



# *Hastings District Council*

*Civic Administration Building  
Lyndon Road East, Hastings*

*Phone: (06) 871 5000*

*Fax: (06) 871 5100*

*WWW.hastingsdc.govt.nz*

---

## OPEN A G E N D A

---

### COMMUNITY DEVELOPMENT COMMITTEE MEETING

Meeting Date: **Tuesday, 6 November 2018**

Time: **1.00pm**

Venue: **Council Chamber  
Ground Floor  
Civic Administration Building  
Lyndon Road East  
Hastings**

<b>Committee Members</b>	Chair: Councillor Dixon Mayor Hazlehurst Councillors Barber, Harvey (Deputy Chair), Heaps, Lawson, Lyons, Kerr, Nixon, O'Keefe, Poulain, Redstone, Schollum, Travers and Watkins ( <i>Quorum = 8</i> )
<b>Officer Responsible</b>	Group Manager: Economic Growth & Organisation Improvement and Group Manager: Community Facilities & Programmes
<b>Committee Secretary</b>	Carolyn Hunt (Ext 5634)



## Community Development Committee – Terms of Reference

### Fields of Activity

The development of policy and the oversight of operations in the area of the social, economic, cultural and environmental wellbeing and development of the District, including (but not limited to) the following activities:

#### Economic Development

- Development of the Council's overarching strategies for Environmental Management, Economic Development, Growth Management and Urban Development;
- District development and land use planning (high level strategy)
- Urban design and development (including CBD planning)
- Hastings City Centre Development
- Landmarks Activities
- Parks and Reserves
- Economic & Business Development programmes
- Regional development

#### Social Development

- Development of the Council's overarching strategies for Social and Cultural activities
- Housing for the elderly
- Cemeteries (including physical works)
- Youth
- Arts, Culture and Heritage including the Hastings City Art Gallery
- Democracy, civil society, community engagement and partnership
- Social Development and wellbeing programmes
- Guilin Sister City Relationship
- Local and community events and celebrations
- Historic commemorations
- Citizenship activities
- Civic Honours Awards
- Grants, Funding and allocations
- Library operations
- Hawkes Bay Opera House
- Recreation Facilities other than Parks & Reserves
- Recreation activities

Other roles of a strategic overview nature including:

- Other policy development not otherwise provided for

### Membership (Mayor and 14 Councillors)

Chairman appointed by Council

Deputy Chairman appointed by Council

The Mayor

All other Councillors

**Quorum** – 8 members

### DELEGATED POWERS:

#### General Delegations

1. Authority to exercise all of Council powers, functions and authorities (except where prohibited by law or otherwise delegated to another committee) in relation to all matters detailed in the Fields of Activity.
2. Authority to re-allocate funding already approved by the Council as part of the Long Term Plan/Annual Plan process, for matters within the Fields of Activity provided that the re-allocation of funds does not increase the overall amount of money committed to the Fields of Activity in the Long Term Plan/Annual Plan.
3. Authority to develop and adopt goals, strategies and policies on behalf of the Council for matters within the Fields of Activity.
4. Responsibility to monitor Long Term Plan/Annual Plan implementation within the Fields of Activity set out above.

5. Authority to re-allocate funding already approved by the Council as part of the Long Term Plan/Annual Plan process, for matters within the Fields of Activity provided that the re-allocation of funds does not increase the overall amount of money committed to the Fields of Activity in the Long Term Plan/Annual Plan.
6. Authority to develop and adopt goals, strategies and policies on behalf of the Council for matters within the Fields of Activity.
7. Responsibility to monitor Long Term Plan/Annual Plan implementation within the Fields of Activity set out above.

#### **Cemeteries**

8. Authority to exercise all of the Council's powers, functions, and duties under the Burial and Cremation Act 1964 and any other statute or regulation relating to the control and management of the burial or cremation of the dead within Hastings District (other than the review of bylaws, which is the responsibility of the Strategy Planning and Partnerships Committee).

#### **Parks, Reserves and Walkways**

9. Authority to exercise all of the Council's powers and functions under the Reserves Act 1977 in respect of parks and reserves other than the review of bylaws.
10. Authority to hear submissions under s120 (1)(c) of the Reserves Act 1977 in relation to all reserves or to appoint a commissioner or commissioners to hear submissions and to make a recommendation in respect of those objections or submissions to the Committee.
11. Authority to determine names for or to change the name of, parks and reserves owned or administered by the Council.
12. Where the Council is appointed as the controlling authority of a walkway under the New Zealand Walkways Act 1990, authority to exercise the powers of the controlling authority.

#### **Bylaws**

13. Authority to monitor any Council bylaws relating to matters within the Fields of Activity and to recommend any amendments or additions to those bylaws to the Strategy Planning and Partnerships Committee for review and consideration.

**HASTINGS DISTRICT COUNCIL**  
**COMMUNITY DEVELOPMENT COMMITTEE MEETING**  
**TUESDAY, 6 NOVEMBER 2018**

**VENUE:** Council Chamber  
Ground Floor  
Civic Administration Building  
Lyndon Road East  
Hastings

**TIME:** 1.00pm

**A G E N D A**

**1. Apologies**

At the close of the agenda no apologies had been received.

Leave of Absence had previously been granted to Councillor Barber

**2. Conflict of Interest**

Members need to be vigilant to stand aside from decision-making when a conflict arises between their role as a Member of the Council and any private or other external interest they might have. This note is provided as a reminder to Members to scan the agenda and assess their own private interests and identify where they may have a pecuniary or other conflict of interest, or where there may be perceptions of conflict of interest.

If a Member feels they do have a conflict of interest, they should publicly declare that at the start of the relevant item of business and withdraw from participating in the meeting. If a Member thinks they may have a conflict of interest, they can seek advice from the General Counsel or the Democratic Support Manager (preferably before the meeting).

It is noted that while Members can seek advice and discuss these matters, the final decision as to whether a conflict exists rests with the member.

**3. Confirmation of Minutes**

Minutes of the Community Development Committee Meeting held Tuesday 18 September 2018.  
(Previously circulated)

**4. Youth Councils Vision for Youth Focused Spaces in the CBD**

<b>5.</b>	<b>Splash Planet Website</b>	<b>11</b>
<b>6.</b>	<b>Update on Archives</b>	<b>13</b>
<b>7.</b>	<b>General Update Report and Status of Actions</b>	<b>25</b>
<b>8.</b>	<b>Business Improvement District - Consultation Results</b>	<b>27</b>
<b>9.</b>	<b>Update on the redevelopment of Flaxmere Community Centre, Flaxmere Library and Flaxmere Aquatics Centre</b>	<b>33</b>
<b>10.</b>	<b>Additional Business Items</b>	
<b>11.</b>	<b>Extraordinary Business Items</b>	

**REPORT TO:** COMMUNITY DEVELOPMENT COMMITTEE

**MEETING DATE:** TUESDAY 6 NOVEMBER 2018

**FROM:** SOCIAL & YOUTH DEVELOPMENT MANAGER  
DENNISE ELMERS  
YOUTH DEVELOPMENT CO-ORDINATOR  
ANGELA HUGHES

**SUBJECT:** YOUTH COUNCILS VISION FOR YOUTH FOCUSED SPACES IN THE CBD

## **1.0 SUMMARY**

- 1.1 The purpose of this report is to inform the Committee about the Hastings Youth Council's vision for Youth Focused Spaces in the CBD.
- 1.2 This proposal arises from a presentation that Youth Council members gave to the CBD Master Plan Workshop held on the 14<sup>th</sup> August 2018.
- 1.3 The Council is required to give effect to the purpose of local government as prescribed by Section 10 of the Local Government Act 2002. That purpose is to meet the current and future needs of communities for good quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses. Good quality means infrastructure, services and performance that are efficient and effective and appropriate to present and anticipated future circumstances.
- 1.4 The objective of this decision relevant to the purpose of Local Government is the provision of good quality local public services which are efficient and cost effective for households and businesses.
- 1.5 This report concludes by recommending that the report from the Manager Social & Youth Development and the Youth Development Co-ordinator be received.

## **2.0 BACKGROUND**

- 2.1 The CBD Master Plan workshop was facilitated by Kobus Mentz from Urbanismplus the company contracted by Hastings District Council to lead this project.
- 2.2 Members of the Hastings Youth Council presented a number of exciting and well thought out ideas for consideration into the plan.
- 2.3 Their presentation showcased their vision and themes for youth focused spaces in the Hastings CBD.
- 2.4 To prepare for the presentation The Hastings Youth Council undertook a number of small projects to gather information and opinions from young people living in Hastings.
  - 2.4.1 These projects included;

- a) Scheduling walking tours of the CBD. This helped Youth Council members to understand the boundaries of the CBD in question. This enabled them to really understand what the spaces currently look like and how they and other young people utilise these spaces.
- b) Using the Hastings Youth Council Facebook page to ask a number of questions about the CBD to gather feedback.
- c) Facilitated conversations about the CBD at their schools, work places, and with their families and friends.

2.5 The Youth Council focused their consultation around a number of themes;

- a) How do young people use the CBD of Hastings currently?
  - *Why do they come to the CBD? Where do they go? How long do they stay?*
- b) What do young people love about the CBD currently?
  - *The buildings, the open spaces, the shops available, the sculptures etc.*
- c) What are the current barriers/negative beliefs young people have about the CBD?
  - *Feeling of safety? Community perceptions of young people? Things to do in the CBD?*
- d) What would young people like in the CBD?
  - *What do they want it to look like? What would keep them in the CBD? What facilities and shops do they want? Art works, public spaces, technology on offer etc. What kind of events would they like to participate in?*

2.6 This enabled the Youth Council to identify three themes:

- Energy
- Wellbeing and;
- Connection

2.7 Members of the Youth Council will be presenting their vision to the Committee.

### 3.0 CURRENT SITUATION

3.7 The consultant is looking at incorporating the themes and ideas expressed by the Youth Council throughout the Master Plan.

3.8 The Youth Council is willing to work closely with the consultant and the CBD working group to ensure that the youth perspective is considered and implemented.



#### **4.0 RECOMMENDATIONS AND REASONS**

- A) That the report of the Social & Youth Development Manager and Youth Development Coordinator titled “Youth Councils Vision for Youth Focused Spaces in the CBD” dated 6/11/2018 be received.**

**With the reasons for this decision being that the objective of the decision will contribute to meeting the current and future needs of communities for good quality local infrastructure and local public services in a way that is most cost-effective for households and business.**

**Attachments:**

There are no attachments for this report.



**REPORT TO:** COMMUNITY DEVELOPMENT COMMITTEE

**MEETING DATE:** TUESDAY 6 NOVEMBER 2018

**FROM:** SPLASH PLANET MANAGER  
PERAN HUTCHINGS

**SUBJECT:** SPLASH PLANET WEBSITE

---

## **1.0 SUMMARY**

- 1.1 The purpose of this report is to present and demonstrate to the Committee the new website for Splash Planet.
- 1.2 The new website went live on Monday 15 October 2018.
- 1.3 The website also provides ticket sales that are directly emailed to the customer.
- 1.4 Some images still need to be updated, however most of the design aspects of this refresh were about keeping images at the forefront of this design, as well as making sure it was mobile friendly.

## **2.0 RECOMMENDATIONS AND REASONS**

- A) That the report of the Splash Planet Manager titled "Splash Planet Website" dated 6/11/2018 be received.

### **Attachments:**

There are no attachments for this report.



**REPORT TO:** COMMUNITY DEVELOPMENT COMMITTEE

**MEETING DATE:** TUESDAY 6 NOVEMBER 2018

**FROM:** MANAGER, EMERGENCY READINESS & RESPONSE AND LIBRARIES  
PAULA MURDOCH

**SUBJECT:** UPDATE ON ARCHIVES

## 1.0 SUMMARY

- 1.1 The purpose of this report is to update the Committee about the options for the scope of community archives in relation to Hastings Heretaunga.
- 1.2 This issue arises from a report presented to the HDC Māori Joint Committee on 12 August 2015, as well as a submission by Mr Patrick Parsons and members of the whānau of JT Blake, an Interpreter for the Māori Land Court who left archival material (minute books, diaries, maps, manuscripts, photographs, whakapapa books and other documents) of historic and cultural significance. This unique material is currently distributed around whānau around the North Island and the family wished to bring the various holdings together in a facility where it could be properly cared for. It would then serve as a resource of historic and cultural value for researchers, land claimants, family and local history researchers and anyone with an interest in nineteenth and early twentieth century history in relation to the Hawke's Bay. Some of Blake's papers have already been deposited with the Hastings Library. The report outlined some of the issues and options for consideration.
- 1.3 A follow up report was presented to the HDC Māori Joint Committee on 24 February 2016 outlining the range of archives activity in the Hawke's Bay, as well as discussing some of the requirements for a community archive facility to be established adjacent to the Hastings Library. The report recommended that Council in consultation with the Hawke's Bay Museums Trust initiate a Regional Community Archives Storage and Protection Scoping Exercise.
- 1.4 The Council is required to give effect to the purpose of local government as prescribed by Section 10 of the Local Government Act 2002. That purpose is to meet the current and future needs of communities for good quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses. Good quality means infrastructure, services and performance that are efficient and effective and appropriate to present and anticipated future circumstances.
- 1.5 The objective of this decision relevant to the purpose of Local Government is to create a strong district identity and the development of community infrastructure for recreational, arts and cultural opportunity.
- 1.6 This report concludes by recommending that the report of the Manager, Emergency Readiness & Response and Libraries be accepted and that Council provides direction on its preferred outcome.

## 2.0 BACKGROUND

- 2.1 Hastings District Council (HDC) has community archives at two library sites. The Havelock North Library is a climate controlled 37sqm space, but it is not humidity controlled. The Hastings Library has a 68sqm space with neither temperature nor humidity control. Both spaces are shared with other library operational activities such as general storage and stack collections of material being retained for the long term. Operational costs come from the Libraries budget and mainly involve staff time.
- 2.2 Community archives material are generally unpublished documents, rare or unique published documents, photographs or images, but variations to this may sometimes add value. A community archive is neither a museum, nor an art gallery and has no mandate to collect local or central government archives as required under the Public Records Act (2005).
- 2.3 Over a number of years, several requests from local descendants of JT Blake, Māori Land Court Interpreter and Surveyor have been made for the Libraries to accept archival material (books, diaries and other papers) into its care. Some Blake papers are already held by the Libraries, but without adequate facilities or trained expertise to ensure the proper care and respect such taonga require, further donations have not been accepted.
- 2.4 In August 2015 a direct request by local historian Patrick Parsons and members of the Blake whānau to the HDC:Māori Joint Committee led to a request for officers to investigate the issues and options for a small archives facility in or adjacent to the Hastings Library. The report was presented in February 2016 and officers were subsequently directed to initiate a regional archives storage and protection scoping exercise with the Hawke's Bay Museums Trust.
- 2.5 The February 2016 report outlined a number of possible strands that might be brought together as part of an archives facility. The concept was very much focused on establishment of a physical storage facility with a regional scope.
- 2.6 There are two other Hawke's Bay archives with a broader collecting scope (in that they collect material related to Hawke's Bay, as opposed to specifically to Hastings) but they operate nonetheless in a similar space and compete for finite resources.
  - Hawke's Bay Digital Archive (Stoneycroft, also known as the HB Knowledge Bank) states a very broad goal of being "a living record of Hawke's Bay and its people" through its digitisation programme. It is a community-driven initiative and operates mainly on volunteer support. Its focus is firmly on digitisation of photographs, letters, newspaper clippings, oral history recordings and other material held by the community. The facility does not hold any archives, only the digitised copies of originals.
  - MTG Hawke's Bay Archive contains "unique documents relating to Hawke's Bay's past and New Zealand's history." MTG is the designated repository for the Hawke's Bay region, meaning that it accepts and houses government records in conjunction with Archives New Zealand. MTG holds diaries, letters, photographs, genealogical resources, records related to business, sporting and other groups, maps and plans, newspapers,

magazines and Māori archives relating to the region under a contract for service to the Hawke's Bay Museums Trust (HBMT).

- 2.7 Following the report to Council in February 2016, officers were tasked with consulting with the Hawke's Bay Museums Trust to discuss a "Regional Community Archives Storage and Protection Scoping Exercise".
- 2.8 Subsequent to this, discussion was held with the Napier City Council (NCC) about purchase of a facility for the taonga owned by the Hawke's Bay Museums Trust that are currently stored in Ahuriri. NCC was open to the possibility of including archives as part of the arrangement, but funding was not available and this project appears to have stalled.

### **3.0 CURRENT SITUATION**

- 3.1 Officers have recently been in contact with both MTG and the HB Digital Archive Trust to update the understanding of each organisation's current position in relation to archives.

#### **3.2 HBMT & MTG**

- 3.2.1 A review of the management and governance structure of the HBMT has recently been undertaken at the request of the Hastings and Napier councils. A number of recommendations were made regarding the collection being more visible regionally and to ensure that expectations between the Councils, the Trust, and the MTG are more formally set and assessed.
- 3.2.2 The future implementation of this review is as yet unclear, but may result in Councils setting clearer KPIs with the HBMT and the HBMT setting clearer KPIs with the MTG/NCC about their expectations for providing access to the collections.
- 3.2.3 Archives may also be addressed as part of any subsequent workstreams coming out of the review.
- 3.2.4 MTG confirms that there has been no change regarding the arrangement for archives managed by MTG staff currently held in climate- and humidity-controlled storage in the British American Tobacco Building in Ahuriri for the Trust. Opportunities for collaboration are limited, although volunteer staff from the HB Digital Archive will shortly begin to scan some of the collection for the Stoneycroft facility.

#### **3.3 HBDA & Stoneycroft**

- 3.3.1 The work of the HB Digital Archive (HBDA) continues with annual financial support for paid IT and administration support from Council (\$23,000 last financial year, plus various additional one-off grants for special project work) and to some extent, from NCC. HDC granted HBDA three years of funding at the last funding round.
- 3.3.2 Approximately 70-80 volunteers work at Stoneycroft each week and physical capacity is being approached at the site. As a digital archive, technically no artefacts are held, so no storage should be required - the community provides the content, volunteers scan material and the digital copy is held on a server, while the artefact is returned to the owner.

- 3.3.3 Much of the content is as yet only available onsite as their website is not up to the task of delivering this content online, but plans to change this are being worked on. Copyright issues will also likely exist on some content for a period of time that may or may not be easy to determine.
- 3.3.4 HBDA's business model depends on the participation of the community to govern and manage day to day operations. While plentiful in number at this stage, the model is nevertheless dependent on volunteers who operate without close professional archives leadership.
- 3.3.5 The HBDA Trust is very open to working more closely with Council and in the future will be embarking on a strategic planning process. The Trust has indicated that Council would be a welcome participant in this process, particularly if there were opportunities to collaborate in some way.

### 3.4 **Blake Papers**

- 3.4.1 Another factor to consider relates to the original request for the Blake papers to be housed in the Hastings Library. Officers are aware that EIT is planning to establish a Maori Research Archive in the EIT Library in the near future. It would be housed at the EIT Twist Library and available to EIT research students and to the public under controlled conditions.
- 3.4.2 The Blake papers originally offered to Council three years ago are regarded as a vital part of the Archive. The Trustees of the collection may be amenable to rehousing it in an academic setting along with other documents and records from the period.
- 3.4.3 Research funding would be sought to enable the appropriate management and cataloguing of the Archive.
- 3.4.4 If the Research Archive becomes a reality, the taonga would be housed in a single location which is aligned with the wishes of the whānau, but they will also be of enduring benefit to the community. Not least of all, the manuscripts and archives would be cared for with the mana that they deserve.
- 3.4.5 An offer to discuss the Blake taonga currently held at the Hastings Library has been made by EIT. The key issues to consider are:
- Where are they of greatest benefit to the community?
  - Where will they be best cared for?
  - What is the view of Blake's extended family?

### 3.5 **Other local & family history resources**

- 3.5.1 Council holds other relevant digitised documents or information relating to the District's people, places and stories, such as property and cemetery records.
- 3.5.2 Council may wish to consider a broader functional approach to archives, with community archives at two library sites and the information currently being digitised as part of the Cemeteries Records Project. It is noted that Cemetery Records are governed by the Burial & Cremations Act (1964) and so they are not community archives, but public access to these records is provided for under the Act. Property records are likewise covered under the Public Records Act (2005).



3.5.3 Cemetery records and photographs are a resource of value to the community, including family/whānau researchers, local historians and anyone with an interest in the history of Hawke's Bay, so consideration could be given to ensuring that these resources are easily accessible to the community.

### 3.6 Other considerations

3.6.1 The Libraries have no staff member specifically trained in archives appraisal and management and so the focus for at least the last decade has been on digitising photographs. There is no dedicated budget and any work is undertaken as part of the library operations budget allocation.

3.6.2 Other opportunities for community archives have been raised in relation to:

- redevelopment of the Municipal Building
- purchase of a separate facility
- partnering with Ngāti Kahungunu
- potential redevelopment of the Hastings Library and Hastings City Art Gallery

3.6.3 A desire to showcase Hastings social and local history has been expressed over many years and has taken many forms from a regional archive storage facility to a social history exhibition/museum space in conjunction with Ngāti Kahungunu and various other iterations.

3.6.4 Officers have reported several times over the last decade that community archives in their present situation are not well cared for, either in terms of their storage or in terms of the expertise available to appraise and manage them.

3.6.5 As has been previously reported, most of the archives held by the Libraries are best described as a supplement to the local history collections. The quality and value of the collection is very uneven – there are a few high value items (such as the Blake papers and private minute books from Councillors of the Havelock North Borough Council). There are significant numbers of photographs and there is some material which is of dubious significance and of doubtful long term retention value.

3.6.6 Storage space with an appropriate climate- and humidity-controlled environment to ensure their long term preservation requires significant investment. An appropriate storage facility has not been identified either as an existing council asset, or as a new build, or as a new purchase.

3.7 Council is currently at a crossroads. Circumstances have changed from two years ago in that EIT is now also entering the archives space, thereby adding yet another player into the archives regional landscape. Napier City Council has not materially changed its position; while Stoneycroft operates a volunteerism model dependent on Council funding to remain viable as an operation.

3.8 There are a number of options available and officers are seeking direction from Council as to its preferred outcome and the direction to take.

#### 4.0 OPTIONS

4.1 There are a number of possible options for models to deliver community archives, including:

- HDC governs, funds and manages physical archives either itself or in conjunction with another entity from a physical facility
- HDC governs, funds and manages a digital archive either itself or in conjunction with another entity (no physical artefacts are stored)
- HDC governs and contracts the management of community archives to one or more entities and funds it as a contract for service
- HDC divests itself of community archives to other entities and ceases the activity
- Status quo.

#### 5.0 SIGNIFICANCE AND ENGAGEMENT

5.1 Whether this matter is deemed significant depends on the option chosen. Currently, Council undertakes some digitisation work as part of library operations and as part of the cemetery records project.

5.2 If managing an archive facility is the intended outcome, then to do so properly will require further investment in professional expertise and appropriate facilities to house a collection. This is unlikely to trigger Council's Significance and Engagement Policy, although it would require additional funding through Council's Long Term Plan.

5.3 Should the emphasis shift to a digital offering, there are still potential costs involved in this activity, but it is unlikely to trigger Council's Significance and Engagement Policy, although it would require additional funding through the Long Term Plan.

5.4 Should Council wish to withdraw from involvement in this space, consultation with other agencies would be a valuable way to understand where best to rehome the various components of the collection.

5.5 This option is unlikely to trigger Council's Significance Policy but there would be interest from the community, particularly those with an interest in local and family history. The Community Archive at the Havelock North Library was part of the library design at point of fundraising by the local community in the late 1970s, so there is likely to be interest from sections of the community on this matter.

#### 6.0 ASSESSMENT OF OPTIONS (INCLUDING FINANCIAL IMPLICATIONS)

##### 6.1 Option 1: Physical archives at a facility managed by HDC

6.1.1 Adaption of an existing facility or construction or purchase of a new facility from which to manage archives has been raised previously, but would come at a significant capital cost (conservatively estimated at anywhere from \$300,000 to \$1.7m three years ago) plus additional ongoing operating costs (conservatively estimated at \$100,000-\$300,000 annually three years ago). No budgetary provision has been made for this option.

- 6.1.2 This option involves housing physical archives within a facility owned by HDC. The building would need to have climate and humidity controls and shelving for archives installed, so capital budget would be required. Operating budget would also be required for staff and resources to ensure the artefacts' ongoing care and preservation.
- 6.1.3 This option has already been explored in the previous report with regard to the Hastings Library, but was not considered a priority.
- 6.1.4 Another possibility might be the Municipal Buildings complex, but this is not considered a practical or viable option for housing physical archives.
- 6.1.5 The storage and management of physical archives and ensuring that the community has access to them is a high cost solution with an uncertain value proposition, given that there are other entities in the region delivering similar services.

## 6.2 **Option 2: Digital archives managed by HDC**

- 6.2.1 Council could choose to refocus archives as a digital offering, rather than investing in a facility in which physical archives are stored and managed. This would require a much smaller footprint and less capital outlay, although it would still involve ongoing operating costs to digitise and manage the collection.
- 6.2.2 The key difference is that the original artefact would no longer be held. Digitisation would involve capital costs for scanning equipment and image storage, with annual operating costs to staff and run the service, promote the service and undertake record maintenance. A preliminary rough order of cost of \$250,000pa is estimated.
- 6.2.3 Digital archives could then be exhibited at various locations to support programmes and events, or to enrich other public data Council holds (eg. property records, cemetery records, etc).
- 6.2.4 It should be noted that there are already old photographs that have been scanned and held by the Libraries, but as the Copyright status of many of these is unknown (but will become irrelevant with the passage of time), they are no longer publicly discoverable, to ensure the legal risk implications are being mitigated.
- 6.2.5 Other artefacts which are not photographs have never been properly appraised as to their significance and value. Without appraisal expertise a few items may be significant and valuable, while many others may be of limited value and significance.
- 6.2.6 This model is similar to the Stoneycroft model, with the only real point of difference being that Council is investing in appropriately trained and paid staff to deliver the service. No budgetary provision has been made for this option.

## 6.3 **Option 3: Contract for service with another entity**

- 6.3.1 This option would have one or more providers take over the management of community archives under a contract for service. The most realistic local options for management of digital archives are MTG or the HBDA at

Stoneycroft, but it does not preclude other providers being contracted from outside the region.

- 6.3.2 This option should preferably also include appraisal services – a suitably qualified person to make recommendations about retention, digitisation, management and disposal of community archives. Depending on provider selected, this may be provided as part of the contract for service, or need to be an additional contracted service from another party. HBDA is unlikely to have the skills necessary to provide this service, while MTG is likely to have the capability, but its capacity (or level of interest) is unknown.
- 6.3.3 It is expected that in both cases any contract for service would be on full cost recovery basis. It is therefore unlikely to be an inexpensive procurement solution, but it would be a way of procuring skills that Council does not currently have available to it.
- 6.3.4 Officers suggest that this option requires further investigation with prospective parties if this is Council's preferred direction. No budgetary provision has been made for this option.

#### 6.4 **Option 4: Exit community archives activity**

- 6.4.1 Council could decide to exit community archives as an activity altogether and dispose of its holdings to other entities such as MTG; HBDA at Stoneycroft; EIT (assuming this were an option); Maori Land Court Archives or Archives New Zealand. It is more likely that local agencies would be the most appropriate recipient, not least of all because most of the material is of local interest.
- 6.4.2 Community archives have never been an explicit or mandated part of Council's core business (legal obligations under the Public Records Act (2005) notwithstanding). No foundation document has ever been discovered for the establishment of the activity in relation to library services, or in relation to other Council activities.
- 6.4.3 There are several other players in this space. Ensuring that the finite amount of central or local government or grant funding is not split too many ways to be of use to any one of them is a risk that Council may wish to consider, particularly if there are other agencies that may be able to provide the community a higher level of service.
- 6.4.4 Further clarity is required from the HBMT strategic review before a clear position can be established.

#### 6.5 **Option 5: Status quo**

- 6.5.1 The status quo has existed for several decades - digitisation of photographs, physical storage of photographs and artefacts on library premises, with costs coming from the library operations budget.
- 6.5.2 The mandate for community archives is unclear, as no scope documentation has ever been located, no separate budget ever been allocated and the work is undertaken by library- not archive-trained staff, all of which was noted in the *Libraries' Strategic Plan*.
- 6.5.3 It is assumed that community archives were originally taken on as a project by past library staff member/s committed to ensuring that memorabilia and

artefacts relating to Havelock North and Hastings Heretaunga's past were preserved for future generations to enjoy. Without a clear scope, the collection has grown in a random and haphazard manner according to the interests of various staff over the years.

- 6.5.4 Digitisation of photographs work is ongoing at a modest pace, undertaken by a volunteer, with other work being undertaken by a staff member as part of mix of duties associated with their role. None of the images are currently publicly accessible due to the unclear Copyright status and associated legal considerations and the lack of a robust platform for them to be hosted from.
- 6.5.5 There are other ways that the community could benefit more from this activity and that would enable the Libraries to focus on other services.
- 6.5.6 The status quo option is not recommended by officers as it perpetuates an activity that is poorly defined and which is not being resourced as a core business activity, meaning the community is not receiving best value from this activity.

## **7.0 PREFERRED OPTION/S AND REASONS**

- 7.1 Community archives are referred to in Council records from the late 1970s and have been held by the Libraries from about that time. No mandating document for why or what purpose community archives were established has been found, but it is assumed that it was an initiative of past library staff with an interest. There have never been any clear parameters around collection scope or purpose and there has been no separate budget.
- 7.2 The collection today is a wide assortment of materials, a few of which are of long term historic significance; a few of which might be housed in a museum or other specialist facility and the majority of which are photographs or ephemera of local history interest. Some material duplicates resources held elsewhere and some is of dubious value and would not likely be accepted if presented today.
- 7.3 Understanding this context means that the focus then becomes about where these community resources are best cared for and made accessible to the public in the long term.
- 7.4 For the high value material there are other institutions that can provide a better level of care than what is currently being provided and which will ensure that material of significance is preserved and cared for appropriately for future generations.
- 7.5 Much of the collection overlaps with the activities of one or more archives in the region. Given that most of these are already actively engaged in seeking external funding from other sources, questions about duplication of effort and competition for the same limited resources are raised.
- 7.6 With work coming out of the HBMt review still as yet unclear, it is recommended that officers keep a watching brief on developments in this space over the next few months to see how best to provide the community with access to these resources and ensure that taonga are properly cared for. Part of this solution may include rehoming some resources.

## **7.7 Blake Papers**

- 7.7.1 The Blake papers held by Council are likely to be formally requested by EIT and the family Trustees to be relocated to the Māori Research Archive being at the EIT Twist Library. These valuable taonga absolutely must have better care than they are at present receiving.
- 7.7.2 The Blake whānau may support this as their preferred option so that other papers and documents can also be deposited in the Research Archive and the papers can be brought together, according to the family's wishes.
- 7.7.3 These papers were previously offered to Council, but without the skills and facilities with proper environmental controls, their long term care and preservation cannot be guaranteed by Council, unless significant further investment is made.

## 7.8 Photographs

- 7.8.1 The photographs are currently held between the Havelock North and Hastings Libraries and at least those housed in the Hastings Library are not in conditions that are optimal for their long term preservation. Photographic negatives and even some photographs at the Havelock North Library are beginning to deteriorate, even with temperature control.
- 7.8.2 Many photographs have already been digitised and so the copy will be available after the original has deteriorated due to the lack of climate and humidity controls.
- 7.8.3 Appraisal by a suitably-qualified archivist may lead to recommendations being made about the best long term solution for their care, including possible relocation to one or more facilities where they can be appropriately managed.

## 7.9 Ownership considerations

- 7.9.1 Public access to resources remains an important priority. Council would presumably wish to ensure that items relocated to other institutions would be accessible to the people of Hastings Heretaunga.
- 7.9.2 As importantly, Council may wish to ensure that these resources would be accessible to Council itself, should it require them for exhibitions, events, commemorations or other activities. For point of clarification, this may mean access to the digital representation, or it may mean access to the original artefact.
- 7.9.3 It should be noted that although Council holds these items, it does not necessarily own them.
- 7.9.4 Significant materials such as the Blake Papers are likely to have been gifted in the sense of stewardship (kaitiakitanga) rather than in the sense of ownership. Even if ownership had been granted, it is unlikely that Council would not give the wishes of the whānau due consideration.
- 7.9.5 Copyright applies for fifty years after the death of the Copyright holder (usually the author or creator of the work, or the person who commissioned the work). Copyright restricts the ability to reproduce a work. In the case of photographs, the photographer or the person who commissioned the work owns the Copyright, unless it has been passed to another person/s.

- 7.9.6 Apart from Copyright, it is reasonably assumed that most items would be owned by Council, by virtue of the fact that someone has donated them, despite the lack of formal documentation to provide evidence.
- 7.10 Should Council prefer another outcome, then officers are seeking feedback on Council's preferred direction.

## **8.0 RECOMMENDATIONS AND REASONS**

- A) That the report of the Manager, Emergency Readiness & Response and Libraries titled "Update on Archives " dated 6/11/2018 be received.**
- B) That officers participate in the HBMT review working group and reports back to Council on future options.**
- C) That the Manager, Emergency Readiness & Response and Libraries initiate a stocktake of resources held in the community archives.**

**With the reasons for this decision being that the objective of the decision will contribute to meeting the current and future needs of communities for local public services in a way that is most cost-effective for households and business by:**

- i) Creating a strong district identity;**
- ii) Development of community infrastructure for recreational, arts and cultural opportunity;**
- iii) Effective working relationships with mana whenua.**

### **Attachments:**

There are no attachments for this report.





**REPORT TO:** COMMUNITY DEVELOPMENT COMMITTEE

**MEETING DATE:** TUESDAY 6 NOVEMBER 2018

**FROM:** MANAGER STRATEGIC PROJECTS & PARTNERSHIPS  
RAOUL OOSTERKAMP

**SUBJECT:** GENERAL UPDATE REPORT AND STATUS OF ACTIONS

## **1.0 SUMMARY**

- 1.1 The purpose of this report is to update the Committee on various matters including actions raised at previous meetings.
- 1.2 The Council is required to give effect to the purpose of local government as prescribed by Section 10 of the Local Government Act 2002. That purpose is to meet the current and future needs of communities for good quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses. Good quality means infrastructure, services and performance that are efficient and effective and appropriate to present and anticipated future circumstances.
- 1.3 This report concludes by recommending that the report titled “General Update Report and Status of Actions” from the Manager Strategic Projects & Partnerships be received.

## **2.0 BACKGROUND**

- 2.1 The Community Development Committee members requested that officer’s report back at each meeting with progress that has been made on actions that have arisen.
- 2.2 Attached as **Attachment 1** is the first Action Schedule from the 18 September 2018 meeting.

## **3.0 CURRENT SITUATION**

- 3.1.1 The proposed enhancements will be incorporated into the next report on residential and industrial development activity scheduled for the 12 February 2019 Committee Meeting.

## **4.0 SIGNIFICANCE AND ENGAGEMENT**

- 4.1.1 This report does not trigger Council’s Significance and Engagement Policy and no consultation is required.

## **5.0 RECOMMENDATIONS AND REASONS**

**That the report of the Manager Strategic Projects & Partnerships titled “General Update Report and Status of Actions” dated 6/11/2018 be received.**

### **Attachments:**

1 Status of Actions 18 September 2018

CG-14-73-00030

CG-14-73-00030



**Hastings District Council  
Community Development Committee  
Status of Actions Sheet – 18 September 2018**

Item No.	Meeting Date	Action	Reporting Officer	Progress as at
6	18/9/18	<u>Residential Development Status Update</u> <ul style="list-style-type: none"> <li>Officers to include a brief report and chart on Building Consents pending and granted.</li> <li>Include Social and Public Housing in general report back.</li> <li>Include Flaxmere in residential activity table.</li> <li>Investigate Kiwi Build options for new residential areas.</li> </ul>	Sam Faulknor	The proposed enhancements will be incorporated into the next report on residential and industrial development activity scheduled for the 12 February 2019 Committee Meeting.
7		<u>Industrial Development Status Update</u> <ul style="list-style-type: none"> <li>Investigate incorporating a graph showing Development Contributions update.</li> <li>Investigate entry statements to industrial zones.</li> </ul>	Jennifer Bainbridge	The proposed enhancements will be incorporated into the next report on residential and industrial development activity scheduled for the 12 February 2019 Committee Meeting.

**REPORT TO:** COMMUNITY DEVELOPMENT COMMITTEE

**MEETING DATE:** TUESDAY 6 NOVEMBER 2018

**FROM:** MANAGER STRATEGIC PROJECTS & PARTNERSHIPS  
RAOUL OOSTERKAMP  
CHIEF FINANCIAL OFFICER  
BRUCE ALLAN

**SUBJECT:** BUSINESS IMPROVEMENT DISTRICT - CONSULTATION RESULTS

---

## **1.0 SUMMARY**

- 1.1 The purpose of this report is to inform the Committee about the outcomes of the consultation on the Business Improvement Districts Draft Policy Framework with stakeholders in the targeted rating area to confirm support, or otherwise, for a Business Improvement District model to be applied to property owners within the Hastings Central Marketing Area.
- 1.2 This request arose out of the 2017/18 Annual Plan consultation during which Council resolved to complete a review of the targeted rate to ensure that the structures in place will achieve the best outcomes for the Hastings Central Area.
- 1.3 The Council is required to give effect to the purpose of local government as prescribed by Section 10 of the Local Government Act 2002. That purpose is to meet the current and future needs of communities for good quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses. Good quality means infrastructure, services and performance that are efficient and effective and appropriate to present and anticipated future circumstances.
- 1.4 The objective of this decision relevant to the purpose of Local Government is focused on ensuring that Council has in place a robust and fit-for-purpose policy and management framework focused on the marketing and revitalization of the Hastings Central Marketing Area in an efficient and cost effective manner.
- 1.5 This report concludes by recommending that Council resolve to:
- 1.6 formally adopt the Business Improvement District Model and initiate implementation for the Hastings Central Marketing Area, or
- 1.7 retain the existing and targeted rating mechanism currently in place for the Hastings Central Marketing Area.

## 2.0 BACKGROUND

- 2.1 This review request arose out of the 2017/18 Annual Plan consultation where Council resolved to further explore the most cost effective delivery method to best achieve the outcomes identified for the Hastings City Marketing Rate and consult where necessary through 2017.
- 2.2 At the 30 August 2018 Council meeting, Council resolved the following:
- “A. That Council adopt the Draft Hastings District Council - Business Improvement Districts Policy, Management and Reporting Framework for consultation purposes.
- B. That Council authorise officers to implement the Business Improvement District Consultation and Engagement Plan over the month of September 2018”.
- 2.3 In September Council engaged external consultancy, The Development Hub (TDH) to conduct a survey of businesses and landowners within the prescribed catchment area.
- 2.4 The key question posed to the businesses and landowners on behalf of Hastings District Council was as follows:
- “Do you, support council progressing with setting up a Business Improvement District (BID) as an alternative option to deliver marketing and promotion projects and services on behalf of the City centre businesses?”
- 2.5 The survey was undertaken over the months of September and October, the findings in this report represent data collected and collated from the outcomes of the businesses and landowners surveyed.
- 2.6 TDH undertook the survey by visiting, telephoning, and/or emailing all the businesses identified through walking each street within the six blocks encompassing St Aubyn, Nelson, Southampton and Hastings Streets.

## 3.0 CURRENT SITUATION

- 3.1 The core findings of this survey are noted below:

### Ratepayers / Property Owners

- 3.1.1 Response rate = **163 (53%)**
- 3.1.2 Responses in support of progressing with setting up a Business Improvement District = **68% (111)**
- 3.1.3 Responses that do not support progressing with setting up a Business Improvement District = **15% (24)**
- 3.1.4 No comment **17% (28)**

*Level of confidence = 95%, margin of error +/- 5%*

### Stakeholder – Businesses / Tenants

- 3.1.5 Response rate = **76% (275)**

3.1.6 Responses in support of progressing with setting up a Business Improvement District = **69% (190)**

3.1.7 Responses that do not support progressing with setting up a Business Improvement District = **25% (69)**

3.1.8 No comment **6% (16)**

*Level of confidence = 99%, margin of error +/- 4%*

3.2 A number of general comments were also made, of which a summary is provided below.

3.3 Of those businesses surveyed who responded **YES** to the Council looking at a BID, the following comments and sentiments were conveyed:

3.3.1 My Yes is for council to consider a different approach/get more info/investigate the specifics of a new BID framework option

3.3.2 Always happy to look at alternative ways of doing things

3.3.3 Apathetic around the current spend benefiting professional services so keen to look at a new way of servicing the non-retail businesses

3.3.4 Keen to know that there are measurables, targets and strong partnerships in a new BID structure

3.3.5 Excited about the possibility of this new approach providing a partnership where businesses are being heard

3.3.6 The current approach is geared heavily toward the retail sector and is not meeting the objectives of the professional services who feel apathetic toward what HCBA does for them anyway

3.4 Of those businesses surveyed whose response was **NO** to the Council looking at a BID, the following comments and sentiments were received:

3.4.1 No because there is not enough information to decide, at present

3.4.2 No, I am happy/loyal to HBCA - they are great

3.4.3 A small group of businesses were concerned that a BID model could exclude the HCBA

3.4.4 "If it isn't broken why fix it?", things work well the way they are

3.4.5 Concern around the council not consulting further before moving forward

#### **4.0 OPTIONS**

4.1 That Council is to give consideration to the survey findings of businesses and landowners within the prescribed catchment area, and use these results to inform a Council resolution by either:

4.1.1 formally adopting the Business Improvement District Model and initiating the implementation for the Hastings Central Marketing Area,

or

4.1.2 retaining the existing and targeted rating mechanism currently in place for the Hastings Central Marketing Area.

## 5.0 SIGNIFICANCE AND ENGAGEMENT

- 5.1 Officers in collaboration with HCBA representatives developed a Business Improvement District Consultation and Engagement Plan detailing how the Draft Hastings District Council - Business Improvement Districts Policy, Management and Reporting Framework would be consulted and engaged on.
- 5.2 The primary objective of this plan was to ensure that Hastings Central stakeholders were informed, engaged and involved in the consultation process via a range of communication channels and mediums, resulting in a high rate of survey responses. This has taken place and further details are provided in this report.
- 5.3 If Council resolves to formally adopt the Business Improvement District Model, Council in partnership with the Hastings City Business Association Board, will establish a Business Improvement District Transition Team to manage the shift to the new model. Any proposed changes to the rate will be consulted upon with the community impacted as part of the Annual Plan process.

## 6.0 PREFERRED OPTION/S AND REASONS

- 6.1 Officers have completed consultation with stakeholders in the targeted rating area to confirm support, or otherwise, for a BID model to be applied to property owners within the Hastings Central Marketing Area.
- 6.2 In accordance with section 78 of the Local Government Act (LGA) 2002, Council must, in the course of its decision-making process in relation to a matter, give consideration to the views and preferences of persons likely to be affected by, or to have an interest in.
- 6.3 The results of the consultation activity detailed for in section 3.0 of this report provides Council (via this Committee) with the views and preferences of persons likely to be affected by, or to have an interest in transitioning to a Business Improvement District Model.
- 6.4 The number of responses, coupled with the findings of the survey at **68%** support from Ratepayers / Property Owners and **69%** from Stakeholder – Businesses / Tenants is considered robust statistical rationale to inform Council's decision making as required by section 78 of the LGA 2002.

## 7.0 RECOMMENDATIONS AND REASONS

- A) **That the report of the Manager Strategic Projects & Partnerships titled "Business Improvement District - Consultation Results" dated 6/11/2018 be received.**
- B) **That in light of the survey findings at 68% support from Ratepayers /Property Owners and 69% from Stakeholder – Businesses/ Tenants within the prescribed catchment area, Council resolve to:**
  - a. **formally adopt the Business Improvement District Model and initiate implementation for the Hastings Central Marketing Area,**

**or**

- b. retain the existing and targeted rating mechanism currently in place for the Hastings Central Marketing Area**

**With the reasons for this decision being that the objective of the decision will contribute to meeting the current and future needs of communities for local public services in a way that is most cost-effective for households and business by:**

- i) Achieving the outcomes for a vibrant and productive Hastings City Centre**

**Attachments:**

There are no attachments for this report.





**REPORT TO:** COMMUNITY DEVELOPMENT COMMITTEE

**MEETING DATE:** TUESDAY 6 NOVEMBER 2018

**FROM:** COMMUNITY CONNECTOR  
JUNIOR TUAKANA

**SUBJECT:** UPDATE ON THE REDEVELOPMENT OF FLAXMERE  
COMMUNITY CENTRE, FLAXMERE LIBRARY AND  
FLAXMERE AQUATICS CENTRE

## 1.0 SUMMARY

- 1.1 This report updates the Committee on the consultation being undertaken regarding the redevelopment of the Flaxmere Community Centre, Flaxmere Library and Flaxmere Aquatics Centre (Flaxmere Facilities).
- 1.2 This proposal arises from a Council workshop on 29 May 2017 which requested that officers investigate the redevelopment of the Flaxmere Facilities in consultation with the local community.
- 1.3 This report outlines the plan for community consultation which has been informed by the Flaxmere Redevelopment Working Group which is comprised of local community members and stakeholders.
- 1.4 Following community consultation officers will report back to Council in February 2019 with design options for the redevelopment of the Flaxmere Facilities which will be based on community feedback.
- 1.5 The Council is required to give effect to the purpose of local government as prescribed by Section 10 of the Local Government Act 2002. That purpose is to meet the current and future needs of communities for good quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses. Good quality means infrastructure, services and performance that are efficient and effective and appropriate to present and anticipated future circumstances.
- 1.6 The report concludes by recommending that the report be received.

## 2.0 BACKGROUND

- 2.1 On 29 May 2017 a Council workshop was held where Council requested officers to investigate the redevelopment of the Flaxmere Facilities and to engage with the community on their needs with respect to these facilities.
- 2.2 In March 2018 a community meeting in Flaxmere was arranged following a tragic event that took place earlier that month near the Flaxmere Facilities. At this meeting the community identified social issues in the area; the need for a community hub and additional floor space (including court space) within the Flaxmere Facilities. The community also identified the need to engage with young people in Flaxmere to capture their views.
- 2.3 In April 2018 a working group was formed to discuss and engage with youth. The survey was completed by 100 young people that live in Flaxmere aged

between 9-19 years. A copy of the survey and results can be viewed in **Appendix 3**. The survey indicates that participants are opposed to violence and gangs and are in favour of additional basketball courts.

- 2.4 Participants of the youth survey were asked how safe they felt at the Flaxmere Facilities; the skatebowl; Flaxmere Park/Splash pad, their neighbourhood and school. 50 (50%) of those surveyed said they felt safe at all of these locations apart from the skatebowl where more participants felt unsafe.
- 2.5 Users of the Flaxmere Facilities have also indicated to Council that they require more space in these facilities due to increased participation.
- 2.6 In August 2018 the Flaxmere Redevelopment Working Group was formed; comprised of Flaxmere community members and stakeholders who are well connected to the Flaxmere community. Their Terms of Reference are contained in **Attachment 2**. The group has been integral to connecting with the community and informing and supporting community consultation. Ultimately the group will be responsible for developing a design brief for concept designs reflecting the community's aspirations.
- 2.7 The members of the Flaxmere Redevelopment Working Group are:
  - Monique Heke (Resident and Te Puni Kokiri)
  - Alayna Hokianga (Te Aka Trust, Youth)
  - Ken Kibblewhite (Resident and Flaxmere Licensing Trust)
  - Shelley Pritchard (Resident and member of the Flaxmere Planning Community)
  - Traci Tuimaseve (Resident and Chair of the Flaxmere Planning Committee)
  - Bert Lincoln (Resident and member of the Flaxmere Community Patrol)
  - Gabrielle White (Resident)
  - Tivani Fomai (Polynesian Community, Youth, Schools)
  - Kara Kire (Resident and trustee of Te Aranga Marae)
  - Angela Taylor (Totara Health)
  - Chris Wallace (NZ Police representative)
  - Jacoby Poulain (Councillor, HDC)
  - Alison Banks (Group Manager Community Facilities & Programmes HDC)
  - Wendy Beeke (Team Leader Community Centre's, HDC)
  - Junior Tuakana & Robyn Smith (Community Connectors, HDC)
  - Fiona Hurley (Manager of Flaxmere Aquatics Centre, HDC)
  - Paula Murdoch (Emergency, Readiness & Response & Library, HDC)
- 2.8 Council has acquired the services of Karl Wixon to support the Flaxmere Redevelopment Working Group by facilitating and reporting on the outcome of a community workshop and other related work.

### 3.0 CURRENT SITUATION

- 3.1 The Flaxmere Redevelopment Working Group has been meeting to progress community consultation with respect to the redevelopment of the Flaxmere Facilities.

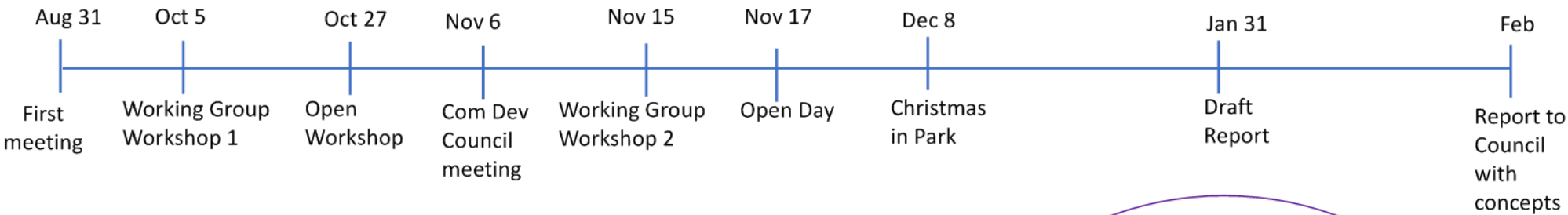
- 3.2 On 27 October an open workshop with the Flaxmere community was held to better understand the needs and aspirations of the community in relation to the Flaxmere Facilities. The aim was to get a wider view on what the community wanted the Flaxmere Facilities to provide in the future including form, function and services to be provided.
- 3.3 **Attachment 1** shows the key milestones for this project. In summary, there will be two workshops held with the Working Group; an open workshop with the community; an Open Day of the Flaxmere Facilities this month and feedback will also be sought at Flaxmere's Christmas in the Park in December. The aim is to attract as much input as possible regarding ideas for the redevelopment of the Flaxmere Facilities.
- 3.4 In February 2019, officers will present to Council conceptual design options for the redevelopment of the Flaxmere Facilities that will reflect community feedback received. Council direction will be sought at this time.

#### 4.0 RECOMMENDATIONS AND REASONS

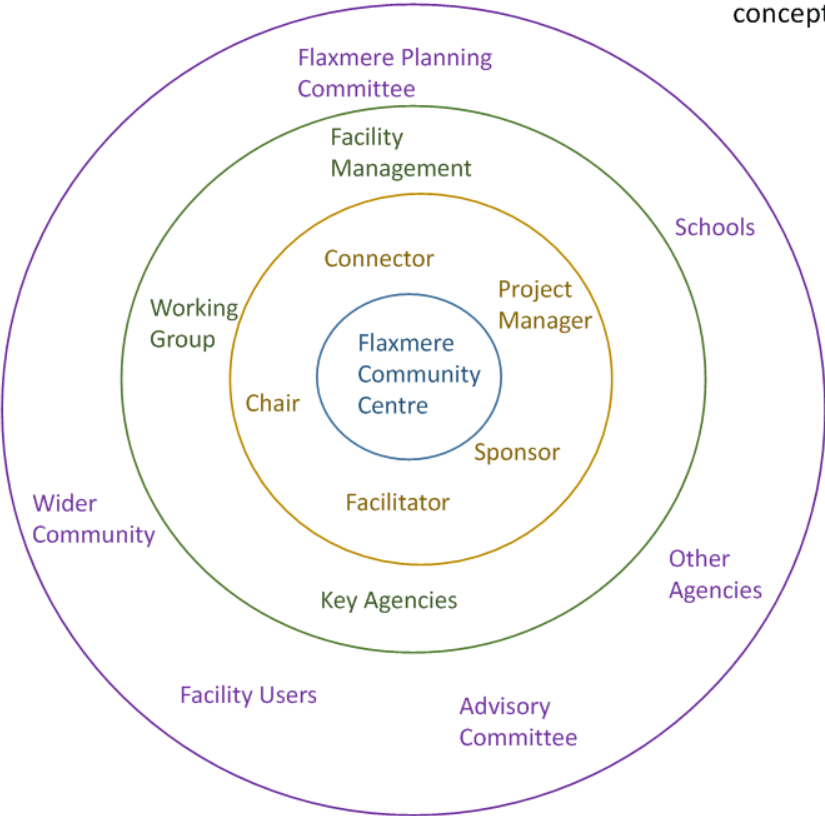
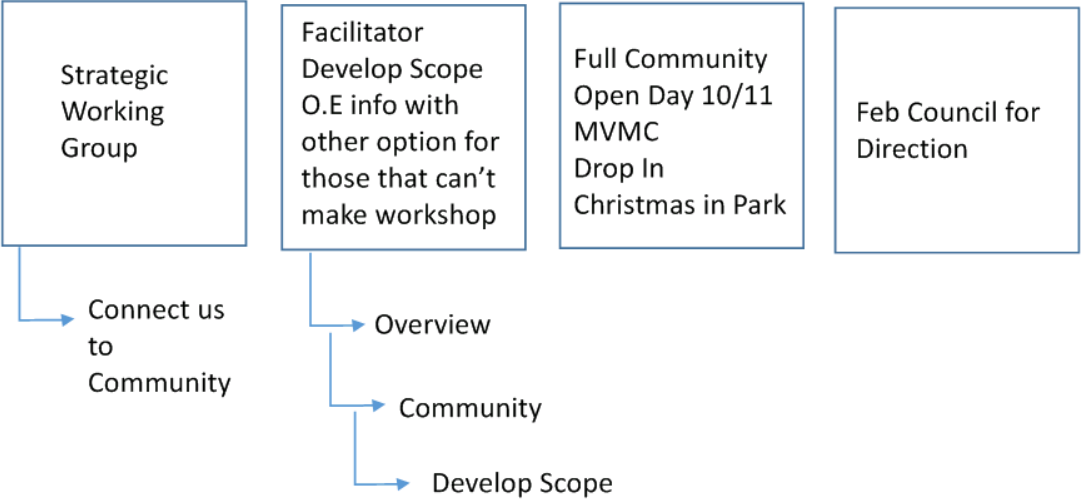
- A) That the report of the Community Connector titled "Update on the redevelopment of Flaxmere Community Centre, Flaxmere Library and Flaxmere Aquatics Centre" dated 6/11/2018 be received.

##### Attachments:

- |   |   |                     |
|---|---|---------------------|
| 1 | Timeline  | STR-24-2-18-681     |
| 2 | Final amendment to terms of reference 16th October 2018 | STR-24-2-18-683     |
| 3 | Flaxmere Youth Survey Report 2018                       | COP-03-06-01-18-593 |



Item 9



Attachment 1

**Re-development of Flaxmere Library, Community Centre and  
Aquatics Facility  
Working Group  
(Flaxmere Re-Development Working Group)**

**Terms of Reference  
As amended 16 October 2018**

**Purpose**

Members of the Flaxmere Re-Development Working Group are committed to working together to connect with the wider community to inform the brief that will guide the development of concept design options to achieve the re-development of the Flaxmere Library, Flaxmere Community Centre and Flaxmere Aquatics. The design concepts will then be the subject of wider community consultation. The intention is that all of these facilities will be housed under one roof. It is anticipated that members of the working group will present the communities views and ideas back to Council in February.

**Principles**

- Cooperation – members will work cooperatively and act respectfully towards each other.
- Community centered - the needs and aspirations of the Flaxmere community will guide this work.

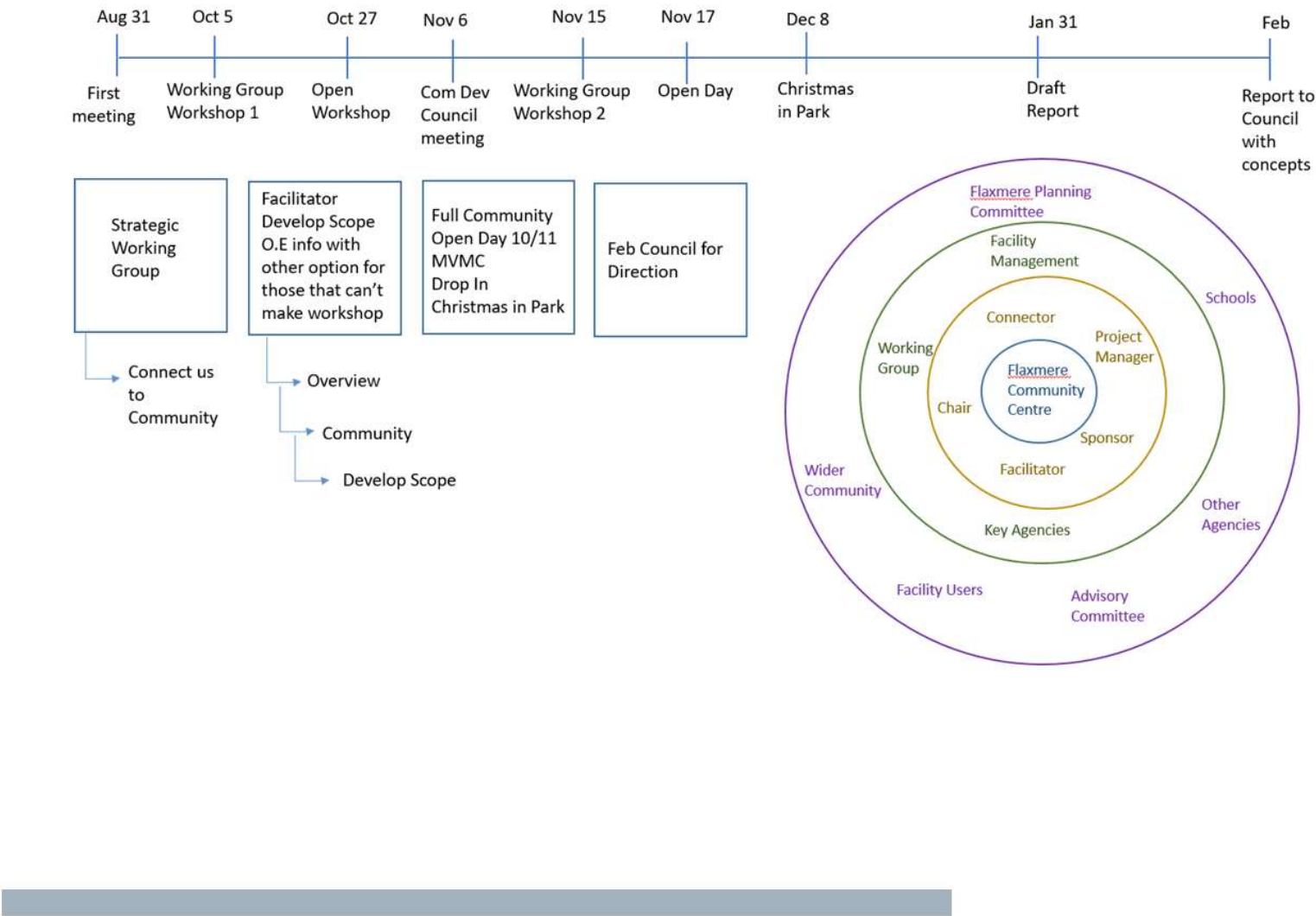
**Membership**

- Membership is made up of local community members and leaders; representation from NZ Police and Hastings District Council.
- Members include:
  - Monique Heke
  - Alayna Hokianga
  - Ken Kibblewhite
  - Shelley Pritchard
  - Traci Tuimaseve
  - Bert Lincoln
  - Gabrielle White
  - Angela Taylor
  - Alison Banks (GM Community Facilities & Programmes HDC)
  - Wendy Beeke (Team Leader Community Centres, HDC)
  - Junior Tuakana & Robyn Smith (Community Connectors, HDC)
  - Fiona Hurley (Manager of Flaxmere Aquatics, HDC)
  - Paula Murdoch (Emergency, Readiness & Response & Library, HDC)
  - NZ Police representative Chris Wallace
  - Jacoby Poulain (Councillor, HDC)
  - Kara Kire
- Membership can be increased with the agreement of the group.
- Hastings District Council will provide administrative support to the group.

**Meetings & Term**



**As required** until the design brief has been completed and on-going meetings thereafter to oversee the community consultation. The group will cease to operate once the community consultation with respect to this project has been completed or as otherwise agreed to by the group.



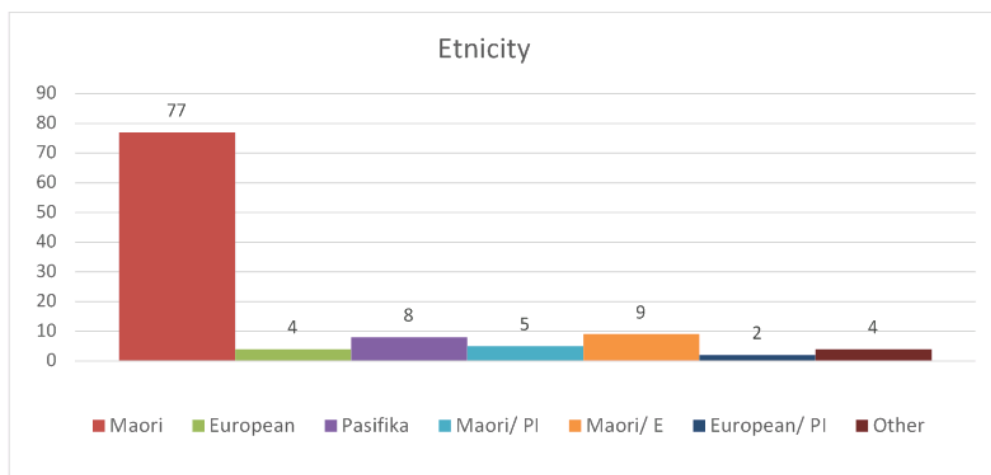
## Flaxmere Youth Survey 2018

### Background:

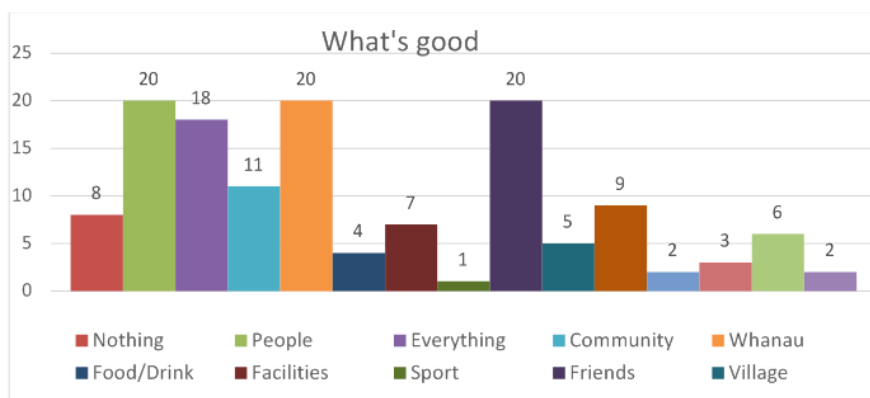
The survey was undertaken at the request of the Flaxmere Community after several incidents involving youth.

### Results:

Over a three week period 100 young people were surveyed with their ages ranging from 9 – 19 years.



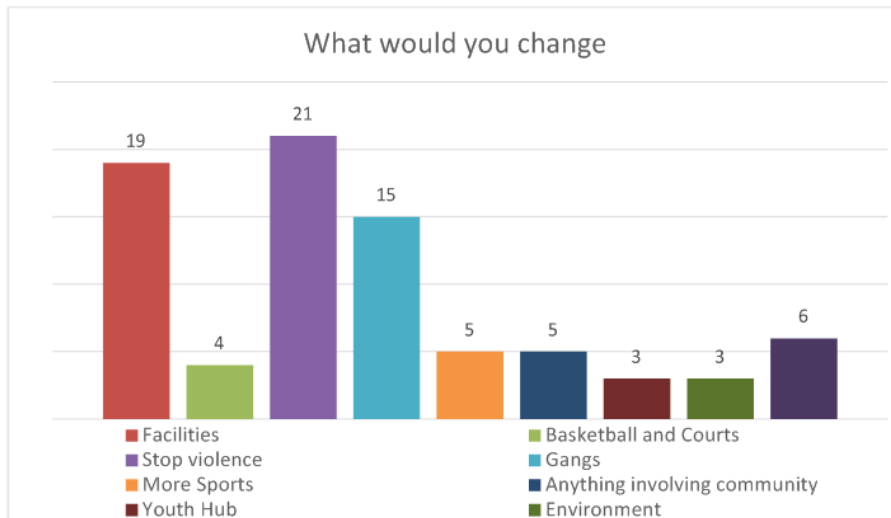
When asked what was good about Flaxmere the people scored the highest. A lot of the participants identified the feel of the community was really positive.



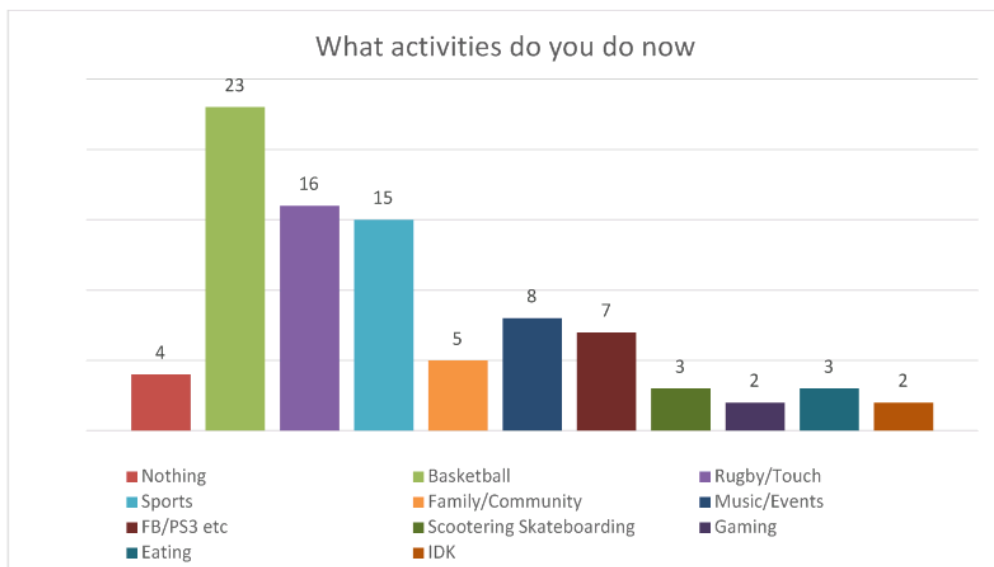
When asked what they would change in Flaxmere stopping violence and the gangs scored highest. One participant said her brother was stood over by three grown men for his



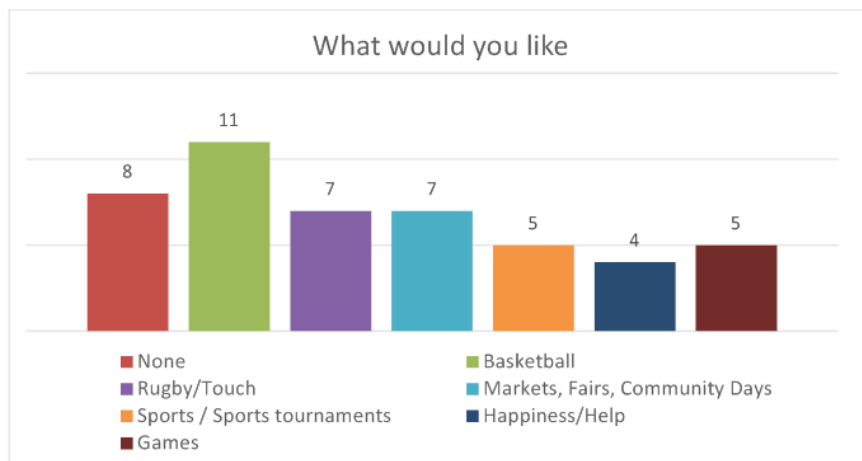
shoes. They asked for more playgrounds and basketball courts and asked that any rubbish be taken away.



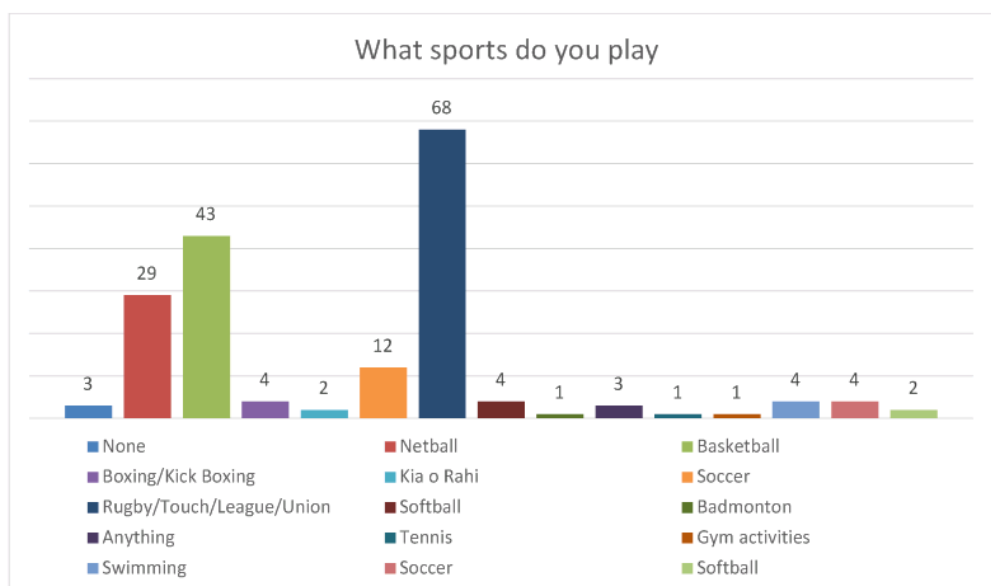
When asked what activities they current do basketball scored highest. Overall sports was the most popular.



When asked what activities they would like to do this was the least answered question



When asked what sports they play once again basketball topped the list, as under rugby it included rugby, league. touch and ripper rugby.



They were asked to rate how safe they felt at the Flaxmere Community Centre/Library, the Shopping Centre, the Skate Park, the Swimming Pool, Flaxmere Park/Splash Pad, their neighbourhood and school. The following charts are the results.

