

# MINUTES



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MEMBERSHIP: Andy Cranston (Chair)  
Bill Burdett, Shannon Dowsing, Amber Dunn, Karen Fenn, Larry Foster, Malcolm MacLean, Josh Wharehinga  
and His Worship the Mayor (ex officio).

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## **MINUTES of the COMMUNITY DEVELOPMENT & SERVICES Committee**

**Held in Te Ruma Kaunihera (Council Chambers), Awarua, Fitzherbert Street, Gisborne on 10 October 2018 at 9am.**

### PRESENT:

Councillors Andy Cranston (Chair), Bill Burdett, Shannon Dowsing, Amber Dunn, Karen Fenn, Larry Foster, Malcolm MacLean and Josh Wharehinga.

### IN ATTENDANCE:

Director Transformation & Relationships Keita Kohere, Contracts & Asset Manager Garrett Blair, Cultural Activities Manager Pene Walsh, Principal Officer – Integrated Strategy Yvette Kinsella, Democracy & Support Services Manager Heather Kohn and Committee Secretary Jill Simpson.

### **1. Apologies**

There were no apologies.

### **2. Declaration of Interest**

There were no interests declared.

### **3. Confirmation of Minutes**

Community Development & Services – Ordinary Meeting 12 September 2018

MOVED by Cr Burdett, seconded by Cr MacLean

That the Minutes of 12 September be accepted.

**CARRIED**

**Secretarial Note:** Cr Dunn arrived at 9.05am.

### **Minute Item 10.1 18-350 Peel Street Toilets - Options**

Cr Dowsing questioned the wording in the amended recommendation for the Peel Street toilets report and pointed out that his recollection was the following:

Recommendations 1. 2.a. and b. correct however 2.c to read:

Retains up to \$300k of existing capital to improve the existing Peel Street toilet facility and seeks additional funding to meet budget shortfall.

Cr Wharehinga as the seconder of the motion agreed with Cr Dowsing's interpretation along with Cr Foster.

Cr Cranston informed the Committee, following advice from the Democracy & Support Services Manager, that according to Standing Order 23.6 this was a Revocation or Alteration of a Resolution and as such would need to be considered at the next Committee meeting once the Notice of Motion was received.

ACTION SHEET:

**Township Plans:** Further update to be provided on the Township Plans to the November Committee meeting.

**Endeavour Replicas:** Contracts & Asset Manager Garrett Blair and Cr Cranston are scheduled to meet with Martin Kibble and Rex Briant.

#### **4. Leave of Absence**

There were no leaves of absence.

#### **5. Acknowledgements and Tributes**

There were no acknowledgements or tributes.

#### **6. Public input and petitions**

There was no public input or petitions.

#### **7. Extraordinary business**

There was no extraordinary business.

#### **8. Notices of Motion**

There were no notices of motion.

#### **9. Adjourned business**

There was no adjourned business.

#### **10. Reports of the Chief Executive and staff**

DECISION REPORTS

##### **10.1 18-323 Draft Proposed Smokefree Outdoor Areas Policy**

Cr Dowsing recommended an amendment to the resolution and asked that Council goes out to public consultation to ascertain if the community are in agreement for a wider smokefree zone.

MOVED by Cr Foster, seconded by Cr Dowsing

That the Committee amends the recommendation as follows:

1. Notes the contents of this report.
2. Approves that the Draft Smokefree Outdoor Areas Policy as written.
3. Consults with the community, at the next opportunity, and introduces the extended Smokefree Policy for discussion.

**CARRIED**

## 10.2 18-394 Draft Cemeteries Plan for Consultation

The following key points were highlighted:

- There is a large amount of deferred maintenance across all cemeteries.
- A review of the Cemetery Fees and Charges will be occurring prior to the 2021-2031 Long Term Plan to reflect the true costs relating to the cemetery services.
- There will be a wholesale review of the Revenue & Financing Policy that staff will be working through with Councillors.
- This Plan needs to be taken in the context of all other activities of Council so rates spend can be prioritised.
- An action will be added to the Cemeteries Plan around the provision of information on self-organised funerals being available on Council's website.
- Reserve classification brings the ability for Council to put in place management plans and to deliver on those plans.

MOVED by Cr Dunn, seconded by Cr Fenn

That the Committee

1. Notes the contents of this report.
2. Approves the release of the draft Cemeteries Plan for public consultation from 11 October to 2 November 2018.

**CARRIED**

## 10.3 18-347 Makaraka Cemetery – Uplifting of Headstones Update

Following discussion the following key points were highlighted:

- Supports relocating the headstones back to their location along with any funding applications that are made.
- The approximate amount of \$20k is not budgeted for in the Long Term Plan however Council needs to see the project through for the families and descendants.
- The Lotteries Commission will only fund projects of regional significance and an application will be submitted.

Keita Kohere Director Transformation & Relationships asked that staff explore the budgets to find out what work would need to drop off to allow the amount of \$20k to be included in the budgets. Garrett Blair Contracts & Assets Manager agreed that this information should have been included in the report.

MOVED by Cr Fenn, seconded by Wharehinga

That the Committee

1. Notes the contents of this report.
2. Agrees to adopt Option 3 as the preferred option as identified in Options Table 1.

**CARRIED**

#### 10.4 18-413 Reynolds Hall – Memorandum of Understanding

MOVED by Cr Burdett, seconded by Cr MacLean

That the Committee

1. Notes the contents of this report.
2. Approves the draft Memorandum of Understanding between the Reynolds Hall Trust and the Gisborne District Council for the purpose of funding application and project management support.
3. Instructs the Chief Executive to enter into the Memorandum of understanding between the Reynolds Hall Trust and the Gisborne District Council.

**CARRIED**

#### INFORMATION REPORTS

#### 10.5 18-414 Yardstick – Parkcheck Management Measures Results for 2018

MOVED by Cr Burdett, seconded by Cr Dowsing

That the Committee

1. Notes the contents of this report.

**CARRIED**

**Secretarial Note:** The meeting adjourned at 10am for morning tea and reconvened at 10.10am

#### 10.6 18-415 Playgrounds Audit Inspection

Following questions of clarification the following key points were highlighted.

- There is a cost of \$75k per year to carry out the renewals programme.
- Te Araroa is a priority this year and staff are working with the community of Ruatoria regarding their play space.
- Compliance in terms of playgrounds is 84% and this is because of the in-depth maintenance programme.
- The toilet relocation project at Hicks Bay is progressing in this financial year however the playground has not progressed because staff are analysing where this could be located on the land as there is a high level of flooding.
- Rust treatment on equipment could be included in the maintenance programme for Recreational Services.

Cr Burdett thanked all concerned for the new playground at Tokomaru Bay.

MOVED by Cr Burdett, seconded by Cr Fenn

That the Committee

1. Notes the contents of this report.

**CARRIED**

#### 11. Mayor, deputy Mayor and elected members' reports (information)

There being no further business, the meeting concluded at 10.25pm.

Andy Cranston  
**Chairperson**