WAIMAKARIRI DISTRICT COUNCIL

MINUTES OF A MEETING OF THE COMMUNITY AND RECREATION COMMITTEE
WILL BE HELD IN THE WAIMAKARIRI DISTRICT COUNCIL CHAMBERS, 215 HIGH STREET, RANGIORA ON TUESDAY 21 NOVEMBER 2017 AT 1.00PM.

PRESENT

Councillor W Doody (Chairperson), Mayor D Ayers (from 1.18pm), Councillors A Blackie, R Brine and D Gordon.

IN ATTENDANCE

Councillors P Williams, S Stewart (from 1.17pm), J Meyer (until 2.09pm) Messrs J Palmer (Chief Executive), C Sargison (Manager Community and Recreation), C Brown (Community Green Space Manager), Mrs T Sturley (Community Team Leader), and Mrs A Smith (Committee Advisor).

1 APOLOGIES

Moved Councillor Blackie seconded Councillor Gordon

That an apology for lateness be received and sustained from Mayor Ayers.

CARRIED

2 CONFLICTS OF INTEREST

No conflicts of interest were noted.

3 CONFIRMATION OF MINUTES

3.1 Minutes of a meeting of the Community and Recreation Committee held on Tuesday 19 September 2017

Moved Councillor Gordon seconded Councillor Blackie

THAT the Community and Recreation committee:

(a) Confirms the circulated minutes of a meeting of the Community and Recreation Committee, held on Tuesday 19 September 2017, as a true and accurate record.

CARRIED

4 MATTERS ARISING

There were no matters arising.

5 PRESENTATION / DELEGATION

There was no presentations or delegations
6 REPORTS

C Sargison provided some background information and overview of the reports being presented to the Committee today, some of which will be presented to Council as part of the Long Term Plan process in January 2018.

6.1 Community Green Space Strategic Planning – Chris Brown (Community Green Space Manager)

C Brown presented this report which provides an update on current and future levels of service and their financial impacts relating to sports facilities, public toilets and play spaces. Strategies that have been developed which were presented to the committee. These identify current levels of service relating to the asset types. There has already been a briefing to the committee on any level of service changes, and these have been presented to the Community Boards as well. When considering levels of service, affordability and the capacity of the green space team also needs to be taken into account.

Trees

There has been a review carried out on the levels of service for the maintenance of trees. The current level of service for this is based on figures identified in the 2011 Street, Reserve and Cemetery Tree Maintenance Contract of there being 5,000 trees in the district, but there is now almost 19,000. This increase in the number of trees requires an update to the maintenance cycle to what is affordable and achievable. It is proposed that the current three year maintenance cycle be changed to a staggered cycle, with maintenance timeframes being dependant on the location of the trees. With these updates to the maintenance cycle, the budget cost will remain the same.

Sports Facilities

This process was an assessment of what sports facilities will be required in the future, taking into account population trends. Key changes or recommendations that the Strategy determined are: that the Council would not need to purchase any additional land for sports facilities for the next 30 years; a four court indoor facility is a priority; upgrade existing sports ground facilities rather than investing in a further artificial turf; and that a softball facility should be developed in Kaiapoi.

Public Toilet

The Public Toilet Strategy involved a review of the districts public toilet network and identified key issues to be addressed. There are 62 public toilets included in the Strategy, of which 60 are provided directly by Council and two are located within privately-owned buildings. The recent customer satisfaction survey determines there is a dissatisfaction with the lack of public toilets in the Rangiora town centre and the condition of the Victoria Park toilets. The Strategy has determined the need for an additional 23 toilet blocks to be built within the next 10 years to cover shortfalls and cater for population growth. Determined a toilet replacement schedule, with a programme to be a toilet upgrade every two years. A lot of the bigger public toilet facilities will need to be replaced in the first few years of the ten year programme. It was noted that the majority of level of service changes are actually current practices now.

Playgrounds

An overview was provided on the process undertaken to review the current Levels of Service to achieve the aim and objectives in the Play Space Strategy. Some additional service levels that have been added to those of the 2012 Activity Management Plan, are already existing practice. The Strategy has determined that the Council will be required to develop three new play spaces and one skate park in the next ten year period. These will be located...
in Milton Memorial Reserve, Hurunui Reserve, Kippenberger/Elm Green Linkage (play spaces and the new skate park in the Woodend Pegasus Area. These will have an estimated total cost of $415,000 over a ten year period.

Questions:

Following a question from Councillor Brine, it was confirmed that these programmes have been determined on what is the priority, but there will be more opportunity for any changes in the three year programme.

Councillor Gordon - is there to be a further toilet provided in the Rangiora Town Centre? C Brown advised that staff are looking at options, which include upgrading Victoria Park toilets, or including some public toilets in the library extension. It is intended to look at the impacts of these improvements for the town centre.

Blake Street carpark – Councillor Gordon suggested there is a shortage of public toilets in this part of the town centre. There is the possibility of some temporary toilets being available, but these would be basic systems, and could be subject to vandalism.

C Sargison noted that it is intended to increase the level of service for the Victoria Park toilets, to be the same as the library toilets, which is of a higher standard, (i.e. to be cleaned three times a day), and having a more efficient door locking/opening system installed.

Councillor Doody asked about Dudley Park toilets – C Brown advised these are on the programme, but not on the long term programme to be upgraded because other toilets are considered to be a higher priority. These toilets could be considered for some minor maintenance work and tidied up.

Re the sand carpet of sports fields – these fields are extremely free draining, which are more effective during winter. Most top sports fields are sand based and this is now coming down to be a more standard level provided. It is expected that fields in the district could be used for a maximum of 16 hours per week during the winter.

Moved Councillor Brine seconded Councillor Blackie

THAT the Community and Recreation Committee recommends to Council for its consideration at the 30 January 2018 (LTP) meeting:

(a) Receives report No. 171103119339

(b) Receives the Sports Facilities Strategy (Trim: 171114123628)

(c) Receives the Public Toilet Strategy (Trim: 171114123588)

(d) Receives the Play Space Strategy (Trim: 171114123637)

(e) Approves a new level of service for the maintenance of street reserve and cemetery trees which provides a programmed maintenance visit for all trees based on the below table.

<table>
<thead>
<tr>
<th>Category</th>
<th>Frequency</th>
<th>Example Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Urban Streets</td>
<td>4 years</td>
<td>Williams St Kaiapoi, Main St Oxford, Good St, Rangiora</td>
</tr>
<tr>
<td>Urban Reserves</td>
<td>7 years</td>
<td>Arlington Reserve, Corcoran Reserve, Pearson Park</td>
</tr>
<tr>
<td>Rural Roads</td>
<td>7 yearly</td>
<td>Keetley Place, Libby drive, Mill Rd</td>
</tr>
</tbody>
</table>
(f) **Notes** that approving the levels of service for tree maintenance will have no impact on current budget allocation.

(g) **Notes** that no additional land is required to be purchased over the LTP period.

(h) **Notes** that the artificial provision of $1.7million in 2018/19 is no longer required.

(i) **Approves** the provision of $1.7million over the ten year period for upgrading and development of existing sports facilities.

(j) **Notes** that there is a separate report on the provision of indoor court facilities.

(k) **Approves** an additional total of $500,000 of capital expenditure over ten year period to provide for a new toilet at Mandeville Sports Ground (Equestrian), Milton Memorial Reserve and West Oxford Reserve. Note that the previous LTP had a funding provision of $114,000 in 20/21.

(l) **Notes** that staff will investigate funding opportunities from the Tourism Infrastructure fund for West Oxford Reserve and Saltwater Creek.

(m) **Approves** an additional total of $90,000 capital replacement funding over the ten year period for replacement of existing toilets which will make a total funding $1,150,000 over the period of the LTP.

(n) **Approves** the inclusion of an additional $415,000 of capital expenditure over the ten year period for development of playgrounds at Hurunui Reserve, Millton Memorial Reserve, Kippenberger/Elm Green and a skate park for the Woodend/Pegasus Area.

(o) **Notes** that $190,000 is included for playground replacement which is consistent with previous years funding.

**CARRIED**

Councillor Brine relayed his recent experiences in Europe and having to pay to use public toilet facilities and that these were always very clean.

Councillor Brine noted quite a big change in this comprehensive report, with the Council no longer looking at investing in artificial turf and looking at enhancing the current green space sport facilities. These facilities are very well used in the district and are a big asset that the Community Green Space team are responsible for. Councillor Brine noted the popularity of Koura Reserve and the use that the new playground is getting there.
The Chair of the Woodend-Sefton Community Board wished to note a preferred change to recommendation (n) change the wording from skate park to “recreational reserve” for the Woodend/Pegasus area.

Mayor Ayers noted there could be challenges in the future with the expectations of residents in the provision of playground facilities. Mayor Ayers also commented on the popularity of Koura Reserve.

Committee members commended the work of the staff from the Community Green Space team and the Policy team in putting these strategies together.

6.2 Preliminary Draft Community Green Space Activity Management Plan 2017 – Chris Brown (Community Green Space Manager)

C Brown presented this report, which is still in draft form. The Plan takes everything from the Strategies in the report above and put into this Plan document. This will be coming back to the committee also as part of the Long Term Plan process.

Moved Councillor Brine seconded Councillor Doody

THAT the Community and Recreation Committee:

(a) Receives report No. 171107120943.

(b) Notes the Preliminary Draft Community Green Space Activity Management Plan 2017 which is a work in progress with completion for 30 January Council meeting.

(c) Notes that the Draft Community Green Space Activity Management Plan will be reported to Council on 30th January for adoption

CARRIED

6.3 Community Facilities Provision – Craig Sargison (Manager Community and Recreation)

C Sargison presented this report for the Council to consider the provision of community facilities to meet that required by the projected population growth.

Speaking on libraries – it was noted that the use of the libraries is always increasing, and it is important to be able to plan for some future expansion. There is the need to secure some land for a facility, as in the need for the Pegasus/Ravenswood area. It is suggested that a sum of money be set aside for this in 2018. The rental of the Todds building in Pegasus for the Community Centre is to continue. Throughout the district, it is considered that there is a sufficient availability of big hall facilities, but there is a lack of smaller meeting spaces. The Pegasus Community Centre is a model for the district with the local community looking group (Pegasus Residents Association) looking after it.

It was noted that there is also other community spaces available that are not Council owned which provide good facilities (i.e. schools in Rangiora, Kaiapoi and Oxford). There is still enquiries made to the Council from some clubs looking for space to develop their facilities. There are spaces which could be used by these groups – in the regeneration area, or in Murphy Park.

It is not considered that there is the need for any more aquatic facilities in the district in the future and the area is well served for swimming pools.
There could be some adjustments to the financial provisions in the years of the LTP as noted in recommendation (k).

Following a question from Councillor Brine, C Sargison advised that the library building in Rangiora was never designed to have further levels built above.

Mayor Ayers sought information on the national trends for library usage.

Councillor Blackie – questioned why the cost of a library is almost double the current cost of a modern home. The costs relate to the degree of heating required and also as libraries tend to be large open spaces, framing and foundation has to be strengthened.

Moved Councillor Gordon seconded Councillor Brine

**THAT** the Community and Recreation Committee recommends to Council for consideration at its 30 January 2018 (LTP) meeting:

(a) **Receives** report No 171026115830

(b) **Receives** the Community Facilities Report (Trim 171017112201)

(c) **Approves** the level of service for provision of library space of 60m2 per 1000 population

(d) **Approves** staff investigating off site storage space for library collection storage in either Rangiora or Kaiapoi and reporting back to Council.

(e) **Approves** the provision of $40,000 in Year 1 of the Draft LTP to allow for further investigation of the provision of a Library/Community Meeting Space in either Ravenswood or Pegasus with such a facility coming on line in Year 10 of the Draft LTP.

(f) **Approves** the level of service for provision of community meeting space for new communities to service a population of 2,500 it is proposed that there is a facility to cater for around 80 people plus storage space. This can be stand alone or incorporated as part of a facility such as a Library.

(g) **Notes** that the only part of the District that does not meet this standard is Pegasus and potentially Ravenswood depending on the speed of residential development.

(h) **Notes** that it is expected that the need for additional community facilities for meeting spaces in Rangiora will be met by developments currently being planned by the Anglican and Presbyterian Churches.

(i) **Approves** staff investigating the potential for using available Council owned land at Northbrook Road or Mixed Use Business Land in the Regeneration Area, for potential development of community owned buildings and notes that staff will prepare a report for Council’s consideration.

(j) **Notes** that there is no provision for further expansion or development of Aquatic Facilities in the District for the next ten years as the existing facilities have capacity to cope with projected growth.

(k) **Approves** the following financial provisions being included in the Draft LTP:
<table>
<thead>
<tr>
<th>LTP YEAR</th>
<th>Amount</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$40,000</td>
<td>Investigation into location of Library Ravenswood/Pegasus</td>
</tr>
<tr>
<td>4</td>
<td>$50,000</td>
<td>Further planning for library extension at Rangiora</td>
</tr>
<tr>
<td>5</td>
<td>$3 Million</td>
<td>Detailed design and construction commencement of Rangiora Library extension</td>
</tr>
<tr>
<td></td>
<td>$5,000</td>
<td>Car-parking development for land approved for community groups buildings</td>
</tr>
<tr>
<td>6</td>
<td>$3.5 Million</td>
<td>Completion of Rangiora Library extension</td>
</tr>
<tr>
<td>10</td>
<td>$50,000</td>
<td>Landscaping/car-parking on land approved for community group’s buildings.</td>
</tr>
<tr>
<td></td>
<td>$3.9 Million</td>
<td>New Library at Ravenswood/Pegasus</td>
</tr>
</tbody>
</table>

(I) **Circulates** this report to the Boards.

**CARRIED**

Councillor Gordon believes the Council can be proud of the facilities that are available to the community in the district and that future needs of the district are being considered.

Councillor Brine commented that the one facility that the community are seeking is an indoor court facility and is in favour of this report going through to Council. It was noted that some of the decisions relating to the Long Term Plan will be made by future Councils.

Mayor Ayers suggested that some of the decisions made in the past by the Council have been good decisions and the partnerships with other groups in the district have worked well. It was suggested that the Council could look at other community spaces and possibly working in partnership with these groups, to upgrade existing toilet or kitchen facilities that could be used by the public.

Councillor Doody also supports the Council looking at working in partnership with other community groups who may have hall or community facility that could be used by the public.

In reply, Councillor Gordon acknowledged the communities desire for a Four Court facility being built in the district and also supports the suggestion from the Mayor, of working with community groups.

6.4 **Community Team Funding – Craig Sargison (Manager Community and Recreation)**

C Sargison presented this report, for the Council to consider the level of financial support it provides to the Community Team. It was noted the declining level of funding available from Central Government. Staff wish to update the levels of service for the Community Team, and are working with some other Councils who are also looking at levels of service of their community teams.
C Sargison discussed the three suggested staffing options as highlighted in the report and the impact of the service provided. It was noted that if Option C was the preference (this is retaining the same budgeted figure), this may impact on the Council’s reaccreditation as a Safer Community Council. The work of the community team is well recognised within the district and nationally.

There hasn’t been any consultation with any of the funding partners at this stage. Following question from Councillor Brine, it was confirmed that the Road Safety Coordinator/Journey Planner role in the Council is subsidised almost 50% by Land Transport NZ.

Councillor Williams has concerns with extra funding being requested to provide these services to the community and believes this should be funded by central government. The new Labour government had indicated that there would be increased funding available in the budget for these community development services. Council funding should be directed to the “core” services that the Council provides to the community.

Mr Palmer said the Council can still have a discussion on community development being considered a “core service”.

Moved Councillor Doody seconded Councillor Blackie

THAT the Community and Recreation Committee recommends that the Council at its meeting on 30 January (LTP):

(a) **Receives** report No. 171107120563

(b) **Approves** the Community Team being staffed at a level of 5.65 FTE funded from rates which was the staffing level in 2016/17.

(c) **Notes** that external funding is anticipated of $80,000 which will fund project delivery

(d) **Approves** a rating contribution of $709,551 for the Community Team being included in the Draft Annual Plan

(e) **Notes** that staff will continue to work closely with Central Government Agencies and will keep Council informed of any further potential partnering opportunities.

CARRIED

Councillor Doody, being the portfolio holder for this area of the Council, acknowledges the amount of work that this community team do for the wider community with the key partners. Councillor Doody would not like to see a backward step in the programmes being available to the detriment of our own community.

Councillor Blackie acknowledged that he has been critical of the lack of funding available from central government for these services, and also would not like to see the work that the community team have already done, take a backward step.

Mayor Ayers asked the question “who is going to do the job best”? It was acknowledged that there are central government agencies with a presence in this community but the coordination of these groups with other community groups is an important role played by the Council Community Team. Mayor
Ayers believes that the work of the Community Team is seen as core council business.

Councillor Brine does not support this recommendation, noting that 20 years ago, there were members of the community team who were all funded by central government departments. Councillor Brine suggests that everything is being dumped on the ratepayer and does not support this. He does not believe this will stop and noted that this has been occurring for several different terms of government that they are stepping back from supporting these aspects.

Councillor Gordon also does not support the recommendation and would support Option B, maintain status quo. Is very supportive of the work of the Community Team but has concerns with the added expense which would be put on the ratepayers. The work of the community team is an important part of the council and he supports the work it does.

Councillor Williams commented that he does support the work of the Community Team, but noted that the new Government has indicated they will be increasing their funding for these services and suggested it may be better for the government to cover any additional funding required to maintain the levels of service currently provided.

At this time, the meeting adjourned at 2.45pm and reconvened at 2.58pm.

6.5 Aquatic Facilities Update – Matthew Greenwood (Aquatic Facilities Manager)

C Sargison presented this report, noting the achievement against the key performance indicators. It was noted that recreation swimming is under achieving against the budget, but coming out of the winter season, it may balance out through the summer season.

Mayor Ayers commented on discussions that took place several years ago, pre earthquakes, for having a swimming pool and splash pads in the Pines Beach oval. It is anticipated there will be a submission to the Council Long Term Plan for this. Mr Sargison said the Council has to date provided a levels of service of maintaining the oval.

Moved Councillor Doody seconded Councillor Blackie

THAT the Community and Recreation Committee:

(a) Receives report No171110122276.

(b) Notes the Aquatic Facilities year to date achievement against key performance indicators including Water Quality, Facility attendance figures and financial results.

CARRIED

Councillor Brine noted there is sometimes an issue at the Dudley Park Aquatic Centre with the use of the family change room by patrons who could be using the female changing room, and in doing so, holding up other family groups who wish to use the family room.
6.6 **Library Update – Philippa Ashbey (District Libraries Manager)**

Mr Sargison presented this report, which provided an update on the recent customer service improvements, summary of the 2017 KidsFest programme, and an overview of the Libraries Annual Customer Satisfaction Survey. It was also noted that there is to be an official opening of the Oxford Library and Service Centre on Friday 15 December.

Moved Councillor Gordon seconded Councillor Brine

**THAT** the Community and Recreation Committee:

(a) **Receives** report No. 171109122261

(b) **Notes** the most recent customer service improvements of the Waimakariri Libraries.

(c) **Notes** the positive response to the new Oxford Library and Service Centre

(d) **Notes** the reach and effectiveness of the Libraries’ KidsFest Programme.

(e) **Notes** the high level of customer satisfaction with the Waimakariri Libraries as assessed by the annual Customer Satisfaction Survey undertaken in June 2017.

(f) **Circulates** the report to the Boards for their information.

CARRIED

7 **PORTFOLIO UPDATES**

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

Nothing to report.

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

Councillor Doody is very impressed with the new Oxford Library and Service Centre noting that the community is making good use of it.

7.3 **Community Development and Wellbeing – Councillor Wendy Doody**

Nothing to report

8 **QUESTIONS**

There were no questions.

9 **URGENT GENERAL BUSINESS**

There was no urgent general business.
There being no further business, the meeting closed at 3.15pm.

CONFIRMATION

___________________________
Chairperson

____________________________
Date

BRIEFING

At the conclusion of the meeting, Craig Sargison conducted a briefing on Fees and Charges