
MINUTES
of the
COMMUNITY SERVICES COMMITTEE MEETING
held

9.30 am, Wednesday, 24 April 2013

at
Tasman Council Chamber, 189 Queen Street, Richmond

Present: Councillor J L Edgar (Chair), Mayor R G Kempthorne, Councillors E J Wilkins, T B King, M L Bouillir, S G Bryant, B F Dowler, B W Ensor, G A Glover, J L Inglis, Z S Mirfin, C M Maling, T E Norriss, P F Sangster

In Attendance: Strategic Development Manager (S Edwards)
Senior Property Officer (R Cant)
Reserves Manager (B Wilkes)
Libraries Manager (G Coote)
Customer Services Manager (S Westley)
Motueka Community Board Chairman (D Ogilvie)
Administration Officer (G Woodgate)

1 OPENING, WELCOME

2 APOLOGIES AND LEAVE OF ABSENCE

Nil.

3 PUBLIC FORUM

No-one spoke in Public Forum.

4 DECLARATIONS OF INTEREST

Nil.

5 CONFIRMATION OF MINUTES

Moved Cr Wilkins/Cr Norriss
CS13-04-1

That the minutes of the Community Services Committee meeting held on Thursday, 21 March 2013, be confirmed as a true and correct record of the meeting.

CARRIED

6 REPORTS OF COMMITTEE

6.1 Receipt of minutes of the Tasman Creative Communities Subcommittee meeting held on 3 April 2013.

**Moved Cr Wilkins/Cr Dowler
CS13-04-2**

That the minutes of the Tasman Creative Communities Subcommittee held on 3 April 2013 be received by the Community Services Committee.

CARRIED

7 REPORTS

7.1 Chair's Report, RCS13-04-01

The report covered the fire at the Moutere Hills Community Centre, Lloyd Kennedy's retirement, forming a Working Party for the Motueka Library and a presentation at today's meeting regarding the Golden Bay Community Facility.

Committee members discussed the following:

- Moutere Hills Community Centre – cause of the second fire
- Motueka Library – Working Party commencement of work.

9.39 am: Mayor Kempthorne arrived.

**Moved Cr Bryant/Cr Wilkins
CS13-04-3**

That the Community Services Committee:

- 1) receives the Chair's Report RCS13-04-01; and**
- 2) agrees that the Motueka Library Working Party commence work immediately, providing that there is no financial impact in the 2012/2013 financial year of any work undertaken by the Working Party.**

CARRIED

7.2 Acting Community Services Manager, Report RCS13-04-13

Strategic Development Manager, Susan Edwards spoke to her report which was included in the agenda.

The report provided information received from the Principal Rural Fire Officer for the Waimea Rural Fire Committee and the ASB Aquatic and Fitness Centre. It also covered some areas of work undertaken by the Strategic Development Manager during the past few weeks.

Committee members discussed the following:

- The need for heat sensors in Council and Community owned Halls. A request was made for the Manager Property Services to report on this issue.
- The insurance excess for the Moutere Hills Community Centre
- The need for sprinklers to be included, or not, in the rebuilt Moutere Hills Community Centre.

Moved Cr Maling/Cr Dowler

CS13-04-4

That the Community Services Committee receives the Acting Community Services Manager, Report RCS13-04-02.

CARRIED

7.3 Manager Property Services Report, RCS13-04-03

Strategic Development Manager, Susan Edwards and Senior Property Officer, Robert Cant spoke to the report which was included in the agenda.

The report provided information on progress with the clean up and rebuild of the Moutere Hills Community Centre following the fire in February 2013 and a further update on the fire that occurred in that building on 12 April 2013.

The report also informed the Committee of the decision regarding insurance proceeds from the old Takaka Library fire and that the working party has recommended to the insurers that they make funds available for a new building on Reilly Street, Takaka adjacent to the Council's car park.

The Strategic Development Manager advised that there is no budget set aside to undertake any Seismic Building Assessments and that there will be an overspend in the Property budget in order to undertake some of the assessments in the current financial year.

Committee members discussed the following:

- It was recommended that the Takaka Grandstand be deleted from the list for detailed Seismic Building Assessments and that the Richmond Hall, Motueka Memorial Hall and Motueka Recreation Centre receive the highest priorities
- It was recommended that Bainham Hall be a lower priority for a detailed assessment
- The Committee noted that the Corporate Services Committee has requested the Manager Property Services to prepare a report on the seismic strength of all Council buildings, along with a priority for any strengthening work. The Committee requested that this report also includes usage figures for the buildings and valuations of the buildings.
- The need for the Property Asset Management Plan to include, at its next review in 2014, a strategy covering why Council holds various buildings along with ongoing maintenance programmes for all buildings in Council ownership.

10.00 am: Chief Executive Officer arrived.

Moved Mayor Kempthorne/Cr Mirfin

CS13-04-5

That the Community Services Committee:

- 1) receives the Manager Property Services Report, RCS13-04-03; and**
- 2) notes that staff will endeavour to find savings to offset the cost of detailed assessments; and**
- 3) recommends to Council that an over-expenditure of up to \$53,000 plus disbursements of up to \$18,000 for detailed assessments might be required for the 2012/2013 year; and**

- 4) notes that staff will request that Council approves a further \$32,000 plus disbursements of up to \$8,000 as part of the 2013/2014 Draft Annual Plan process.

CARRIED

7.4 Collingwood Tennis Club and Campground - Rationalisation of Land Use, Report RCS13-04-04

Senior Property Officer, Robert Cant spoke to his report which was included in the agenda.

The purpose of the report was to inform the Committee on the proposed rationalisation of land at the Collingwood Tennis Club and Campground.

The Senior Property Officer advised:

- An on-site assessment had been undertaken by Mr Steve Richards
- Maori land ownership was still an ongoing issue but related only to the Camp
- There is very high community interest in the Collingwood Tennis Courts and that the Community has raised \$25,000 towards the courts.

Moved Cr Bouillir/Cr Sangster CS13-04-6

That the Community Services Committee receives the Collingwood Tennis Club and Campground - Rationalisation of Land Use Report RCS13-04-04.

CARRIED

10.19 – 11.13 am: Morning tea. Mayor Kempthorne did not return to Chambers.

8 PRESENTATION

8.1 Golden Bay Recreational Park Facility

Messrs Dean Lund, Peter Blasdale and Don Robertson from Golden Bay Shared Recreational Facility Inc made an overhead presentation, and gave an update, on the Golden Bay Recreational Park redevelopment project.

The presentation included:

- User Groups represented
- The History
- The Site
- Map
- The Plan
- Site Plans
- Feasibility Study and Outcomes
- Budget and Funding.

Committee members raised the following matters:

- Benefits of the facility to the region
- The staged construction process
- Feasibility costs
- Possible Civil Defence use of a room.

7 REPORTS CONTINUED

7.5 Community Recreation Advisor's Report, RCS13-04-05

Strategic Development Manager, Susan Edwards spoke to the report which was included in the agenda.

The report covered the following matters:-

- Community Grants
- Highlights of recent and upcoming programmes and events
- An update to the Jam Online youth website and the Autumn Boredom Busters magazine
- An update on the progress of the Murchison Sport Recreation and Cultural Centre
- The Street Ambassadors report for the 2012/2013 Summer patrols.

**Moved Cr Norriss/Cr Ensor
CS13-04-7**

That the Community Services Committee:

- 1) receives the Community Recreation Advisor's Report RCS13-04-05; and**
- 2) supports the application for funding to Canterbury Community Trust to top up the funding already received from Council to go towards Community Recreation Projects.**

CARRIED

7.6 Proposal for the Development of Community Facilities Operating Grant Policy, Report RCS13-04-06

Strategic Development Manager, Susan Edwards spoke to the report which was included in the agenda.

The purpose of the report was to inform the Committee of the need to develop a Community Facilities Operating Grant Policy and to enable staff to proceed with the development of the policy.

Committee members discussed the following and asked that the Policy work considers:

- How future capital works would be funded and how maintenance of the grounds around the facilities will be funded
- The minimum numbers for Community Facilities Committees
- The need for all Community Facilities Committees to supply standardised reports to Council
- The governance structures in the policy to also cover facilities where the management has been contracted to another agency eg. Motueka Recreation Centre
- Whether the Committees can apply for other sources of Council funding eg. Grants from rates
- Whether the provisions of LGOIMA apply to Committees.

**Moved Cr King/Cr Sangster
CS13-04-8**

That the Community Services Committee:

- 1) receives the Proposal for the Development of Community Facilities Operating Grant Policy Report RCS13-04-06; and**

- 2) **instructs staff to proceed with the development of the Community Facilities Operating Grant Policy based on the scope of the policy outlined in report RCS13-04-06 and to review the current policy for the management of halls, recreational reserves and other Council-owned Community facilities.**

CARRIED

7.7 Reserve Manager's Report RCS13-04-07

Reserves Manager, Beryl Wilkes spoke to her report which was included in the agenda.

The report covered highlights over the last six weeks in relation to Council's parks and reserves activities in each of the District's five wards.

The Reserves Manager itemized, and spoke on, all reserves within the District affected by the recent flooding event.

Committee members discussed the following:

- Flooding of Council's flats
- Flooding of Reservoir Creek – a road trip for all Councillors to look at the issues was requested by Cr Glover
- Fittal Street landscaping of the car park.

12.18 pm: Mayor Kempthorne returned.

Moved Cr Norriss/Cr Inglis

CS13-04-9

That the Community Services Committee receives the Reserve Manager's Report RCS13-04-07.

CARRIED

7.8 Libraries Manager's Report RCS13-04-08

Libraries Manager, Glennis Coote spoke to her report which was included in the agenda.

The report covered:-

- Statistical Trends - book issues, library visits and the number of active members
- Use of the library's downloadable e-book and e-audio collection
- The Kōtui consortium
- Use of the meeting rooms at the Richmond and Takaka Libraries
- Library Events and Promotions – highlights of recent events and promotions.

The Libraries Manager gave a brief update on how the Richmond Library had been effected by the recent flooding.

Moved Cr Bouillir/Cr Maling

CS13-04-10

That the Community Services Committee receives the Libraries Manager's Report RCS13-04-08.

CARRIED

7.9 Customer Services Manager's Report RCS13-04-09

Customer Services Manager, Suzanne Westley spoke to her report which was included in the agenda.

The purpose of the report was to provide an update on the Customer Services Section. Customer Services includes Richmond, Motueka, Takaka and Murchison offices. Information on the following matters was included in the report:-

- Call Centre and counter activities
- Land Information Memorandums
- Change in staff.

Moved Cr Maling/Cr Mirfin CS13-04-11

That the Community Services Committee receives the Customer Services Manager's Report RCS13-04-09.
CARRIED

7.10 Action Sheet - Community Services 24 April 2013, Report RCS13-04-11

Moved Cr Norriss/Cr Sangster CS13-04-12

That the Community Services Committee receives the Action Sheet - Community Services 24 April 2013, Report RCS13-04-11.
CARRIED

9 CONFIDENTIAL SESSION

9.1 Procedural motion to exclude the public

Moved Cr Norriss/Cr Wilkins CS13-04-13

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:

9.2 Senior Property - Seaton Valley Road

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	s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial	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

under section 7.	activities.	reason for withholding exists under section 7.
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CARRIED

RESUMPTION OF MEETING

**Moved Cr Dowler/Cr Maling
CS13-04-15**

**That the open meeting be resumed.
CARRIED**

The meeting concluded at 12.36 pm.

Date Confirmed:

Chair: