



**WHANGANUI
DISTRICT COUNCIL**
Te Kaunihera a Rohe o Whanganui

MINUTES

**Property and Community Services
Committee Meeting**

11 August 2020

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**MINUTES OF THE PROPERTY AND COMMUNITY SERVICES COMMITTEE MEETING
HELD IN THE COUNCIL CHAMBER, 101 GUYTON STREET, WHANGANUI
ON 11 AUGUST 2020 AT 1.00PM**

PRESENT: Cr Helen Craig (Chair), Cr James Barron, Mayor Hamish McDouall, Cr Philippa Baker-Hogan, Cr Josh Chandulal-Mackay, Cr Brent Crossan, Deputy Mayor Jenny Duncan, Cr Kate Joblin, Cr Hadleigh Reid, Cr Alan Taylor, Cr Rob Vinsen, Cr Graeme Young.

APOLOGIES: Cr Charlie Anderson

IN ATTENDANCE: Bryan Nicholson (Chief Operating Officer), Leighton Toy (General Manager Property), Scott Redding (New Zealand Glassworks Manager), Greg Hoobin (Building Control Manager), Pete Gray (Manager Libraries and Community), Greg Anderson (Director Sarjeant Gallery), Sonny Tamihana (Library Performance Manager), Margie Beautrais (Educator, Whanganui Regional Museum), Rosemary Fletcher (Projects Director), Michael Homan (Property Operations Manager), Graeme Paulger (Senior Property Analyst), Marianne Cavanagh (Customer Solutions Manager), Lauren Tamehana (Manager Safer Whanganui), Harriet McKenzie (Community Activator), Hamish Lampp (Planning Manager), Warrick Zander (Compliance Operations Manager), Emma Bugden (Strategic Lead Creative Industries and Art), Anique Jayasinghe (Contractor), Sandra Falkner (WRCB Member), Sarah Pomeroy (Communications & Marketing Manager), Anna Palamountain (Democracy Advisor), Karyn Turner (Senior Governance Services Officer).

1 OPENING PRAYER

Cr Craig read the Prayer.

2 APOLOGIES

Committee Resolution 2020/19

Moved: Cr Helen Craig

Seconded: Deputy Mayor Jenny Duncan

That the apology received from Cr Charlie Anderson is accepted and leave of absence granted.

CARRIED

3 DECLARATIONS OF INTEREST

Crs Barron and Chandulal-Mackay declared an interest in the Hakeke Street Community Centre deputation.

4 MOTION TO EXCLUDE PUBLIC**RESOLUTION TO EXCLUDE THE PUBLIC**

Section 48, Local Government Official Information and Meetings Act 1987.

Committee Resolution 2020/20

Moved: Cr Helen Craig

Seconded: Deputy Mayor Jenny Duncan

That the public be excluded from the following parts of the proceedings of this meeting, namely items listed overleaf.

Reason for passing this resolution: good reason to withhold exists under section 7. Specific grounds under section 48(1) for the passing of this resolution: Section 48(1)(a)

CARRIED

Note

Section 48(4) of the Local Government Official Information and Meetings Act 1987 provides as follows:

“(4) Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof):

- (a) Shall be available to any member of the public who is present; and
- (b) Shall form part of the minutes of the local authority.”

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 are as follows:

ITEM NO.	GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	SECTION	SUBCLAUSE AND REASON UNDER THE ACT	PLAIN ENGLISH REASON	WHEN REPORTS CAN BE RELEASED
5.1	Public Excluded Minutes of the Property and Community Services Committee Meeting held on 30 June 2020			Refer to the previous public excluded reasons in the agenda for this meeting	
6.1	Sport Whanganui presentation - Splash Centre	s7(2)(a), s7(2)(c)(ii), s7(2)(d)	Privacy, Public Interest, Health or Safety of members of the public	The presentation relates to an incident at a Council owned facility, and the details need to remain confidential because there is a Health & Safety and coroner's inquiry underway.	Not to be released.
6.2	Actions Arising - Confidential			Refer to the previous public excluded reasons in the agenda for this meeting	

Committee Resolution 2020/21

Moved: Cr Helen Craig

Seconded: Deputy Mayor Jenny Duncan

That John Unsworth and Danny Jonas be permitted to remain at this meeting, after the public has been excluded, for Item 6.1: Sport Whanganui presentation – Splash Centre, because of their knowledge of Splash Centre operations. This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because John Unsworth is Chair of Sport Whanganui and Danny Jonas is Chief Executive of Sport Whanganui.

CARRIED

The meeting reopened to the public at 1.20pm

8 CONFIRMATION OF MINUTES

8.1 MINUTES OF THE PROPERTY AND COMMUNITY SERVICES COMMITTEE MEETING HELD ON 30 JUNE 2020

Author: Karyn Turner - Senior Governance Services Officer

Authoriser: Kate Barnes - Senior Democracy Advisor

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Committee Resolution 2020/22

Moved: Cr Helen Craig

Seconded: Cr Josh Chandulal-Mackay

That the minutes of the Property and Community Services Committee Meeting held on 30 June 2020 are confirmed as a true and correct record.

CARRIED

9 REPORTS TO COMMITTEE

9.1 ANNUAL PENSIONER HOUSING SATISFACTION SURVEY

Author: Michael Homan - Property Operations Manager

Graeme Paulger - Senior Property Analyst

Authoriser: Leighton Toy - General Manager Property

Discussion

Michael Homan (Property Operations Manager) said this was a brief report to the Committee due to the deadline for agenda publication. A full report on the satisfaction survey would be provided at the next meeting of the Property and Community Services Committee.

In reply to questions, Graeme Paulger (Senior Property Analyst) said while tenants provided responses anonymously, information was captured in a database that enabled issues to be tracked down if necessary. Mr Homan said in regard to wellbeing issues, Age Concern Whanganui held a contract with the Council to address these issues. This was a good, valuable contract for Council to maintain.

Committee Resolution 2020/23

Moved: Cr Helen Craig

Seconded: Cr Kate Joblin

That the Property and Community Services Committee receive the report – Annual Pensioner Housing Satisfaction Survey.

CARRIED

DEPUTATION - HAKEKE STREET COMMUNITY CENTRE

Author: Anna Palamountain - Democracy Advisor

Authoriser: Kate Barnes - Senior Democracy Advisor

Cr Chandulal-Mackay and Barron declared an interest in Hakeke Street Community Centre and withdrew from the table.

Cr Barron said while the submission to the Council's Annual Plan was led by Hakeke Street Community Centre it was also on behalf of the Rangiora Street Library.

Discussion

Cr Craig welcomed Hakeke Street Community Centre representatives, Angela Cromarty and Marie Buturini and referred to correspondence Centre representatives had sent to Elected Members.

Ms Buturini said the Hakeke Street Community Centre requested funding from the Council for the Hakeke Street Library based at the Community Centre. Providing background information on the Hakeke Street Community Centre, Ms Buturini said no-one had foreseen how big this centre would get and so quickly. Twenty-two volunteers worked in the library; two staff were paid, and 5,400 people visited the library in the last year. Similarly the community centre matched those numbers with many groups using the facility including the District Health Board and Safer Whanganui. Feedback received from the many immigrants visiting the centre was it provided them the chance to feel part of the community.

Whanganui East did not have a 'centre point' for its community and the Hakeke Street Community Centre had turned into a real community hub. Sustainability of the centre however was now being questioned. While the centre had applied for all possible grant funding, funding instability meant it difficult to plan ahead and foresee the future.

Ms Cromarty said it was clearly seen how much the centre had improved the area. It was a community centre and a library. So far all costs had been fund-raised by the community centre with no Council or library funding. They were well supported by the Library Performance Manager, Sonny Tamihana.

Ms Cromarty and Ms Buturini responded to questions. While there was a charge for some users, there was no charge for community groups to use the centre. This year's budget was \$76,607 and the Community Centre was requesting that funding allocated in the 2020/21 Council Annual Plan for the establishment of library hubs in Whanganui be redirected to cover the cost of the Hakeke Street Library and possibly the Rangiora Street Library.

Elected Members sought clarity on the funding amount included in the Annual Plan and agreed that a comprehensive options report be brought to the Council's September 2020 meeting. It was also agreed that the 'big picture' should be looked at and an options report would also include Rangiora Street Library.

Committee Resolution 2020/24

Moved: Mayor Hamish McDouall

Seconded: Cr Helen Craig

That the Property and Community Services Committee receive the Deputation - Hakeke Street Community Centre.

CARRIED**Committee Resolution 2020/25**

Moved: Mayor Hamish McDouall

Seconded: Cr Helen Craig

That an options report is presented to the September 2020 Council meeting regarding the community library hubs.

CARRIED**9.2 PORT PROJECT UPDATE – AUGUST 2020****Author: Rosemary Fletcher - Projects Director****Authoriser: Leighton Toy - General Manager Property****Discussion**

Rosemary Fletcher (Projects Director) provided a summary of specific points included in the overview report of the establishment of the port project. The Council had the largest commitment to Tranche 1 works currently in progress.

Cr Vinsen believed there was public concern about the port development and queried whether information on the port development was available to the public. Ms Fletcher said there was information from all parties but this was not yet cohesive and needed to be put together in one 'shopfront'. This communication issue needed to be addressed quickly and thoroughly.

In response to further questions, Ms Fletcher said it would be negligent not to advise that Council had a financial risk. There would be price escalations on a budget set for the project in 2016. This currently was being updated by quantity surveyors to reflect 2020/21 cost. Initial indications were that this could be managed fairly tightly with any required decisions taken through the Steering and Governance Groups. A value engineering exercise would also be undertaken and to a degree this was already occurring based on numbers and deprivation of the current asset. Every tide was having an impact on the port infrastructure, changing what needed to be achieved.

All partners in the Port Project had committed individually and collectively to Government that they would meet their obligations. This provided assurance to the Council that others' obligations would be met.

Horizons Regional Council's first choice for rock required to repair the moles was from Waitahinga Quarry. The quarry had an existing mining consent expiring this year and this would be extended. Reopening would require land use consents from Whanganui and Horizons Regional Councils and consultation with affected parties was already under way. It had been agreed that the Council would be landlord of the quarry, outsourcing the quarry operation to a commercial contractor with Horizons Regional Council the customer of the quarry. Horizons would act in a regulatory fashion as opposed to customer.

There was a detailed programme and timeline integrating all partners' work for the entire project. Ms Fletcher would distribute this programme if required.

Mayor McDouall said the governance group was officially formed a month ago and would meet weekly. Overall there were four projects and this Council only had control over one. If able to do so he would circulate the governance group's minutes to Councillors.

Committee Resolution 2020/26

Moved: Cr Kate Joblin

Seconded: Deputy Mayor Jenny Duncan

That the Property and Community Services Committee receive the report – Port Project Update – August 2020.

CARRIED

Cr Joblin left the meeting at 2.35pm.

9.3 WORK PROGRAMME - PROPERTY AND COMMUNITY SERVICES COMMITTEE

Author: Jennifer Gaskin - EA to GM Finance, GM Property & Legal Counsel

Authoriser: Bryan Nicholson - Chief Operating Officer

Committee Resolution 2020/27

Moved: Cr Josh Chandulal-Mackay

Seconded: Deputy Mayor Jenny Duncan

That the Property and Community Services Committee receive the report – Work Programme - Property and Community Services Committee.

CARRIED

9.4 OPERATIONS GROUP ACTIVITY REPORT 1 MARCH TO 1 JULY 2020

Author: Eva Osborne - Executive Assistant

Samantha Solesbury - Administrative Assistant – Compliance & Building

Authoriser: Bryan Nicholson - Chief Operating Officer

Discussion

Operations Group officers Hamish Lampp (Planning Manager), Greg Hoobin (Building Control Manager), Warrick Zander (Compliance Operations Manager), Pete Gray (Manager Libraries and Community), Sonny Tamihana (Library Performance Manager), Greg Anderson (Director Sarjeant Gallery), Scott Redding (New Zealand Glassworks Manager), Marianne Cavanagh (Customer Solutions Manager), as well as Margie Beautrais (educator, Whanganui Regional Museum), and Whanganui and Partners' staff Emma Bugden (Strategic Lead Creative Industries and Art) and Anique Jayasinghe (Contractor – Community Arts Co-ordinator) provided summaries of their respective parts to the Operations Group Activity Report and responded to questions.

The following matters were highlighted:

Planning

- Most consent applications are able to be lodged online. This was helpful during the COVID-19 lockdown with the average number of non-notified resource consents processed in less than half the number of required days. The only limitation was if hard copies were lodged. A glitch in the Land Information Memorandums (LIMs) system caused delays in the subdivision process until staff were able to come back to the office. This has since been resolved.
- The main issue in the Planning Unit was staffing, currently operating at a 50% resourcing level. This was a national and international problem. Since publication of the report a Principal Policy Planner had been secured and by Christmas 2020 a fully equipped Policy Planning team was expected. This would not be the case with the consenting side of planning. These positions were extremely difficult to fill.

Cr Chandulal-Mackay left the meeting at 2.45pm.

Community Arts

- In May 2020, Anique Jayasinghe was contracted for a 12-month period as Community Arts Co-ordinator. The key focus in this role was to distribute community and public funding for arts and maintenance of existing public art. The role had two key goals: access and engagement for all and connected creative communities.

New Zealand Glassworks

- Te Rongo Kirkwood has been selected as New Zealand Glassworks first Glass Residency. Te Rongo Kirkwood would have full use of the glass facility and free accommodation for one month. Giving back to the community she would have an exhibition, a public and UCOL artist talk and host a two-day workshop open to all. With a background in fused glass, this will be her first experience in a hot glass workshop.

Cr Baker-Hogan left the meeting at 2.55pm.

Mayor McDouall left the meeting at 3.03pm

Whanganui Regional Museum

- From zero visitation through COVID-19 lockdown, visitations were steadily increasing with considerable numbers of out-of-town visitors.
- *Teeth, Talons and Taxidermy* exhibition opened on 4 July 2020. While this type of exhibition was 'out of fashion' at a number of museums, and primarily designed for children, adults had also been thrilled to see it. It was not just about dead animals, it also dealt with conservation issues.
- Extensive work was being undertaken to develop a long-term funding plan for the museum, looking for funding from as many sources as possible. Work on a 10-year development plan was also progressing.

Parking

- Income from parking meters was down but the shortfall was made up from the Parking Activity Special Fund. This fund was made up from any additional revenue for year after expenses were paid and rate requirement contributions made.

Sarjeant Gallery Te Whare o Rehua Whanganui

- The Prime Minister's visit to Whanganui included the gallery's construction site, meeting with staff and Iwi.
- So far this financial year (post-COVID) visitations had increased and were ahead on this time in 2019. Domestic travel had increased and the Sarjeant's shop was also ahead of target.
- A number of artists had been approached to contribute work to the 'white fence' surrounding the gallery's construction site. A substantial part of the fence would also be decorated with artwork by a number of schools and community groups. Information panels would also be included.

District Library

- While numbers took a hammering during COVID-19 lockdown, digital numbers did increase significantly. Press Reader provided an enormous number of newspapers across the world. The Library was now able to obtain good statistics on this usage and it was found to be more popular than thought. These statistics would be reported in the next Operations Group Report to the Committee.
- It was expected plans would be complete by September 2020 to replace the big library bus with a mobile library van.

Committee Resolution 2020/28

Moved: Cr Helen Craig

Seconded: Cr Hadleigh Reid

That the Property and Community Services Committee receive the report – Operations Group Activity Report 1 March to 1 July 2020.

CARRIED

9.5 ACTIONS ARISING - JUNE 2020

Author: Karyn Turner - Senior Governance Services Officer

Authoriser: Kate Barnes - Senior Democracy Advisor

Committee Resolution 2020/29

Moved: Cr Helen Craig

Seconded: Cr Alan Taylor

That the Property and Community Services Committee receive the report – Actions Arising - June 2020.

CARRIED

The Meeting closed at 3.30pm.

The minutes of this meeting were confirmed at the Property and Community Services Committee Meeting held on 22 September 2020.

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CHAIRPERSON