



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

**MINUTES**

**Property and Community Services  
Committee Meeting**

**3 November 2020**

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**MINUTES OF THE PROPERTY AND COMMUNITY SERVICES COMMITTEE MEETING  
HELD IN THE COUNCIL CHAMBER, 101 GUYTON STREET, WHANGANUI  
ON 3 NOVEMBER 2020 AT 1.07PM**

**PRESENT:** Cr Helen Craig (Chair), Cr Philippa Baker-Hogan, Cr James Barron, Cr Josh Chandulal-Mackay, Cr Brent Crossan, Deputy Mayor Jenny Duncan, Mayor Hamish McDouall, Cr Hadleigh Reid, Cr Alan Taylor, Cr Rob Vinsen, Cr Graeme Young, Whanganui Rural Community Board Member Sandra Falkner.

**APOLOGIES:** Cr Charlie Anderson, Cr Kate Joblin (Leave of absence 15 September to 15 December 2020)

**IN ATTENDANCE:** Kym Fell (Chief Executive), Marianne Cavanagh (Group Manager – Customer Experience), Hamish Lampp (Group Manager – Regulatory & Planning), Leighton Toy (General Manager Property), Michael Homan (Property Operations Manager), Warrick Zander (Compliance Operations Manager), Rosemary Fletcher (Projects Director), Rob Goldsbury (Legal Counsel), Kirsty Earle (Governance Services Officer), Karyn Turner (Senior Governance Services Officer). Peter Oskam (Whanganui Rural Community Board member).

**1 OPENING PRAYER / KARAKIA**

Cr Craig read the Council Prayer.

**2 APOLOGIES**

**Apology**

**Committee Resolution PCSC/2020/39**

Moved: Cr Helen Craig

Seconded: Cr Josh Chandulal-Mackay

That the Property and Community Services Committee accepts the apology of Cr Charlie Anderson and grants leave of absence for this meeting.

**CARRIED**

Cr Kate Joblin's leave of absence was noted.

**3 DECLARATIONS OF INTEREST**

There were no new declarations of interest.

## 4 CONFIRMATION OF MINUTES

### 4.1 MINUTES OF THE PROPERTY AND COMMUNITY SERVICES COMMITTEE MEETING HELD ON 22 SEPTEMBER 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 PCSC/2020/40**

Moved: Cr Helen Craig

Seconded: Mayor Hamish McDouall

That the minutes of the Property and Community Services Committee Meeting held on 22 September 2020 are confirmed as a true and correct record.

**CARRIED**

## 5 REPORTS TO COMMITTEE

### 5.1 PRESENTATION - WARD OBSERVATORY FUTURE NEEDS

**Author:** Michael Homan - Property Operations Manager

**Authoriser:** Leighton Toy - General Manager Property

#### **Discussion**

Ross Skilton (President of the Whanganui Astronomical Society) to presented on the main activities at the Ward Observatory, focusing on educational work and the organisation's volunteer workforce. He acknowledged there are increasing issues with light pollution from surrounding commercial venues and this had prompted discussion among the observatory volunteers about potentially relocating the observatory. However, the general feeling was that relocation is not necessary and would likely cause more problems than benefits. The Whanganui Astronomical Society is investigating an offsite premises with less light pollution to use portable telescopes. However, there is no projected timeline for this development and not much drive for change from the volunteers.

In response to questions, the committee discussed the following:

- The Ward Observatory focuses on getting people involved and interested rather than for scientific purposes and satellites are something to look at.
- The Observatory could be utilised more, however, there is little appetite from the volunteers and insufficient resources to run a commercial tourist service.
- The Council is due to review commercial lighting in Whanganui in 2021.

- The focus of the ward observatory is recreational rather than scientific use and the value is the experience of using a heritage telescope.

### **Committee Resolution PCSC/2020/41**

Moved: Cr Helen Craig

Seconded: Deputy Mayor Jenny Duncan

That the Property and Community Services Committee receive the report – Presentation - Ward Observatory Future Needs.

**CARRIED**

### **References**

- 1 Presentation - Ross Skilton - Ward Observatory Cooks Gardens

## **5.2 CUSTOMER EXPERIENCE ACTIVITY REPORT - 1 JULY TO 1 OCTOBER 2020**

**Author:** Marianne Cavanagh - Group Manager - Customer Experience

**Authoriser:** Kym Fell - Chief Executive

### **Discussion**

Marianne Cavanagh, Group Manager - Customer Experience, spoke to the report and officers offered specific updates. In response to questions from councillors the following information was discussed.

Customer Services – A suggestion from councillors to investigate the voice message when people call council was noted by the Group Manager - Customer Experience. Financial Reports will be reported to Strategy and Finance Committee Meeting as Financial key performance indicators are not recorded monthly.

Venues and Events – Further context on the utilisation of Whanganui District Council Venues was requested by councillors for the next activity report.

District Library – Members gave positive feedback on the new library buses. Staff are in the process of utilising libraries for other council services, for example paying parking tickets.

### **Committee Resolution PCSC/2020/42**

Moved: Cr Helen Craig

Seconded: Cr Josh Chandulal-Mackay

That the Property and Community Services Committee receive the report – Customer Experience Activity Report - 1 July to 1 October 2020.

**CARRIED**



### 5.3 REGULATORY & PLANNING ACTIVITY REPORT - 1 JULY TO 30 SEPTEMBER 2020

**Author:** Hamish Lampp - Group Manager - Regulatory & Planning  
Mareva Crowley - Administrative Assistant – Compliance & Building

**Authoriser:** Kym Fell - Chief Executive

#### Discussion

Hamish Lampp - Group Manager - Regulatory & Planning spoke to the report and gave a presentation on examples of building and planning activities.

He noted that multiple buildings have been granted Heritage Equip Funding from Central Government.

- The Lower Victoria Avenue redevelopment is in its early stages and there is extensive planned consultation with stakeholders and businesses in the area. A new project manager has been employed to manage this process. At the moment initial contact has been made and the next steps are to update and further contact to expand the range of impact. Concerns over parking have been raised. More information and updates will be provided on this project.

*The meeting adjourned at 2.50pm and reconvened at 3.02pm*

Council is waiting on the results of a survey on parking meters.

A Freedom Camping Ambassador has been employed.

Alcohol Licences issued have increased from 13 in the reporting period in 2019 to 58 in 2020. This change is due to delay and catch up from Covid-19.

The decision on the off-license Black Bull Liquor on Victoria Avenue is currently being appealed and is with the Alcohol Regulatory & Licensing Authority (ARLA). There is an off-license application (Kingsgate Hotel) for which a hearing is due to be held later this month. Councillors asked Warrick Zander, Compliance Operations Manager, questions on the interactions between the District Licensing Committee and the Local Alcohol Policy (LAP).

#### Committee Resolution PCSC/2020/43

Moved: Cr Helen Craig

Seconded: Deputy Mayor Jenny Duncan

That the Property and Community Services Committee receive the report – Regulatory & Planning Activity Report - 1 July to 30 September 2020.

**CARRIED**

#### References

- 1 Presentation - Regulatory and Planning Report - Property and Community 3 November 2020

## 5.4 TE PUWAHA (WHANGANUI PORT REVITALISATION PROJECT) UPDATE - NOVEMBER 2020

**Author:** Rosemary Fletcher - Projects Director

**Authoriser:** Leighton Toy - General Manager Property

### Discussion

Rob Goldsbury, Legal Counsel, spoke on the Special Purpose Vehicle and timeline. A Limited Partnership has now been established with a subsidiary that will manage the day to day operations. The operating company has been established and Council are awaiting director appointments - documents are close to finalisation. The legal structure is in the final stages.

*Deputy Mayor Duncan and Cr Taylor left the meeting at 3.37pm.*

Rosemary Fletcher – Projects Director presented on the Port Revitalisation Project. The presentation and discussion covered following points:

- Any delay will incur cost
- Governance Structure – Holdings is the 100% shareholder of Whanganui Port Limited Partnership Limited and WPLPL is the 100% shareholder in the operational company.
- Funding – how much of the 12.3 million from council will achieve what? At this stage the project spending has been minimal, with spending to increase in Feb/March 2021.

### Committee Resolution PCSC/2020/44

Moved: Cr Helen Craig

Seconded: Cr Brent Crossan

That the Property and Community Services Committee receive the report – Te Puwaha (Whanganui Port Revitalisation Project) Update - November 2020.

**CARRIED**

## 5.5 WORK PROGRAMME - PROPERTY AND COMMUNITY SERVICES COMMITTEE - NOVEMBER 2020

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

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

### Committee Resolution PCSC/2020/45

Moved: Cr Rob Vinsen

Seconded: Cr Helen Craig

That the Property and Community Services Committee receive the report – Work Programme - Property and Community Services Committee - November 2020.

**CARRIED**

## 5.6 ACTIONS ARISING - NOVEMBER 2020

**Author:** Kirsty Earle - Governance Services Officer

**Authoriser:** Kate Barnes - Senior Democracy Advisor

### **Committee Resolution PCSC/2020/46**

Moved: Cr Philippa Baker-Hogan


Seconded: Cr Helen Craig

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

**CARRIED**

The Meeting closed at 3.50pm.

The minutes of this meeting were confirmed at the Property and Community Services Committee Meeting held on 23 February 2021.

  
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CHAIRPERSON