WAIMAKARIRI DISTRICT COUNCIL

MINUTES OF A MEETING OF THE COMMUNITY AND RECREATION COMMITTEE
MEETING HELD IN THE WAIMAKARIRI DISTRICT COUNCIL CHAMBERS, 215 HIGH STREET, RANGIORA ON TUESDAY 18 DECEMBER 2018.

PRESENT

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

ATTENDING

Deputy Mayor K Felstead, Councillor S Stewart
Messrs J Palmer (Chief Executive), C Brown (Manager Community and Recreation), M Greenwood (Aquatic Facilities Manager), M O’Connell (Acting District Libraries Manager), D Roxburgh (Implementation Projection Manager, District Regeneration), S Redman (Youth Development Coordinator), Mrs T Sturley (Community Team Manager), M Flanagan (Landscape Planner – District Regeneration), A E Smith (Governance Coordinator)

1 APOLOGIES

There were no apologies.

2 CONFLICTS OF INTEREST

No Conflicts of interest were recorded.

3 CONFIRMATION OF MINUTES

3.1 Minutes of a meeting of the Community and Recreation Committee held on Tuesday 20 November 2018

Moved Councillor Blackie seconded Councillor Barnett

THAT the Community and Recreation committee:

(a) Confirms the circulated minutes of a meeting of the Community and Recreation Committee, held on Tuesday 20 November 2018, as a true and accurate record.

CARRIED

4 MATTERS ARISING

There were no matters arising.

5 DEPUTATIONS

There were no deputations.
6 REPORTS

6.1 Library Update to 30 November 2018 – Mark O’Connell (Acting Libraries Manager)

M O’Connell presented this report, which was taken as read and provided an update on the customer service improvements, activities and events provided by the libraries in November 2018. Customer service improvements include the Overdrive eBook platform and the new training system Lynda.com which offers video courses on software, business, creative and technology skills. This is a free service for library users. Also highlighted was the Summer Reading Challenge for 2018/2019 which currently has 500 children enrolled for this and there is more names being accepted. There is also the Adult Summer Reading Challenge being offered.

The report also highlighted a recent review of the Kotui Library Management System Consortium. Waimakariri Libraries have been partners in this consortium since March 2011 and the review highlighted the benefits and value of participation in this shared service. M O’Connell said the system is very reliable and includes future proofing. 58% of the libraries in New Zealand are part of this consortium.

Following a question from Councillor Barnett, it was confirmed there is still security guards on duty at the Kaiapoi and Rangiora Libraries on Thursday, Friday and on the weekends. There is still some incidents and the timing of the guards being on duty is being reviewed.

Councillor Doody enquired about the board game sessions for adults, and M O’Connell confirmed that these have been running successfully in Kaiapoi library for some time, where a variety of board games are played. This has recently started at Rangiora Library also.

Councillor Blackie asked if there was any data figures available on the Kotui system in the Library and how it has benefited the Waimakariri libraries. M O’Connell advised that this system is a much better system which includes issuing books, cataloguing and is continually being upgraded.

Moved Councillor Barnett seconded Councillor Doody

THAT the Community and Recreation Committee:

(a) Receives report No. 181130141223

(b) Notes the customer service improvements, including the new Overdrive eBook platform, and activities including reading challenges, Christmas activities, author events and exhibitions offered by the Waimakariri Libraries in November 2018.

(c) Notes the benefits to libraries of participation in the national Kotui Library Management System Consortium and the value to the Waimakariri District by being party to this shared service.

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

CARRIED

Councillor Doody supports this report and also wished to record the excellent speech given by Craig Sargison at the farewell for Phillippa Ashbey on Friday morning 14 December.
6.2 Aquatic Facilities Update Report – Matthew Greenwood (Aquatic Facilities Manager)

M Greenwood presented this report with a summary of the Aquatic facilities year to date performance against the units most significant Key Performance indicators.

Two matters from the report were highlighted–

1. The replacement compressor required at the Kaiapoi Aquatic Centre. As part of ongoing maintenance, contractors identified an issue with one of the two main compressors which keep the air and pool water at a comfortable temperature year round. The issue was found to be an internal fault with unit close to failure. The options of repair or replacement were both considered. Replacement was the preferred option of staff and funding has come from the current financial year capital replacement budget. This was to provide for replacement of inflatables which has been deferred.

2. There is between two to three requests a month from various community groups seeking support for events and raffle prizes. The impact on the aquatic centre finances is negligible with an annual outlay of between $800 to $1200, depending on the number of groups requesting support. It is considered that the positive reputation potential for both the Council and the pools in supporting these groups balances out any costs. There has been an increase in the number of requests and it is proposed to continue supporting these groups but to set clear criteria for the groups to meet. It is proposed to document the requests of those groups that meet the criteria and for this to be reviewed by the committee in 12 months’ time.

Moved Councillor Doody seconded Councillor Gordon

THAT the Community and Recreation Committee:

(a) Receives report No. 181030126776

(b) Notes Aquatic Facilities have met key performance indicators for Water Quality and Facility Attendance.

(c) Notes the need to replace a compressor at Kaiapoi Aquatic Centre for a total cost of $22,000.

(d) Notes that this will result in an overspend in the Kaiapoi Aquatic Centre Replacement Budget of $5,190

(e) Notes that the replacement of the compressor was authorised by the Manager, Community and Recreation as the compressor is essential to the ongoing operating of the Kaiapoi Aquatic Centre.

(f) Approves the proposed criteria for groups applying for sponsorship in the form of free passes from the Aquatic Facilities.

(g) Approves the ongoing support of groups who match those criteria on an ad hoc basis to be reviewed in a year’s time.

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

CARRIED
6.3 **Youth Development Annual Report – Tessa Sturley (Community Team Manager)**

T Sturley presented this report which provided an overview of the Youth Development Annual Report for 2018. Also attending was Sam Redman (Youth Development Coordinator) and Caitlin Tipping (a member of the Waimakariri Youth Council). Ms Sturley took the opportunity to acknowledge the work that the Youth Council have undertaken this year and that WaiYouth have continued to do a lot of work in the community. The review of the Youth Strategy by the Youth Council was a significant piece of work and sound process was applied to ensuring that the youth voice was captured. Ms Sturley also acknowledged the work of S Redman for his part in this process. There has also been considerable support provided for the North Canterbury Youth Services Network.

S Redman noted it has been a busy year which has been noted in the end of year report. The All Night Party run by WaiYouth was highlighted and this was the first time this event has been held. This ran from 7pm through to 9am the next morning and was very successful. Approximately 100 young people were taken into Christchurch to do Mega Air trampolining, QE11 pools, bowling, Time zone, Laser Strike. Recruitment to WaiYouth was the first priority for the year and there is now a good group of young people involved. The final event this year was the Centrestage held in the Rangiora Town Hall.

The Youth Council have been very busy and is a good team of young people who have done great work for the year and noted that Youth Council members have been invited to various events in the district. The Youth Services Network now has a quarterly meeting format and is focusing on key issues in the district.

Noted that one of the co-Chairs Andrew Besuyen has stepped down from the Council, having had three years on the Youth Council.

Moved Councillor Gordon seconded Councillor Barnett

**THAT** the Community and Recreation Committee:

(a) **Receives** report No.181205143969

(b) **Adopts** the Waimakariri Youth Development Report, 2018

(c) **CIRCULATES** report No. 181205143969 to the Community Boards

**CARRIED**

Councillor Gordon noted the work of S Redman with assisting in leading the Youth Council. It is important for the ideas of young people in the district to be heard and the initiatives that are coming through are led by young people and not imposed by “older” people.

Councillor Barnett noted the Centrestage event and the professionalism of those taking part. Recruitment of new members was an issue and there is now a very cohesive group with other leaders coming up through the group. Thanks were extended to S Redman for all his work.

Councillor Doody noted the work that had been undertaken by the members to improve the Skate park in Kaiapoi. Councillor Doody also acknowledged the great leadership skills of Andrew Besuyen.

Mayor Ayers noted that this is a very good Youth Council and believes they can be used in more areas by this Council. Members can be involved in
more areas that they want to be involved in. They cover a good age range and are a talented group of young people.

6.4 **Waimakariri Youth Strategy Review – Tessa Sturley (Community Team Manager)**

Sam Redman showed a powerpoint presentation highlighting the Youth Strategy document and congratulated the Youth Council on their work involved in putting it together. With it being eight years since the original Strategy was put together, it was considered to be timely for a review to be undertaken. This was especially true with the earthquake events of 2010 and 2011 and the impact on the young people in the district and the increase in the population. The young people in the district need the support of the community. Young people also need encouragement and opportunity and S Redman said it is important to invest in them. The Strategy has been created by young people – for young people, it is their words, their design and their voice.

As a member of the Youth Council, C Tipping was asked (by S Redman) the following two questions:

**What is the Strategy and why is it important?** The Youth Strategy is an overview document of the survey numbers and an outline which tells the Youth Council and Council what problems there are in the district and what can be done to fix these issues. (Noted that mental health is the major problem) The Strategy provides a sense of direction and also identifies what the priorities are for the next year and the years ahead.

**What did she find interesting about putting the Youth Strategy together?** The comparison between the old Strategy and the new one was interesting to look at, the difference in the content of the two documents and the difference that eight years has made. The 2018 Strategy is a much more compact document.

The support of Mayor Ayers and the Council appointees to the Youth Council was acknowledged and big thanks to the inhouse Council design team who put together the Youth Strategy document.

With Andrew Besuyen standing down from the Youth Council, Sam advised that the Youth Council has agreed to continue with a co-chair system of leading the Council. A second co-Chair will take Andrew’s place at the start of 2019.

Moved Mayor Ayers seconded Councillor Barnett

**THAT** the Community and Recreation Committee:

(a) **Receives** report No. 181206144197

(b) **Supports** the work of the Waimakariri Youth Council

(c) **Endorses** the adoption of the Waimakariri Youth Strategy (2018) as a guiding strategic framework for Youth Development in the Waimakariri District.

(d) **Circulates** Report No. 181206144197 to the Community Boards

**CARRIED**
Mayor Ayers noted that this Strategy is also the Council's document now, not just the Youth Council. This is one of the overarching documents that should influence the thinking of the Council.

Councillor Barnett commended the Youth Council team for all the work that has gone into putting this Strategy document together. Connectivity and accessibility are two really important aspects in the everyday lives of young people in the district.

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

Mrs T Sturley presented this report, which was taken as read and is an update on key activities carried out by the Community Team in November 2018. Recommendation (b) was noted, which seeks support of a funding application for the Migrants and Newcomers Group and T Sturley highlighted the large amount of work that has been done in this area over the past year by the group. The aim for this application for funding is to build on the work already done and to increase the capability of the steering group. This is looking to implement some leadership development for members of the group. The aim of the application is also to help the local community to be more aware of the different cultures in the community.

Ms Sturley advised that it is proposed to have a presentation from the Community Health Steering Group at the Community and Recreation Committee meeting in February 2019.

Moved Councillor Barnett seconded Councillor Doody

THAT the Community and Recreation Committee:

(a) Receives report No. 181206144576

(b) Support staff applying to Lotteries for $41,000 in funding to support the implementation of projects and initiatives from the Migrants and Newcomers Group Strategic Priorities and Objectives and Action Plan 2019.

(c) Circulates report No. 181206144576 to the Community Boards

CARRIED

Councillor Barnett commended the team for all the work that has been done this year and fully supports the application for funding for the Migrants and Newcomers Group.

Councillor Gordon noted the vast number of events and groups that are led and encouraged by the Community Team.

Mayor Ayers noted the success of the Migrants and Newcomers Group with people from many different cultural backgrounds becoming involved in the group and the wider community.
7 MATTERS REFERRED FROM THE REGENERATION STEERING GROUP
MEETING OF 3 DECEMBER 2018

(Refer to attached copies of reports to the Regeneration Steering Group for
Items 7.1 and 7.2)

7.1 Kaiapoi East, sport field area development options – Michelle Flanagan
(Landscape Planner – District Regeneration)

M Flanagan and D Roxborough presented this report, which has been
referred from the Regeneration Steering Group meeting of 3 December.
This report sets out options of the development of the new sport field area in
the Kaiapoi East sport and recreation reserve. The recommended options
are within the allocated Regeneration budget. M Flanagan provided an
overview of the matters being considered which are:

- Sports fields
- Softball diamonds
- Buildings (toilets/changing rooms, storage, clubrooms)
- Field lighting
- Car parking
- Pathways
- Park furniture

Kaiapoi Softball Club have confirmed they wished to be based at this new
sport reserve, as they currently have no home ground and have been based
at Kaiapoi Park with the rugby club. The Northern Bulldogs Rugby League
Club have advised that they wish to remain at Murphy Park as their home
ground, but would like to use the new fields in addition to the Murphy Park
fields. Based on the use by these two clubs, it is proposed to build two fields
and two softball diamonds. It is considered necessary to provide changing
rooms and toilets facilities. The recommended design for these facilities
would be above the allocated budget, so it is recommended that this be a
staged construction.

A summary of the proposal for clubrooms and car parking was also provided
by M Flanagan. Staged construction of a sealed car park is recommended,
with the initial construction for 100 parking spaces, which is considered
adequate to cover the use by the softball club. There is also parking
available in surrounding streets, and further temporary parking could be
opened up on the adjacent rural land if required for any bigger events.

All of the assets suggested in the report (including pathways and park
furniture) are consistent with the Reserves Master Plan which has recently
been approved.

Councillor Barnett asked if the league club remain at Murphy Park, is there
still the need for further league fields, noting the cost of $400,000 for these
fields. M Flanagan noted that the Club has indicated that they would use
these additional fields. C Brown added that the league club, prior to the
earthquakes, were already using Kaiapoi Domain rugby grounds as back up
fields. There was a preference for them to be using these new fields and in
future the fields will be used to capacity.

Regarding the location of the toilets, Councillor Barnett noted this was an
isolated location, with softball being a summer sport only and little use during
the winter. M Flanagan noted that it is anticipated the toilets would also be
used by other users of the reserve, from the BMX track, the dog park and
other users of the sports fields. The proposed location of the toilet facilities
is a central location for all these users. The car park will be locked after use
in the evenings.
THAT the Community and Recreation Committee:

(a) Receives report No. 181012119151

(b) Approves the development of two senior grass fields with subsoil drainage and slit draining with preliminary cost estimate of $395,000.

(c) Approves the development of two softball diamonds with an artificial diamond and grass outfield with a preliminary cost estimate of $520,000.

(d) Approves the development of two changing rooms and three public toilets with a preliminary cost estimate of $565,000.

(e) Approves the relocation of key user storage containers to the reserve with some external improvements for amenity purposes with a preliminary cost estimate of $20,000.

(f) Approves Council not providing clubrooms at the reserve for exclusive use by the key users.

(g) Approves staff undertaking a business case, in partnership with key users to consider the potential for a combined community facility/clubrooms at the reserve.

(h) Approves staging the development of the car park at the reserve with a preliminary cost estimate of $457,000.

(i) Approves the development of the path network with a preliminary cost estimate of $176,000.

(j) Approves the installation of park furniture with a preliminary cost estimate of $100,000.

(k) Notes that key user clubs will be responsible for providing field lighting in the sport field area.

(l) Notes that the Regeneration budget allocation for development of the sport field area is $2,700,000. This is separate to the $1,000,000 currently allocated for the enabling site works that form the foundation for the sports fields and diamonds.

(m) Notes that the preliminary cost estimate for the recommended sport field area development options (within this report) is within the Regeneration budget allocation.

(n) Notes that the preliminary cost estimate will be refined in the next stage of the design process.

CARRIED

Councillor Blackie noted that the key point of this report is the staging of these plans for this Kaiapoi east sport field area development and supports this recommendation.

Mayor Ayers noted that Northern Bulldogs and the Kaiapoi Softball Club are the only clubs of these sports in the district and it would be great for them both to have enough space to play their sports.
Mayor Ayers commented on the connectivity in towns that should be given consideration and having good access for pedestrians and cyclists, noting that this is a significant area of land.

In supporting the recommendation, Councillor Gordon commended Councillor Blackie on his leadership in the Regeneration area and the work that has been undertaken by staff on this project to date.

Councillor Barnett said that this area is slightly separated from the rest of the township, noting comparison with Gladstone Park in Woodend, where there has been some issues with vandalism and vehicles being driven on the sports fields. Councillor Barnett also expressed hesitation in the building of any clubrooms in this area, being red zone land and any further investment in this area would need to come back to this committee.

7.2 **Kaiapoi East Community BMX track – Concept Design – Kevin Dwyer**  
(Landscape Architect – District Regeneration)

K Dwyer and D Roxborough presented this report. A revised recommendation was tabled at the meeting, than that which was in the report included in the Agenda. This was referred to the committee from the Regeneration Steering Group meeting of 3 December.

This report seeks approval of progressing detailed design for construction of the recreational BMX track in Kaiapoi East. The track is designed for the physical space available and the budget available. The concept design comes from Trent Jones, a New Zealand professional BMX rider and Olympian, who trades as “Trent’s Tracks”. Trent comes highly recommended by the President of the Rangiora BMX Club and is currently rebuilding the Rangiora BMX track to a national standard. “Trent’s Tracks” has designed and built BMX tracks in the US and other locations around New Zealand. There are very few people who have the specific knowledge and skills to construct quality BMX tracks. The start date for any construction is time critical as it needs to be completed before winter. A suggested start date would be in late February for completion before conditions get too wet.

Moved Councillor Gordon seconded Councillor Blackie

THAT the Community and Recreation Committee:

(a) **Receives** report No. 181115134608.

(b) **Approves** the Concept Design for the BMX track.

(c) **Notes** the concept design will be reviewed by appropriate North Canterbury BMX Club members.

(d) **Approves** staff progressing the detailed design of the BMX track, with incorporation of any suggestions from the North Canterbury BMX Club review, where these are consistent with the Reserves Master Plan, are minor in nature and do not change the scope, level of service, or budget.

(e) **Approves** staff entering into a sole-source contract negotiation with Trent Jones (Trent’s Tracks) for a design and construct contract for the delivery of the BMX track located in the Regeneration Area, with testing of the contract price for value by engaging Quantity Surveyor to review.

(f) **Notes** the preliminary whole project cost estimate is within the budget available.

CARRIED
Councillor Gordon supports this recommendation to enter into negotiations with an expert in this field and this is another positive step on the way to getting Kaiapoi back to pre-earthquake.

Councillor Blackie noted Trents Tracks is the only provider available and who can provide the construction on time. The 30% contingency plan is in place because of the large variance in the price of clay from one month to the next. This contingency is to give coverage of this.

8 PORTFOLIO UPDATES

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

Councillor Brine noted nothing new to report

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

Councillor Doody noted the Access Group involvement with any improvements to community buildings to include changing room facilities, as well as toilets, for those with physical disabilities. She is pleased that there has been inclusion of this in the plans for the Indoor Court Facility.

8.3 Community Development and Wellbeing – Councillor Kirstyn Barnett and Councillor Wendy Doody

Councillor Barnett noted the ongoing issue of transport availability and accessibility to townships. A local initiative is being developed by a community member in Cust by accessing the North Canterbury Mini Bus Trust to provide a shoppers bus to Rangiora for those who don't have their own transport.

9 QUESTIONS

There were no questions.

10 URGENT GENERAL BUSINESS

There was no urgent general business.

There being no further business, the meeting closed at 2.35pm.

CONFIRMED

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Chairperson

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Date