reserves to ensure they do not provide a haven for pests which could contaminate local orchards.

In response to a question, Mr Tasman-Jones advised that Tasman District Council staff would have minimal involvement with the Cricket World Cup. Staff would be involved in the Steering Group.

Discussion ensued on the arrangements for Secondhand Sunday. Staff noted that it was a lot easier to attract people to specific locations where goods were available by registering for the Secondhand Sunday.

Councillors noted they would like to be informed of what beach was being cleared by the Council team for the Big Beach Clean Up.

### **Moved Cr Ensor/Mayor Kempthorne CD14-10-9**

**That the Community Development Committee:**

- 1. receives the Community Relations Work Plan Report RCD14-10-05; and**
- 2. notes the 2014/2015 Community Relations work plan as set out in the tabled document.**

**CARRIED**

## **8.6 Ecofest Update**

Recreation and Partnerships Officer, Mr McConachie, spoke to his report which informed the Committee of the recently completed Ecofest@Motueka expo and associated week-long programme of activities that took place.

In response to a question regarding the timing for discussion on what will be happening at next year's Ecofest and how it would be fed into the Long Term Plan, it was noted that the Nelson Ecofest is on 16 November and staff would compile information to present to the Committee in early 2015.

Mr McConachie said that the Council invested \$15,000 for the Ecofest event and some funding was received from Canterbury Community Trust. He said there was a slight profit made of \$1,400.

### **Moved Mayor Kempthorne/Cr Norriss CD14-10-10**

**That the Community Development Committee receives the Ecofest Update Report  
RCD14-10-06.**

**CARRIED**

### **8.7 Customer Services Manager's Report**

Customer Services Manager, Mrs Westley, spoke to her report contained in the agenda. Cr Edgar congratulated Mrs Westley and Customer Services staff on the successful Customer Services week. It was noted that positive feedback had been received about the Customer Services staff from the public.

**Moved Cr Bouillir/Cr Mirfin  
CD14-10-11**

**That the Community Development Committee receives the Customer Services Manager's Report RCD14-10-07.**

**CARRIED**

### **8.8 Libraries Manager's Report**

Libraries Manager, Mrs Coote, spoke to her report contained in the agenda.

**Moved Cr Canton/Cr Mirfin  
CD14-10-12**

**That the Community Development Committee receives the Libraries Manager's Report RCD14-10-08.**

**CARRIED**

### **8.9 Action Sheet - Community Development Report**

Information from the ASB Aquatic Centre was circulated regarding the current membership of the Fitness Centre. Ms Edwards noted that information on the swimming pool membership would be provided at a later date.

**Moved Cr Higgins/Cr Norriss  
CD14-10-13**

**That the Community Development Committee receives the Action Sheet - Community Development Report RCD14-10-09.**

**CARRIED**

The meeting concluded at 11.41 am.

Date Confirmed:

Chair: