



# AGENDA

**Ordinary meeting of the  
Community Services Committee**

**Tuesday 28 January 2014  
Commencing at 9.00am  
Council Chamber  
Civic House  
110 Trafalgar Street, Nelson**

Membership:

Councillor Pete Rainey (Chairperson), Her Worship the Mayor Rachel Reese, Councillors Ruth Copeland, Matt Lawrey, Paul Matheson, Gaile Noonan (Deputy Chairperson), Tim Skinner, and Mike Ward

Guidelines for councillors attending the meeting, who are not members of the Committee, as set out in Standing Orders:

- All councillors, whether or not they are members of the Committee, may attend Committee meetings (SO 2.12.2)
- At the discretion of the Chair, councillors who are not Committee members may speak, or ask questions about a matter
- Only Committee members may vote on any matter before the Committee (SO 3.14.1)
- It is good practice for both Committee members and non-Committee members to declare any interests in items on the agenda. They should withdraw from the table for discussion and voting on any of these items.

## **Apologies**

### **1. Interests**

- 1.1 Updates to the Interests Register
- 1.2 Identify any conflicts of interest in the agenda

### **2. Confirmation of Order of Business**

### **3. Public Forum**

- 3.1 Friends of the Library

Priscilla Wardell and Jill Blechynden will present Council with a donation comprised of funds raised from speaker events and proceeds from the sale of the Libraries' cancelled collection items.

- 3.2 Dun Mountain Track

Mike Rodwell will speak about the Dun Mountain Track and the Brook Sanctuary Predator Fence.

### **4. Confirmation of Minutes – 21 November 2013**

**6-8**

Document number A1107870

Recommendation

***THAT the minutes of the meeting of the Nelson City Council – Community Services Committee, held on 21 November 2013, be confirmed as a true and correct record.***

### **5. Chairperson's Report**

## ARTS, FESTIVALS AND EVENTS

### 6. Cricket World Cup 2015 Project Update

9-11

Document number A1119247

Recommendation

**THAT the report Cricket World Cup 2015 Project Update (A1119247) be received;**

**AND THAT Council notes staff advice regarding concerns over staffing hours allocated to the project being exceeded;**

**AND THAT Council supports the Host City promotion theme "Classic kiwi experience of summer holidays at the beach".**

## REPORTS FROM COMMITTEE

### 7. Youth Council Update

Youth Councillors, Carla Lindley and Hannah Malpas, will provide an update on Youth Council activities.

## PUBLIC EXCLUDED BUSINESS

### 8. Exclusion of the Public

Recommendation

**THAT the public be excluded from the following parts 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 are as follows:***

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
1	<p><b>Future Arrangements – City Camping Grounds</b></p> <p>This report contains information regarding future arrangements for Council-owned camping grounds and the negotiation of a loan agreement.</p>	<p>Section 48(1)(a)</p> <p>The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7</p>	<p>The withholding of the information is necessary:</p> <ul style="list-style-type: none"> <li>• Section 7(2)(h) To carry out commercial activities</li> <li>• Section 7(2)(i) To carry out negotiations</li> </ul>

**Note:**

- **Youth Councillors Carla Lindley and Hannah Malpas will be in attendance at this meeting.**

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**Minutes of a meeting of the Community Services Committee**

**Held in the Council Chamber, Civic House, Trafalgar Street,  
Nelson**

**On Thursday 21 November 2013, commencing at 11.00am**

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**Present:** Councillor P Rainey (Chairperson), Her Worship the Mayor R Reese, and Councillors M Lawrey, P Matheson, G Noonan (Deputy Chairperson), T Skinner and M Ward

**In Attendance:** Councillors E Davy, L Acland and B McGurk, Chief Executive (C Hadley), Acting Group Manager Community Services (H Kettlewell), Group Manager Infrastructure (A Louverdis), Manager Communications (A Ricker), Manager Human Resources (S Gully), Kaihautū/Acting Manager Community Partnerships (G Mullen), Manager Libraries (I Littleworth), Team Leader Festivals (S Kelly), Administration Adviser (L Canton), and Youth Councillors Carla Lindley and John Gibson

**Apology:** Councillor R Copeland

**1. Apologies**

The apology was noted.

**2. Interests**

There were no updates to the Interests Register and no conflicts of interest with items on the agenda were noted.

**3. Confirmation of Order of Business**

The Chairperson outlined guidelines for councillors attending the meeting who were not members of the committee.

He noted that, since the agenda had been issued, two additional public forums had been added to the public forum part of the meeting.

## 4. Public Forum

### 4.1 Waahi Taakaro Golf Course

Don Welch, Course Custodian at Waahi Taakaro Golf Course, spoke about ways to leverage the golf course. He tabled a document with supporting information (A1106577). He said that the Golf Course was a city asset with approximately \$500,000 worth of excess capacity which could be used to benefit Nelson's community and economy.

In response to questions, Mr Welch said that in order to attract tourists and business groups, the Golf Course needed better amenities, such as changing and catering facilities. He added that better promotion of all of Nelson's golf courses would increase the profile of Nelson as a golfing destination.

It was requested that Council officers provide councillors with an update on the golf course.

### 4.2 Trafalgar Park Sports and Recreation Group

Pat Heaphy, Brendon Monk and Colin Sutherland spoke to the meeting. Mr Heaphy explained that the group represented 11 sporting and community bodies with an interest in the development of Trafalgar Park.

Mr Sutherland gave a Powerpoint presentation (A1105493), which he spoke to, outlining the group's objectives.

In response to questions, Mr Heaphy said that each entity in the group had committed funding towards the project, and they envisioned a similar partnership with Council as that for Saxton Field. He added that the intention was that Council would take back all of the land relating to the existing facilities in return for developing a new consolidated facility in Trafalgar Park to which they could relocate.

### 4.3 Nelson Food Security

Karen Driver gave a presentation (A1105959) outlining the Nelson Food Security group and its plans for a project focusing on food security for the Nelson community. On behalf of the group, Ms Driver asked Council to provide an indication of funding support for the project before the end of 2013.

The Chairperson explained that Council could not commit funding to projects outside of the Annual Plan process, and invited the group to make a submission to the Annual Plan 2014/15.

**5. Chairperson's Report**

There was no Chairperson's report.

**ARTS, FESTIVALS AND EVENTS**

**6. Festivals Interim Report**

Document number A1103909 (1636801), agenda pages 3-7 refer.

Resolved

***THAT the report Festivals Interim Report (1636801) be received.***

Ward/Skinner

Carried

**7. Cricket World Cup 2015 Project Update**

Document number A1103917 (1637856), agenda pages 8-15 refer.

Manager Libraries, Ian Littleworth, joined the meeting. He gave a brief update to the report, noting that Councillor Matheson had been invited to join the Regional Coordinating Group (RCG). He also outlined the communication and media protocols required of Council by Cricket World Cup, including that all public statements must be approved in advance, and that the Mayor was spokesperson for Nelson's part of the event. He added that officers would make best efforts to keep councillors informed as the project progresses.

In response to questions, Mr Littleworth explained that the RCG had oversight of operational arrangements for the event and aimed to ensure all parties could maximise the benefit to Nelson.

Resolved

***THAT the report Cricket World Cup project Update (1637856) and its attachment (1637899) be received.***

Ward/Noonan

Carried

There being no further business the meeting ended at 12.05pm.

Confirmed as a correct record of proceedings:

\_\_\_\_\_ Chairperson \_\_\_\_\_ Date



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## **Cricket World Cup 2015 Project Update**

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### **1. Purpose of Report**

- 1.1 To inform Council on the status of the Cricket World Cup 2015 project.

### **2. Recommendation**

***THAT the report Cricket World Cup 2015 Project Update (A1119247) be received;***

***AND THAT Council notes staff advice regarding concerns over staffing hours allocated to the project being exceeded;***

***AND THAT Council supports the Host City promotion theme "Classic kiwi experience of summer holidays at the beach".***

### **3. Background**

- 3.1 The Cricket World Cup 2015 Project Update is to inform Councillors of the status of the project and recent or upcoming important activities to deliver the Cricket World Cup 2015. Match days are: 16/02/2015, 19/02/2015 and 5/03/2015.

### **4. Discussion**

#### **Match Venue Update**

- 4.1 The Saxton Oval in Nelson received International Cricket Committee (ICC) approval on 10 December 2013 for staging international cricket. There are questions about the size of the boundary and we are currently investigating if this has to be addressed before the Cricket World Cup (CWC) games.
- 4.2 Nelson hosted its first One day International (ODI) cricket match on 4 January 2014. The Local Organising Committee (LOC) for the CWC and Council officers attended to observe how it ran and what learnings can be applied to CWC games.
- 4.3 As a requirement of the CWC contract, they will have exclusive use of the entire venue from 21 days prior to the first match and 10 days after the last match. This covers the Saxton Oval, the Pavilion, the running track and the infield of the running track. Affected sports codes will be

advised of this and we will be contacting them shortly to confirm dates and look at alternative options.

- 4.4 The LOC was requesting expressions of interest from relevant companies to provide management of Catering Services for the tournament at one or more of the New Zealand host city venues. The deadline for proposals was Friday 17 January 2014.

## **Host City Update**

### **One Year to Go Celebration**

- 4.5 On 13 February 2014 Nelson and the other CWC host cities will each unveil a countdown clock to celebrate one year to go to the start of CWC. The clock will be incorporated into a giant cricket ball branded to reflect both Nelson City and Cricket World Cup 2015. The clock will be unveiled by the Mayor or her representative.
- 4.6 Nelson's celebrations will be held in the 1903 Square and will include a Love Cricket World Cup event zone and other activities which bring to life the essence of CWC. Specific details of the unveiling are currently being finalised.
- 4.7 Coinciding with the One Year To Go celebrations will be the official commencement of ticket sales and the soft launch of the volunteer programme.

### **CWC Regional Coordination Group**

- 4.8 The CWC Regional Coordination Group (RCG) met on 14 January 2014.
- 4.9 Each host city is taking a themed approach to city promotion and fan activations (supporting events, activities and promotions). The RCG has chosen a theme around the classic kiwi experience of summer holidays at the beach reflecting Nelson's hot summers and beach culture. A big part of this theme is based on spending those summer days playing cricket on the beach or in the backyard.
- 4.10 We have been requested by CWC to provide a number of draft concepts for fan involvement that Nelson can host to support the tournament and showcase the region.
- 4.11 The current CWC budget provides very limited funding to support these involvements so the focus of the RCG's discussion has been on greatest impact for lowest cost.
- 4.12 A number of suggestions were made picking up on the theme of summer holiday fun and cricket including photo competitions and beach cricket tournaments. Wider to this theme suggestions included leveraging off the Great Taste cycle trail, our craft breweries and other regional points of difference.

- 4.13 The RCG will be refining these ideas and others that have been provided to pull together a package of fan activations that meets the needs of the region and fits within budget and staffing requirements.

### **Project Team Update**

- 4.14 The updated project team for the Cricket World Cup in Nelson now consists of:

- Project Sponsor: Hugh Kettlewell;
- Project Manager: Markus Erdmann;
- Venue Manager: Andrew Cavill;
- Host City Manager: Ian Littleworth;
- Volunteer Coordinator: Roger Ball;
- Communications Manager: Angela Ricker;
- Communications Adviser: Kim Chambers.

### **Project Staff Hours**

- 4.15 Council officers have been provided with more detail of the specific deliverables and responsibilities required for the setup of the venue and host city activities. Council officers are concerned that allocated project hours may not be sufficient. Staffs best current estimates project is 5,100 hours against a 4000 hour plan with 1000 extra hours contingency.

### **Project Budget**

- 4.16 The project is within its allocated budget at this time.

### **Project Outlook**

- 4.17 Detailed planning of the Tournament preparation starts in February 2014. Council officers will meet on a monthly basis with LOC, Nelson Cricket Association (NCA), local suppliers and contractors, volunteers etc. to develop activity schedules for the match venue.

Hugh Kettlewell

**Group Manager Support Services**

### **Attachments**

Attachment: None

No supporting information follows.