
MINUTES
of the
COMMUNITY DEVELOPMENT COMMITTEE MEETING
held
9.30 am, Thursday, 20 September 2018
at
Tasman Council Chamber, 189 Queen Street, Richmond

Present: Councillor P L Canton (Chair), Mayor R G Kempthorne, Councillors D M Wensley, S R Brown, S G Bryant, M J Greening, P H Hawkes, C M Maling, D E McNamara, D J Ogilvie, P F Sangster, T A Tuffnell, A C Turley

In Attendance: Community Development Manager (S Edwards), Youth Councillor (A Hertwich), Youth Councillor (M Takahashi), Executive Assistant (T Fifield)

Part Attendance: Chief Executive (J Dowding), Strategic Policy Manager (S Flood), Community Relations Manager (C Choat), Community Partnership Coordinator (M Tasman-Jones), Programme Leader – Property Transactions (R Cant), Property Services Officer (M Wilson), Policy Advisor (S Hartley), Reserves and Facilities Manager (R Hollier), Administration Officer – Community Development (M Ellis)

1 OPENING, WELCOME

The Chair welcomed Youth Councillors, May Takahashi from Motueka High School and Alexander Hertwich from Murchison Area School.

2 APOLOGIES AND LEAVE OF ABSENCE

Moved Cr Hawkes/Cr Wensley
CD18-09-1

That apologies for absence from Cr King and for lateness from Mayor Kempthorne be accepted.

CARRIED

3 PUBLIC FORUM

3.1 Albie Albrey

Albie Albrey spoke about a submission he distributed to Council on 8 August, in regard to the rating of retirement villages, and that he would appreciate a response from Council. Cr Wensley noted that she talked to Mr Albrey yesterday about this issue.

Mayor Kempthorne arrived at the meeting at 9.37 am.

3.2 Brent Maru

Brent Maru, Motueka Community Board Chair, thanked staff and Councillors for including the Motueka Community Board in the Motueka Library upgrade discussions. He said the feasibility study is a sound document.

3.3 Nick Schramm

Nick Schramm, Manager of the Golden Bay Rec Park, spoke on behalf of Connor Betts who is a member of the Golden Bay Youth Council. Mr Schramm tabled a letter and photos from Connor regarding his view that the parking at the Rec Park around the grandstand area and the main entrance of the Rec Park, is dangerous. He said several clubs have also raised the same concern.

4 DECLARATIONS OF INTEREST

Cr Greening declared an interest in regard to the confidential item in today's agenda.

5 LATE ITEMS

Nil

6 CONFIRMATION OF MINUTES

**Moved Cr Sangster/Cr Turley
CD18-09-2**

That the minutes of the Community Development Committee meeting held on Thursday, 5 July 2018, be confirmed as a true and correct record of the meeting.

CARRIED

**Moved Cr Canton/Cr Turley
CD18-09-3**

That the minutes of the Tasman Creative Communities Subcommittee meeting held on Tuesday, 31 July 2018, be received.

CARRIED

7 REPORTS OF COMMITTEE

Nil

9 REPORTS

9.1 Motueka Library Feasibility Study

Community Development Manager, Susan Edwards, spoke to the report which sought Councillors approval for staff to undertake informal community feedback on the redevelopment options for the Motueka Library and on the recommendations contained in the Motueka Library Redevelopment Feasibility Study.

Discussion ensued on why a second storey option was not proposed at present; one reason being that even though this option was considered, the capital costs increase because of the need for accessible lifts. The main reason outlined was that additional staff would need to be employed, as staff are needed on both the ground and upper levels to deal with the public, increasing ongoing operational costs.

It was noted that in future, if the co-location with the Motueka Service Centre goes ahead, that this could be multi-storeyed.

It was noted that 10 staff (four permanent and six part time) were currently employed at the Motueka Library.

Moved Mayor Kempthorne/Cr Tuffnell CD18-09-4

That the Community Development Committee:

- 1 receives the Motueka Library Feasibility Study Report RCD18-09-02; and**
- 2 receives the Motueka Library Redevelopment Feasibility Study; and**
- 3 asks staff to seek informal community feedback on the redevelopment options for the Motueka Library and the recommendations contained in the Motueka Library Redevelopment Feasibility Study.**

CARRIED

9.2 Renewal of Community Leases

Property Services Officer, Margot Wilson, and Programme Leader – Property Transactions Robert Cant updated the Committee regarding expired and soon to expire community leases:

In response to a question, Target Shooting have not indicated they are moving from Jubilee Park.

In response to a question about why the Aorere Trust and the car club are having to go through a different process, staff advised that the leases to these groups are not contemplated in the relevant reserve management plan and therefore must be publicly notified under the Reserves Act 1977. The leases which do not require public notification have been contemplated in the respective reserve management plan, which has already been through a public consultation process.

It was advised that staff are reviewing the Reserve Management Plans and one of the reasons the lease renewals are five years instead of 10 years is because Council does not want to pre-empt the outcome of these processes.

Discussion ensued regarding lessees who are struggling with membership and if it was possible for the lessees to offer the buildings to Council so that Council could pay for their maintenance through Reserve Financial Contributions (RFCs). Ms Edwards advised that the cost would fall

on ratepayers, so it would have a rating impact. RFCs are for capital purposes, not renewals, so this wouldn't include maintenance etc.

**Moved Cr Maling/Cr Ogilvie
CD18-09-5**

That the Community Development Committee:

- 1 receives the Renewal of Community Leases Report RCD18-09-03; and**
- 2 agrees that Council staff proceed with offering new five year term leases to the organisations listed below, noting that these do not require public notification:**
 - 2.1 Golden Bay Ward:**
 - a. Collingwood Squash Club
 - b. Golden Bay Senior Citizens Association
 - c. Golden Bay Work Centre Trust
 - d. Golden Kids Inc Early Learning Centre
 - e. Pohara Bowling Club
 - f. Takaka Play Centre, Lake Killarney
 - g. Takaka Drama Society
 - h. Takaka Golf Club
 - i. Takaka Scouts
 - j. The Order of St John
 - 2.2 Lakes-Murchison Ward:**
 - a. Murchison Bowling Club
 - b. Murchison Emergency Services
 - c. Murchison Golf Club
 - d. Murchison Pony Club
 - e. Tapawera Play Centre
 - f. Tapawera Toy Library
 - 2.3 Moutere-Waimea Ward:**
 - a. Brightwater Scout and Guide Hut
 - b. Mapua Bowling Club
 - c. Wakefield Scouts
 - 2.4 Richmond Ward:**
 - a. Richmond Athletic Association Football club
 - b. Richmond Tennis Club
 - c. Richmond-Waimea Toy Library
 - d. Target Shooting Richmond Inc
- 3 receives the six submissions, in respect of the Hope Tennis Club, and notes that they are in support of a new long term lease to the Hope Tennis Club; and**
- 4 agrees to the issue of a new lease to the Hope Tennis Club for a term of 10 years with two further rights of renewal (a total of 30 years); and**
- 5 requests that staff advise the submitters of the Committee's decision and thanks them for their input; and**
- 6 agrees that Council staff proceed with public notification of the intent to offer new five year term leases to the following groups:**
 - 6.1 Golden Bay Ward:**
 - a. Aorere Futures Trust
 - b. Collectible Vehicles Club of Golden Bay
 - 6.2 Moutere-Waimea Ward**
 - a. Wakefield Community Toy Library
 - b. Tamaha Scouts

6.3 Richmond Ward: a. Morepork Dart Club

7 appoints Councillors Canton (Chair), Brown, Tuffnell and Turley to form the Hearing Panel to hear any submissions and to make recommendations back to the Community Development Committee for a final decision on whether to grant the leases and licences; and

8 authorises the Chair of the Hearing Panel in 7 above to appoint another Councillor to replace any member of the Panel should they become unavailable for any reason; and

9 notes that the following organisations no longer require leases with Tasman District Council:

9.1 Golden Bay Ward:

- a. Collingwood Tennis**
- b. Golden Bay Rugby Club**
- c. Seniornet**
- d. Takaka Rugby Club**

9.2 Lakes-Murchison Ward:

- a. Lake Rotoiti Hall**
- b. Tapawera Scouts**
- c. Rocksnot Café at Riverview Camp**

9.3 Moutere-Waimea Ward:

- a. Wakefield Bowling Club**
- b. Waimea Pony Club**

9.4 Richmond Ward:

- a. Richmond Athletic Club**

CARRIED

9.3 Golden Bay Shared Recreation Facility Contract

Mike Tasman-Jones, Community Partnership Coordinator, spoke to the report which responded to a request from the Golden Bay Community Board asking Council to review the contract with the Golden Bay Shared Recreation Facility Inc (GBSRF) for the management of the Rec Park Centre and Recreation Park grounds and that a new structure be put in place for the management of the Rec Park centre and grounds.

It was advised that the GBSRF annual general meeting last week was well attended with all user groups in attendance. Everyone was positive about the Centre including funding and financial management. The group discussed the parking issue.

Councillors discussed the parking issue at the Rec Park:

- the yellow lines have been worn over time;
- encourage people to walk/cycle to the Centre;
- health and safety issues need to be raised with Council;
- until the grandstand issue is resolved, there will be difficulty with car parking;
- staff will talk to the Engineering Services Department about the difficulties to try to help relieve the parking issues.

It was noted that six of the seven letters that were received in December 2017 complained about the grandstand issue, rather than the performance of the Centre governance and management.

Morning tea adjournment was taken from 10.50 am to 11.00 am.

In regard to an issue with the structure and management of the Committee, Ms Edwards confirmed that anyone from the community can put their name forward to be elected onto the Committee.

Cr Sangster advised he would like to foreshadow option 2.

Moved Mayor Kempthorne/Cr Canton

That the Community Development Committee:

1. receives the Golden Bay Shared Recreation Facility Contract report RCD18-09-04; and
2. advises the Golden Bay Community Board that the requirements of the contract Council has with the Golden Bay Shared Recreation Facility Inc. for the management of the Rec Park Centre and Golden Bay Recreation Park grounds, are being met and therefore Council will not be undertaking any further review of the contract or management structure.

There was an amendment proposed to the recommendation:

**Moved Cr Wensley/Cr Sangster
CD18-09-6**

THAT the addition of a point 3. “asks staff to work with the Golden Bay Community Board and the Golden Bay Shared Recreation Facility Inc. to address the Board’s concerns” be added into the original motion.

CARRIED

The amended resolution became the motion.

**Moved Mayor Kempthorne/Cr Canton
CD18-09-7**

That the Community Development Committee:

1. receives the Golden Bay Shared Recreation Facility Contract report RCD18-09-04; and
2. advises the Golden Bay Community Board that the requirements of the contract Council has with the Golden Bay Shared Recreation Facility Inc. for the management of the Rec Park Centre and Golden Bay Recreation Park grounds, are being met and therefore Council will not be undertaking any further review of the contract or management structure; and
3. asks staff to work with the Golden Bay Community Board and the Golden Bay Shared Recreation Facility Inc. to address the Board’s concerns.

CARRIED

Cr Ogilvie left the meeting at 11.25 am.

8 PRESENTATIONS

8.1 Murchison Sport, Recreation & Cultural Centre

Katerina Neudekova, Centre Manager of the Murchison, Sport Recreation and Cultural Centre, made a Powerpoint presentation to Councillors on the Centre’s recent activities and noted:

- statistics based on the 2013 Census;
- facilities available for hire;

- income and expenditure analysis;
- commercial and community bookings;
- children, youth and older adults programmes;
- community activities;
- a blog is posted each week to their website (www.murchisoncentre.co.nz); and
- a priority list of future planning for the Centre.

Councillors thanked Katerina for all her hard work. It was noted that the Centre is celebrating 10 years next week.

Youth Councillor Alex said the Rec Centre was essential to Murchison youth and gave credit to the Centre.

9 REPORTS CONTINUED

9.4 Chair's Report

The Chair's report was taken as read.

Discussions ensued:

- two weeks ago a delegation of 47 children from Kiyosato, Japan visited Motueka as part of our "Friendly Town" relationship;
- Cr Canton noted the importance of the cultural exchanges with our Friendly Towns;
- Youth Councillor May said the youth exchange with Kiyosato is warmly welcomed with Motueka High School; and
- Councillors are encouraged to attend upcoming Citizenship Ceremonies – 32 new citizens attended Wednesday's ceremony.

**Moved Cr Canton/Cr Wensley
CD18-09-8**

**That the Community Development Committee receives the Chair's Report RCD18-09-05.
CARRIED**

9.5 Community Development Manager's Report

The report was taken as read. Community Development Manager, Susan Edwards, answered questions.

A discussion ensued regarding car parking at the Richmond Library and the need for two additional car parks for library staff who work late:

- Council has recently adopted a Car Parking Strategy;
- Council should be encouraging walking;
- additional incidents are occurring at the library with inappropriate behaviour and people are being trespassed;
- staff are concerned about walking to their cars at night; and
- it's a health and safety issue for Council as an employer.

Regarding the International Visitor Levy, the Committee generally agreed that visitors should be contributing to the infrastructure as they do put pressure on the facilities.

There was an amendment to part 2 of the recommendation contained in the report. Cr Bryant foreshadowed that he would be moving the recommendation in the report if the amended resolution was lost:

Moved Cr Wensley/Greening

That the Community Development Committee:

1. receives the Community Development Manager's Report; and
2. does not recommend to the Engineering Services Committee that an amendment be made to the Traffic Control Bylaw to enable two dedicated car parks to be made available to Richmond Library staff adjacent to their staff entrance; and
3. retrospectively approves the submission attached to this report (Attachment 3) previously forwarded to Ministry of Business, Innovation and Employment on the proposed International Visitor Conservation and Tourism Levy.

LOST

Moved Cr Bryant/Cr Hawkes
CD18-09-9

That the Community Development Committee:

1. **receives the Community Development Manager's Report RCD18-09-06; and**
2. **recommends to the Engineering Services Committee that an amendment be made to the Traffic Control Bylaw to enable two dedicated car parks to be made available to Richmond Library staff adjacent to their staff entrance; and**
3. **retrospectively approves the submission attached to this report (Attachment 3) previously forwarded to Ministry of Business, Innovation and Employment on the proposed International Visitor Conservation and Tourism Levy.**

CARRIED

9.6 McKee Memorial Recreation Reserve Campground

Richard Hilton, Horticultural Officer, and Richard Hollier, Reserves and Facilities Manager, updated the Committee on work undertaken at the McKee Memorial Recreation Reserve since the storm events of last summer. Mr Hollier noted that the McKee family had previously asked Council to consider reinstatement of a management committee for the reserve, but that they had now withdrawn their proposal as they were happy with the work staff had done to reinstate the reserve and camping area.

Mr Hilton presented the Committee with photos on work undertaken at the McKee Reserve. It was noted:

- there is a possibility that a bigger stormwater sump could be needed to deal with the stormwater ponding at the reserve;
- the work has cost approximately \$100,000; and
- Fred McKee passed his thanks on to staff for all the hard work that has been undertaken.

Moved Cr McNamara/Cr Greening

CD18-09-10

That the Community Development Committee receives the McKee Memorial Recreation Reserve Campground Report RCD18-09-07.

CARRIED

9.7 2018 Residents Survey Report

The report was taken as read.

Moved Cr Greening/Cr McNamara

CD18-09-11

That the Community Development Committee:

- 1. receives the 2018 Residents Survey Report; and**
- 2. receives the Communitrak™ Survey May 2018 Report prepared by the National Research Bureau.**

CARRIED

9.8 Strategic Policy Work Programme 2018/2019

The report was taken as read. Sharon Flood, Strategic Policy Manager, answered questions.

It was advised that the Census results for the population statistics will be available in March 2019 and the projection will be due in August 2019.

Moved Mayor Kempthorne/Cr Tuffnell

CD18-09-12

That the Community Development Committee receives the Strategic Policy Work Programme 2018/2019 Report RCD18-09-09.

CARRIED

9.9 Libraries Annual Report 2017/18

The report was taken as read. Debbie Bowden, Customer Services Librarian, answered questions.

She advised that library staff will look into obtaining more display areas to display pamphlets for different community groups.

Cr Ogilvie returned to the meeting at 12.37 pm

Moved Cr Wensley/Cr Hawkes

CD18-09-13

That the Community Development Committee receives the Libraries Annual Report 2017/18 RCD18-09-10.

CARRIED

9.10 Community Relations Work Plan

The report was taken as read. Chris Choat, Community Relations Manager, answered questions.

A discussion ensued in regard to the Waimea Community Dam advertisements. Councillors questioned the figures in the recent ad which stated that Council was funding 23% of the dam and whether it should be 37%. Mr Choat advised the figures came from the 6 September not 28 August Council report and those were the figures that were verified to publish.

Councillors asked that clarification and an explanation of the figures is included in a Newline article.

**Moved Cr Wensley/Mayor Kempthorne
CD18-09-14**

That the Community Development Committee:

- 1 receives the Community Relations Work Plan Report RCD18-09-11; and**
- 2 receives the 2018-2021 Community Relations Work Plan as set out in Attachment 1 to this report.**

CARRIED

9.11 Reserves & Facilities Work Plan

The report was taken as read.

**Moved Cr Canton/Cr Sangster
CD18-09-15**

That the Community Development Committee receives the Reserves & Facilities Work Plan report RCD18-09-12.

CARRIED

9.12 Action Sheet - Community Development

Progress on the action items from the previous Committee meetings was noted.

**Moved Cr Maling/Cr Tuffnell
CD18-09-16**

That the Community Development Committee receives the Action Sheet - Community Development report RCD18-09-13.

CARRIED

10 CONFIDENTIAL SESSION

10.1 Procedural motion to exclude the public

**Moved Cr Sangster/Cr Hawkes
CD18-09-17**

THAT the public be excluded from the following part(s) 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 follows.

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

10.1 Expiry of Lease

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.

CARRIED

The meeting concluded at 1.20 pm

Date Confirmed:

Chair: