
Community, Services and Environment Committee

OPEN MINUTES

Minutes of a meeting of the Community, Services and Environment Committee held in Council Chamber, Municipal Building, Garden Place, Hamilton on Tuesday 11 December 2018 at 9.33am.

PRESENT

Chairperson	Cr P Southgate
Deputy Chairperson	Cr R Hamilton
Members	Mayor A King
	Deputy Mayor M Gallagher
	Cr J R Casson
	Cr S Henry
	Cr D Macpherson
	Cr G Mallett
	Cr A O'Leary
	Cr R Pascoe
	Cr G Taylor
	Cr L Tooman
	Maangai T P Thompson-Evans
	Maangai O Te Ua

In Attendance:	Richard Briggs - Chief Executive
	Lance Vervoort – General Manager Community
	Sean Hickey – General Manager Strategy and Communications
	Helen Paki – Business and Planning Manager
	Debbie Lascelles – Community Services Manager
	Maria Barrie – Parks and Recreations Manager
	Peter Sergel – Hamilton Gardens Manager
	Karen Kwok – Recreations and Community Facilities Senior Advisor
	Mark Brougham – Programme Manager
	Andy Mannering – Manager Social Development
	Kelvin Powell – City Safe Unit Manager
	John Dobson – Chair of the Hamilton Gardens Development Trust

Governance Staff:	Becca Brooke – Governance Team Leader
	Amy Viggers – Committee Advisor

1. Apologies

Resolved: (Cr Casson/Cr Macpherson)

That the apologies for absence from Cr Bunting, and for early departure from Deputy Mayor Gallagher, Cr Macpherson and Cr Pascoe are accepted.

2. Confirmation of Agenda

Resolved: (Cr Henry/Cr Casson)

That the agenda is confirmed noting the following:

- a) item 8 (Sport Waikato Insights to Participation in Sport, Exercise and Active Recreation) has been removed from the agenda at the request of the presenter due to information not being finalised. The report will be deferred to the February 2019 CSE Committee meeting;
- b) item 9 (Hamilton Gardens Management Plan Review) and item 10 (Hamilton Gardens Development Trust Proposal) are to be taken after item 5 (Confirmation of the Community, Services and Environment Committee Minutes - 30 October 2018) to accommodate external presenters; and
- c) there will be a lunch break from 12.15 to 1.00pm to accommodate the Mayors speaking arrangements during this time.

3. Declarations of Interest

No members of the Committee declared a Conflict of Interest.

4. Public Forum

Jeanette Holborow Chairperson of Citizen Advice Bureau (CAB) - Ms Holborow spoke to item 11 (Community Occupancy Applications) in support of the staff recommendation and noted that it would give the CAB good security and allow for planning for the next 10 years. Ms Holborow said that the CAB were grateful for the subsidised lease they received from Council, as without it they would not be able to operate. It was noted that the CAB was able to co-exist with other lease holders without difficulty.

5. Confirmation of the Community, Services and Environment Committee Minutes - 30 October 2018

It was noted that the intent of the discussion for item 9 (External Funding Programme Plan) was that iwi partnerships/funding should be explored by staff. The minutes would be amended to reflect this.

Resolved: (Cr Southgate/Cr Taylor)

That the Committee confirm the Open Minutes of the Community, Services and Environment Meeting held on 30 October 2018 as a true and correct record noting the changes outlined above to item 9 (External Funding Programme Plan).

9. Hamilton Gardens Management Plan Review

The Community Business and Planning Manager and the Hamilton Gardens Manager introduced the report, noting that further detail on the Hamilton Gardens Management Plan would be presented at a future meeting. Staff responded to questions from Committee Members concerning funding, the consultation process, and pedestrian access.

Resolved: (Cr O'Leary/Cr Henry)

That the Community and Services Committee:

- a) receives the report;
- b) approves the review of the Hamilton Gardens Management Plan 2013 following the process as prescribed in the Reserves Act (1977); and

- c) approves the draft Hamilton Gardens Masterplan to be included in the preparation of a draft Hamilton Gardens Management Plan prior to public notice and consultation in accordance with section 41(5A) of the Reserves Act (1977). [Option 1 of the staff report.]

10. Hamilton Gardens Development Trust Proposal – (Recommendation to Council)

The General Manager Community introduced John Dobson (Chair of the Hamilton Gardens Development Trust). He outlined the process the trust had been through in coming to their proposal which included working in partnership with Council staff. He noted that staff were comfortable with the proposal and its strong partnership approach.

Mr Dobson provided background to the proposal noting the change to a proposed project governance group (PGG) which was to help drive the project. He also noted an error in the staff report - paragraph 11 which was the omission of Virginia Graham as a member of the Hamilton Gardens Development Trust.

Staff and Mr Dobson responded to questions from Committee Members concerning the potential process to appoint members to the PGG, and delegations and terms of reference of the proposed PGG.

Motion: (Cr Southgate/Cr Henry)

That the Community Services and Environment Committee recommends that the Council:

- a) approves the establishment of a Project Governance Group made up of three Trust appointed members, three Council appointed members, including the General Manager Community, one Elected Member and one external member, as per the Trust's proposal, and one representative of the Friends of the Gardens;
- b) appoints the General Manager Community, Lance Vervoort as the Council Appointed member to the PGG;
- c) appoints Cr Angela O'Leary as the Elected Member on the PGG;
- d) approves staff to run a selection process for an appropriately skilled external Council appointed member to be appointed to the PGG at the February meeting of this Committee; and
- e) requests a report back on the Hamilton Gardens development programming, following the outcome of the Provincial Growth Fund.

Amendment: (Cr Hamilton/Cr Macpherson)

That the Community Services and Environment Committee recommends that the Council:

- a) approves the establishment of a Project Governance Group (PGG) made up of five appointed members and the General Manager Community;
- b) appoints the Mayor and an Elected Member to join the appointment recommendation panel with two of the Hamilton Gardens Development Trust members to select five people with the right skills for the PGG to be presented to the Council for approval;
- c) notes that any proposed co-opted member of the PGG be approved by Council; and
- d) requests a report back on the Hamilton Gardens development programme, following the outcome of the Provincial Growth Fund.

The Amendment was put.

Those for the Amendment: Councillors Gallagher, King, Macpherson, Taylor and Hamilton, Maangai Te Ua, and Thompson-Evans.

Those against the Amendment: Cr Southgate, Councillors Casson, Henry, Mallett, O'Leary and Tooman.

The Amendment was declared carried.

The Amendment as the Substantive Motion was then put and declared carried.

Resolved: (Cr Hamilton/Cr Macpherson)

That the Community Services and Environment Committee recommends that the Council:

- a) approves the establishment of a Project Governance Group (PGG) made up of five appointed members and the General Manager Community;
- b) appoints the Mayor and an Elected Member to join the appointment recommendation panel with two of the Hamilton Gardens Development Trust members to select five people with the right skills for the PGG to be presented to the Council for approval;
- c) notes that any proposed co-opted member of the PGG be approved by Council; and
- d) requests a report back on the Hamilton Gardens development programme, following the outcome of the Provincial Growth Fund.

Crs Mallett, O'Leary and Henry Dissenting.

Resolved: (Deputy Mayor Gallagher/Cr Macpherson)

That the Community and Services Committee recommends to the Council that Mayor King and Cr Southgate as Chair of the Community Services and Environment Committee are appointed to the recommendation panel for the PGG.

Cr Pascoe left the meeting (11.53am) during the discussion of the above item. He was not present when the matter was voted on.

The meeting adjourned 10.25am to 10.32am during the discussion of the above item.

The meeting adjourned 11.20am to 11.25am during the discussion of the above item.

The meeting adjourned 12.15pm to 1.04pm.

Cr Pascoe re-joined the meeting following the above adjournment.

6. Chair's Report

The Chair took the report as read.

Resolved: (Cr Casson/Cr Henry)

That the Community, Services and Environment Committee receives the report.

7. General Manager's Report

The General Manager Community took the report as read. Staff responded to questions from Committee Members concerning the data received from the Hamilton Central City Safety Strategy Perceptions Survey, Lake Rotoroa Water Quality results and the cost of the water quality test.

Staff Action: *Staff undertook to provide an information session for Maangai Maaori concerning the history of the Central City Safety Plan.*

Staff Action: *Staff undertook to provide Committee Members with the costing of testing Lake Rotoroa's quality. Staff also undertook to circulate an update on the action points for the Lake Rotoroa Management Plan to Committee Members.*

Staff Action: *Staff undertook to provide separate results for respondents inside the city versus those outside the city for the Hamilton Central City Safety Perceptions Survey*

Resolved: (Cr Taylor/Cr Casson)

That the Community Services and Environment Committee receives the report.

11. Community Occupancy Applications

The report was taken as read. Staff responded to questions from Committee Members concerning the terms of the leases.

Resolved: (Cr Hamilton/Cr Southgate)

That the Community, Services and Environment Committee approves the granting of a new community group licence under s54(1)(d) of the Reserves Act 1977, to **New Zealand Model Powerboat Association Incorporated** for the old miniature train tunnel being 20m² at Lake Domain, being part of Sec 74 Hamilton West Town Belt, as shown on Attachment 1, subject to the following terms and conditions;

- i. Term – 5 years;
- ii. Rent - \$37.50 plus GST per annum;
- iii. The Licensee shall accommodate the Waikato Radio Yacht Club having shared use of the space within the tunnel for storage purposes.
- iv. All other terms and conditions in accordance with the Community Occupancy Policy and Community Occupancy Guidelines.

Resolved: (Cr Hamilton/Cr Southgate)

That the Community, Services and Environment Committee approves the granting of a new community group lease, under s54(1)(b) of the Reserves Act 1977, to **Shinjokai Karate-do Incorporated** for Frankton Railway Institute Hall being 307m² on Railway Park, being part of lot 1 DPS 37471, as shown on Attachment 3, subject to the following terms and conditions;

- i. Term – 3 years;
- ii. Rent - \$1,535 plus GST per annum;
- iii. All other terms and conditions in accordance with the Community Occupancy Policy and Community Occupancy Guidelines.

Motion : (Cr Hamilton/Cr Taylor)

That the Community Services and Environment Committee approves the granting of a new community group lease to **Citizens Advice Bureau Hamilton Incorporated** for the Former Reid Studio, Old St Peters on Victoria Street, being 86m² exclusive use and a half share of the communal kitchen being 9m², located at Allot 449 of Hamilton West, as shown on Attachment 4, subject to the following terms and conditions;

- i. Term – 5 years;
- ii. Rent - \$653.13 plus GST per annum in accordance with the Community Occupancy Policy;
- iii. All other terms and conditions in accordance with the Community Occupancy Policy and Community Occupancy Guidelines.

Amendment: (Cr Macpherson/Cr Southgate)

That the Community Services and Environment Committee approves the granting of a new community group lease to **Citizens Advice Bureau Hamilton Incorporated** for the Former Reid Studio, Old St Peters on Victoria Street, being 86m² exclusive use and a half share of the communal kitchen being 9m², located at Allot 449 of Hamilton West, as shown on Attachment 4, subject to the following terms and conditions;

- i. Term – 10 years;
- ii. Rent - \$653.13 plus GST per annum in accordance with the Community Occupancy Policy;
- iii. All other terms and conditions in accordance with the Community Occupancy Policy and Community Occupancy Guidelines

The Amendment was put.

Those for the Amendment: Crs Southgate, Henry, Casson, Macpherson, Pascoe, Tooman, O’Leary, Maangai Te Ua, and Maangai Thompson-Evans.

Those against the Amendment: Mayor King, Crs Hamilton, Mallett and Taylor.

The Amendment was declared carried.

The Amendment as the Substantive Motion was then put and declared carried.

Resolved: (Cr Macpherson/Cr Southgate)

That the Community Services and Environment Committee approves the granting of a new community group lease to **Citizens Advice Bureau Hamilton Incorporated** for the Former Reid Studio, Old St Peters on Victoria Street, being 86m² exclusive use and a half share of the communal kitchen being 9m², located at Allot 449 of Hamilton West, as shown on Attachment 4, subject to the following terms and conditions;

- i. Term – 10 years;
- ii. Rent - \$653.13 plus GST per annum in accordance with the Community Occupancy Policy;
- iii. All other terms and conditions in accordance with the Community Occupancy Policy and Community Occupancy Guidelines

Cr Hamilton Dissenting.

Motion: (Cr Hamilton/Cr Taylor)

That the Community Services and Environment Committee approves the granting of a new community group lease to **Waikato Dance Performance Trust** for Old St Peter's Hall on Victoria Street, being 239m² exclusive use and a half share of the communal kitchen being 9m², located at Allot 449 of Hamilton West and Allot 450 of Hamilton West, as shown on Attachment 4, subject to the following terms and conditions;

- i. Term – 5 years;
- ii. Rent - \$2,905.32 plus GST per annum in accordance with the Community Occupancy Policy;
- iii. All other terms and conditions in accordance with the Community Occupancy Policy and Community Occupancy Guidelines.

Amendment: (Cr Macpherson/Cr Southgate)

That the Community Services and Environment Committee approves the granting of a new community group lease to **Waikato Dance Performance Trust** for Old St Peter's Hall on Victoria Street, being 239m² exclusive use and a half share of the communal kitchen being 9m², located at Allot 449 of Hamilton West and Allot 450 of Hamilton West, as shown on Attachment 4, subject to the following terms and conditions;

- i. Term – 10 years;
- ii. Rent - \$2,905.32 plus GST per annum in accordance with the Community Occupancy Policy;
- iii. All other terms and conditions in accordance with the Community Occupancy Policy and Community Occupancy Guidelines.

The Amendment was put.

Those for the Amendment: Crs Southgate, Henry, Casson, Macpherson, Pascoe, Tooman, O'Leary, Maangai Te Ua, and Maangai Thompson-Evans.

Those against the Amendment: Mayor King, Crs Hamilton, Mallett and Taylor.

The Amendment was declared carried.

The Amendment as the Substantive Motion was then put and declared carried.

Resolved: (Cr Macpherson/Cr Southgate)

That the Community Services and Environment Committee approves the granting of a new community group lease to **Waikato Dance Performance Trust** for Old St Peters Hall on Victoria Street, being 239m² exclusive use and a half share of the communal kitchen being 9m², located at Allot 449 of Hamilton West and Allot 450 of Hamilton West, as shown on Attachment 4, subject to the following terms and conditions;

- i. Term – 10 years;
- ii. Rent - \$2,905.32 plus GST per annum in accordance with the Community Occupancy Policy;
- iii. All other terms and conditions in accordance with the Community Occupancy Policy and Community Occupancy Guidelines.

Cr Hamilton Dissenting.

Deputy Mayor Gallagher retired from the meeting (1.52pm) during the discussion of the above item. He was not present when the matters were voted on.

12. Community Development Strategic Business Plan 2019-2022 (Recommendation to Council)

The Community Services Manager introduced the report and thanked Committee Members for their participation in providing feedback during the process. Staff responded to questions from Committee Members concerning cost, purpose of the strategic plan, planned outcomes and partnership opportunities, which included working with Tangata Whenua.

Resolved: (Cr Southgate/Cr Casson)

That the Community, Services and Environment Committee:

- a) recommends that the Council approves the draft Community and Social Development Strategic Plan 2019 – 2022;
- b) notes that progress on the goals of the Strategic Plan are reported annually to the Community, Services and Environment Committee; and
- c) notes that progress on the outcomes are reported every six months to the Community, Services and Environment Committee.

Cr Mallett Dissenting.

Cr Macpherson retired from the meeting (3.00pm) during the debate of the above item. He was not present when the matter was voted on.

The meeting adjourned 15.00pm to 15.03pm.

13. Environmental Sustainability Initiatives Stocktake (January 2017-June 2018)

The General Manager Strategy and Communications spoke to the report noting that it was a stocktake of initiatives based on the principles adopted by Council in July 2016. Staff responded to questions from Committee Members concerning results of the stocktake.

Staff Action: *Staff undertook to improve their review of the cultural considerations for future reports and to develop a process to enable this.*

Staff Action: *Staff undertook to circulate the Ecological Monitoring Plan that was developed as part of the Southern Links developments to Committee Members.*

Staff Action: *Staff undertook to update Committee Members concerning Council projects that were in partnership with Project Halo.*

Resolved: (Cr Henry/Maangai Thompson-Evans)

That the Community, Services and Environment Committee receives the report.

Cr Mallett retired from the meeting (3.23pm) during the discussion of the above item. He was not present when the matter was voted on.

The meeting was declared closed at 15.30pm.