MINUTES OF A MEETING OF THE COMMUNITY AND RECREATION COMMITTEE
HELD IN THE WAIMAKARIRI DISTRICT COUNCIL CHAMBERS, 215 HIGH
STREET, RANGIORA ON TUESDAY 20 NOVEMBER 2018 AT 1.00PM.

PRESENT

Councillor A Blackie (Chairperson), Mayor D Ayers, Councillors K Barnett, R Brine, W Doody and D Gordon.

IN ATTENDANCE

Councillors K Felstead, P Williams and J Meyer
Messrs C Brown (Manager Community and Recreation), J Palmer (Chief Executive), C Sargison (Manager Special Projects), M Greenwood (Aquatic Facilities Manager), Mrs T Sturley (Community Team Manager), and Mrs E Stubbs (Minute Secretary).

1 APOLOGIES

An apology for lateness was received and sustained from Mayor Ayers.

2 CONFLICTS OF INTEREST

There were no conflicts of interest.

3 CONFIRMATION OF MINUTES

3.1 Minutes of a meeting of the Community and Recreation Committee held on Tuesday 18 September 2018

Moved Councillor Gordon seconded Councillor Brine

THAT the Community and Recreation committee:

(a) Amends the minutes of a meeting of the Community and Recreation Committee, held on Tuesday 18 September 2018. Item 7.3 – Zoe Loffhagen won the ‘University of Canterbury Community Action Award’.

(b) Confirms the circulated minutes of a meeting of the Community and Recreation Committee, held on Tuesday 18 September 2018, as a true and accurate record.

CARRIED

4 MATTERS ARISING

There were no matters arising.

5 DEPUTATIONS

5.1 Greg Wright – North Canterbury Mini Bus Trust

Greg Wright of the North Canterbury Mini Bus Trust (NCMBT) introduced Don Fairbrother (NCMBT Chair and Trustee) and Wayne Holden-Jeffries NCMBT Trustee).

G Wright advised the Trust was established in 1986 to provide subsidised specialist transport. The Trust was a registered Charity managed by a Board of six Trustees, including a senior staff representative of ECan to ensure representation due to the financial involvement they had. G Wright referred
to the ECan map showing Community Vehicle Trusts in Canterbury. A Trust was also under discussion for Amberley.

The mission statement was ‘Providing virtually free transport for the aged and disabled of North Canterbury’. The cost was minimal at $1 - $2 a time. There were both organised services collecting and returning clients for such things as respite care or the ‘shoppers bus’ as well as self-drive rentals on affordable terms – 50c/km which included a tank of petrol and insurance.

G Wright explained that currently the NCMBT fleet of vehicles were based in Blake Street on a Council owned section. With the proposed upcoming development there was a need for the Trust to find another location to house the fleet in a ‘bus barn’. In the past he noted they had been fortunate to not experience vandalism. One of the issues with the current location was during winter with iced, cold vehicles. The Trust was looking for a parcel of land 800-1000sqm, with affordable rent. They were not looking to the Council for funding for construction but for land to lease. Given the size of the proposed building it would not be relocatable thus a 20-25 year lease within the boundaries of Rangiora was desirable.

G Wright advised that in addition to ECan funding they received funding from the Rata Foundation, Lotteries and COGs.

G Wright provided details about the NCMBT vehicles. The fleet included 6 based in Rangiora, 3 in Oxford and 1 in Kaiapoi with seating ranging from 3 to 12 people including wheelchair user and driver. The vehicles were equipped with a hydraulic hoist or purpose build wheelchair ramp.

G Wright advised they were always looking for drivers and would be able to assist the community more with more volunteer drivers.

Questions

D Gordon asked if any potential locations for the relocation had been explored. G Wright advised that they had met with Council staff to discuss options. There was a site at River Road and land at the new sports complex however there was concern about the possibility that a 20 year lease would be achievable. The cost of the barn was $120,000 meaning a long term lease was desirable.

D Gordon asked if the NCMBT had looked at partnering with other community groups for example for storage. G Wright advised they would be building the barn large enough to expand the bus fleet. In the meantime, if there was spare space, he was sure other groups would find storage of that size worthwhile due to the requirement for a high stud height. An example would be Rotary looking for space for storage before the annual book sale.

D Gordon asked C Brown if staff could bring a report back to the Committee scoping potential locations. C Brown advised that would be possible and staff could work with the Trust with regard to land and size requirements. The potential timeframe for that was February.

G Wright commented that due to timing there may be a need for a temporary parking location. J Palmer advised he would be surprised if there would be development on that land within a year. The Trust would be given plenty of notice when that was likely to occur and look at options for the Trust to consider. There needed to be clarity on criteria for the Trust.

K Barnett noted that the Trust had a presence in Oxford, Rangiora and Kaiapoi and commented that she had seen the bus in locations such as Cust and Woodend and asked if that was an organised service. G Wright advised that would be private hire. D Fairbrother explained that in the past they had attempted to set up a serve in Woodend and Tuahiwi but had been let down by the public response. D Fairbrother advised that the Oxford Community
Centre were extremely pro-active and had now been given a third vehicle by the Trust.

K Barnett asked Trust were aware of the community bus model for example in Timaru and Geraldine where small towns across the district were connected by a service. Wayne Holden-Jeffries advised every trust was specific for its own area of operation. ECan needed to be careful not to fund in competition to a commercial operation. K Barnett asked if there would be a place in the district for shuttles to connect up smaller settlements, without bus services, to Rangiora or Kaiapoi. Wayne Holden-Jeffries commented that it would need to be community driven with volunteer support. The Trust could be approached by another community organisation.

K Felstead asked what the Trust received in support from ECan. Wayne Holden-Jeffries replied that it was a grant. NCMBT received the largest from ECan at $50,000 annually.

K Felstead asked if Rangiora Racecourse had been looked at as a possible venue. G Wright advised it had been considered however there were concerns about access, with the new road development that may be easier. They would prefer something more within the town boundary. There were a number of other Trusts that had bus barns in Canterbury on Council supplied leased land.

A Blackie thanked the representatives of the NCMBT for their deputation and noted that a report on the matter had been requested.

6 REPORTS

6.1 Community Facilities – User Applications for exemption from fees – Simon Kong (Community Facilities Coordinator)

C Brown spoke to the report advising a further four groups were requesting exemptions from fees for Community facilities. He outlined the fee waiver requested for each group. If the recommendation was approved the financial implication was $5627 for the 2018-19 year. A significant portion of that was the North Canterbury Academy of Music (NCAM) for their use of the Rangiora Town Hall.

K Barnett asked for clarification – was it ongoing exemption or up for renewal? C Brown advised it would be for the 2018-19 financial year. There had been discussions with the NCAM when the lease was renewed. Ideally it would be a permanent waiver however since there would be an increase of another 50% in 2019-20 it was likely there would be another wave of groups requesting waiver and staff would do a tally up of all the groups with a request.

K Barnett asked why the fees did not have a stepped increase over a longer term. C Brown advised they would be going back to each group that had requested a waiver, discuss the further increase with them and bring that information back to the committee.

R Brine asked with respect to fees, on how many facilities did Council pick up costs directly. C Brown advised that a direct cost was cleaning. Groups had a responsibility to clean however were not supplied with cleaning equipment and so cost fell to Council. R Brine asked if those costs were increasing and C Brown replied there was certainly CPI increase, the minimum wage increase had had an effect. Going forward cleaning costs were not expected to have a large increase expect for a proposal for an increase at the Rangiora Town Hall.

A Blackie commented that the purpose of the increase had been to bring the facilities to a cost neutral position. He asked if staff were confident that cost waivers were not affecting that position. C Brown advised that they were
certainly not at cost neutral. The hire fee was a portion of cost recovery. They had been aware groups would ask for a waiver. It was a difficult to evaluate individual requests which was why the committee had been given that discretion. The more fee waivers, the less money there was to offset the operation of the buildings.

Moved Councillor Gordon seconded Councillor Doody

THAT the Community and Recreation Committee:

(a) **Receives** report No. 181109132237.

(b) **Notes** the submissions for exemption from fees received from users.

(c) **Approve** a 50% fee waiver for Active Wellness Fall Prevention for their regular reoccurring booking for 2018/19. That the waiver is backdated to 1st July 2018.

(d) **Approve** fees of $11.50 per hour for the North Canterbury Academy of Music use of the Rangiora Town Hall Studio room additional hours outside of lease for 2018/19 bookings. That the waiver is backdated to 1st July 2018.

(e) **Approve** a 50% fee waiver for IDEA Services for their regular reoccurring booking for 2018/19. That the waiver is backdated to 1st July 2018.

(f) **Approve** a 50% fee waiver for Oxford Home School Playgroup for their regular reoccurring booking for 2018/19. That the waiver is backdated to 1st July 2018.

(g) **Notes** that if all approvals for this report are accepted the financial implications are an estimated total of $5627.20 for the 2018/19 financial year.

(h) **Notes** that fees increases are split over two years with the final increase occurring on the 1st July 2019.

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

CARRIED

Councillor Gordon commented that when the fee increase was introduced they had been aware they would get that reaction. The waiver was a small amount in the overall budget but the importance to groups was huge. Not waiving the fee to NCAM would pass on the cost to parents. He took the point of K Barnett and commented there would be more detailed discussion before the next round of increase. He preferred a negotiated process. He thanked staff for using the agreed process.

Councillor Doody concurred with Councillor Gordon.

K Barnett was uncomfortable with not being able to future proof the annual budgets for community groups as it was important to know expenses for the following year. She believed there needed to be work on the overall process rather than requiring groups to come back the following year for further exemption. They were community groups helping the community, using community facilities paid for by rates. She was concerned about the ad hoc way the process was approached. She suggested a review to look at getting surety for the future.

R Brine would have thought surety for the future would have been a building available for a price with an expectation on an incremental increase of about
2%. He had been uncomfortable when the report had been first presented on the increases. He believed there would be more and more fee waiver requests which would make what they had put in place farcical. There was an element of drawing a line in the sand. He did not have an issue with the Town Hall as that would be covered by a lease. He would vote in favour but was uncomfortable.

Mayor Ayers raised the issue that having groups having different financial years to the Council made it difficult for the organisations.

6.2 Community Team Update– Tessa Sturley (Community Team Manager)

T Sturley advised that the report was to update the Committee on key achievements of the team in September and October. It detailed progress in three priority areas.

T Sturley highlighted three items.

Item 4.4.1 the Youth Development Strategy had been presented to the November Youth Council meeting and would be presented to the Committee at the following meeting.

Item 4.7 – the Community House Steering Group would present as a delegation at an upcoming meeting of the Committee. The feasibility study was complete. An anchor tenant was in discussion with potential landholder around possible arrangements.

Item 4.10.1 – Sustainable Development Goals and Safe Communities – provided clarity on the goals – they were goals related directly to community development rather than an actual framework. The teams work aligned well with the goals and the goals were attached to various plans or strategies for example the Accessibility Strategy or Youth Development Strategy.

T Sturley provided an update with respect to Connecting Communities. Neighbourhood Park events were being held in November, early December, February and March. They were partnered with Green Space and Neighbourhood Support and were targeting nine smaller neighbourhood Parks where those parks were underutilised or ready for development, or where residents groups were not strong. The benefit for Green Space was that it allowed staff feedback on the use of spaces and for Neighbourhood Support it was an opportunity for volunteers to have meaningful engagement in the community. For users of the space it provided an opportunity to share information and provide feedback on how connected they felt.

Mayor Ayers advised that he had received comments regarding the shortage of small community spaces in Kaiapoi and asked if T Sturley concurred. T Sturley noted that there was some shared space available in a shared facility. The Riverside Church Space was available. C Brown commented that the Cure Boating Club would be a good central space however he was unsure of the timeframe for completion. There were some locations that community groups were unaware of as being available. Mayor Ayers asked if there was an inventory of spaces available for hire. T Sturley advised that could be pulled together, it would be difficult to keep comprehensive or up to date but would be a good start. It could be shared online or in Chatter.

A Blackie referred to the minutes of the Youth Council and asked if the Youth Council would provide feedback to the Regeneration Committee. T Sturley would follow up.

K Barnett referred to vacant tenancies in Kaiapoi and asked if there had been any investigation regarding ‘place-making’ where these buildings could be leased out at small rates to artists or groups. T Sturley replied that had not been looked at for a while. After the earthquakes there had been various
activities in that space. It was something YouMeWeUs was likely to pick up on. T Sturley could provide feedback on that.

Moved Councillor Barnett seconded Councillor Brine

THAT the Community and Recreation Committee:

(a) Receives report No. 181108131768

CARRIED

K Barnett commented there was a lot work going on behind the scenes and there were excellent community initiatives.

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

M Greenwood spoke briefly to the report highlighting the predicted overspend. Following negotiations with the union the average hourly wage increase for frontline staff was $1.20 resulting in a $80,000 predicted overspend for staffing budget based on current levels of service.

There was a lower than forecast total income for this quarter. It did not include $30,000 invoiced for Learn to Swim program, part of the impact was a result of QE11 re-opening and this facility was still in a honeymoon period.

Moved Councillor Doody seconded Councillor Gordon

THAT the Community and Recreation Committee:

(b) Receives report No. 181030126776

(c) Notes Aquatic Facilities achievement against key performance indicators including Water Quality and Facility Attendance.

(d) Notes predicted overspend of $80,000 in Aquatic staffing budgets for the 2018/19 financial year.

CARRIED

W Doody commented on the number of students celebrated in the Sports Awards that had come through the Swim programme.

6.4 Library Update to 31 October 2018– Philippa Ashbey (District Libraries Manager)

P Ashbey spoke to the report highlighting changes to the kids area in the Rangiora Library which had been well received, the Story Box Library where users could watch videos of authors reading and a new database Comic eBooks. In Term 3 there had been 214 events in the library with 3756 Children and 1994 adults attending, average 27 people each session. The events included Kidsfest, Maori Language Week and the Word Christchurch Festival. The lucky-dip book selection was particularly popular in Kaiapoi with 132 participating.

P Ashbey outlined the cultural exchange of Jason Clemence (Learning Connections Coordinator). Before going to China he produced a special edition of the literary journal Catalyst. P Ashbey advised J Clemence was an established poet who represented New Zealand at international poetry festivals. His trip was self-funded and his activities were covered by his host
organisations. Jason travelled with a letter of introduction from the Mayor but at no cost to the Council.

P Ashbey advised that it would be her last Committee meeting as she would be leaving the Council in December. She took the opportunity to thank the Mayor and Councillors for their support over the last 7.5 years. She was proud of the achievements in that time including new buildings and cultural development. She was confident she was leaving the libraries and staff in good heart and she would concentrate her efforts in providing a smooth path for the new manager to ensure a continuation of vision.

A Blackie on behalf of the Committee thanked Phillippa for her efforts over the last seven years describing her contribution as outstanding. He wished her well for the future.

Moved Mayor Ayers seconded Councillor Gordon

THAT the Community and Recreation Committee:

(a) Receives report No. 181108131993

(b) Notes the customer service improvements, customer feedback, and activities offered by the Waimakariri Libraries in September and October 2018.

(c) Notes the report provided by Jason Clements, Library Learning Connections Coordinator on the Cultural Exchange he undertook with Waimakariri’s Sister City, Enshi, China in October 2018.

(d) Circulates the report to the Boards for their information.

CARRIED

Mayor Ayers endorsed the comments of the Chair.

Councillor Gordon endorsed the comments of the Chair also commenting she left the library staff and volunteers in a good position.

7 PORTFOLIO UPDATES

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

R Brine commented that with the exceptional grass growth at the moment, there may be complaints regarding mowing in parks and sports field.

D Gordon advised that on behalf of the Committee he would be meeting with the Kaiapoi Croquet Club. There was potential to look at shared space and find a way forward. R Brine and N Atkinson had been copied in on communication. A Blackie noted it was not a Regeneration matter.

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

- W Doody advised that the Oxford Museum was progressing, it was hoped to be open prior to Christmas.
- Reynold Pavilion was now completed, it had had a soft opening. Oxford Men’s Shed were looking at building tables and Chairs for the Pavilion.
- Commented the new North Canterbury Sport and Recreation Gym was impressive.
- Expressed thanks for opportunity to attend North Canterbury Sports Awards it had been a good evening and it was good to see the dedication of the young recipients.
- North Canterbury Neighbourhood Support – had stood down as chair, would be vice Chair until next year. They were doing well in promoting their role.
- Commented there were a number of community meetings she was unable to attend due to clashes with Council.

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

- Acknowledged work of Youth Council who had completed a lot of work for the Youth Development Strategy. Noted the stepping down of Andrew Besuyen who had completed a stirling job in the role of co-Chair.
- Had been a judge at Centre Stage commenting that Art was in good heart in Waimakariri with performances beyond her expectation.
- Age Friendly Strategy Group were working on the Strategy looking at areas doing well and areas that could be improved. Transport kept popping up as an issue for the aging population. It was looking to be developed for the early part of next year.

8 **QUESTIONS**

There were no questions.

9 **URGENT GENERAL BUSINESS**

There was no urgent general business.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 2.14pm.

CONFIRMED

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Chairperson

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Date

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**BRIEFING**

At the conclusion of the meeting, there was a briefing on Airfield Fees and Charges with Craig Sargison.