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**MINUTES**  
of the  
**COMMUNITY DEVELOPMENT COMMITTEE MEETING**  
held  
**9.30 am, Thursday, 21 September 2017**  
at  
**Tasman Council Chamber, 189 Queen Street, Richmond**

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**Present:** Councillor D M Wensley (Chair), Mayor R G Kempthorne, Councillors S R Brown, S G Bryant, M J Greening, P H Hawkes, T B King, 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), Executive Assistant (T Barron)

**Part Attendance:** Strategic Policy Manager (S Flood), Community Relations Manager (C Choat), Community Partnerships Coordinator (M Tasman-Jones), Reserves and Facilities Manager (B Wilkes), Policy Officer (Sandra Hartley), Reserves & Facilities Administrator (F Wafer)

## **1 OPENING, WELCOME**

Cr Wensley opened the meeting as Chair in Cr Canton's absence.

Susan Edwards, Community Development Manager spoke to the Committee to advise of the full agenda to get through and a reminder that the Audit and Risk Committee meeting was scheduled to start at 11.30 am.

## **2 APOLOGIES AND LEAVE OF ABSENCE**

**Moved Cr King/Cr Maling**  
**CD17-09-1**

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

**CARRIED**

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### **3 PUBLIC FORUM**

Sara Chapman, Golden Bay Shared Recreation Facility Inc, spoke to the Committee on the future governance model for the Golden Bay Rec Park Centre and the Recreation Park. She noted that there will be a Board and a User Council. The User Council will have 11 members on it. Abbie Langford (Golden Bay Community Board Chair) is the Chair of the User Council. The Board will have six members on it, who were elected at the Annual General Meeting – John Byrne, Roger Tait, Dean Lund, Philip Woolf, Sara Chapman and Brian Harris – plus an iwi representative, a User Council representative (Abbie Langford) and Cr Sue Brown. Sara noted that the Society's constitution had been changed at a special meeting last year and that it had been approved by the Department of Internal Affairs.

### **4 DECLARATIONS OF INTEREST**

Nil

### **5 LATE ITEMS**

Nil

### **6 CONFIRMATION OF MINUTES**

**Moved Cr Ogilvie/Cr Hawkes  
CD17-09-2**

**That the minutes of the Community Development Committee meeting held on Thursday, 10 August 2017, be confirmed as a true and correct record of the meeting.**

**CARRIED**

### **7 REPORTS OF COMMITTEE**

Nil

### **8 PRESENTATIONS**

#### **8.1 Moutere Hills Community Centre**

Katrina McLeod, Facility Manager, presented the Committee with an update on the extensive activities of the Moutere Hills Community Centre.

Katrina provided the breakdown of the Centre's income:

- functions (20%);
- fees and donations (9%);
- grants, sponsors and fundraising (14%);
- contracts (6%);
- Council's operational grant (22%) and
- income from the fitness centre (29%).

25,658 visitors attended organised sport, events, activities, meetings, functions at the Centre or used the fitness centre in the period January to July 2017.

The aim of the fitness centre of providing a local community gym has exceeded expectations and even made a profit. Several classes are being offered "free of charge" as part of the fitness

centre membership and the gym is now able to offer personal training sessions with specific emphasis on rehabilitation.

A wide variety of activities and events have taken place at the Centre over the past year. As well as the usual meetings, weddings, funerals and social functions, some highlights included:

- Mapua School Production;
- Sarau Book Fair;
- Whitwells Rugby Tournament;
- Golden Bay Roaders;
- Country Kids Family Fun Day;
- Moutere Cluster Athletic Sports Day;
- Upper Moutere School Production;
- Motor Home Association New Year Function;
- Sarau Festival;
- Loadstone Tennis Tournament;
- Kids Dance Party; and
- ANZAC Day Service.

Katrina noted:

- that the tennis courts need resurfacing;
- that more carparking is needed which will require more land to be purchased; and
- that a footpath from the village to the Centre is needed for safety reasons.

## **8.2 Keep Motueka Beautiful**

Paul Mosley, Secretary of Keep Motueka Beautiful, presented to the Committee.

Mr Mosely advised the Committee that Keep Motueka Beautiful recently received a Trustpower Community Award in the Heritage and Environment section.

Mr Mosley provided an update of the projects Keep Motueka Beautiful are currently working on, including hanging baskets in the Motueka town centre, promoting outdoor recreation, the Sanctuary Gardens walkway, environmental restoration projects, improving public amenities, the old wharf and the harbour entrance view point.

There has been a lot of work undertaken in providing signage along the walkways, which has been made possible from local donations. A project is currently underway on providing a walkways map.

Mr Mosley spoke on the lack of road signage to show available amenities in Motueka. As an example there is no signage on the highway to promote the saltwater baths, wharf and swimming beach.

Mr Mosely expressed appreciation on behalf of Keep Motueka Beautiful for the funding support from both the Tasman District Council and the Motueka Community Board.

The Committee congratulated Keep Motueka Beautiful on the amazing job they do. Mr Mosely said the heart of the group is the volunteers. A question was asked by the Committee on what relationships Keep Motueka Beautiful has with other groups in Motueka. Mr Mosley advised the group had recently been working with other groups on projects.

10.15 am Mayor Kempthorne joined the meeting.

Cr Brown left the meeting at 10:19 am.

## **9 REPORTS**

### **9.1 Chair's Report**

Cr Wensley commented on the success of the recent Youth Council Workshop held with Councillors on 6 September. She noted that Council has a good focus on the older community and it was a positive move to widen the focus to youth.

Cr Wensley asked the Committee to support the resolution in her Chair's report requesting staff to report back on the appointment of a Youth Councillor to Community Development.

A question was raised on attendance of Youth Council representatives at the Motueka and Golden Bay Community Boards. Mr Choat, Community Relations Manager, was in attendance and replied that staff will work with the incoming youth councillors in early 2018 to have youth councillors attending Board meetings as advisors. Mr Choat advised that the Boards' Standing Orders had been amended to enable youth councillors to attend meetings and have speaking but not voting rights. The Committee asked if staff could report back on the process for a youth councillor being appointed as an advisor on the Community Development Committee and other Council committees.

The Committee advised they would like to see more emphasis on Youth Councillors getting involved in their local Community Associations. It was noted the Community Association meetings were not held in school time so would have less impact on school attendance. It was suggested an article be prepared for Newsline to let people know more about Community Associations and when meetings are held, to get more people involved in their local community.

Following discussion the draft resolution in report RCD17-09-03 was amended to include all Council committees.

A question was asked of staff on how to address signage coming into Motueka, following Mr Mosley's comment from his presentation on behalf of Keep Richmond Beautiful. Ms Edwards advised this may also be a matter for the New Zealand Transport Agency. As a follow up to the matter it was discussed either a service request to Engineering Services or a direct letter from Mr Mosely. It was agreed by the Committee the best approach was a formal letter of request from Keep Motueka Beautiful outlining their concerns. Staff to follow up with Keep Motueka Beautiful.

**Moved Cr Wensley/Cr Hawkes**

**CD17-09-3**

**That the Community Development Committee**

- 1. receives the Chair's Report RCD17-09-03; and**
- 2. requests staff to report back to the Committee on the opportunity for a youth councillor to be appointed as a youth council adviser to Council committees; and**
- 3. requests staff to seek an amendment to Council's Standing Orders to enable a youth council advisor to be appointed to Council committees.**

**CARRIED**

## **9.2 Draft Policy on Housing for Older Adults 2017**

Ms Edwards advised Councillors that this agenda item was to consider the adoption of the revised Draft Policy on Housing for Older Adults, as there is a requirement to have a current policy in place.

She advised that the opportunity to discuss whether Council should be involved in providing housing, the level of the dividend, or whether more cottages should be built, will be at a Long Term Plan Workshop in October.

Mrs Hartley spoke to the report, pointing out that there were minimal changes from the 2008 policy. These changes included:

- updated definitions and terminology, including a more “age friendly” description of eligible people;
- clarification of some of the policy clauses;
- removal of obsolete grandfather clauses for existing tenants with regard to age requirements and smoking; and
- extending the non-occupancy period from six months to 12 months for consideration of disposal/divestment.

In answer to a question on the change of occupancy from 6 to 12 months Ms Edwards advised that this change would be advantageous for situations where there were only a small number of unit, as in Takaka and Murchison, and where units may be vacant due to work needing to be done on them.

It was queried if staff offer properties to applicants in areas other than the ones they specifically applied for. Mrs Wafer, Reserves & Facilities Administrator, advised the Committee that some applicants put ‘anywhere’ on their applications and were therefore contacted. She also contacted applicants who were in desperate need to see if they were prepared to move to a different location for a unit.

It was requested by the Committee that when a vacancy arose those on the waiting lists were re-contacted and advised of the vacancy.

Cr Brown returned to the meeting at 10:48 am.

**Moved Cr Bryant/Cr Tuffnell**

**CD17-09-4**

**That the Community Development Committee**

- 1. receives the Draft Policy on Housing for Older Adults 2017 report; and**
- 2. adopts the Policy on Housing for Older Adults 2017, as per Attachment 1 of this report, with an implementation date of 1 October 2017.**

**CARRIED**

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

Susan Edwards spoke to her report.

Cr Ogilvie left the meeting at 10.54am.

Ms Edwards spoke to the Motueka Library Working Group's recommendation for the Motueka Library Project to exclude the construction of a Service Centre, with an option in the feasibility study of making provision in the design for the Service Centre to be added at some time in the future. The Committee agreed that the focus of the project was to be on the development of the Library facility for Motueka.

In reply to a question regarding the Laura Ingram petition, Ms Edwards advised this would be considered as part of the feasibility study process.

A question was asked on the estimate of space for the Service Centre being 400sqm. Mrs Coote, Libraries Manager, responded advising these were draft estimates of the size needed.

Following discussion, the Committee agreed that the focus of the project is to remain on the Library development, while making provision for a possible future Service Centre extension. The Committee noted that the Customer Services and Library Services functions were not 'interchangeable' roles.

Ms Edwards reported that the seismic strengthening work at the Motueka Museum is progressing well and within budget.

It was noted Customer Services have been particularly busy over the last months with the additional pressure of rates and dog registration.

The Strategic Policy team were also extremely busy with a very heavy workload.

Cr Wensley raised a concern over the accuracy of information contained in a Waimea Community Dam advertisement placed by Waimea Irrigation Limited (WIL) in the Waimea Weekly. Cr Wensley commented that the advertisement stated that it was "completely false" that "ratepayers are subsidising irrigators with the Dam". She queried whether this level of misinformation by WIL might undermine Council's consultation process and asked what steps Council can take to ensure this does not occur. The Committee asked that staff ensure the consultation documentation has the correct information from Council.

**Moved Mayor Kempthorne/Cr Bryant  
CD17-09-5**

**That the Community Development Committee:**

- 1. receives the Community Development Manager's Report RCD17-09-05; and**
- 2. agrees to the feasibility study for the Motueka Library project excluding provision for the construction of a new Service Centre at this stage, while making provision in the design for it to be added at some time in the future.**

**CARRIED**

#### **9.4 Action Sheet - Community Development**

The Action Sheet was taken as read.

In reply to a question Ms Edwards advised that the engineers report on the design and costings for possible earthquake strengthening at the Wakefield Hall should be completed before the end of the year.

**Moved Cr Bryant/Cr McNamara**

**CD17-09-6**

**That the Community Development Committee receives the Action Sheet - Community Development report RCD17-09-06.**

**CARRIED**

## **10 CONFIDENTIAL SESSION**

### **10.1 Procedural motion to exclude the public**

**Moved Cr Sangster/Cr Brown  
CD17-09-7**

**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 Parks and Reserves Asset Maintenance Contracts**

<b>Reason for passing this resolution in relation to each matter</b>	<b>Particular interest(s) protected (where applicable)</b>	<b>Ground(s) under section 48(1) for the passing of this resolution</b>
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)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.	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 11.30 am

Date Confirmed:

Chair: