



WAIMAKARIRI  
DISTRICT COUNCIL

# **Community and Recreation Committee**

## **Agenda**

**Tuesday 18 July 2017**

**1.00pm**

***Waimakariri District Council Chambers  
215 High Street  
Rangiora***

***Members:***

Councillor Peter Allen (Chairperson)  
Councillor Al Blackie  
Councillor Robbie Brine  
Councillor Wendy Doody  
Councillor Dan Gordon  
Mayor David Ayers (ex officio)

The Chairman and Members  
**WAIMAKARIRI DISTRICT COUNCIL**

A meeting of the **COMMUNITY AND RECREATION COMMITTEE** will be held in the **WAIMAKARIRI DISTRICT COUNCIL CHAMBERS, 215 HIGH STREET, RANGIORA** on **TUESDAY 18 JULY 2017** at **1.00PM**.

Adrienne Smith  
 COMMITTEE ADVISOR

**Recommendations in reports are not to be construed as  
 Council policy until adopted by the Council**

**BUSINESS**

*Page No*

**1 APOLOGIES**

**2 CONFLICTS OF INTEREST**

*Conflicts of interest (if any) to be reported for minuting.*

**3 RECEIPT OF MINUTES**

**3.1 Minutes of a meeting of the Community and Recreation Committee held on Tuesday 16 May 2017**

*5-11*

*RECOMMENDATION*

**THAT** the Community and Recreation committee:

- (a) **Confirms** the circulated minutes of a meeting of the Community and Recreation Committee, held on Tuesday 16 May 2017, as a true and accurate record.

**3.2 Minutes of the Public Excluded portion of the meeting of the Community and Recreation Committee held on Tuesday 18 May 2017**

*(see blue agenda papers)*

**4 MATTERS ARISING**

**5 PRESENTATION / DELEGATION**

**6 REPORTS**

**6.1 Contract 11/54 Street, Reserve and Cemetery Trees Maintenance Contract Extension - Chris Brown (Community Green Space Manager)**

*12-14*

*RECOMMENDATION*

**THAT** the Community and Recreation Committee:

- (a) **Receives** report No. 170601056139

- (b) **Notes** that Council's current tree budget for 2017/18 is \$537,490 which consists of the original contract price of \$195,637 plus a provisional sum of \$341,853.
- (c) **Approves** the extension of the Street, Reserve and Cemetery Tree Maintenance Contract 11/54 with Treotech Specialist Treecare Ltd at the original contract cost of \$195,637 plus cost escalations as allowed under the contract over the original five year term for a 12-month period until 30 September 2018.

6.2 **Aquatic Facilities Update Report - Matt Greenwood (Aquatic Facilities Manager)**

15-17

*RECOMMENDATION*

**THAT** the Community and Recreation Committee:

- (a) **Receives** report No. 170601056455.
- (b) **Notes** the Aquatic Facilities year to date achievement against key performance indicators including Water Quality and Customer Satisfaction.

6.3 **Community Team Update – Tessa Sturley (Community Team Leader)**

18-41

*RECOMMENDATION*

**THAT** the Community and Recreation Committee:

- (a) **Receives** report No 170705069653.
- (b) **Notes** that staff have applied to the July Lotteries funding round for \$63,627 to support the facilitation of suicide prevention and family violence initiatives.

**7 MINUTES FOR INFORMATION – REGENERATION STEERING GROUP**

7.1 **Minutes of a meeting of the Regeneration Steering Group held on Monday 29 May 2017**

7.2 **Minutes of a meeting of the Regeneration Steering Group held on Monday 3 July 2017**

42-52

*RECOMMENDATION*

**THAT** the information in Items 7.1 and 7.2 be received.

**8 PORTFOLIO UPDATES**

8.1 **Greenspace (Parks Reserves and Sports Grounds) – Councillor Robbie Brine**

8.2 **Community Facilities (including Aquatic Centres, Halls, Libraries and Museums) – Councillor Wendy Doody**

8.3 **Community Development and Wellbeing – Councillors Peter Allen and Wendy Doody**

8.4 **Regeneration – Councillor Al Blackie**

## 9 **MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED**

*Section 48, Local Government Official Information and Meetings Act 1987*

### **RECOMMENDATION**

**THAT** the public be excluded from the following parts of the proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution, are as follows:

<b>Item N°</b>	<b>Minutes/Report of:</b>	<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48(1) for the passing of this resolution</b>
9.1	Minutes of the Public Excluded portion of the Community and Recreation meeting held on 16 May 2017	Receipt of Minutes for Information	Good reason to withhold exists under Section 7	Section 48(1)(a)

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987, and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

<b>Item N°</b>	<b>Reason for protection of interests</b>	<b>Ref NZS 9202:2003 Appendix A</b>
9.1	Protection of privacy of natural persons To carry out commercial activities without prejudice	A2(a) A2(b)ii

## 10 **QUESTIONS**

## 11 **URGENT GENERAL BUSINESS**

### **NEXT MEETING**

The next scheduled meeting of the Community and Recreation Committee is 1pm, Tuesday 19 September, in the Council Chambers at the Rangiora Service Centre, 215 High Street, Rangiora.

**WAIMAKARIRI DISTRICT COUNCIL**

**MINUTES OF A MEETING OF THE COMMUNITY AND RECREATION COMMITTEE  
HELD IN THE COUNCIL CHAMBERS, 215 HIGH STREET, RANGIORA, ON TUESDAY  
16 MAY 2017 AT 1.00PM**

**PRESENT**

Councillor P Allen (Chairperson), Mayor D Ayers, Councillors R Brine, W Doody and D Gordon

**IN ATTENDANCE**

Deputy Mayor Felstead, Councillors J Meyer, P Williams  
Messrs J Palmer (Chief Executive), C Sargison (Manager Community and Recreation), Ms R McClung (Senior Policy Analyst), Mrs P Ashbey (Libraries Manager), Mr M Greenwood (Kaiapoi Aquatic Centre and Facilities Asset Manager), Mrs T Sturley (Community Team Leader), and Mrs A Smith (Committee Advisor).

**1     APOLOGIES**

An apology was received and sustained from Councillor A Blackie.

**2     CONFLICTS OF INTEREST**

There were no conflicts of interest noted.

**3     RECEIPT OF MINUTES**

**3.1     Minutes of a meeting of the Community and Recreation Committee held  
on Tuesday 21 March 2017**

Moved Councillor Doody seconded Councillor Brine

**THAT** the Community and Recreation committee:

- (a)     **Confirms** the circulated minutes of a meeting of the Community and Recreation Committee, held on Tuesday 21 March 2017, as a true and accurate record.

**CARRIED**

**4     MATTERS ARISING**

There were no matters arising.

**5     PRESENTATION / DELEGATION**

There were no presentations.

## 6 REPORTS

### 6.1 Customer Satisfaction Survey 2016 Reports – Community Support, Community and Recreation Services and Facilities - Rachel McClung (Senior Policy Analyst)

Ms McClung presented this report, showing the results of the 2016 Customer Satisfaction Survey with respect to Community Support and Community and Recreation Services and Facilities aspects of the survey. This survey was conducted by the Council's Policy team.

Councillor Allen noted there was a reference to the name of a staff member and it was noted that this would be removed. Ms McClung noted that there had been no other editing of comments received.

Councillor Doody noted that there is a big percentage of responses that have "no opinion". Ms McClung said peoples interests are varied and wide, and for some, they may not have had any dealings with the particular field that is questioned.

Councils prepared for emergencies – Councillor Allen noted concern with some comments which indicated that people didn't know the Council with involved with being prepared for emergencies. Ms McClung noted that the question in the survey did not stipulate Civil Defence and it is possible that people misinterpreted the question. It was intended to reword this question in any future survey documents.

Moved Councillor Gordon seconded Councillor Doody

**THAT** the Community and Recreation Committee:

- (a) **Receives** report 170503043774
- (b) **Notes** that a comprehensive report on all aspect of the Customer Satisfaction Survey 2016 will be presented to the Council meeting on June 6.
- (c) **Refers** this report to the Community Boards for their information

**CARRIED**

### 6.2 Community Team Update – Tessa Sturley (Community Team Leader)

Mrs Sturley presented this report with the aid of a powerpoint presentation. This showed the alignment of each of the Community Teams work in relation to the District Development Strategy.

Councillor Allen asked re the reaccreditation of the district as a Safe Community District and Mrs Sturley said the best model for going forward is that it should be about the whole district, rather than just the work of the Community Team. Meeting the outcomes for having a Safe Community are more important than the actual structure of how this is achieved.

Councillor Allen asked about the staffing that is required for meeting the needs of all the groups, the split of rate payer funded staffing and other sources of resources. It was advised that this matter will be addressed through the Long Term Plan process.

Mr Sargison provided an update on the shared facilities available in Kaiapoi which were discussed at the Kaiapoi-Tuahiwi Community Board meeting last night. This will be taken to the Council Annual Plan deliberations meeting for consideration.

One of the challenges with community facilities is reaching agreement of the level of service and this will be part of the discussion at the briefing following this meeting.

Mayor Ayers noted the large numbers of people who are members of social media community groups, for example the Waikuku Beach fan club has 701 members. How can the Council encourage people on social media to be part of community groups and residents associations?. Mrs Sturley noted that social media is a useful way to reach out to the community, to capture the imagination of people and bring them together.

Councillor Doody asked re the Link Programme and how Councillors can assist in promoting this initiative – encouraging groups to link with other groups of geographic interest. Councillors or Community Board members could provide some council input which could be useful where scoping ideas, and being available as a source of information would be benefit.

Councillor Brine noted the requests that have come for funding from different organisations, through the Annual Plan process (Big Brothers Big Sisters, R13 Trust and Neighbourhood Support). Mr Sargison said there will be a summary sheet provided to the Councillors of the funding requests, for the annual plan debate.

Moved Councillor Brine seconded Mayor Ayers

**THAT** the Community and Recreation Committee:

- (a) **Receives** report No 170505044591
- (b) **Approves** the appointment of Councillor Doody and Councillor Gordon as representatives at the Youth Council meetings
- (c) **Notes** that an update report to Kaiapoi-Tuahiwi Community Board regarding shared services from the Sewell St Building will be circulated

**CARRIED**

Mayor Ayers also noted there are numerous Facebook groups for different communities in the district, including four in Oxford and two in Pegasus.

Council Doody also congratulated the Community Team on the work that they undertake.

Councillor Allen also commented favourably on the alignment shown in the PowerPoint presentation on how each of the community teams work in relation to the District Development strategy.

### **6.3 Aquatic Facilities Update – Matthew Greenwood (Kaiapoi Aquatic Centre and Facilities Asset Manager)**

Mr M Greenwood presented this report noting that there has been some vandalism at the Kaiapoi Aquatic Centre, in February three gas powered water heaters were stolen from outside the centre at night. These heaters have been replaced with sturdy cages installed to secure them. This is \$12,571 worth of unbudgeted costs. These were stolen in two separate events. It was noted that the insurance excess is \$10,000 and it was not worth making an insurance claim.

Mr Greenwood provided an explanation to the instances relating to Customer Safety and Security and how this is recorded. There was also an explanation

on the process that council staff use any time an ambulance is needed to be called. Mr Sargison noted that there is an excellent training programme undertaken for all pools staff, and attaining of the PoolSafe standard.

Moved Councillor Doody seconded Councillor Brine

**THAT** the Community and Recreation Committee:

- (a) **Receives** report No170504044465.
- (b) **Approves** the Customer Safety and Security Policy with the next review due in May 2023. Note that this is unchanged from the 2014 policy.
- (c) **Notes** the Aquatic Facilities year to date achievement against key performance indicators including Water Quality and Customer Satisfaction
- (d) **Notes** the impact which vandalism at Kaiapoi Aquatic Centre will have on final budget result of approximately \$12600

**CARRIED**

#### 6.4 **Library Update - Phillipa Ashbey (District Libraries Manager)**

Mrs Ashbey presented this report noting improvements and updates on recent customer service at the libraries and changing patterns in library usage over the past ten years. Highlighted were the Press reader programme, the reading of other national and international newspapers. There has been a major increase in the number of wi-fi sessions per year from 10,000 to 60,000 in the past six years. There has also been an increase in the foot traffic at the libraries. Mrs Ashbey advised that a counter to record foot traffic is to be installed at the Oxford Library when the new facility opens later in the year.

Councillor Allen asked about the numbers of elderly people who would use the computer facilities at the libraries for information. Mrs Ashbey noted that there had been a survey undertaken of staff, and the amount of time that they are involved with assisting library patrons in using computers. Over a period of time between both the Rangiora and Kaiapoi libraries, it was determined that at any one time, there is one staff member who is undertaking this type of work. Staff would provide a basic level of support but don't have the time to provide too much involved training.

Regarding security guards, it was confirmed that there is a presence of security at both Rangiora and Kaiapoi libraries as there had been an unsavoury element of patrons during the after school hours.

PressReader – Mrs Ashbey said this can be subscribed for individual users, and the library subscribes to this. People can use their library card number to access this from home as well.



Moved Councillor Gordon seconded Councillor Doody

**THAT** the Community and Recreation Committee:

- (a) **Receives** report No. 170505044535
- (b) **Notes** that customer service improvements include an upgrade to the Press Reader service; implementation of a new platform for the AnyQuestions service; better access to library services through easier account log-in; increased facilities and training opportunities for digital literacy; and the launch of the Waimakariri Libraries Facebook book group.
- (c) **Notes** the changing patterns of library usage over the past ten years
- (d) **Circulates** the report to the Boards for their information.

**CARRIED**

Councillor Gordon noted the positive feedback on the library service from the Customer Survey and from personal experience. PressReader is a popular facility available

## **7 MINUTES FOR INFORMATION – REGENERATION STEERING GROUP**

7.1 **Minutes of a meeting of the Regeneration Steering Group held on Monday 3 April 2017**

7.2 **Minutes of a meeting of the Regeneration Steering Group held on Monday 1 May 2017**

Moved Councillor seconded

**THAT** the information in Items 7.1 and 7.2 be received.

**CARRIED**

## **8 PORTFOLIO UPDATES**

8.1 **Greenspace (Parks Reserves and Sports Grounds) – Councillor Robbie Brine**

No updates.

8.2 **Community Facilities (including Aquatic Centres, Halls, Libraries and Museums) – Councillor Wendy Doody**

Councillor Doody had recently attended a meeting at Amberley of representatives from various museums in the region, noting many of the museums in Hurunui District have earthquake damage which requires repairs.

### 8.3 **Community Development and Wellbeing – Councillors Peter Allen and Wendy Doody**

Councillor Allen provided an update from Social Services Waimakariri group, Community network forum, Rural North Canterbury Primary Health Board, the Youth Council, and Wellbeing North Canterbury. It was noted that there is still housing issues for those who are less able to find houses, but rentals are a little bit easier to obtain now. There is concerns around mental health provision in the district, with examples of waiting lists growing and there is still quite a high level demand for mental health services. In terms of the concerns of the Waimakariri health advisory group, access issues are still a concern with the public toilets, and some oversights in footpaths and street crossings. The Health Hub is still under discussion by the Waimakariri Health Advisory Group and also what kind of afterhours service will be provided and the availability of GPs for afterhours. There is a challenge about how good quality emergency services are provided.

### 8.4 **Regeneration – Councillor Al Blackie**

Councillors Blackie was an apology from the meeting.

## 9 **MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED**

*Section 48, Local Government Official Information and Meetings Act 1987*

Moved Councillor Doody seconded Councillor Gordon

**THAT** the public be excluded from the following parts of the proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution, are as follows:

Item N°	Minutes/Report of:	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
9.1	Minutes of the Public Excluded portion of the Regeneration Steering Group meeting held on 1 May 2017	Receipt of Minutes for Information	Good reason to withhold exists under Section 7	Section 48(1)(a)

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987, and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

Item N°	Reason for protection of interests	Ref NZS 9202:2003 Appendix A
9.1	Protection of privacy of natural persons To carry out commercial activities without prejudice	A2(a) A2(b)ii

**CARRIED**

**10 QUESTIONS**

There were no questions.

**11 URGENT GENERAL BUSINESS**

There was no urgent general business.

There being no further business, the meeting closed at 2.30pm.

CONFIRMED

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date

**BRIEFING**

*At the conclusion of the meeting, a briefing was held to discuss the provision of community facilities.*

## WAIMAKARIRI DISTRICT COUNCIL

### REPORT

**FILE NO and TRIM NO:** GOV-01-04/ Trim 170601056139

**REPORT TO:** Community and Recreation Committee

**DATE OF MEETING:** 18 July 2017

**FROM:** Chris Brown, Greenspace Manager

**SUBJECT:** Contract 11/54 Street, Reserve and Cemetery Trees Maintenance Contract Extension

**SIGNED BY:**  
(for Reports to Council or Committees)

  
 Department Manager

  
 Chief Executive

#### 1. SUMMARY

- 1.1. The purpose of this report is to seek the Committee's approval to a one year extension of the Street, Reserve and Cemetery Trees Maintenance Contract from 1 October 2017 to 30 September 2018.

#### 2. RECOMMENDATION

**THAT** the Community and Recreation Committee:

- (a) **Receives** report No. 170601056139
- (b) **Notes** that Council's current tree budget for 2017/18 is \$537,490 which consists of the original contract price of \$195,637 plus a provisional sum of \$341,853.
- (c) **Approves** the extension of the Street, Reserve and Cemetery Tree Maintenance Contract 11/54 with Treotech Specialist Treecare Ltd at the original contract cost of \$195,637 plus cost escalations as allowed under the contract over the original five year term for a 12-month period until 30 September 2018.

#### 3. ISSUES AND OPTIONS

- 3.1. The current Street, Reserve and Cemetery Tree Maintenance Contract 11/54 is due to expire on 30 September, 2017.
- 3.2. The contract was awarded in 2011 for an initial period of 3 years with two optional extension periods being of one year each as allowed under the contract being awarded to the contractor bringing the total contract term to 5 years. The incumbent contractor, Treotech, has consistently achieved over 99% in the monthly audit undertaken by Greenspace staff.
- 3.3. Since the start of the contract, extensive tree validation work has been undertaken to accurately determine the total number of reserve and street trees throughout the District. It has been found that there is currently 18,486 Council owned street, reserve and cemetery trees. This is more than triple the number of trees estimated at the time of the contract commencing. Records available at that time indicated there were 5311 Council owned trees, however, an intensive re-validation of tree numbers was carried out which

entailed capturing details of all Council owned street, reserve and cemetery trees and this enabled an accurate tree count to be determined. Also, over the last 5 years, a significant number of trees have been added from new subdivisions and Pegasus. The current use of technology now allows records to be updated in the field when additional trees are planted or handed to council by developers and this allows a detailed, accurate record of Council owned trees to be maintained which is constantly updated under the contract. The original estimate of trees was based on records of those trees that had been previously maintained but did not include many in rural areas and reserves or areas that had not been maintained for some years.

- 3.4. Under the current tree maintenance contract all Council owned street, reserve and cemetery trees were to be maintained on a three-year cycle, i.e., that every tree is checked for condition and maintenance work carried out as required every three years. As there are approximately 3.5 times as many Council owned trees than previously known the contractor has taken more time than originally planned to inspect and maintain all the trees within the terms of the contract.
- 3.5. As a result of all the street, cemetery and reserve trees having now been maintained within the period of the current contract there has been a marked decrease in the number of service requests for tree maintenance. While some requests are still received these mainly relate to shading, leaf or fruit fall and root issues and not the condition or health of the trees. Reports of tree damage from weather events has also reduced.
- 3.6. Currently there are almost 18,500 Council owned amenity trees within the District and this figure is expected to reach approximately 20,000 trees in the next few years as trees in new subdivisions come over to Council ownership and other planting is carried out. Given the much larger number of Council owned trees in the District than originally known, staff are currently developing a tree maintenance methodology that is efficient and cost effective but does not involve an almost four-fold increase in budget as would be required if the current Levels of Service are applied.
- 3.7. A significant change in tree maintenance methodology that will provide the best possible outcome at a reasonable cost will involve a change to the current Level of Service. All trees have been either checked or maintained and there is now an accurate picture of their health and condition. This information will provide the basis for a rationalisation of tree maintenance Levels of Service.
- 3.8. In order to determine the appropriate tree maintenance Level of Service staff are researching best aboricultural practice with a view to possibly extending the period between maintenance carried out in some trees provided it does not compromise the health and form of the tree . However, in order to ensure that the best outcome is achieved, staff are now requesting that the current Street, Reserves and Cemetery Tree Maintenance Contract is extended for a period of a further 12 months to allow for this research to be completed and a new Levels of Service brought back to the Community and Recreation Committee for consideration.
- 3.9. Public consultation on any proposed changes to the tree maintenance Levels of Service will be carried out as part of the 2018-2028 Long Term Plan process.
- 3.10. Discussions have been conducted with the current contract holder, Treetech, and they have agreed to extend the contract for a further 12 month period under the current terms and conditions with no variation to current costs if an extension is approved by Council.

3.11. The Council, in August 2016, approved staff publically tendering this contract in 2017 as the current contract does not have any further rights of renewal. However, given the large number of trees this is now not considered the best course of action.

3.12. The options for the current Streets, Reserves and Cemeteries Tree Maintenance Contract are:

**Option 1:** That the current contract be extended under the current terms and conditions for a further 12 month period. This is the preferred option.

**OR**

**Option 2:** That the current contract is allowed to expire at the end of its current term, i.e. 30th September, 2017 and tenders called for to provide maintenance of Council owned trees. This is not the preferred option as staff believe a change in current service levels is required to ensure cost effective maintenance of street, reserve and cemetery trees and that any changes to service levels required research regarding impacts, cost and community expectations.

3.13. Currently the overall budget for tree maintenance in the 2016-17 year is \$537,490. This sum will be allocated to Treotech for programmed and reactive works based on the rates contained within the contract but will be provisional.

3.14. The Management Team/CE has reviewed this report and supports the recommendations.

#### **4. COMMUNITY VIEWS**

4.1. Public consultation regarding any proposed changes to the Street, Reserves and Cemeteries Tree Maintenance Contract will be included in the consultation for the 2018-2028 Long Term Plan.

#### **5. FINANCIAL IMPLICATIONS AND RISKS**

5.1. The contract extension for a one year period comes to a total cost of \$195,637.05 (the original contract tender price)

5.2. Council's total tree budget for 2016/17 is \$537,490. It is expected that the difference of \$341853 will be fully utilised undertaking both programmed and reactive tree work.

5.3. Extension of the contract for a further year requires no additional funding.

#### **6. CONTEXT**

##### **6.1. Policy**

This matter is not a matter of significance in terms of the Council's Significance Policy.

##### **6.2. Legislation**

There are no legislative requirements associated with this decision.

##### **6.3. Community Outcomes**

The maintenance of Street, Reserve and Cemetery Trees contributes to the following outcome;

Public spaces and facilities are plentiful, accessible and high quality

**WAIMAKARIRI DISTRICT COUNCIL**

**REPORT**

**FILE NO and TRIM NO:** AQU-04-01 / 170704068742

**REPORT TO:** Community and Recreation Committee

**DATE OF MEETING:** 18 July 2017

**FROM:** Matthew Greenwood, Aquatic Facilities Manager

**SUBJECT:** Aquatic Facilities Update report

**SIGNED BY:**  
(for Reports to Council or Committees)

\_\_\_\_\_  
Department Manager

pp

  
\_\_\_\_\_  
Chief Executive

**1. SUMMARY**

- 1.1. The purpose of this report is to provide the Community and Recreation Committee with a summary of the Aquatic Facilities year to date performance against the units most significant Key Performance Indicators. This includes an updated summary of Aquatic Facilities budget results for the 2016/17 financial year.
- 1.2. In addition, this report also illustrates other key issues and activities at the Aquatic Facilities for the 2016/17 financial year including compliance with Water Quality Standards, customer feedback on term two Learn to Swim and an update on the programmed maintenance closure at Kaiapoi Aquatic Centre.

**2. RECOMMENDATION**

**THAT** the Community and Recreation Committee

- (a) **Receives** report No. 170601056455
- (b) **Notes** the Aquatic Facilities year to date achievement against key performance indicators including Water Quality and Customer Satisfaction

**3. ISSUES AND OPTIONS**

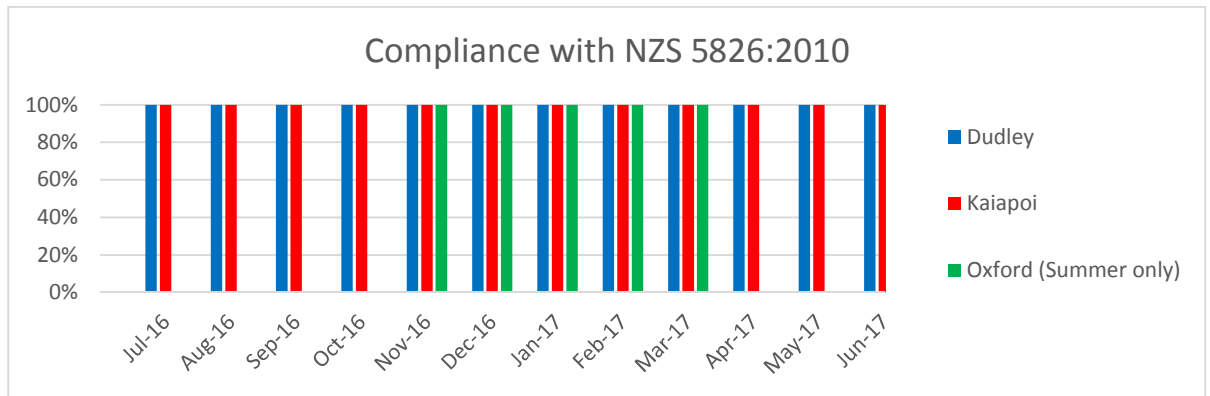
**3.1. 2016/17 Aquatic Facilities Attendances**

3.1.1 At the time of preparing this report the yearend figures were not yet available. Therefore the attendance figures for the 16/17 financial year will be covered in the September report.

**3.2. Aquatic Facilities Water Quality Update**

3.2.1 Water quality at the Aquatic Facilities is measured both internally throughout the day by staff and externally through monthly microbiological tests conducted by an independent lab.

The below table summarises the achievement of the required PoolSafe and New Zealand water quality standards by facility and month.



3.2.2 All testing at the Aquatic Facilities has met or exceeded New Zealand and PoolSafe standards for the year July to June.

### 3.3. Programmed maintenance closedown at Kaiapoi Aquatic Centre

3.3.1. A planned maintenance closure of the Kaiapoi Aquatic Centre will occur from 10<sup>th</sup> to the 23<sup>rd</sup> of July. The timing of this closure has been carefully considered so that it falls in what is traditionally a low use time for public swimming so as to cause minimal disruption

The majority of this work will be on the pumping, filtration and heating systems which under normal operation, work day and night so are unable to be taken offline during the course of normal business without causing unwanted disruption.

This will be the first closure at this facility since it reopened in August 2013 following extensive earthquake repairs to the roof and walls. Normally these closures are done as part of a 3 year cycle however this maintenance was delayed to lessen the impact on public as urgent works were required at Dudley Park Aquatic Centre.

## 4. COMMUNITY VIEWS

4.1. A Learn to Swim customer survey was run at the start of June, regarding the lessons for term 2 at both the Dudley Park and Kaiapoi Aquatic Centres. At Dudley Park, 148 people said that overall they were satisfied with the programme from the 148 responses. At Kaiapoi that number was 66 out of 75 responses with some of the reasons for the lower rating being the lack of spa facilities and the cost and length of lesson time. At both sites over 90% of the responses rated their tutor as good or excellent for their child's enjoyment and the content delivered in the lesson.

## 5. FINANCIAL IMPLICATIONS AND RISKS

5.1. The following table summarises the Aquatic Facilities operational financial position for the 2016/17 year to the end of May 2017.

Aquatic Facilities Budget Summary	YTD Actual \$'000	YTD Budget \$'000	Variance \$'000
Rates Funding	2,834	2,828	6
Operational Income	1,451	1,449	2



<b>Total Income</b>	<b>4,285</b>	<b>4,277</b>	<b>8</b>
Operation Expenses	2,732	2,725	(7)
Maintenance	228	314	86
Overheads	485	497	12
Internal Interest	467	468	1
Depreciation	471	431	(40)
<b>Total Expenditure</b>	<b>4,382</b>	<b>4,434</b>	<b>52</b>
<b>Total Pools Surplus (deficit)</b>	<b>(98)</b>	<b>(158)</b>	<b>(60)</b>

- 5.2. At the time of preparing this report the year-end figures were not yet available. Therefore the full picture of the 16/17 financial year will be covered in the September report. The operational expenditure illustrates expenditure is currently underspent due in part to maintenance closedown work at the Kaiapoi Aquatic Centre which was scheduled for April but has been delayed until July 2017.

When considering all income and expenditure, including rates funding the Aquatic Facilities are currently performing \$60,000 better than budget.

## 6. **CONTEXT**

- 6.1. The community's needs for health and social services are met.
- 6.2. The range of community and recreation facilities meets the changing needs of our community.

## WAIMAKARIRI DISTRICT COUNCIL

### REPORT

**FILE NO:** GOV-01-04 / CMS-09-02 / 170705069653  
**REPORT TO:** Community and Recreation Committee  
**DATE OF MEETING:** 18 July 2017  
**FROM:** Tessa Sturley, Community Team Manager  
**SUBJECT:** COMMUNITY TEAM UPDATE

**SIGNED BY:**  
 (for Reports to Council or  
 Committees)

\_\_\_\_\_  
 Department Manager

pp

  
 Chief Executive

#### 1. SUMMARY

The purpose of this report is to provide an update on key Community Team activities in May and June 2017.

##### Attachments:

- i. Minutes of the May Youth Council meeting (Trim # 170621063604)
- ii. Minutes of the June meeting of the Waimakariri Health Advisory Group (Trim # 170622064404)

#### 2. RECOMMENDATION

THAT the Community and Recreation Committee:

- (a) **Receives** report No 170705069653.
- (b) **Notes** that staff have applied to the July Lotteries funding round to \$63,627 to support the facilitation of suicide prevention and family violence initiatives

#### 3. ISSUES AND OPTIONS

##### 3.1. **ENGAGING key stakeholders to enhance Community Safety, Community Development and Youth Development**

###### 3.1.1. Accessibility Sector

Following a request for local input into the establishment of a Canterbury Accessibility Charter, we facilitated a link between the Earthquake Disability Leadership Group representative and Jill Waldron, our Access Group Chair. With Waimakariri District Council currently undertaking a review of the Waimakariri Disability Strategy, 2011, we also linked Lynley Beckingsale from the Policy and Strategy team into the discussions. It is anticipated that regional alignment will lead to an increase in opportunities to facilitate a more accessible District.

###### 3.1.2. Family Violence Regional Collaboration

The North Canterbury Family Violence Network, in collaboration with Aviva Youth Team and Together Hurunui, delivered a series of sessions with Cheviot Area School students following a request from agencies practicing in the Hurunui District, our Safe Community Project Facilitator has worked alongside the professionals and volunteers to support this event coming to fruition. While the Network has already established relationships with the High Schools in Waimakariri, this was a first in Hurunui. Feedback indicated the day was very successful and highlighted the need for this and other similar opportunities to be more easily accessible to rural communities; particular as they recover from the Kaikoura earthquakes. – Family Violence rates increased significantly in our own District, post-earthquake. Naturally, resourcing will need to be addressed

within those communities; however our expertise was valuable, in terms of sowing the seed for future opportunities in that District

### 3.1.3. Healthy (Greater) Christchurch – Interim Steering Group

The Community Team Manager sits on the Interim Regional Steering Group aimed at driving the Urban Development Strategy 'Health and Communities' priority area and associated implementation of the 'Resilient Greater Christchurch' strategy.

Other representation included Community and Public Health (CDHB), Christchurch City Council, Selwyn District Council and Ngai Tahu.

While the original plan was for this to be a Christchurch, Waimakariri, Selwyn collaboration, we have strongly advocated for the inclusion of Hurunui, as they move toward the long haul of addressing the issues presented by the Kaikoura earthquakes. – Particularly relevant, given that many Waimakariri-based providers also have Hurunui as part of their 'patch'.

Our representation on this 'Healthy Cities Steering Group' will provide further opportunity to collaborate toward better health and wellbeing service provision and resilient communities across the region. This will create a 'next level' to enhance, champion and support local networks like Social Services Waimakariri, Waimakariri Health Advisory Group and North Canterbury Family Violence Network. It will also facilitate an across-Council approach to Community Resilience, growing a strong, connected and prosperous future for our District.

The group met recently to review its draft Terms of Reference and Work Plan, identifying key priority areas. Discussion centred on:

- The potential role of the group in advocating for emergency housing for our vulnerable citizens. (Homeless, at risk youth, etc); including support for 'warmer homes' initiatives.
- Encouraging and facilitating increased use of social procurement to fill (local and central government) contracts, as a means to support social enterprise. Healthy Greater Christchurch are currently promoting the coming international Social Enterprise conference, in Christchurch in September. Staff plan to attend this aspect of the conference to get a better understanding of the model, and how we might apply it in Waimakariri.
- Advocacy in addressing gaps in family violence and suicide prevention.
- Support for community engagement around health and wellbeing initiatives.
- Facilitating central government support and linkages with respect to regional strategy review. E.g. Canterbury Accessibility Strategy

### 3.1.4. Rural Health Alliance (RHAANZ) 'Rural Fest' forum and planning day

The Community Team Manager attended the Rural Health Alliance seminar in Wellington, representing the Waimakariri District. She presented on behalf of local Community Safety, Social Service and Health provider networks on local alignment with the five priorities in the RHAANZ Rural Health Road Map. The objective of the day was for members to identify and prioritise challenges and barriers to achieving the 'Road Map' goal of growing healthy rural communities in Aotearoa New Zealand.

Another objective was that members would take home new "influencing" skills that could progress the aims of organisations supporting or providing health and wellbeing services in their communities. Federated Farmers and Saunders Unsworth (Government Relations Consultants) leaders led sessions about how to achieve better influence with Central Government elected members.

There is good political awareness of the Rural Health Map. Following the meeting, the RHAANZ chair and Chief Executive held a private meeting with Ministers Coleman and Guy today. Three key requests for government support were identified, as part of the collation of workshop content. These were presented to the Ministers at today's meeting. They are:

- Reinstating 'Rural – Proofing' guidelines
- Funding for the establishment of a system to allow rural providers to access relevant, quality data around health outcomes; including developing a 'proper definition' of 'Rural' communities.

- Support for the establishment of a virtual health hub for Rural Communities

#### 3.1.5. Volunteer Canterbury

In terms of the development of an on-line 'Volunteering Waimakariri' resource, a proposal has been prepared for presentation and discussion with Volunteer Canterbury. We are keen to develop this relationship as we feel that it is sensible to align with a well-recognised brand and adapt it to fit our unique Waimakariri community.

#### 3.1.6. North Canterbury Children's Teams

With the project now fully operational, the establishment group for the North Canterbury Children's Teams this week officially celebrated the completion of its role. We now have a strong local panel in place. Leanne Bayler, our Youth Development coordinator has recently been appointed as Chair of this group. Social Services Waimakariri will maintain a degree of oversight regarding local implementation.

#### 3.1.7. Te Rūnanga o Ngai Tuahuriri

Nicola Trollove, our Safe Community Facilitator today attended the Monthly 'Healthy Day at the Pa' at Tuahiwi Marae. We regularly attend this monthly wellbeing morning for local kuia. Nicola aims to promote opportunities to support local whanau in addressing issues like suicide, social disconnection and child safety.

#### 3.1.8. Canterbury Policing

Staff are of the are aware of the proposed restructure within the region and understand that some Community Boards have expressed their views to NZ Police.

### 3.2. **CONNECTING: Facilitating connection across the Community**

#### 3.2.1. Shared Services for Kaiapoi

With the works now approved, modifications to the Sewell St building are underway. We look forward to its completion and the resulting provision of easily accessible, shared social and community support services under one roof to support the Kaiapoi Community. It is expected that the facility will be operational in September.

#### 3.2.2. Networking fora

The Oxford Community Networking forum was attended by representatives from the police, community, education, health and social sectors. Key issues and opportunities discussed included:

- Better male advocacy service provision, locally
- Rural suicide
- Drug and Alcohol
- Family Violence
- Housing

These fora continue to serve as a means to gather locally relevant information to inform action related to key issues and to generate opportunities for collaboration.

#### 3.2.3. Volunteer Action Group: Encouraging Volunteering as a means to Connect into the Life of the Community

The Volunteer Action Group held its community update meeting, with good turnout and support from across the 'volunteer-using' sector. Partners have expressed interest in supporting the development of an on-line resource, but are have expressed interest in the potential for a 'person' to fill a face-to-face function. This could be a volunteer or externally funded 'in community' role, which could well lend itself to sitting in a community hub or other broadly used space in our communities.

Over 50% of the people who live in the Waimakariri volunteer in one way or another to support the wider community. The storytelling part of the Supporting the Volunteer Sector project has included snapshot stories in local papers and on social media and two short videos featuring volunteers from Idea Services (IHC), North Canterbury Netball, Riding for the Disabled, Big Brothers Big Sisters North Canterbury, You ME We US, Kaiapoi and Kaiapoi Community

Support. These have been posted on the Council website and social These tell some delightful stories. Follow this link to view one of the video stories:

<https://www.youtube.com/watch?v=gmMwblvjcfQ>

#### 3.2.4. TimeBank Waimakariri

The TimeBank Steering Group have recently secured a local service provider to umbrella the group. This will enable them to apply for funding when necessary. The TimeBank group are making steady progress each week and have decided to focus their efforts on three main areas of work:

- The development of policy and guidelines;
- A marketing and communication strategy
- Strategic planning and funding.

The group have played to their strengths with members volunteering to lead in each of these areas of work and this is a great way to best utilise their resources. Members are working on designing a locally branded 'Community Weaver' website. This is an online mechanism for TimeBank coordinators to support their membership, organize and highlight events, make announcements and provide alerts for the TimeBank community. It provides some great 'quick view' data to give coordinators and members an overview of the number and nature of 'TimeBank hours' banked across the community. This makes it a great evaluation tool!

The TimeBank Steering Group has worked closely with Lyttleton TimeBank and TimeBank Hurunui, whose model has been most successful; particularly in relation to the Learning Exchange aspect. TimeBank Waimakariri is a great example of local collaboration making community-led initiatives become a reality.

#### 3.2.5. Connecting Migrants into the Life of the Community

It has been great to see a number of our community partners keen to support migrant-led initiatives. Person to Person Help Trust are supporting one of their partners in holding a South American lunch, following on from the success of their recent Fijian Lunch. They are also supporting that person in getting some South American tilework art displayed and are working with our facilitator to plan and deliver a Multicultural event in Kaiapoi in the New Year.

#### 3.2.6. Links across the Community Safety sector:

Our Community Safety Facilitator is working to facilitate links that will increase provision of Community Safety initiatives across the District

##### a) Falls

- Working with *Age Concern* to reintroduce 'Home and Safety' workshops, coupled with Home Safety audits for older people.
- Partnering with *Sport Canterbury* to complete an audit of strength and balance activity providers in our area with a view to increasing access to these classes over the next three years.
- Assisting and supporting current *Strength and Balance providers* in our community and within rest homes – linking them to training opportunities and supporting them with finding venues

##### b) Suicide

- Developing AEIOU 'dealing with suicide risk' resources for Waimakariri area
- Identifying organisations that the WaiLife group could partner with to increase suicide prevention awareness and responsiveness across an organisation

##### c) Child Safety

- Working with *Plunket* to develop a child safety education initiative in early childhood centres, utilising ACC funding

- Exploring 'Active Families' initiatives utilising our green spaces. This will link nicely with Community Development's priority to connect residents across neighbourhoods.

### 3.2.7. Support for Connection across the social and health services

Staff continue to support the Social Services Waimakariri Network of 32 local agencies supporting the social and mental health of our communities. There was no quorum for the May meeting; however at the June meeting of Social Services Waimakariri:

- The Strategic Plan was adopted. - The Community Development Facilitator sits on the management committee for this group, and was involved in devising the plan.
- Representatives are working with Rose Henderson, Director of Allied Health with the Specialist Mental Health Service of the Canterbury District Health Board, regarding specialist mental health referral paths. With GP referrals currently required, some services are not getting good uptake, particularly in the Hurunui. Our understanding is that an arrangement has been brokered, whereby local agencies can refer clients themselves. This is still under development.
- With Deidre Ryan from Wellbeing North Canterbury Community Trust stepping down, Penny Taylor from Presbyterian Support has been nominated to take over the role of North Canterbury representative on the Canterbury Children's Team Local Governance Group. Leanne Byler, our Youth Development Facilitator, now chairs the Children's Team panel for North Canterbury.
- There was discussion around a letter from the GP nurse regarding referral paths for children and families presenting with stress and mental health issues resulted in a suggestion that Delwyn Harvey, North Canterbury Children's Team coordinator and Carol Glover from Pegasus Health make contact to discuss local links.

The Community Team Manager has written an endorsement for a Rata Foundation application to fund the salary of the Social Services Waimakariri Project Facilitator role. This role is most valuable in supporting local collaboration for better social outcomes for our residents.

## 3.3. **INFORMING the Community**

### 3.3.1. Suicide Prevention/Resilience

#### a) Youth Suicide in the Media

Through her networks, our Safe Community Facilitator was asked to address concerns expressed by local schools and parents around a recent upsurge in the number of social media sites, apps and even television programs that appear to be feeding a culture that glamourises suicide and self-harm. Our coordinator has prepared a targeted social media response to Mental Health Foundation advice regarding this issue.

Further to this, our Facilitator has linked the Waimakariri Youth Librarian with the regional CDHB Suicide Prevention Coordinator to start a process of communication around the messages young people receive through literature and social media; particularly in light of controversy around the popular '13 Reasons Why' Netflix series and book.

#### b) Promoting Wellbeing Initiatives

In terms of resilience-focussed initiatives, our Safe Community Facilitator is promoting the DHB's 'All Right' campaign wellbeing initiative - the "Habit Sticks project". This is aimed at building awareness and commitment to setting up regular habits that enhance mental, physical and emotional wellbeing. The initiative incorporates several interactive on-line tools to educate, inspire and support people to take better care of themselves.

### 3.3.2. Parenting Teenagers

74 local residents attended a presentation led by renowned Youth Development expert Dr Sue Bagshaw. Held in Kaiapoi 'OMG They're Teenagers Already' was an informative talk on '*what's normal and what's not and concerning signs to watch out for*' when managing the minefield of parenting re-teens and teenagers. The level of participant engagement and huge turnout indicate an appetite for more parent education around this, sometimes challenging phase of life.

### 3.3.3. Young People and Pornography

Safe Community staff facilitated a collaboration between the North Canterbury Family Violence Network and North Canterbury Youth Services Network to host a workshop on the effects of pornography on young people. Our facilitator secured guest speaker Diane Shannon from Community and Public Health (CDHB), who has specific expertise in sexual health and healthy sexuality. 30 people from the social, health and education sectors attended the workshop, held at Rangiora Town Hall. Evaluations show increasing concern about the issue. Interest has been raised in providing more education on this topic especially for parents. The North Canterbury Family Violence Network will look at ways to provide these opportunities.

### 3.3.4. Family Violence Education

#### a) 'Keeping up Appearances' Workshop

The Family Violence training 'Keeping Up Appearances' has produced several positive outcomes. Our Safe Community Facilitator was able to connect with over 60 hair and beauty providers including approximately 40 face-to-face conversations highlighting the role everyone can have in helping others affected by family violence. In addition, two Rangiora businesses have shown interest in hosting an in-house training session for staff.

Around 35 people from various sectors attended the 'Keeping Up Appearances' breakfast held in Oxford. The presentation focussed on how *anyone* can help make a difference for individuals experiencing family harm, adding to an overall societal behaviour and attitude change to improve the appalling NZ family violence statistics.

Supported by our Safe Community Facilitator, Oxford Community Trust and the North Canterbury Family Violence Network co-hosted the event. Police and Wellbeing North Canterbury Community Trust staff led the presentation. Oxford Community Trust's strong relationships across the community was vital to ensuring a strong attendance. The workshop was well received and a strong commitment expressed amongst participants to add value by raising the issue with colleagues, friends and family. A large number of resources were distributed.

#### b) Billboards

MSD funding has been utilised to develop a series of awareness-raising Family Violence billboards, which will be displayed in prominent places around the District. The aim is to contribute to building a culture where family violence can be 'outed' and where people know how they and others can get help. Each billboard has a key message:

- No-one should be scared of someone in their family
- Violence is not okay, ever
- Everyone has a right to feel safe in their own home
- Fighting at home affects children

Staff would like to thank James Ensor from Oxford Ohoka Community Board for kindly arranging suitable sites and erecting the new billboards on behalf of the Family Violence Network. Development of these messages involved considerable consultation with the 'It's Not OK' campaign team and the North Canterbury Family Violence Network members to reach consensus.

#### c) In-house Management Training

Our Safe Community Facilitator gave a presentation to Council's level two and three managers 'All Teams' meeting. The aim was to given managers a better understanding of the definition, contributing factors and potential supports available where staff are affected by Family Violence. This was well received. Managers have been given resources, including a link to the 'Good for Staff, Good for Business' booklet and the 'Supporting Staff Affected by Family Violence' guide: It's not OK resources

### 3.3.5. Migrants and Newcomers Community Education Working Group

The first Rangiora-based English Language Class started this week. Attendees included two Russian, one Serbian, one Chinese, one from the Philippines and one from India. It was good to see such broad cross-cultural representation. This is part of a planned suite of initiatives, made possible through our recent acquisition of MSD's Office of Ethnic Affairs Funding. The employee/employer education and ethnic cooking classes are other examples of initiatives, recently established with this funding. Partners include Newcomers' Network, Person-to-Person Help Trust, Baptist Church, Methodist Church, Canterbury Community College, Waimakariri Migrants and Newcomers Steering Group, Enterprise North Canterbury, Ngai Tahu Farms, Hellers and Satisfy Food Rescue.

The Ethnic Cooking Classes look to be a success, in line with research that the bringing together of people through food is a good way to facilitate cross cultural connection and understanding. Conversations unfolded easily across the two small groups. Community College staff members said, "If you could photograph atmosphere, you'd make millions!" The first group of seven came from a range of backgrounds including South African Filipino. Feedback from attendees was positive and some have invited friends to attend future sessions. If numbers grow past 10 (This week's number) the college plan to run a second class in the morning.

## 3.4. **EMPOWERING the community to identify and achieve its aspirations**

### 3.4.1. Residents Groups and Associations

Having worked with them over recent months on process and to fill specific roles on the committee, our Community Development Facilitator, is currently working with Woodend Residents Association on a strategy to increase their membership base.

Madeleine also attended the Pegasus Residents Association AGM and took the opportunity to meet with key members to identify good resources that we can make available to residents through their community hub, which is expected to open sometime over the next few weeks.

### 3.4.2. Young People

#### a) Youth Connect

Our Youth Development Facilitator, Waimakariri Youth Council and WaiYouth joined the 'Activate - Youth Connect' weekend workshop, facilitated by Youth Voice Canterbury. Around 130 young people from all around New Zealand attended this event aimed at growing young leaders.

Our young people attended workshops about the Treaty of Waitangi, Social Media Training, Event Planning and a range of other activities including flax weaving. We were honoured to have our Mayor David Ayers call in to welcome the wider group to Waimakariri and to spend some time with the local young people. Involvement in such regional fora is valuable in terms of Waimakariri Youth Development being recognised by funders and decision makers in the Youth sector.

#### b) Youth in Emergency Services

Graduates from the Youth in Emergency Services (YES) training camp gathered at Kaiapoi High Schools Cultural Centre Te Kōhiko to celebrate their graduation. This initiative was a regional collaboration between Civil Defence and Youth Development

One of the young men spoke to the group about his experience, he said *"Yes Camp hit me in the face and changed my life"* He spoke about making new friends from across the districts and gaining new skills.

Many of these young people have joined an emergency services organisation following the camp with Fire, NZRT12, Coastguard, etc. Rochelle Faimalo from Hurunui said after the recent earthquakes which impacted Hurunui she had calls from the YES young people asking her what they could do as they had been given OEC training at the camp.

#### c) Youth Council and WaiYouth Training

Emma Chivers, a Strength Network South Pacific accredited coach, led the first of two workshops for our newly appointed 2017 Youth Council crew. This focussed on team



building. Learning to understand each other's strengths and working together is important for the team as they get to know each other. Youth Council have a lot of work ahead of them; particularly with the pending update of the Youth Development strategy a key priority.

The second workshop involved Youth Council and WaiYouth. This 'Connecting for Action.' Workshop was aimed at affirming and reinforcing how we can best engage and get positive results from our meetings, ensuring that the voices of everyone present, are heard. This will be very important as the young people seek to hear the voice of youth in the community as they revise the Waimakariri Youth Strategy.

Councillors Dan Gordon and Wendy Doody, took part in discussions with the young people and were interested on finding ways to make it easier for the youth voice to be heard across Council.

#### d) Youth and Community Sector training in Positive Youth Development

Our Youth Development Coordinator is looking to promote and provide education about Positive Youth Development to local community leaders. We recently facilitated provision of this training for the North Canterbury Youth Service Network as a framework for working with our young people. Training facilitator, Sela Faletolu-Fasi is the Youth Development Champion for Wayne Francis Trust and is a dynamic and encouraging guest speaker.

#### 3.4.3. Migrants and Newcomers

A 'Cultural Competency' workshop was delivered to those whose job involves working with people from different cultures. Facilitated by the General Manager of Christchurch Resettlement Services, this was attended by representatives from Social Services Waimakariri, local Not for Profits, local businesses, Pegasus Residents Group and several Government departments.

Attendees worked on defining their own culture, becoming aware of their own cultural values, defining four elements of cultural competency and identify ways in which these elements can be applied in practice. The aim was that attendees would gain cultural self-awareness and therefore work more effectively in a multi-cultural environment.

A survey was conducted a week after the training to gauge the value of the programme and what take-home learnings had been or were like to be applied. Survey responses included:

#### **Q. What was most valuable or of most interest to you?**

*"Learning about various cultures, identifying my own behaviour when faced with cultural challenges."*

*"What was valuable to me was the insight from other businesses on their experiences and take on culture within modern workplaces."*

#### **Q. What have you done differently this week, or will you approach differently in future?**

*"It was important to discover what support is out there for businesses to help them with migrant workers and understanding what employers can do to help migrant workers in the future".*

*"We are striving to change the whole farm culture."*

*"Started a high level discussion about culture within our organisation and broken through what used to be a bit of a taboo subject as we have such a weakness and lack of understand in this area."*

#### **Q. What else would you like to know, or receive additional training on?**

*"Just on-going information as our community grows and how to deal with varying beliefs and cultures."*

*"Looking at future trends that I'm interested in and I know Hellers have talked about are:  
- attracting and engaging younger workers, in new modern workplaces. Many businesses*

*in the future may struggle with this element therefore I think it's' important to help businesses have a plan in place. - Mental health and all health – really important topic especially in this year's election. - Culture in the workplace, more in depth discussions on engagement around culture, not just for new migrant workers but for many diverse groups of people that make up workplaces and how businesses can continue a cultural approach. If you want any more ideas I'm happy to help."*

Feedback was unanimously positive, but with a suggestion that next time there should be two separate sessions – one for business and one for the social sector. This was useful in planning for subsequent sessions.

A second workshop will be held later this year for those unable to attend this month's session.

#### 3.4.4. People with Physical and Intellectual Impairments

Through her role in facilitating the Youth Services Network, our Youth Development had a recent conversation with Idea Services Youth Support representative, regarding the extent to which such young people suffer the effects of emotional and physical bullying because of their difference and apparent vulnerability. Resulting from that conversation, through her Council connections, she has arranged for a suitably qualified trainer to run a self-defence course for Idea Services 'Youth SPACE' - young people with intellectual disabilities.

Alongside this, we have linked Jill Waldron, Access Group Chairperson into the Disability Review steering group, which had previously been comprised exclusively of Council staff. The draft review will be presented to Council's July meeting.

#### 3.4.5. Suicide Prevention

##### a) WaiLife Suicide Prevention Steering Group

Our Coordinator supported the WaiLife Suicide Prevention in making a submission to the Ministry of Health regarding the current Draft National Suicide Strategy. Their intent was to advocate for a more proactive approach to addressing suicide.

The group has recently updated its annual work plan, recognising the enormity and vital importance of the task; given damning reports about New Zealand's suicide rates; particularly for young people. With our broad range of stakeholders, as well as good central government connections, Waimakariri is in a good position to be able to deliver well-evidenced community-led initiatives. One of the key priorities is community education and support; delivered initially through organisations employing large numbers of men and the youth support and education sectors; covering our highest risk demographics.

##### b) AEIOU of Suicide Prevention

Our Safe Community Facilitator is a participant in the Waitaha (Greater Christchurch) Suicide Prevention Action Group planning meetings for this year's Suicide Prevention Symposium. This will be held in September, with a rich line-up of speakers and a theme that centres on the AEIOU model, which provides a simple framework for those who know someone at risk of suicide and for those contemplating suicide. A simple local resource has been developed, as a small part of our updated Waimakariri Suicide Prevention Action Plan (2017/18).

## 4. COMMUNITY VIEWS

- 4.1 As detailed in 3.1, above, in line with Community Development practice, a wide range of Community Stakeholders continue to be engaged in the work of the Community Team

## 5. FINANCIAL IMPLICATIONS AND RISKS:

- 5.1 There are no financial implications related to the content of this report

## 6. **CONTEXT**

### 6.1 **Policy**

This is not a matter of significance in terms of the Council's Significance and Engagement Policy.

### 6.2 **Legislation**

Local Government Act 2002

### 6.3 **Community Outcomes.**

The work of the Community Team aligns with the following Council Community Outcomes:

- *There is a safe environment for all*
- *There are wider ranging opportunities for people to contribute to the decision making by local, regional and national organisations that affects our District.*
- *People are friendly and caring, creating a strong sense of community in our district.*
- *People have wider ranging opportunities for learning and being informed.*

Tessa Sturley  
COMMUNITY TEAM MANAGER

**Minutes of Youth Council (YC) Meeting  
Held in the Committee Rooms, Rangiora Service Centre, WDC,  
High Street, Rangiora at 7pm Tuesday 23 May 2017**

**Present:**

Leanne Bayler (WDC), David Ayers (WDC Mayor), Dan Gordon (WDC Councillor), Thomas Robson (Co-Chair), Andrew Besuyen (Co-Chair), Emma Collins, Katie Lange, Ella Paterson, Caitlin Tipping, Jacob Harford, Aurora Melville, Brad Foster, Arabella Jarman, Serena Psychers (Note taker)

**Apologies:** Stella Graydon

**Welcome:**

Andrew opened the meeting at 6:51pm and welcomed the new members of Youth Council.

**Confirmation of minutes from previous meeting**

Andrew moved the previous minutes and Emma Collins seconded them.

**Reports for Discussion – WDC Councillors**

David

- Draft District Development Strategy should be out next month for further comment. Directions that the District should take in the next 30 odd years: how the town should grow, rural areas, subdividing lifestyle blocks, transport and water quality. Strategies and targets we have to meet, water quality and urban growth. All submissions on Annual Plan budget for the next 12 months starting 1<sup>st</sup> July, meeting next week to make decisions, sign off in sometime in June 2017. Likes to keep up-to-date with State Highway 1, Salt Water Creek through to Belfast.

Thomas

- Advised that the biggest thing that he keeps hearing on the District Development Strategy are 4 acre blocks and rural land use.

Dan

- Advised the Council have been having a reasonable degree of discussion around those too.
- Upcoming will have opportunities for drop off sessions particularly in rural areas if residents have concerns they can express. Report will be coming to Council 6 June 2017 is meeting, will be out later in the month for around a month with hearing process of councillors, important to keep an eye on this quarries and other matters have been of concern.
- David and Dan have been involved with a number of meetings regarding the Plastic Factory on Easterbrook Road. Lots of business in Waimakariri now post-earthquake, a lot shifted to the rural zone, strong views on quarries and plastic factory.

Discussion on cycle ways

- Cycle ways contract has not been given, David not sure if the design work has not been completed yet, thinks they are scheduled to start in summer. Kaiapoi/Rangiora will be mainly off road. Woodend Rangiora will be on the south side of road verge, will be built next summer.
- Rangiora/Kaiapoi will be known as Passchendaele memorial walkway or cycleway (100<sup>th</sup> anniversary of the battle) Waimakariri has a twin relationship with an area in Belgium where Passchendaele is. David is going to Passchendaele in October. Have not named the other one cycleway yet, the Community board will name it.

- No plan anymore for a Cycleway on old Waimakariri bridge, the new Northern Corridor heading straight into town will have cycleway as part of it, QE2 drive till goes up over the Main North Road/Chaney's, thinking is to continue to motorway and clip on to Motorway Bridge.

#### **Youth Connect – All those who attended**

- WaiYouth and YC were together as a group for a workshop, 2 workshops: Code of Ethics and the Treaty.
- Fluro party was fun, the party was in Papanui.
- Next day Hurunui YC did an exercise, woke up everyone at 7:30am with pots and pans.
- Speakers on the second day Refugee presentation, lots of information.
- Workshops Social Networking workshop lecturer from Canterbury University. Social Media Marketing technique, he was good and gave lots of information.
- Events 101 – how to structure events, learning how to do roles, how to run the event.
- Andrew asked if everyone had filled out the evaluation forms, if you haven't please do.

#### **Team building weekend in Hanmer**

Previously decided 13 May 2017, unfortunately this was the same day as Youth Connect. Wanted to wait till the new members were here before picking another date.

- Andrew likes overnight, chill and get to know other people. A lot more relaxed than Youth Connect.
- In past gone to Hanmer, worked on Terms or Reference and went to dinner.
- Brad keen to do either, is busy in the next couple of months, needs plenty of notice for date.
- Andrew was thinking around September.
- Suggested end of winter August would be good.
- YC members leaned more towards overnight team building weekend, or didn't mind.
- We're going to spend some time catching up with Hurunui YC for a couple hours networking with them.

**Action: Leanne send the notes of the previous brainstorm and send to YC members.**

**Action: YC members Feedback to Leanne about Team Building weekend and she will send out.**

#### **Strengths finder**

Discussion on how we found Strengths finder.

- Good to find out everybody's strengths, see what the group has as a whole in common, as a group what our strong points and weakness are.
- Enjoyed looking at how much we have in common and learning about my strengths as well, I found some that I didn't know and some I didn't realise that was my complete strength.
- Andrew surprised as we went around certain people had certain strengths, others had similar to his strengths and could really relate to them.
- Jacob said helps you to understand how other YC members, helping to understand how they think in a way and everyone's personality is different and how it ties in with them.
- Thomas amazed how accurate the strengths were.
- David had a lot of neutrals, value in learning how others operate and them being aware of that in there group.
- Leanne said sometimes don't know you have it because those things are really easy for you and therefore you minimise them.

#### **Ed Sard – Greenspace Community Assets Officer**

Ed helps to look after, supervise the parks and reserves in Waimakariri.

- Opportunity in the next 10 years through the LTP to gauge a feeling with the community how our parks and reserves develop in the next 10 years.
- Really interested in any ideas from a youth point of view if there is anything you would like to see with the parks and reserves moving on in the next 10 years.
- Thoughts or submissions as soon as possible, will be public consultations.
- Recreational or simple things like BBQ's or shelters. Anything for youth, ranging from not just play grounds all the way up, Ed thinks there is a void for young people. Really important to hear your voices to feedback into the councillors and senior managers.
- Think outside the box and be bold. Have a think about ideas and get back to Ed
- Ed will present the ideas, where it has come from, indication of cost (fine if you don't know cost), Ed can prioritise things let him know if it is a high, moderate or low priority, can make it year 1 through to year 10.
- Leanne asked could this be done with our social media through to our youth networks, YC asking the question to their followers? Trying to capture their voice, Andrew advised that it could be done this way. As YC we should come up with ideas Andrew uses recreation areas, is keen to get involved in this.
- Parklife: Ed needs to do 2 concept plans for a couple of parks, basketball area looking a bit dated, or opportunities to modernise areas or utilising existing assets, revamping them.
- BMX scooter and skate board pump track, has been suggested. They can be locked together and move to different locations, pumps are usually lit at night.

Discussion on lack of lighting in parks and reserves, Ed advised that this is a good observation and Parklife acknowledged this too. Historically Waimakariri parks and reserves are quite dark. To increase people to use the areas and for safety it is a great opportunity to get lighting, could have solar lighting.

David advised some of the reasons why parks are not lit at night are neighbours, this is a reassurance to neighbours to discourage night time use. Discussion of discouraging of proper use, it is then encouraging antisocial behaviours in unlit areas. Ed can pick priority areas, to reduce impact on neighbours. Oxford Skate Park is not next to houses.

Leanne said there is no youth park or youth space, a number of young people catch a bus at the Margaret Mahy Park in Christchurch and hangout there. No real youth area for youth congregation away from houses like Margaret Mahy Park at night a lot go there, keeping out of trouble there. Ed advised that Waimakariri does have the space for this.

Gap fillers in Christchurch city centre they have very cool ideas eg: stage, which is a dance floor and speakers out \$2 in washing machine and plug your phone in for an hour of music. Not just used by youth, mother groups for Zumba in mornings, really utilised. Can be relocated and moved to another area. They have tables to charge cell phones and free wifi.

Would be great to have a youth friendly park to be able to hold pop up events. In the Youth Development Strategy youth say that the parks haven't been utilised enough and not many events.

Clear gap between children, toddlers play areas and youth of Waimakariri.  
Andrew suggested opportunity to do a first in New Zealand to have a playground for teenagers.

Dan advised engagement with young people about Pearson Park, young people involved with Oxford Community Trust helped design this, directly designed with youth up there, has a stage. Thomas said this would be a great opportunity to put in the \$2 washing machine idea to utilise the area and make it interesting. Could use the stage area for movies in the park, if there are speakers.

Discussion on the differences between the Long Term Plan and The District Plan.

**Action: Come together as a separate group to brainstorm ideas between now and the next meeting.**

**Action: Leanne email YC members the email from Ed Sard and Ed will feedback to his managers.**

### **Ian Thurlow**

He has done a lot of good work for Oxford Community Trust, he is prepared to do a training session for YC. Learning to speak within a meeting, learn to listen. Great opportunity with the new members of YC to gain skills, team building and should work really well before the consultation of Youth Development Strategy, couple hours of training. Thomas and Andrew are keen for this.

**Action: Leanne email the concept and progress this.**

### **Mathew Salmons - Thomas**

Thomas, Andrew and Leanne received an email from Mathew Salmons from the Northern Outlook. Mathew would like to do an article talking about new members, some of our goals and what we think are issues for young people in the area.

- Jacob suggested everyone new writes a paragraph of themselves and introducing them, who they are and where they come from.
- Brad asked group goals, these have not established yet.
- Should write about the YDS, wanting to do a review this year.
- Andrew suggested everyone write a short paragraph of what our vision is for our YC, merge into a cohesive idea of where we are headed. This might be hard for the new members.
- Leanne suggested is it an opportunity to introduce who we are as an YC, this is who we are, where we are from and what we are passionate about in terms of YC. With a call to young people if you want to talk about issues, you can contact us. Gives opportunity for people to know who you are and what you are interested in, introducing you to the community.
- Next part could be team build brainstorm, what we are going to do, how we will do it.
- Andrew suggested 2 part piece, what we are and then where we are going.
- Good idea to find out how Mathew wants to do this via email.
- Leanne can get help from the communication staff to draft something up, in some sort of format.
- Each of you have something different to bring. Really nice for other people to hear why you are her.

**Action: Thomas discuss further with Mathew, get back to YC and make a plan from there.**

### **Public meeting Matt Doocey**

Thomas was at a public meeting with Matt Doocey last Tuesday night discussing a few ways to get more interaction with young people, general election coming up in September.

- One of the ideas were a youth candidates evening aimed for young people, open questions to candidates and invite young people from all schools.
- Matt thinks there will be about 6 candidates this year.
- Present our issues to them and see what their ideas are.
- Any age would be best, capture future voters, needing to arrange with plenty of time.
- Needing to time keep when candidates speaking.
- Plan, arrange invitations to candidates, venue, publicise, questions up sleeve to get started, decide what format will be. Town Hall could be the venue.
- Today is 4 months out from elections, early voting starts on 11<sup>th</sup> September. Recommends in August sometime. They are predicting advance voting will be as much as 50 % will vote before the Election Day.

Subgroup: Brad, Thomas, Andrew, Emma, Arabella will make a Facebook Chat to sort out when to meet in a couple of weeks at Coffee Culture and Andrew will take minutes for this subgroup.

### **Peter Allen**

Has resigned from YC, he has been involved from the very start. He has been incredibly supportive and really helpful, real loss to YC. Peter still wants to be involved and will check in from time to time, but he wanted to step this to Wendy Doodey and Dan Gordon whoever the committee decide. Discussion over gift, Ashley Rakahuri or mountains, often mountain bikes and walks up there.

**Action: Rory will do a painting, let Leanne know what you need and funding.**

**Action: Andrew buy a big card and keep the receipt.**

### **New Zealand Community Board (CB) Conference**

Thomas went to the Community Board Conference.

- Really interesting workshop about Engaging with Youth
- YC's were talked about and how they operate, most other YC are just representatives from School Councils. Everyone was interested in our YC is individuals putting their names forward and being selected, not just because of what school they go to.
- A few other Community Boards have youth scholarships for young people for academic activities or culture activities, sporting, international, local, for anyone age 12-24 with the condition on doing a presentation to the Community Board and school when finished their activity.
- Most had 2 scholarships a year \$250-\$500 really good way to connect young people to community boards with younger people.
- Hard for Community Boards to interact with young people. YC in conjunction with CB, side by side. Good publicity for both groups.
- YC ran a scholarship in the past, only went to Rangiora though. Thomas would want it to be for people that live in the area, could go to another school.
- Leanne loves the idea of working with the Community Board because it connects the YC with the Community Board in a relevant way, asked how this would work.
- David gave an example of Rotary has a scholarship every year that is awarded to someone coming out of school heading to tertiary, they advertise and people apply, group from the Rotary club makes a selection. This award has been going for 10 years.
- Could write to all 4 Community Boards and make a suggestion.
- Advised that could be a barrier, they tend to help groups than individuals. Needing to write criteria around the scholarship and how much money it would be.
- CB are independent of each other boards, different criteria.
- Rangiora Ashley CB has 4 members on Rotary Club of Rangiora. Kaiapoi Tuahiwi CB has a member in Rotary Club of Rangiora. Thomas is a member of Ohoka Oxford CB.
- YC doesn't have funding allocated from WDC to run YC. Would be applying for funding for different projects. So far we have had \$10,000 from Ministry of Youth Development, this has to cover training and anything that we do. Leanne wouldn't want to commit to something if it is not sustainable to commit to. Thomas advised could apply for LTP, commit to it for a certain amount of years. May not receive outside funding the next year.
- Talk to the CB and try to get them to commit for a certain amount of years.
- Dan advised there is a panel that makes decisions for grants from Rotary, suggested YC member could sit on this to trial this while waiting for funding to come in. Dan would be happy to raise this if you're interested in trialling this.
- Thomas thinks there is a gap with Community Boards and people who don't know people in Community Boards.
- Might take a year to populate the idea, requires boards to budget, and gives Boards the opportunity for publicity.



- Community Board members wanted more discussion with us. Liaison with YC, asking for our opinion and find out what's going on.
- Community Boards have opportunity to come back to say what they would like to see as well.
- Every 3 months (3 or 4 times a year) there is an All Boards meeting, tells you what is going on in the District. As an YC member found it useful, some stuff is quite high level. Dan suggested could pitch this to an All Boards meeting. Councillors are happy YC members attend this meeting.

**Action: Thomas will bring this up at the next Oxford Ohoka Community Board meeting.**

Meeting closed at 8:10pm next meeting on Tuesday 27 June 2017 in the Rakahuri Room, at the Rangiora Service Centre.

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Chair

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Date

**MINUTES OF A MEETING OF THE WAIMAKARIRI HEALTH ADVISORY GROUP HELD AT RAKAHURI ROOM, WAIMAKARIRI DISTRICT COUNCIL, 215 HIGH STREET, RANGIORA**

**Held at 5.30pm on Tuesday 6 June 2017**

**PRESENT**

Madeleine Burdon (WDC), Peter Allen (Acting Chair), Philip Redmond (Community Board), Jill Waldron (Disability Advocate), Carol Glover (Pegasus Health), Catherine Dowle (Children's Health PHN), Amanda Torkington (Gp Rep), Andrea Allen (Community Board), Mary Connors (Health Provider Representative), Serena Peychers (Note taker)

**APOLOGIES**

John Buckingham, Sarah Saunders, Suzanne Salton, Vicki Lucas, Wendy Doody

**IN ATTENDANCE**

Nicola Trolove

**WELCOME**

Peter Allen as acting Chair opened the meeting at 5:35pm and welcomed the present Whag members and Nicola Trolove.

Item#	
1.	<p><b><u>CONFIRMATION OF MINUTES TUESDAY 2 MAY 2017</u></b></p> <p><b>Moved:</b> Catherine Dowle</p> <p><b>Seconded:</b> Jill Waldron</p>
2.	<p><b><u>MATTERS ARISING FROM PREVIOUS MINUTES</u></b></p> <p><b>Letter to Council re toilets – Jill</b></p> <p>Jill wrote a letter about "<u>Changing Places</u>" (a different model of public toilets for people with complex disabilities – ie may also have showers change table etc;) Peter Allen sent on to Veronica Spittal who is a Council staff member doing policy for public toilets. Veronica thanked Jill for this.</p> <p><b>Gaps in Representation on WHAG – Madeleine</b></p> <p><u>Re Mental Health:</u> Had emailed Bill on 26<sup>th</sup> April asking if Jennie, could take the representation of Mental Health - she is the Chair of SSW Mental Health and Wellbeing Focus Group, No response back yet.</p> <p><u>Re Practice Nurse:</u></p> <p>Sarah Saunders did get back to Madeleine who sent her a copy of the letter that was sent out to the GP Practises, asking for if anyone was interested in representing in terms of practise nurses. Might also want to ask Pegasus practises. <b>Action:</b> Madeleine to send Carol letter to approach them.</p> <p><u>Re Youth Health:</u> unresolved, the Youth Development Coordinator is not the right</p>

representative as not part of their role, needs to be working in a health capacity with youth. Have had Chantelle from RHS. Kaiapoi HS have a nurse too. **Action:** Madeleine to contact principals, some criteria are in the TOR for this.

Peter said as an alternative if school nurses are not available, a counsellor (mental health issues and so on) Jocelyn used to be a RTLB in Kaiapoi, and she is good. Would be good to get someone from Kaiapoi to broaden the area.

Madeleine to follow this up to high schools, look at counsellors and try Kaiapoi HS as first step. Oxford was suggested, the challenge is Madeleine did not hear back from the person that took up the role after he worked for Presbyterian Support. Have struggled with Oxford because of the distance.

New Life principal that used to be in Kaiapoi is on SSW, he is very good as a principal's rep.

Maori Health representative: Need to be appointed by Runanga who may want another way they would like input into what we are doing

Madeleine has asked before that Maori health reports that go into the CDHB, could be tabled also at WHAG. Has had no response. There are some key organisations ie Te Puawaitanga Ki Otautahi Trust. Alison Bourne is the general manager, she has been to Social Services Waimakariri a few times. Agency is based in town with about 100 clients out here.

Madeleine could send a request to Runanga again for a representative and also talk to Simon Markham although when Madeleine had asked Claire (Chairperson for the Runanga) re having Maori Health concerns raised at Whag, she said they were happy for us to keep sending information to them, plus work through Healthy day at the Pa (monthly on Fridays). The Community Team try to maintain a presence there

GP Rep: Amanda Torkington advised that she is resigning from WHAG but is hopeful to re-join down the track; she has put out the feelers for another GP but nothing as yet. **Action:** Liaise with both PHO people to start locating a representative. Amanda will discuss with Carol Glover and talk to Bill.

### **Resilient Children Workshop – Sarah/Bill**

Sarah nor Bill here and Sarah was looking into options for this to come to Waimakariri. Andrea reported back to the Community Board and that they will find out more about this.

### **Bottlo at Pegasus - Peter**

Peter had signed the off licence and they are waiting for a Council building consent, had to get their compliance certificate to be signed off before opening, still work in progress. Have to meet all the requirements for modifications of the shop retail area to satisfy the off licence requirements e.g. cctv cameras, security grills, signage, lighting external and internal, positioning of the retail areas (single shot drinks) etc. Andrea advised that there was 1 objection

The Local Area Alcohol Policy is up for review in terms of off-licence conditions that the district might want to put in place for consideration with granting off licence; have a number of them for on licences, off weren't really specified. Under review in the latter half of this year through to next year, need to do public consultation, WHAG should make a submission.

Had feedback from Kaiapoi Board member ie knowing that the application has been

	<p>lodged. Madeleine advised the Environment Team will email her when an application has been lodged (and Wendy Howe who has the alcohol and family violence portfolio) as soon as they come into Council.</p> <p>Each Community Board is now notified if a licensee applicant puts in an application, they are also in the paper too. Karyn Ward send an email out as soon as she receives them. <b>Action</b> Madeleine to check with Karyn Ward as timing important re any objections being lodged. Community Boards need to have to a process to decide whether this is something that needs attention, for Community Board members to make an objection before the objection period closes.</p> <p>Wendy Howe gave Madeleine a document that was circulated with examples of objections, plus there is a pamphlet on objections. <b>Action:</b> Madeleine to ask Karyn Ward to circulate both.</p> <p>Woodend Sefton now has Ravenswood, someone will want to have another source of alcohol other than a supermarket which will have an off licence.</p>	
	<b>Action/s</b>	<b>Who?</b>
	<p>Give Carol a copy of the letter for a GP Representative.</p> <p>Approach Pegasus Practises regarding GP Representative.</p> <p>Follow up on Youth representation on WHAG, look at Kaiapoi HS first.</p> <p>Talk to Simon Markham about Maori Health Representative.</p> <p>Discuss locating a new GP Rep with Carol and Bill.</p> <p>Follow up Resilient Children Workshop.</p> <p>Check with Karyn Ward about application emails to Community Board.</p> <p>Ask Karyn Ward to circulate objection documents</p>	<p>Madeleine</p> <p>Carol</p> <p>Madeleine</p> <p>Madeleine</p> <p>Amanda</p> <p>Sarah</p> <p>Madeleine</p> <p>Madeleine</p>
<b>3.</b>	<p><b><u>MEMBER UPDATES</u></b></p> <p><b>Child Health - Catherine</b></p> <p>Seminars/workshops coming up:</p> <p>“Omg they’re teenagers already!” Wednesday 21 June 2017 6:30pm-8:30pm at Kaiapoi High School Cultural Centre Te Kōhiko. Dr Sue Bradshaw is presenting this.</p> <p>“Young People and Pornography” Workshop on Thursday 22 June 9:30am-11:30am at Rangiora Town Hall Function room.</p> <p>MHERC “Understanding &amp; Managing Children’s Anxiety”, free workshop in Cheviot Monday 26 June 4:00pm-6:00pm and Rotherham Monday 3 July 6:15pm-8:15pm. Catherine Gallagher facilitating both workshops. These have been circulated to the schools.</p> <p>Otherwise business as usual.</p> <p><b>Disability Update - Jill</b></p> <p>Thinks that the Salvation Army ramp has come to an end as they have again stated in writing that they will not have a ramp into their shop. Jill has sent other letters to them, last letter quoted the Disability Strategy, Waimakariri Strategy and Convention Rights of Disabled People. However the SA will still not do this and sees what they</p>	

are doing as illegal because they are not complying with the legislation.

Peter talked to the Men's Group about access issues, Peter will contact the new SA person in charge Nigel De Maine. Suggests we write a letter from WHAG. Paul Jones happy to help negotiate an acceptable solution. Would help them having a ramp with moving large items inside instead of walking up steps – however S A have said a ramp will pose a risk for people moving furniture in and out; Jill and Catherine disagree with this. It is easier to put a large item on a semi and push it down a ramp than carry down steps.

The other challenge will be moving around inside the store as it is very compact.

Jill Waldron moves WHAG sends a letter to the Salvation Army supporting the installation of a ramp so all people in the community can have access. Andrea Allen seconds this this motion. **CARRIED**

Jill has been asked to be the specialist consultant on the Disability Strategy Review for the Waimakariri District Council. Peter congratulated Jill on this.

### **GPs – Amanda**

Nothing to report.

### **Physiotherapy –Mary**

The model is now doing triage for people presenting with ED with low back pain. They did one with shoulder presentation in order to reduce the number of people seeing specialists. Now also doing similar to that for low back; the options will come back into the community under 2 models of care: physio/osteopath or chiropractor for management of low back pain and for them to refer to a multidisciplinary team which report by distance will review all of the case and make a recommendations back. Shoulder was funded for the patient for 4 treatments, the low back is not funded. Cost will still be to the individual.

This month's left to run the Mobility Action Plan for the osteo arthritic hips and knees in the mild to moderate. Up to 24 for the district so far, thought there was more for this district, disappointing sure there is more than that number. Tried different avenues, pharmacy has been a good referral, GP letter drops, and patients themselves who know of individuals and spread the word.

Is monitored through to 18 months, but not sure what will happen in the interim whether they will do some interim funding to carry it on. Have had a couple people who have had quite dramatic changes, early help can bring about change for them. They may pick what seems to have been the better model. Run on similar vain to the respiratory class. 1x per week at 2pm on Fridays at the Polytech.

### **Pegasus Health PHO – Carol**

Had the 2<sup>nd</sup> meeting with Dr Laura Martin, Planning and Funding, Rural Canterbury PHO and Dr Miller from Oxford to get together and talk about how they can support each other better especially at prime and after hours, which is financially unsustainable for long term.

Unfortunately Ann Martin from Planning and Funding who was working on this has resigned. We will try and keep this alive, gone to Shona at CCN and asked her continue with this, think that it needs to come from neutral group. Ann had sent decisions or options to Carolyn Gullery after our discussions, we were disappointed

that we have not had this shared with us and we do not want a model imposed on willing GP's in the community ie to be told that this is how it will be. Shona has this letter, has been forwarded to CCN but still not to the people who attended the 2 meetings with the ideas. Meeting with Shona tomorrow at 10am, will request that it is sent to all of the attendees. Greg Hamilton from Planning and Funding will be replacing Ann Martin.

Carol is part of the Oxford and surrounds working groups. Has run 2 workshops looking at model of care in the whole community, where are the gaps in community; are a lot of things offered in Rangiora that are not offered in Oxford; is transport issue to access things.

Been good feedback, and been able to present back papers ie "this is what you haven't got, this is what you need to do, what you would like" in order to put a case to Planning and Funding; also to have a look at what funding is being put into the community and how it could be better used or what is really lacking and see what solutions can be found. Will be a few months before the next steps are made.

Currently the Canterbury Clinical Network and CDHB are putting lots of attention on rural issues. They are in the Hurunui trying to find a solution to issues there

Carol has been asked by Shona Urquhart Bevan of CCN to join her when she visits Selwyn Pegasus PHO practices in the coming weeks with a view to CCN commencing work similar to what is taking place currently in Oxford. CCN to be cautious that suggestions made by practices with regards to possible gaps in existing services may not always be deliverable.

### **Community Board Reps. –Philip, Andrea**

Kaiapoi Tuahiwi: Philip – Bus services have changed Pegasus and Kaiapoi in particular Community Board has received deputation from people unhappy with the changes, restricting or imposing long travel times between Kaiapoi and Rangiora. The Red bus from Pegasus and Blue bus, southern end of Kaiapoi/Silverstream has an improved service but for most people north end seem to have a lesser level of service. Kaiapoi Tuahiwi Community Board has asked staff to give a report, think they are talking with ECAN. These changes were a long time coming ECAN said they were improving the bus services, but within a week have received a lot of unhappy feedback about this. No WINZ office in Kaiapoi anymore. Peter noted that Rangiora has discussed the same thing with ECAN but in reverse, to a degree it is better

Size of big busses is under investigation, they run half busses from Lyttleton through to the city, already trying this in some places. Northwood have smaller busses. But the Blue bus travelling here might only have 1 or 2 people on board and there is no bus service from Woodend to Rangiora and hasn't been for some time. .

Woodend Sefton: Andrea – North Canterbury Neighbourhood Support raised concerns about people working in town, not having time to get to know neighbours so trying to encourage this. Pegasus have noticed that any public meetings we have only a certain age group attend.

Are encouraging families to connect, and having a family fun day on Saturday 9 July at Pegasus School, trying to connect with them and bring them on board – also to show that Neighbourhood Support is not only for older people. Andrea invited Nicola Trolove to attend the day if she wants a presence for child safety there.

### **RCPHO Board – Peter**

Nothing from Peter tonight.

## **Social Services Waimakariri/Community Development - Madeleine**

### **Community Development Advisor/SSW report to WHAG June 2017**

#### **Action Points April/May**

- Waiting to hear back from my email to Bill and Jennie re his okay for Jennie Grieg to take up the role of MH sector rep on WHAG/provide a report –
- Will wait till Sarah is back for follow up with Nurse practitioners
- Annie Crow at the CDHB has sent the DSAC TOR for external members

#### **Timebank and Volunteering -**

The TimeBank Working group continue to meet fortnightly, and they have found an umbrella agency for funding.

The volunteer Action team have organised an event Wednesday 7<sup>th</sup> June from 5,30pm at the Rangiora Town Hall (upstairs). This team want to share their action plan with the wider volunteer sector in the Waimakariri. (Contact Karen Lindsay-Lees for more information)

#### **Migrants and newcomers -**

The conversational English classes are continuing in Rangiora beyond the original 6 week timeframe, and are popular with participants;

the cooking classes (which have been a collaborative project) are also going strong based at the NC Community College, a diverse range of participant and the focus is on healthy eating;

The free cultural competency training attracted 18 participants from community and business- it will be repeated again in October so health professionals would be welcome.

There is interest in participating in the Winter festival planned for July as a chance to showcase cultural diversity and promote the wellbeing campaign “I’ve got your back”. (Contact Denise Wiggins for more information)

#### **Affordable Housing:**

We are awaiting more information about potential changes to policy on WDC’s social housing portfolio which includes the 7 family homes funded via an application to the then Canterbury Community Trust by Social Services Waimakariri in 2007. The intention behind these homes was a leg-up for families trying to save for a mortgage for their own homes.

#### **Community House – (for Rangiora) working party**

There has not been much progress on this to date but that may be due to a review of current usage of existing Council facilities. Other Council staff are involved with this

A reminder for groups/health professionals who aren’t aware of all the agencies providing services here for Families with Children. Term 2 of the flyer “Waimakariri Parenting Support and Information for Families” has been updated by SSW in early May.

There is a “Middle Years Toolbox Parenting Course (for ages 6-12 years) starting Mondays from June 19<sup>th</sup>, from 7.30pm – 9.30pm in Rangiora (venue to be confirmed) **\$75.00 pp or \$110 per couple. Need a subsidy? Just ask**”. (It missed Chatter but I can circulate flyer)

**Social Services Waimakariri** (via Beccie Bithray)

	<p>Top issues for the district in May 2017 via reporting at network meetings</p> <ul style="list-style-type: none"> <li>• Shortage of affordable housing – stories about people living by the river, under the Ashley Bridge and in cars (NB <i>this has been on top for months now</i>).</li> <li>• A number of agencies still stating the numbers are growing for younger children suffering from anxiety &amp; unmanageable behaviour and questions as to whether this is coming from the parent's anxiety! Questions being asked are: "Who looks after this age group? Do they receive individual help or is it as a family? So how do we instigate assistance for the parents?"</li> </ul> <p>Tabled Media article from The Press, Thursday 11 May 2017 – "Children wait up to 6 months for help". Madeleine Burdon, Community Development Advisor (31/5/17)</p> <p>In reference to the above report and press cutting: Anxiety and behavioural issues for Children -the CDHB do offer that service in Kaiapoi – Whakatata House PHM Clinic in Williams Street. With the restructure, Whakatata house clients are being distributed to other teams. CAF North have a team that works in conjunction with Rangiora.</p> <p><b>Council update – Tessa Sturley</b></p> <p>Tessa attended the Rural Health Alliance seminar in Wellington, representing the Waimakariri District. Tessa spoke on behalf of local Community Safety, Social Service and Health provider networks on local alignment with the five priorities in the RHAANZ Rural Health Road Map. The objective of the day was for members to identify and prioritise challenges and barriers to achieving the 'Road Map' goal of growing healthy rural communities in Aotearoa New Zealand.</p> <p>Another objective was that members would take home new "influencing" skills that could progress the aims of organisations supporting or providing health and wellbeing services in their communities. Federated Farmers and Saunders Unsworth (Government Relations Consultants) leaders led sessions about how to achieve better influence with Central Government elected members.</p> <p>There is good political awareness of the Rural Health Map and the Ministers will be eager to hear the outcome of RuralFest NZ. The RHAANZ chair and Chief Executive have a private meeting with Ministers Coleman and Guy today. Three key requests for government support were identified, as part of the collation of workshop content. These were presented to the Ministers at today's meeting. They are:</p> <ul style="list-style-type: none"> <li>• Reinstating 'Rural – Proofing' guidelines</li> <li>• Funding for the establishment of a system to allow rural providers to access relevant, quality data around health outcomes; including developing a 'proper definition' of 'Rural' communities.</li> <li>• Support for the establishment of a virtual health hub for Rural Communities</li> </ul> <p><b>Maori Health/Youth Health/Practise Nurses and Mental Health - Vacant</b></p>				
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Action/s	Who?				
Contact Nigel De Maine from the Salvation Army. WHAG send a letter to the Salvation Army. Send an invite to Janet Eder to attend WHAG meeting.	Peter Jill Madeleine				



<b><u>4.</u></b>	<p><b><u>GENERAL BUSINESS</u></b></p> <p>The independent chair of SSW Janet Eder would like to come to a meeting in the future, Madeleine suggested September and has sent her the background to WHAG.</p> <p>Shona U_B would like to come to a WHAG meeting in a couple of months when the model of care with Oxford has been completed</p> <p>Peter Allen will Chair the next WHAG meeting and thanked Amanda Torkington for her time on Waimakariri Health Advisory Group.</p> <p><b>Nicola Trolove- Injury Prevention Waimakariri - presentation</b></p> <p>Has been in role for a few weeks now, has taken over Leanne Bayler's role. Has 3 work streams all injury prevention related projects, suicide prevention, child safety and falls prevention. Ministry of Health funded position and is fixed term. Keen to come and talk to this group before pulling the Child Health working group together, to take some ideas to them we might concentrate our efforts around child safety messages over the next 12 months. The first task was to pull the Suicide prevention working group together, to compile our feedback/submission for the current draft Suicide Prevention Strategy and to revise our action plan for the next 12 months</p> <p>PowerPoints of <u>Child Safety Working Group and Suicide Prevention Working Group</u> were shown. And had some cards with AEIOU of Suicide Prevention – Simple ideas for frontline Solutions</p> <p>Panadol campaign in Supermarkets - proposed in the last 12 month plan but didn't happen, trying to kick this off again.</p> <p>Children's group haven't met for almost a year, coming together next week.</p> <p>Discussion on ideas re best investment of time in the next 12 months.</p> <ul style="list-style-type: none"> <li>Amanda Torkington suggested Burns prevention and at vendor level.</li> </ul>	
	<b>Action/s</b>	<b>Who?</b>
	Circulate the Power Points from Nicola Trolove.	Madeleine
<b><u>5.</u></b>	<p><b><u>CORRESPONDENCE IN</u></b></p> <p>June Chatter, CD/SSW report; DSAC Terms of ref; Ann Martin leaving CDHB.</p>	
<b><u>6.</u></b>	<p><b><u>CORRESPONDENCE OUT</u></b></p> <p>May unconfirmed minutes, June draft agenda; John's letters to WDC</p>	
	<b><u>ITEMS OF REFFERAL TO COUNCIL</u></b>	<b><u>NIL</u></b>
<p><b>Meeting closed at 7:01pm</b></p> <p><b>Next meeting Tuesday 4 July at the Rakahuri Room, Waimakariri District Council, 215 High Street, Rangiora</b></p>		

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 Chair

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 Date

**MINUTES OF A MEETING OF THE REGENERATION STEERING GROUP HELD IN THE RUATANIWAH KAIAPOI CIVIC CENTRE ON MONDAY 29 MAY 2017 AT 4.00PM.**

**PRESENT:**

Kaiapoi Community Board – Al Blackie (Chair), J Watson, P Redmond, S Stewart, C Greengrass, R Blair, J Meyer, M Pinkham, N Atkinson.

Te Kōhaka o Tūhaitara Trust representative A Jolliffe; Environment Canterbury representative C McKay; David Ayers (Mayor) Jim Palmer (Chief Executive) C Sargison (Manager Community and Recreation).

**IN ATTENDANCE:**

Duncan Roxborough (WDC), Chris Brown (WDC), Kevin Dwyer (WDC), Ken Stevenson (WDC), Hamish Crombie (LINZ).

**1. APOLOGIES**

Moved: J Palmer

Seconded: J Meyer

An apology was received and sustained from N Harris for absence.

An apology was received and sustained from C McMillan for absence.

An apology for lateness was received and sustained from J Watson for lateness.

**CARRIED**

**2. CONFIRMATION OF MINUTES**

Moved: N Atkinson

Seconded: A Jolliffe

Amendment to Clause 6.1 – as there are other users of the road.

**THAT** the Regeneration Steering Group:

Confirms as a true and correct record the minutes of a meeting held on Monday 1 May 2017.

**CARRIED**

**3. MATTERS ARISING**

Nil.

**4. DEPUTATIONS AND PRESENTATIONS**

Nil.

## 5. **LINZ UPDATE**

H Crombie advised that LINZ are in the process of getting final approval from the Minister to distribute to partners the Implementation Framework which lays out the high level timelines and process for the divestment of the land. In parallel LINZ are also preparing their land divestment plan, they are well progressed in the approach to how the land will be divested from a technical process within LINZ, and anticipate they will be engaging with the two receiving organisations in detail around terms of conditions for the actual agreements to transact starting next month. LINZ have been working closely with Council to put in place a transitional land access arrangement. The intent of this is to ensure the Council is able to begin the implementation work and not have an impact on any of the timelines that have been communicated while the divestment processes are completed. LINZ are also working closely with Council to confirm the boundaries of the land use areas and to confirm which roads may be discontinued under the Recovery Plan.

D Ayers asked that some of the existing roads particularly in the rural areas be left as paper roads.

C Sargison advised there will be a series of workshops with the Regeneration Steering Group to work through the roading areas. This will be worked through with the group before it is finalised with LINZ.

A Joliffie noted that the Trust is going through exactly the same process with LINZ at present.

C Sargison noted that at the July meeting the intention is for a workshop on the roading areas. Once this feedback has been received there will be a formal report back to the Regeneration Steering Group.

## 6. **REPORTS**

### **6.1 COURTENAY DRIVE REBUILD AND KAIAPOI EAST NEW ROAD LINK**

D Roxborough noted that the purpose of the report is to summarise the submissions that were received through the consultation process. In total there were 8 written submissions, approximately fifteen people attended the two drop-in and talk sessions. In all there were 24 submissions received. There was one further email received from M Pinkham.

K Stevenson responded to M Pinkham's email in relation to his concerns around the District Plan and how does the design comply with District Plan. K Stevenson advised that the District Plan requirements change regularly and depend on the circumstances. There is a traffic assessment done and out of that there may be something different due to the change of circumstances. Courtenay Drive is different to a normal subdivision as there are no houses. The road design is based on what is appropriate for that time. The Kaiapoi East Cass Street was classed as a collector road. The road is quite different now to what it was before and there are a lot less houses and volumes will be a lot less. The assessment is that it would now be a local road rather than a collector road.

M Pinkham noted that his concern is that there is a District Plan and a code of practice and effectively the steering group has been asked to sign off a design that is going to detailed design which does not comply with both the District Plan and the code of practice. The concern in relation to Courtenay Drive is that it is listed specifically in the District Plan as a Urban Collector Road and this road is going to be downgraded significantly and further down the track this could become a poor decision. In relation to the Kaiapoi East road, there is a requirement for a parking lane as well as two by three metre lanes. While there is some parking on the side, there is not a parking lane all the way down and this could also be a decision we regret further down the track.

N Atkinson asked that if Courtenay Drive is down-graded and is no longer an Urban Collector Road and if anything ever happened along there, could the road be upgraded again?

K Stevenson noted that the road is being designed to suit what is there now and if for some reason there were some houses built there in the future it would go through the normal process and would need to be urbanised and built to that environment at that time. K Stevenson noted that they believe it does meet the District Plan requirements. The District Plan says two 3.3 metre widths, the sealed road width is 7 metres. It does not have parking as there is no parking demand. The feedback from the start of process was around traffic speed and what we took from that was that we needed to design something that had a lower speed environment.

N Atkinson advised that since the consultation he has had three people from Courtenay Drive approach him about the narrowing of the thresholds and why it is down the road as opposed to Bowler Street. N Atkinson suggested that the opportunity should be taken when we do the road build to allow for an extra threshold at Bowler Street. N Atkinson suggested this could be recommended to the Kaiapoi-Tuahiwi Community Board to be looked at either through the Kaiapoi Town Centre plan or as a submission to add this into the roading contract.

C Sargison advised this needs to be considered as part of the town centre design around the mixed-use business. He advised there will be a report in July setting up a sub-committee to work on the detail.

Moved: A Blackie

Seconded: N Atkinson

**THAT** the Regeneration Steering Group recommends to Council:

- (a) **Receives** report No. 170518050171.
- (b) **Approves** staff proceeding with detailed design and procurement for the roading design for the Kaiapoi East new road link and the Courtenay Drive rebuild as per the consultation flyers.
- (c) **Notes** that the consultation period closes 24 May 2017 and any further feedback received will be tabled at the meeting on the 29 May 2017.
- (d) **Notes** that funding is allocated for the construction of the Courtenay Drive rebuild and the new roading link in the Kaiapoi East regeneration area.
- (e) **Notes** that staff are working with LINZ on the land divestment for the new roading link in the Kaiapoi East regeneration area.
- (f) **Notes** the Courtenay Drive rebuild will require the removal of some existing trees due to the 2.5m wide shared path.
- (g) **Notes** that staff will prepare planting plans for consultation with the community for the new road link in Kaiapoi East and the rebuild of Courtenay Drive.

**CARRIED**

## **6.2 KAIAPOI WHARF AND MARINE PRECINCT AND RIVERVIEW TERRACES AND BOARDWALK – PROGRESS UPDATE**

D Roxborough advised that K Dwyer will give a presentation on the concept design of the Riverview Terraces for approval. The developer of the former Bridge Tavern / Hansen's Mall site is proposing to move ahead shortly and we need to progress with the design of the terraces.

C McKay raised the issue that there is not seating along the top of the terrace for people with walkers.

C Sargison noted that the developer is planning outside seating.

A Joliffe asked if there are any height restrictions on the building as they are north of the building and how much shade will there be on the terraces.

C Sargison advised that this process has been going for two and a half years. The concept has been consulted on in mid-2015 and there have been two public consultations, drop-in sessions and a display at the Kaiapoi River Carnival event in December.

M Pinkham asked the terraces would be a liquor free zone and not part of the commercial premises.

C Sargison advised that this would be addressed as part of the liquor licencing process.

M Pinkham suggested that it would be worthwhile running a reassessment of the shading of this area given the fact that they are now looking at a second level on part of the building and the orientation of the buildings. M Pinkham raised that at previous meetings it was indicated that Environment Canterbury had a concern about not having a 5 metre level berm between the stopbank and the river, and asked if they have confirmed that they accept this design.

C Sargison advised they have been through the design with Environment Canterbury and have been working with Ian Heslop and Brian McIndoe.

M Pinkham noted that in the report there are some assumptions around the geotechnical design that they may be validated when you continue on and complete the investigation for the pontoons. What is the timeline for the investigations for the pontoons.

C Sargison advised that we are planning to have an update at the July meeting. We are proceeding on the basis that nothing we are going to do will make the wall any worse than what it is now.

N Atkinson asked in relation to the balustrade along the front, he hopes that there will not be balustrades up and down the river, and will need to consider how this is worded as it is not a safety issue.

N Atkinson asked in relation to the ramp, and asked why there could not be steps with bars across at the end and bring the ramp around to where the manhole is.

N Atkinson commented that in regard to the shading that there has been a building there for the last 30 years and there was never a problem with shading.

C Sargison suggested that as a way forward staff continue to progress with the detailed design and bring back another couple of design options around the ramp.

Moved: N Atkinson

Seconded:

S Stewart

**THAT** the Regeneration Steering Group recommends to Council:

- (a) **Receives** report No. 170518050289.
- (b) **Notes** that the property transactions with Council and the Developer are scheduled to be completed by August 2017.
- (c) **Notes** that the concrete terraces will be completed by January 2018 and the boardwalk will be constructed in alignment with the construction of the adjoining development which will be around August 2018.
- (d) **Approves** the Draft Concept Plan for the Kaiapoi River Terraces (Trim 170518050184).
- (e) **Approves** staff proceeding with detailed design of the River Terraces and procurement of a contractor for construction.

**CARRIED**

## 7. **COMMUNITY ENGAGEMENT**

### 7.1 **DISTRICT REGENERATION COMMUNICATIONS REPORT – MAY 2017**

D Roxborough advised that the recurring communications report is there for information on the activities from the last month. The May version of the E-newsletter has been sent out. The June E-newsletter has been prepared and will be emailed to the group in advance of this being sent out.

Moved: A Blackie

Seconded: D Ayers

**THAT** the Regeneration Steering Group:

- (a) **Receives** report No. 170518050248.
- (b) **Approves** the e-newsletter content for issue.

**CARRIED**

## 8. **MATTERS REFERRED FROM COUNCIL**

Nil.

## 9. **GENERAL**

Nil.

## 10. **MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED**

*Section 48, Local Government Official Information and Meetings Act 1987*

Moved: D Ayers

Seconded: N Atkinson

**THAT** the public be excluded from the following parts of the proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution, are as follows:

Item No.	Minutes/Report of:	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground() under section 48(1) for the passing of this resolution
10.1	Minutes of the public excluded portion of Regeneration Steering Group meeting 1 May 2017	Confirmation of minutes	Good reason to withhold exists under Section	Section 48(1)(a)

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987, and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

Item No.	Reason for protection of interests	Ref NZS 9202:2003 Appendix A
10.1	Protection of privacy of natural persons	A2(a)

**CARRIED**

**CLOSED MEETING**

The public were excluded from the meeting from 5.05pm.

**11. NEXT MEETING**

The next scheduled meeting of the Regeneration Steering Group commences at 4.00pm on Monday 3 July 2017 at the Ruataniwha Centre, Kaiapoi.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 5.10pm.

**MINUTES OF A MEETING OF THE REGENERATION STEERING GROUP HELD IN THE RUATANIWHA KAIAPOI CIVIC CENTRE ON MONDAY 3 JULY 2017 AT 4.00PM.**

**PRESENT:**

Kaiapoi Community Board – A Blackie (Chair), J Watson, P Redmond, S Stewart, C Greengrass, R Blair, J Meyer, M Pinkham, N Atkinson.

Environment Canterbury representative C McKay; Jim Palmer (Chief Executive) C Sargison (Manager Community and Recreation).

**IN ATTENDANCE:**

Duncan Roxborough (WDC), Simon Markham (WDC), Simon Hart (WDC), Ken Stevenson (WDC), Kevin Dwyer (WDC), Jeremy Barr (LINZ).

**1. APOLOGIES**

Moved: A Blackie

Seconded: J Meyer

An apology was received and sustained from D Ayers, N Harris and A Jolliffe for absence.

An apology was received and sustained from J Watson and J Palmer for lateness.

**CARRIED**

**2. CONFIRMATION OF MINUTES**

Moved: P Redmond

Seconded: N Atkinson

Amendment: C Greengrass was an apology for the 29 May 2017 Regeneration Steering Group meeting.

**THAT** the Regeneration Steering Group:

Confirms as a true and correct record the minutes of a meeting held on Monday 29 May 2017.

**CARRIED**

**3. MATTERS ARISING**

**Terraces access to the bridge update**

Kevin Dwyer gave an update on the revised concept plan for the Riverview Terraces and noted that he has been working closely with the developer Jedd Pearce on a solution around the concerns of the ramp coming down onto the footpath. A solution has been developed that makes the boardwalk slightly wider. There will be tactile studs on the top and bottom of the steps and also at the top and bottom of the ramp to further discourage skateboarders. There is a good link with the walkway across the road and into the town centre. The concept is due to go into detailed design very soon. The preliminary engineering design has been completed.

P Redmond asked if a handrail would be required.

K Dwyer advised that there will be a handrail on both sides.

**4. DEPUTATIONS AND PRESENTATIONS**

Nil.



## 5. **LINZ UPDATE**

Jeremy Barr, Group Manager from LINZ gave an update and advised that the Implementation Framework that was seeking ministerial acknowledgement has now been released and you should have received a copy of this. Jeremy noted that since the previous meeting LINZ have been working on the development of a lease document to enable access to the land to undertake regeneration works. There is a report being presented to the council meeting on Tuesday 4<sup>th</sup> July. LINZ have also been working together operationally to try and deliver on the requirements for a land divestment plan and have been talking through the specifics of that in a transactional nature. Jeremy advised that the LINZ Strategic Communications team have been in contact with the Mayor's office and looking for some opportunities to discuss the access to the land.

P Redmond asked if there has been any decision on the format that the transfer will follow. Are they being amalgamated in one title transferred.

J Barr advised that they are working with Council to identify what the needs will be. With the different land use areas there may be different requirements.

N Atkinson asked how does the Regeneration Steering Group get involved in discussions to get their views across before decisions are being made by LINZ and Council staff.

C Sargison advised there would be a staff briefing held with the group and from there a report would be prepared to go to LINZ advising what the Council would like.

## 6. **REPORTS**

### **6.1 FORMATION OF KAIAPOI TOWN CENTRE PLAN REVIEW REFERENCE GROUP**

Simon Hart presented the report to seek approval of the Regeneration Steering Group for the proposed formation of the Kaiapoi Town Centre Plan Review Reference Group and to also seek approval of the associated draft Terms of Reference.

Simon advised that since March a number of actions have been undertaken including, briefings to both the Kaiapoi-Tuahiwi Community Board and the Regeneration Steering Group on the KTC Monitoring Report and Project Plan. Development of External Advice Project Briefs, related to the Mixed Use Business areas. These include advice on Geotechnical and Flooding, Transport and Accessibility, Urban Design, and Property Economics. Formation of the KTC Plan Review Project Control Group (PCG). Management Team approval of Project briefs and procurement process, and distribution of these briefs to identified consultants.

Simon advised that at the Regeneration Steering Group briefing in May, discussion relating to the formation of a 'sub group' of the steering group occurred. It was observed that such a group would be well placed to advise the Core Project Team on engagement and consultation matters, and act as an early sounding board during the development of draft plan ideas and options.

N Atkinson asked why this sub group is required when there is the Regeneration Steering Group. Neville is not happy that it is not going to the Kaiapoi-Tuahiwi Community Board. Neville commented that any of these decisions that are now made will not have the Community Board's name beside them, they will have the Regeneration Steering Group which includes the Community Board with non-elected members on it. Neville suggested that the Kaiapoi Town Centre Plan Review Reference Group are brought onto the Regeneration Steering Group in the same meeting at a separate time.

S Hart replied that the original project plan suggested that there was a stake-holder reference group and that the Regeneration Steering Group then suggested that there should be a sub-committee of the Regeneration Steering Group and that the governance decisions would be progressed through the Kaiapoi Town Centre Plan Review structure and upwards to the Regeneration Steering Group which includes full representation of the Kaiapoi-Tuahiwi Community Board.

S Markham advised that they are happy either way. Simon M advised that they are seeking a group of stakeholders who have a vested interest in the town centre and its success that they can bounce ideas off as the plan is formed.

M Pinkham asked that there be clarification as to whether the reference group would report to the Regeneration Steering Group or to the Council.

S Hart noted that the group would report back to the Regeneration Steering Group.

S Hart advised that it should be back to the RSG.

S Markham suggested that a reference group be formed with the external players to the Regeneration Steering Group and work up a timetable for the meetings so there is good advance notice to members.

The recommendations were approved subject to the following amendments to the Terms of Reference:

Clause 2. Membership - The quorum at a meeting of the Reference Group consists of 6 or 7 members.

Clause 2. Membership to be amended to 4 x Kaiapoi-Tuahiwi Community Board members and 1 x Kaiapoi Promotions Association (KPA) representatives.

It was recorded that N Atkinson voted against this recommendation.

Moved: A Blackie

Seconded: S Stewart

**THAT** the Regeneration Steering Group:

- (a) **Receives** Report No 170621063614.
- (b) **Notes** the background detailed this report in relation to the Kaiapoi Town Centre Plan Review Project.
- (c) **Approves** the formation of the Kaiapoi Town Centre Plan Review Reference Group, and the associated (and attached) Terms of Reference (Trim 170621063621).
- (d) **Requests** that the Kaiapoi-Tuahiwi Community Board appoints four members to the Kaiapoi Town Centre Plan Review Reference Group.
- (e) **Circulates** a copy of this report to the Council for information.

**CARRIED**

## 6.2 KAIAPOI EAST RESERVE ROADING ACCESS OPTIONS

C Sargison noted that this report is to seek permission from the Regeneration Steering Group to go out for consultation on the two options. Once the feedback has been received and analysed this will come back to the meeting in August.

Moved: N Atkinson

Seconded: P Redmond

**THAT** the Regeneration Steering Group:

- (a) **Receives** report No. 170621063343.
- (b) **Approves** staff consulting with the community on the Kaiapoi East reserve roading access options (Option 1 – Recovery Plan Option (access via Cass Street), and Option 2 - Alternative Option (Cass Street closed to vehicles, Jollie Street reinstated)).
- (c) **Approves** the consultation materials (display advertisement) for the Kaiapoi East reserve roading access consultation exercise.
- (d) **Notes** that the consultation period will run from 5 July to 2 August.
- (e) **Notes** that a report will be presented at the August Regeneration Steering Group outlining the consultation outcomes and seeking a recommendation from the Steering Group to Council on a preferred option for the Kaiapoi East sport and recreation reserve roading access.

- (f) **Notes** final approval will be required from the Minister supporting Greater Christchurch Recovery for any amendment to the Recovery Plan if Option 2 is the recommended option.

**CARRIED**

### 6.3 DISTRICT REGENERATION - BUDGETS

D Roxborough acknowledged that under Section 3.1.2 and 3.1.3 they should refer to the 2015-2025 LTP. Duncan noted that the provision within the plan was that there was a \$6.7M provision specifically for the green space land uses within the Recovery Plan. This was set well before the development of the Draft Recovery Plan and in the Draft Recovery Plan it was identified that there was a shortfall. The total shortfall is looking to be around \$9M in total to incorporate all of the projects identified with the Recovery Plan. Duncan noted that this report is to signal where we are at with the estimates and to highlight that there is a shortfall and that there is not enough money to implement all of the projects as currently included in the plan. Duncan advised that a report will come back with more detailed costings to specifically seek the Regeneration Steering Groups approval of going to Council to seek the required additional budget.

Moved: A Blackie

Seconded: J Watson

**THAT** the Regeneration Steering Group recommends to Council:

- (a) **Receives** report No.170615061135.
- (b) **Notes** that the existing budget provision is not sufficient to implement all of the land uses and activities within the Recovery Plan
- (c) **Notes** the proposed initial division of scope and budgets between the allied work programmes identified within section 5 this report
- (d) **Notes** that a further report will be provided as part of the LTP process with further refinement of individual project estimates and a more definitive total programme cost, seeking Steering Group recommendation to Council for approval of further budget provision to allow for full Recovery Plan implementation.

**CARRIED**

## 7. COMMUNITY ENGAGEMENT

### 7.1 DISTRICT REGENERATION COMMUNICATIONS REPORT – JUNE 2017

D Roxborough gave an update to the report advising that the first video has been released and the next video is currently in production. There will be a new video released monthly. The first monthly report to the Minister for Greater Christchurch Earthquake Recovery has been released and the current months report is being worked on.

Moved: R Blair

Seconded: P Redmond

**THAT** the Regeneration Steering Group:

- (a) **Receives** report No. 170621063529.
- (b) **Approves** the July 2017 Regeneration e-newsletter.
- (c) **Approves** the July 2017 Regeneration quarterly advertorial.
- (d) **Approves** the public signboard content.

**CARRIED**

8. **MATTERS REFERRED FROM COUNCIL**

Nil.

9. **GENERAL**

Nil.

10. **MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED**

Nil.

11. **NEXT MEETING**

The next scheduled meeting of the Regeneration Steering Group commences at 4.00pm on Monday 7 August 2017 at the Ruataniwha Centre, Kaiapoi.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 4.54PM.

UNCONFIRMED MINUTES