Agenda

Community and Recreation Committee

TUESDAY
23 February 2016
1.00PM

Members
Cr Wendy Doody (Chairperson)
Cr Peter Allen
Cr Robbie Brine
Cr Caroline Faass
Cr John Meyer
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
COUNCIL CHAMBERS, 215 HIGH STREET, RANGIORA on TUESDAY 23 FEBRUARY
2016 at 1.00PM.

Adrienne Smith
COMMITTEE ADVISOR

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

BUSINESS

1. APOLOGIES

2. CONFLICTS OF INTEREST

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

3. CONFIRMATION OF MINUTES

3.1. Minutes of a meeting of the Community and Recreation Committee
held on Tuesday 15 December 2015

RECOMMENDATION

THAT the Community and Recreation Committee

(a) Confirms as a true and correct record the minutes of a meeting of
the Community and Recreation Committee held on Tuesday 15
December 2015.

4. MATTERS ARISING

5. PRESENTATION / DELEGATION

5.1. Youth Council Presentation

There will be a presentation from a representative of the Youth Council.
6. REPORTS

Community Development

6.1. Youth Development Update – Tessa Sturley (Community Team Leader)

RECOMMENDATION

THAT the Community and Recreation Committee

(a) Receives report No 160212011110

(b) Notes that a presentation from Hannah Price, Youth Council Chairperson will support the presentation of the attached Youth Council Annual Report


RECOMMENDATION

THAT the Community and Recreation Committee recommends

THAT the Council:

(a) Receives report No. 160125005134.

(b) Adopts the Street and Reserves Trees Policy

Community Facilities, Aquatic Centres, Libraries and Museums

6.3. Community Facilities Working Party - Craig Sargison (Manager Community and Recreation)

RECOMMENDATION

THAT the Community and Recreation Committee

(a) Receives report No. 160215011963

(b) Approves the establishment of a working party of key stakeholders to look at the current configuration and utilisation of community facilities at Kaiapoi and Rangiora, to report to the Committee by September 2016

(c) Approves the terms of reference for the Community Facilities Utilisation Working Party (TRIM: 160215011973)

(d) Notes that the Community Facilities Portfolio Holder and the Community Development Portfolio Holder will be members of the Working Party.

(e) Appoints Councillor ………………. to the Working Party.

(f) Circulates this report to the Boards
6.4. **Aquatic Facilities Update - Craig Sargison (Manager Community and Recreation)**

**RECOMMENDATION**

THAT the Community and Recreation Committee

(a) **Receives** Report No. 160211010668.

(b) **Notes** the Aquatic Facilities year to date achievement against key performance indicators.

(c) **Notes** the 2015/16 financial year customer service initiatives/improvements implemented during the July to December period.

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

6.5. **Library Update – Phillippa Ashbey (Libraries Manager)**

**RECOMMENDATION**

THAT the Community and Recreation Committee

(a) **Receives** report No. 160211011046

(b) **Notes** the successful uptake of the new Zinio eMagazine service and the arrival of BookMyne, a free mobile app that makes it easy for users to connect with our Libraries

(c) **Notes** that many new initiatives have been added to the Libraries’ programme of regular events

(d) **Notes** that the Summer Reading Challenge was undertaken by 380 children which is an increase of more than 200 over previous years

(e) **Notes** that libraries are going through a renaissance as referenced by two recently released reports, *Why Libraries*, and *Future Libraries*.

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

7. **PORTFOLIO UPDATES**

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

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

7.3. **Community Development – Cr Peter Allen**
8. **QUESTIONS**

9. **URGENT GENERAL BUSINESS**
WAIMAKARIRI DISTRICT COUNCIL

MINUTES OF A MEETING OF THE COMMUNITY AND RECREATION COMMITTEE HELD IN THE COUNCIL CHAMBERS, 215 HIGH STREET, RANGIORA, ON TUESDAY 15 DECEMBER 2015 AT 3.37PM

PRESENT

Councillor W Doody (Chairperson), Mayor D Ayers, Councillors R Brine, P Allen, C Faass, J Meyer

IN ATTENDANCE

Councillors K Barnett, J Gerard
Messrs J Palmer (Chief Executive), C Sargison (Manager Community and Recreation), C Brown (Community Green Space Manager), and Mrs A Smith (Committee Advisor).

The meeting was opened and adjourned at 3.37pm and reconvened at 4.15pm.

1. APOLOGIES

There were no apologies.

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 10 November 2015

This item was adjourned until the following committee meeting scheduled for 23 February 2016, as a copy of the minutes was not included in the agenda papers.

4. MATTERS ARISING

Nil
5. REPORTS

Community Facilities, Aquatic Centres, Libraries and Museums

5.1. Mandeville Sports Ground Capital Development – Chris Brown (Community Green Space Manager)

Mr Chris Brown presented this report, which seeks approval from the committee to implement a series of capital development projects within Mandeville Sports Grounds, using funding currently available in the budget. The Mandeville Sports Club have advised a priority order of projects they wish to progress, which are in line with the Mandeville Concept Development Plan. If these projects are approved, there would be $70,000 remaining of the $167,000 budget for further capital projects at the sports ground.

There was discussion on the Eyreton Pony Club and Mr Sargison advised that this Club has a substantial number of members and is very well organised. Council staff do not anticipate any problem with it being able to service the $23,000 loan. Councillor Doody pointed out that the Club had recently hosted the Springston Trophy competition which is a significant event for Pony Club teams. Mr Sargison added that the facility is also used by other equestrian groups.

The reason for this request is that the amount of funding requested to cover the Eyreton Pony Club having to move from its current location has changed from that which was agreed by the committee in December 2014, as noted in the report.

Moved Councillor Allen seconded Councillor Faass

THAT the Community and Recreation Committee

(a) Receives report No. 151202159578

(b) Notes that there is currently $167,000 available in the Mandeville Sports Ground capital development budget GL 100324.000.5224

(c) Approves $47,000 to be spent from the Mandeville capital development budget GL 100324.000.5224 towards the resurfacing of the tennis and netball courts with Plexipave.

(d) Approves $20,000 being allocated as a contribution towards the development of a series of walking, cycling and horse riding tracks around the perimeter of the Mandeville Sports Grounds.

(e) Approves $30,000 towards the purchase of one of the Council temporary retail buildings conditional upon Council approving a loan of $23,000 to the Eyreton Pony Club to cover relocation and foundation costs.

(f) Notes that Mandeville Sports Club have identified a number of other capital projects which they would like to see completed in the future and these include:

- Convert Middle Lane to gravel surface
- Create all weather gravel overflow car park behind the tennis courts
• Additional changing facilities for women’s rugby
• Irrigation water connection for the equestrian groups
• Irrigation of the cricket blocks
• Tree replanting
• Clean up of the eastern and Western Boundaries.

CARRIED

Councillor Doody is pleased to see this matter progress.

6. QUESTIONS

There were no questions.

7. URGENT GENERAL BUSINESS

There was no urgent general business.

There being no further business, the meeting closed at 4.23pm.

CONFIRMED

___________________________
Chairman

___________________________
Date
WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO: GOV-01-04 / CMS-09-10-02 / 160212011110

REPORT TO: Community and Recreation Committee

DATE OF MEETING: 23 February 2016

FROM: Tessa Sturley Community Team Leader

SUBJECT: YOUTH DEVELOPMENT UPDATE

SIGN BY:

Department Manager

Chief Executive

1. SUMMARY
   a. The purpose of this report is to provide an update on key Youth Development activities for the 2015 calendar year.

2. RECOMMENDATION

   THAT the Community and Recreation Committee:
   (a) Receives report No 160212011110
   (b) Notes that a presentation from Hannah Price, Youth Council Chairperson will support the presentation of the attached Youth Council Annual Report

Attachments:
Youth Council Annual Report (Trim # 160211011049)

3. ISSUES AND OPTIONS

3.1: Youth Council Annual Report

3.1.1: Waimakariri Youth Council was established in 2013 as a means to formally support the vision set out in the Waimakariri Youth Development Strategy.

3.1.2: Youth Council consists of 16 members representing the mainstream high school, home school, employee and tertiary sectors, across the District. Staff support is via the Youth Development Coordinator, supported by the Community Team Leader. The Mayor (ex officio), and two elected Councillors appointed by the Community and Recreation Committee also sit on Youth Council. Typically, a councillor acts as liaison between the Youth Council and Waimakariri District Council.

3.1.3: The attached report, collaboratively prepared by Youth Council members, provides an overview of some key activities for Waimakariri Youth Council during the 12 months from March 2015 to February 2016. It introduces some of the current Youth Councillors. Additionally it includes members’ perspectives regarding the strengths and value of Youth Council in providing opportunities and ‘more to do’ for young people in the Waimakariri.
3.1.4: Youth Council chair, Hannah Price has prepared a presentation, covering some of the key points detailed in this report.

3.1.5: Youth Council will reconvene for 2016 in February. This will provide an opportunity to review feedback from local young people and to set some priorities and objectives for the coming year.

3.2: Youth Development progress against Community Team Strategic Objectives during 2015

3.2.1: ENGAGING

<table>
<thead>
<tr>
<th>Stakeholder Group</th>
<th>Key Actions in 2015</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Business sector</strong></td>
<td>In working to deliver Youth-led initiatives, Youth Council and WaiYouth have formed relationships with Compass FM and Torlesse Transport; and have acquired sponsorship from several businesses who provided giveaways for local youth-led events. Sponsors have included: Rangiora New World, Mitre 10 Mega, Fi's Flowers, Sushi Ya and Mediterranean Food Company.</td>
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<tr>
<td><strong>Funding Sector</strong></td>
<td>Youth Council have engaged with the Ministry of Youth Development and Rata Foundation through their involvement in consultations around priorities for young people, and through their involvement with Youth Voice Canterbury.</td>
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<tr>
<td><strong>Elected local and national government representatives</strong></td>
<td>The Mayor and two Councillors sit on Waimakariri Youth Council. Additionally, Youth Council engaged with MP Matt Doocey in planning for their forum on Youth Mental Health.</td>
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<tr>
<td><strong>Te Ngai Tuahuriri Runanga</strong></td>
<td>Youth Council held induction training for its most recent intake at Tuahuriri Marae. This provided an opportunity for these emerging leaders to connect with the Runanga.</td>
</tr>
<tr>
<td><strong>Government and Non-Government Agencies</strong></td>
<td>Through involvement in Youth Voice Canterbury and other fora associated with The Collective, Youth Council and WAIYouth members have established and maintain relationships with Red Cross, CERA, Ministry of Youth Development, 298 Youth Health, North Canterbury Community College, Christchurch Youth Council, Hurunui Youth Council, and Selwyn Youth Council. The Youth Development coordinator also maintains these and other relationships; including R13 Trust and Wellbeing North Canterbury.</td>
</tr>
<tr>
<td><strong>Grassroots Community</strong></td>
<td>Youth Council support grassroots community through their involvement in Community events and volunteering. For instance, members elected to volunteer at Ronald McDonald House, cooking for families whose children were undergoing cancer treatment. Additionally members of WAIYouth presented to Pegasus Residents’ Group on opportunities currently available to local young people and how Pegasus young people may be better connected. Relationships are maintained with all four secondary schools and with the North Canterbury Community College, all of which actively support the work of Youth Council, WaiYouth and the Youth Development Coordinator.</td>
</tr>
</tbody>
</table>
Local Media
Youth Council's well-established relationship with local media is evident in good coverage of youth development initiatives in The News, on Compass FM radio and in the Northern Outlook.

Other Council Departments
Youth Council have worked with the Greenspace Team on planning for Youth-led events and with Libraries to provide feedback into the redevelopment of the 'youth' section of the library website. Additionally they were consulted by the Policy and Strategy team with respect to the cycling strategy

3.2.2: CONNECTING

a) **Youth Week Skate Jam** had a turnout of around 200 local young people, providing an opportunity for them to connect in a safe, fun context.

b) Similarly the **Valentine's Movie in the Park** has created a great opportunity for local young people to connect. This event, posted on Facebook, has over 650 young people posting their intent to attend.

c) Supported by our Youth Development Coordinator, WAIYouth and Youth Council took 40 local young people to Selwyn to engage with Christchurch, Hurunui and Selwyn youth in an **all-night games and movies evening**.

d) Involvement in **regional networks** has given WaiYouth and Youth Council members the opportunity to make valuable connections in terms of increasing their skills and knowledge in relation to Youth Development.

e) This year's **Stage Challenge** engaged scores of young people in planning, promotion, and delivery. 20 performers of an extremely high standard entertained an incredibly energetic full house at Rangiora Town Hall. That the audience was comprised predominantly of young people indicates the success of this initiative in giving local young people something to really engage them to come together and have some fun.

3.2.3: INFORMING

a) Youth Council’s **Youth Forum** provided an opportunity to educate young leaders about Youth Mental Health and some of the supports available to affected young people.

b) The **Masterclass Cooking** Holiday programme acted as a platform to raise awareness and educate local young people about the benefits of healthy eating in terms of increasing wellbeing.

c) The **Youth Council School Holiday Youth media training programme**, in partnership with Compass FM, provided ‘real context’ experience and training to a group of young people keen to follow media-related career paths.
3.2.4: EMPOWERING

a) WaiYouth and Youth Council members provided a youth voice to the following local and regional discussion fora:

- Youth Voice Canterbury
- Youth Connect
- Youth Guides
- Youth Friendly Places and spaces
- Road Safety
- Cancer Society
- Waimakariri District Future Use Red Zone community reference group
- Todd Foundation Youth Panel
- Waimakariri Library website
- Pegasus Residents Group on opportunities currently available to local young people and how Pegasus young people may be better connected.

b) The **Youth Council Scholarship programme** acknowledged the achievements and hard work of year 10 and 11 students. Youth Council felt it was time that younger students got recognised for their efforts and encourage students by contributing to the cost of their creative, sporting or academic advancement. Three young people were awarded these scholarships. Rangiora High School was the first to take advantage of this provision. Youth Council are looking to have it available to other schools in the coming years, funding dependent. of academic, creative or sporting passion

c) Following on from the Youth Council’s School Holiday Youth Media training programme, two participants have been given a three hour Youth Slot on Compass FM. This is very exciting and will give local young people a greater voice in the community.

d) Through their involvement in the planning promotion and delivery of the Stage Challenge event, Youth Council and WaiYouth members learnt and applied skills in design, promotion, hosting, presenting, filming, seeking sponsorship and working collaboratively to create something significant in the local social calendar.

e) Volunteering at Ronald McDonald House involved the young people in engaging with staff, independent setting a menu, purchasing ingredients, preparation, and service and engagement with residents.

4. COMMUNITY VIEWS

4.1 In line with Community Development practice, a wide range of Community Stakeholders continue to be engaged as the Waimakariri District Council Youth Development Coordinator fosters collaborative response to identified issues affecting local young people.

5. FINANCIAL IMPLICATIONS AND RISKS:

Servicing of the Youth Council is funded by the Council and Youth Council events are funded externally.
6 CONTEXT

6.1 Policy

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

6.2 Legislation

Local Government Act

6.3 Community Outcomes.

The work of the Waimakariri Youth Council aligns with the following Council Community Outcomes:

- *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.*

- *The community’s cultures, arts and heritage are conserved and celebrated.*

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Tessa Sturley
COMMUNITY TEAM LEADER
Annual Report 2015
Background

Waimakariri Youth Development Strategy 2010

In 2010 the Waimakariri Youth Development Strategy was developed which saw the employment of a Youth Development Coordinator and the establishment of WaiYouth.

Aims of the WYDS 2010

1. All young people have opportunities to establish positive connections to their key social environments: family, friends, school, workplaces and communities.

2. All young people have access to a range of recreation, leisure, and leadership opportunities.

3. Waimakariri young people are encouraged to be involved in a wide range of community activities and lead events.

4. Provide a safe and vibrant place for our young people.

5. Where young people personally have high esteem for themselves and respect for others.

The Waimakariri Youth Council was formed at the end of 2013 by a working party in WaiYouth to help further reach the aims and support the vision of the Waimakariri Youth Development Strategy 2010. Their purpose is to:

- Identify and communicate to Council the interests and preferences of the youth of Waimakariri in relation to:
  - The content of the strategies, polices, plans, and bylaws of the Council.
  - Any matter that the Youth Council considers to be of particular interest or concern to the youth of Waimakariri.

- Advise the Mayor, Council, Community Boards and Ward Advisory Boards, in relation to processes and mechanisms for engagement with young people in the Waimakariri District.

- Consider any regional issues raised by local young people.
Report from Chairperson

Another year has come and gone! This year the Waimakariri Youth Council has formed some fantastic foundations for the years to come!

I have had the absolute privilege to have been elected as Chairperson for 2015. It has been a year of challenges but has been a fantastic experience! Huge thank you must be said for all of the Youth Councilors this year for making my role so much easier! Particularly to the amazing Deputy Chair, Josiah Peach! I have been working full time this year so having their total support has been really appreciated.

The Waimakariri Youth Council has become a lot more well-known this year which I believe is a great success in its self. Our coordinator Tina Curry is mostly responsible for this achievement with all her hard work in helping us attain sponsorship, our goals and most of all a successful year.

Being able to be in a position alongside others who care about their community as much as I do is honestly so rewarding. We all started the year unsure of what would unfold or who really we were sitting beside however we end the year as friends. This year has taught me the importance of enjoying the activities you do, and I can happily say that every event or activity we have done as Youth Council have been the highlights of my year.

Mid way through the year I attended Christchurch Youth Council’s first use of the Christchurch Council Chamber, where Leanne Delzel, handed the Chamber over to one of the Youth Councilors. The chamber was filled with representatives from all over the South Island, debating topics relevant to Youth. During this I realized how fortunate the Waimakariri Youth Council is in having such a supportive and encouraging local Council. Our Mayor David Ayers, Councilors; Peter Allen and Kirstyn Barnett also with Tessa Sturley, attend our monthly meetings always with some ideas and encouragement towards our next possible activity.

Rosemarie Shaw must also be acknowledged for her incredible job of keeping track of our sometimes chaotic meetings, but somehow she always manages to give us readable minutes along with action points which the Youth Councilors find easier to follow.

Early in the year saw the creation of the Broadcasting School Experience alongside Compass FM in Rangiora. This gave local youth the opportunity to spend their school holidays gaining valuable experience at a fantastic Radio Station. Each participant left with a certificate acknowledging their hard work and one lucky student has since been given his own time slot at Compass FM!

With each New Year we intake new councilors onto Youth Council. Andrew Hale, Andrew Besuyen and Thomas Davis all joined as Councilors and Travel Tuaputa, Sophie Marsh and Tamatoa Tangimetua joined as members. We then had a Hui for our new intakes and planned our year from there.
A few weeks in and we were off to Hanmer for our Team building weekend!

It was an incredible weekend and we definitely learnt a lot about each other. Reviewing our terms of reference, finalizing our year plan and building up connections with each other.

Initiating a $500 scholarship for school students with high potential was one. This year the allocated school was Rangiora High School, however next year another school will receive them.

Fundraising money at sausage sizzles in order to then buy and make dinner for all the children and families at Ronald McDonald House South Island. It showed all the Youth Councilors, how much it means to give back into the wider community.

I look forward to see what we will achieve in the coming year!

- Chairperson, Hannah Price
Volunteering

On the sunny Sunday afternoon of 27 September 2015 the Waimakariri Youth Council members turned up at the same place, the same time, for the same reason. We volunteered our time to organize and prepare a meal at the Christchurch Ronald McDonald house for the 40 – 50 residents. The menu was a tasty smorgasbord of various ingredients such as cheese, pineapple, fried eggs, beetroot, mince patties, and many more to add to personally customized burgers. Homemade hot pumpkin soup and delicious fruit slice were also on the menu. The number of burgers made on the night were nigh on 80 which kept all youth councilors busy in the kitchen. The overall evening went very well with things in the kitchen running smoothly, and the parents and children enjoying their meals. There was one comment from a resident that they had already had ‘nachos’ 3 times that week and the burgers tasted amazing. At the end the Ronald McDonald expressed their gratitude with a thank you card signed by quite a few of the residents. An overall very successful evening.

Josiah Peach - Deputy Chairperson
OTHER ACTIVITIES

Centre Stage 2

First place – Linda Nherea

Second place – Jaydin Shingleton

Third place – Mele Peseta

The Waimakariri Youth Council has been involved in a talent show called Centre Stage. This event, held annually, has grown tremendously from its beginning in 2014. We are already planning a Centre Stage 3 to be held in 2016 since the last two years have had great feedback on the show. This year the show attracted a capacity audience at the newly renovate Rangiora Town Hall. The quality of production and level of competitors never ceases to amaze the audience and we aim to improve on this every year to bring the best show possible to the community. All the competitors have a great time and the talent is top notch with everyone giving their best performance possible. Collaborating alongside WaiYouth to organise and run Centre Stage brings a fun and exciting atmosphere to be in; with everyone pitching in from backstage to gathering the performers, interviewing etc. I personally have had a fabulous time being the MC in 2015 and co-MCing in 2014. We all look forward to what 2016 Centre Stage brings in store for us. - Tiziano Deerson

Maureen Jacobs: “Wonderful night, awesome venue, so much talent, looking forward to next year, bring it on!”

Kay MacLachlan “Attended your event last night and what an AMAZING and TALENTED selection of young performers!!! Felt sorry for the judges who had to select the top 3 - they did an awesome job! Was the best way ever to spend a Friday night smile emoticon Thanks heaps to WaiYouth.”

Gail Ellmers: “Glad I didn’t have to judge it what a job with such amazing talent to choose from.”
Team Building

Team building and planning event that I attended was the opening evening was the youth forum. This was an event mainly focused towards the younger generation within the high schools that may be undergoing personal depression or as such certain emotions that they may not be able to express or understand.

This forum allowed them to express their views and learn from our speakers past experiences with what young people go through. Even though the turnout of people wasn’t as high as expected it still laid the foundations for this project to be carried on.

These few events and charity projects that I have stated is only a small selection of what I have been involved in, there has been many others of which I haven’t been able to attend such as the youth broadcasting programs, talent competitions such as Centre Stage and a fair few others.

It has been a privilege to spend this year with the youth council helping the youth and people of the Waimakariri District while being also involved with the districts plans, events and activities.

I think this is a great concept getting the young people involved and hope that it will inspire and spark others to do so. - Thomas Davis
The idea for an outdoor movie was thrown around late 2015. Andrew Hale and I agreed to organize it as the last event for the Youth Council in 2015. Unfortunately due to time constraints for promotion, and getting a license to show it, we made the decision to postpone it till early in the New Year.

Even with the delay we continued the organization process getting everything in place and ready to go, as early as possible to relive stress at the other end. Originally we had intended to host the event in Dudley Park as a full on drive in movie, but after discussions regarding health and safety, along with ease of planning we revised the idea and went with simply an outdoor movie. Victoria Park was booked, along with the screen for late January. After a few meeting regarding our plans Tina mentioned that she was considering an event for Valentine’s Day, and wondered whether it was worthwhile bumping back the movie for two weeks and go for a Valentine themed event. Seeing as it made sense for promotion and giving us an opportunity to draw a bigger crowd we went with the idea.

With the 14th of February being booked for Victoria Park, the screen, we settled on Footloose (2011 Version) as the movie after a tight race between that and Grease on a Facebook poll. That resolved we went ahead sorting out what food and drink to have on the night. After using a candy floss machine when working at New World the week before, I thought would be a cool idea to get that along. A sausage sizzle, popcorn and cold soft drinks would be on site as well.

Invitations to come along were sent to a coffee cart, snow cone and Mr. Whippy vendors too. The health and safety plan was finalized and signed off, with the site plan included.

For promotion we set up a Facebook event and simply shared it as much as possible. It took off extremely fast, after being up for three weeks the Facebook event has 477 people saying they’re going and 2000 saying they’re interested, while the number doesn’t represent the what actual turn out will be by any means, the level of interest is great. Poster were printed and placed in local schools and business, when school resumes we’ll also hopefully be able to advertise it in assembly.

With so much attention we concluded it would be good to have a delay date in case of rain, originally we were going to just cancel but since it would be a shame to waste all the promotion an alternate date was arrange for the following Sunday.

As it stands three weeks out from the event almost everything is set and we’re hoping for great weather and an awesome evening. - Andrew Besuyen
From the Mayor, Councillors and Youth Development Coordinator

David Ayers – Waimakariri District Mayor

We are delighted to have the Mayor’s support. His input into meetings and obvious interest in the work that we do is extremely encouraging.
The Waimakariri Youth Council met monthly during 2015 under the leadership of Hannah Price as chairperson and Josiah Peach as deputy chairperson. The Council was ably led by Hannah and Josiah and was well supported by youth representatives from throughout the district, particularly Rangiora/Loburn and Oxford. There continues to be a gap in representation from Kaiapoi which is something the Council will need to attend to during 2016. A number of new representatives came on to the Council early in 2015 to replace those who had left the previous year. One of the challenges for the Council is how to maintain the momentum of its work in the face of quite significant turnover.

The Council undertook leadership training during the year, holding a weekend at Hanmer Springs which most of the Council was able to attend. Training will continue to be an important and necessary part of what the Council does to ensure that those on the Council understand their role and are able to carry out and that they are assisted to develop the leadership skills necessary.

The Council was active in staging events during the year such as a drug and alcohol seminar in Oxford and serving a meal at Ronald McDonald House. The Council invited the district’s MP, Matt Doocey, to meet with them which Mr Doocey did. Mr Doocey provided assistance to the Council in thinking about the issues of mental health, suicide and depression and what the Council might do to help young people. This led to the Council holding the seminar referred to earlier in this report.

The Council has, from time to time, during the year provided advice to Council. An example of this is the Council meeting with a representative of the Waimakariri Librairies and providing critique and advice on the Library’s online material for young people.

The Council maintained its links with other youth councils in the region, in particular those from Hurunui and Christchurch. Representatives from the Council attended meetings of the Christchurch Youth Forum.

It has been a pleasure to be associated with the Council during 2015. I am always impressed by the caliber of those young people who put themselves forward for positions on the Council. The district needs the honesty, leadership, energy and enthusiasm they offer.

Peter Allen
Councillor
**Kirstyn Barnett - Councillor**

The Youth Council continues to have a positive impact in Waimakariri District by giving a voice to young people in our community. I am enjoying seeing the group work together as a team to reach out to their generation through activities and events.

Young people are often blamed for social disruption and it is great to see the positive energy of these young leaders being demonstrated to the wider community through these initiatives.

The opportunity for young people to experience governance gives them important insight and skills into the responsibilities of local government, and I believe this District will gain long term benefits from our investment in the Youth Council.

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**Tina Curry – Waimakariri Youth Development Coordinator**

I truly believe that working with young people is one of the most rewarding roles you can have. As we get older we can become safe and mundane. Working with Youth Council ensures that I am open-minded, creative and passionate about my work. Youth Council has gone from strength to strength with another fantastic year; including successful projects such as Youth Council scholarship, broadcasting program, Centre Stage and now Valentines Movie in the Park. For me, Youth Council’s character has best been demonstrated when things have not gone to plan. They have shown flexibility and determination. It’s also very cool to see the unity in the group and how easily they adapt to the transition to new leadership and membership. I look forward to another productive year supporting this group to doing more good work in the community.
The Youth Council members

My name is **Hannah Price**, I am the Disability representative as well as one of the Rangiora District representatives. I originally joined as the representative from Rangiora High School whilst I was Head Girl there. I love sports, dancing, music, kapahaka and languages. This year I have had to gap year working however in 2016 I will begin my Bachelor Degree in Medical Imaging.

My name is **Josiah Peach** and I'm an 18 year old guy. Throughout my amazingly long life some of my main interests have been the outdoors, hunting, sports, playing music, and teaching music. A few years ago I heard about the Waimakariri Youth Council and thought it would be quite interesting to be on it, and after a wee while I ended up a part of the council. In the council I had a good time meeting new people, networking, and discussing a variety of concerns related to youth in our community. It was a very good experience and would recommend it to anyone wanting to make a positive difference to youth in the Waimak.

Over and out. ~ The Mojo.

My name is **Andrew Besuyen**, I live in Rangiora. I moved to the Waimakariri District in 2011 after the February quakes, renting in Woodend for two years then moving to a house in Rangiora.

I play indoor football and I am a competitive mountain biker and ski during the winter.

I was home schooled, so I didn’t attend a school in the district but I will be attending the University of Canterbury next year to study Commerce.

I joined the youth council because I was interested to be involved with youth events in the area and I wanted to see how the local council worked. I’ve been a member since April 2015.
Hello I’m Tiziano Deerson and I’ve been a part of the Waimakariri Youth Council since its establishment. I am a qualified Personal Trainer and I am going to study Sports Coaching at the University of Canterbury in 2016. I love being involved in the Youth Council and being able to share ideas among others and listen to what the youth of our community have to say. I am looking forward to the coming year.

I’m Rhiannon Moore, I’m 17 years old and I attend Oxford area school. I’m really excited to be given the chance to be head girl next year. I can’t wait to be able to motivate the youth in my school next year by being a great leader and supporting them throughout school activities. I enjoy being on Waimakariri youth council because we are given opportunities to speak up for the youth in our area by connecting with them through awesome events and also being young adults ourselves. My hobbies include rock climbing, surfing, snowboarding and I enjoy running and staying fit. I love being outdoors. Thanks to all the members of the youth council for an fantastic year and I look forward to an even more actioned packed year in 2016.being able to make a difference within the community.

Hi my name is Andrew Hale, I'm 17 and in my last year at Rangiora high school. I enjoy any activity the I can do outside and mainly play football, rugby and Karate( of which i am currently training for my black belt). I joined the youth council because I wanted to help youth have a larger and more influencing voice in north Canterbury and to try and promote positive change in our community

I have been a member of Youth Council since its creation and have enjoyed the insight that it has given me into the work of the Waimakariri District Council. I have been involved in leadership camps, community events and Council submissions and have found these aspects of the Youth Council to be very interesting. I am also on the Oxford Community Trust and have given driving lessons in the U Drive Programme. In my spare time I race a Stock Car at Woodford Glen and at various other tracks around New Zealand. I work as a mechanic/ truck driver, maintaining heavy machinery and in the last two years have gained my class 2 and 4 licenses. - Thomas Robson
I first joined Youth Council on a recommendation from a friend in respects to helping out the local community and young people while being out there and active meeting all new manner of people while helping and contributing my own views, thoughts and time.

The first time I met some of the members of youth council was at the Hui in late April, my first impressions of simply walking through the door was astounding (considering I was late). Everybody was welcoming and friendly not even hesitating to introduce themselves or inviting me to join in whatever activities taking place at that present time in the room.

The next thing that impressed me within the next couple weeks was the organizational skills by Tina Curry the coordinator; and our chairperson Hannah Price is astounding. They frequently update what is going on using out Facebook group and personally contact us in a few ways to make sure we know what exactly is going on.

One example of this is the agenda of every single meeting, event or certain program that the Youth Council and its members are involved in.

Each person has a set role that they must carry out which intern provides a highly efficient team allowing us to complete this event with great precision in terms of timing while also completing the event with astounding results.

I was luckily enough to be invited to our team building exercise in Hamner springs for 2 days when I have only been in the youth council for only just a few months.

I was still welcomed in with open arms and really enjoyed the company from my fellow councilors and coordinators playing team building games and relaxing in the hot pools.

During the year I have been involved with a number of events and outings to help the local community, aid the younger groups within the district and other charity events, sadly because I work full time and weekends on occasions some of these I am unable to attend.

These involve sausage sizzles to fundraise money for cooking for the Ronald McDonald house in Christchurch cooking meals -

to provide for the families there with children undergoing treatment within the Christchurch hospitals. This is as the parents may not be able to cook meals as such due to working and spending time with their kids, I felt great satisfaction doing this as personally i know how much of a great deal this is due to my past experiences.- Thomas Davis

Fleur Sturdy (Currently overseas)

Fleur had significant input into the planning and delivery of the Youth Forum, held this year in Oxford. We look forward to working more with Fleur in the coming 12 months.
WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO and TRIM NO: GOV-07-01/160125005134

REPORT TO: Community and Recreation Committee

DATE OF MEETING: 23 February 2016

FROM: Lynley Beckingsale, Policy Analyst

SUBJECT: Policy Manual Review Programme – Street and Reserves Trees Policy

1. SUMMARY

1.1. The purpose of this report is to present the Street and Reserve Trees Policy to the Community and Recreation Committee for recommendation to Council for adoption.

1.2. The previous Street Tree Planting Policy has been expanded to include reference to Council trees in Council owned or controlled reserves which will provide clarity when dealing with reserve trees. The Policy has been renamed “Street and Reserve Trees Policy”.

1.3. This policy has been subject to review as part of the policy manual review programme. Initially the policy was recommended by staff for revocation but at a meeting of the Community and Recreation Committee in October 2013 it was requested this policy be reconsidered in the light of the complaints received by Council regarding street trees.

1.4. In May 2015 Management Team Strategy considered this policy and confirmed the above recommendation.

1.5. The Street and Reserves Trees Policy has been updated to the policy template. Additional sections have been included to incorporate the provisions of both the Engineering Code of Practice and the Standard Operating Procedures related to street trees to give consistency across these documents.

Attachments:

i. S-CP 1435 Street Tree Planting Policy (original policy)
ii. S-CP 1435 Street and Reserve Trees Policy (reviewed, Trim No: 14021704654)

2. RECOMMENDATION

THAT the Community and Recreation Committee recommends:

THAT the Council:

(a) Receives report No. 160125005134.

(b) Adopts the Street and Reserves Trees Policy
3. **ISSUES AND OPTIONS**

3.1. The Street and Reserve Trees Policy has been reviewed as part of the Policy Manual review programme. The changes to the policy clarify the Council’s position regarding the protection and management of trees located on Council land and ensures that appropriate trees are planted on Council land.

3.2. The following table describes the changes to the elements of the policy:

<table>
<thead>
<tr>
<th>Section</th>
<th>Element</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1, 2 and 3</td>
<td>Introduction, Policy Context and Policy Objective</td>
<td>Policy updated to new template and renamed to reflect the scope of the policy to include trees on Council owned or controlled reserves as well as street trees.</td>
</tr>
<tr>
<td>4.1</td>
<td>General</td>
<td>Explains the factors that contribute to Council’s decisions around street tree planting.</td>
</tr>
<tr>
<td>4.2</td>
<td>New Street Trees</td>
<td>Introduces the street tree planting programme and the limits and responsibilities around this.</td>
</tr>
<tr>
<td>4.3</td>
<td>Succession Planting</td>
<td>Explains the process undertaken for replacing mature trees that can no longer be maintained in a safe and healthy state or have died.</td>
</tr>
<tr>
<td>4.4</td>
<td>Removal of Street Trees</td>
<td>Describes the circumstances where removal of a street tree will be considered.</td>
</tr>
<tr>
<td>4.5</td>
<td>Removal/relocation of Street Trees in new Subdivisions</td>
<td>Describes the circumstances where the removal or relocation of a street tree may be undertaken and the process for achieving this.</td>
</tr>
<tr>
<td>4.6</td>
<td>Removal/relocation of established trees to allow for minor subdivisions</td>
<td>Explains the options available for removing or relocating established trees when intensified subdivision is undertaken.</td>
</tr>
<tr>
<td>4.7</td>
<td>Species selection</td>
<td>Describes the process for selection of tree species including the factors to be considered when assessing the appropriateness of a species for a particular site.</td>
</tr>
<tr>
<td>4.8</td>
<td>Maintenance</td>
<td>Explains the maintenance approach to ensure trees grow healthily.</td>
</tr>
<tr>
<td>4.9</td>
<td>Pruning and training of trees</td>
<td>Describes the pruning and training programme for young trees to minimise future maintenance requirements.</td>
</tr>
<tr>
<td>Section</td>
<td>Element</td>
<td>Explanation</td>
</tr>
<tr>
<td>---------</td>
<td>---------</td>
<td>-------------</td>
</tr>
<tr>
<td>4.10</td>
<td>Planting</td>
<td>Explains the process for planting new trees to ensure establishment.</td>
</tr>
</tbody>
</table>

3.3. This policy will be reviewed again in six years or sooner on request.

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

4. **COMMUNITY VIEWS**

4.1. Not specifically sought although a review of the Council’s service requests received in the last year regarding trees has been undertaken. The majority of these involve requests for maintenance and/or replacement of trees.

5. **FINANCIAL IMPLICATIONS AND RISKS**

5.1. Staff time is the main financial implication of the review of these policies.

6. **CONTEXT**

6.1. **Policy**

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

6.2. **Legislation**

   *Local Government Act 2002*

6.3. **Community Outcomes**

   *Public spaces and facilities are plentiful, accessible and high quality*

   *The distinctive character of our towns, villages and rural areas is maintained*
STREET TREE PLANTING

1. Planting Programme

   A street tree plan shall be prepared where a footpath is being installed or reconstructed, and that plan will be acted upon.

2. Planting Requests

   The Council will consider requests from residents for the planting of street trees.
1 Introduction

In urban environments trees have a significant environmental role to play in enhancing streetscapes; breaking up the visual impact of buildings, softening hard landscapes and adding a natural element to an otherwise artificial environment. Mature trees are often the only significant natural landscape feature in a new development area and can act as landmarks within the District.

Mature trees provide most environments with a sense of scale. They are an important part of the landscape, providing colour, form, focal points, signposts and continuing interest. Trees are considered by many to have an intrinsic value because of their aesthetic beauty, the amenity and character they provide to an area and an economic value to residents and landowners.

Trees can be important links to the commemoration of significant people or events of the past and serve as a cultural element spanning generations of community members. Some individual trees or species have a customary use or significance to Maori and are notable in that context.

In recent years, greater public awareness of environmental issues has led to increased interest in acknowledgement of the value of trees. In particular, trees contribute to the health of the environment by aiding climate control, combating air pollution, providing ecological diversity, attracting and supporting bird life and providing shade and shelter.

2 Policy Context

Trees are an important part of the community infrastructure. There is a need to recognise that different tree species have different life spans and there is a need to manage trees to ensure their longevity and to plan for their replacement.

Trees are a vital element in the District and contribute to the social, environmental, economic and cultural well-being of the District residents and visitors to the District.

For the purposes of clarity the terms “street tree” or “tree” used within this policy also refers to Council owned trees located in Council owned or controlled reserves as applicable.

3 Policy Objective

The objective of this policy is to:

- Protect and effectively manage trees located on Council land; and
- Plant appropriate trees on Council managed land for the benefit and well-being of current and future generations; and
- Support the continued protection, retention and well-being of both publicly and privately owned notable trees; and
- Support community based tree initiatives on Council managed land.

4 Policy Statement

4.1 General

The Council supports the planting of street trees in urban areas where practicable to enhance communities and neighbourhoods. Factors determining this include physical constraints, safety, the opinions of residents, traffic issues and the location of essential services. All street tree planting must have Council approval and will generally be undertaken by the Council on existing streets and by developers in new subdivision areas.

The Council will maintain an inventory of street trees. As part of this an audit will be carried out to assess the condition of each street tree and the information entered into a database. The database will be updated on an ongoing basis as part of the Council’s tree maintenance contract.
Street and Reserve Trees

All street tree planting will be carried out in accordance with the Council’s Engineering Code of Practice.

4.2 New Street Trees

All trees selected for planting shall be from an approved list retained by the Community Greenspace Team.

Subdividers carry out tree planting in new streets. These trees are planted in order to provide the best retail price for sections within a subdivision as part of the landscape plan resulting from the approval of that subdivision and in consultation with the Council’s Community Greenspace Team.

The Council is responsible for planting trees in existing streets without trees. All urban streets will be planted with street trees where possible. Major throughways are likely to have trees planted on either side as an avenue or incorporated into a median strip. Minor streets vary between having trees planted on one or both sides of the street, outside each or every second house or in groves at the end of the street. Exact locations are site specific.

Council does not generally plant street trees in rural or semi-rural road reserves except as part of an approved landscape plan which is usually developed to enhance the entrances to a township. Where trees have been planted as part of a rural or semi-rural subdivision Council will maintain the trees for their health and public safety.

The Council has a street tree planting programme for the towns of Kaiapoi, Rangiora and Oxford. In addition, or as part of this programme, the Council will consider requests from residents for new street trees to be planted. Where there is a request for trees to be planted in a street with no existing trees, the Council will generally seek agreement from the majority of residents so that a contiguous pattern of tree planting can be achieved. The Community Greenspace Team will provide residents with a shortlist of tree species that have the appropriate characteristics for the environment and are suitable for that particular street. In streets where existing trees are planted the same or similar species will be planted where practical.

When preparing designs for upgrading roads, kerb and channel and footpaths the Council will endeavour to preserve existing trees where possible. Works should avoid interfering with the trees in any way including roots and surrounding soil where possible. Where this is not possible an agreed street tree plan will be prepared, approved and implemented as part of the road improvements, unless impractical due to the location of existing services. Where practical any new or relocated services will be installed in locations that provide the best opportunity for the planting of street trees and their continued growth and development.

4.3 Succession Planting

Some streets and reserves in the District are currently defined by the presence of large mature trees. Large trees provide a living link to the history of the area and have visual and amenity benefits. As trees age past maturity they begin to deteriorate. Eventually they reach a point where they need to be removed either because they can no longer be maintained in a safe and healthy state, or they have died.

To continually provide streetscapes and reserves with mature trees it is essential that trees are replaced on an ongoing basis. The following will apply:

- Where a Council owned street tree is removed for any reason a replacement tree may be planted. The replacement will be planted on or as near as practicable to the site of the removed tree as determined by Green Space staff in consultation with adjacent residents.
Street and Reserve Trees

- Where mature trees in streets and reserves are nearing the end of their expected life a replacement tree may be planted in a nearby position prior to the removal of the mature tree (having regard to location, and any relevant planting or reserve management plan). This allows for the replacement tree to sufficiently establish prior to removal of the mature tree.

4.34.4 Removal of Street Trees

The removal of a healthy tree will only be considered in the following circumstances and even then, only when all options for retaining it have been eliminated:

- Where it causes severe hardship consistent with District Court decisions;
- Where it causes severe disruption to essential services;
- Where it is necessary for a street tree redevelopment plan to be implemented;
- Where it is necessary for the realignment/reformation of a footpath.

In situations where residents claim healthy street trees are having a negative impact on their properties, the following procedure will be followed:

- The tree(s) will be inspected by a Council Community Greenspace Team advisor to ascertain the problem(s).
- Any appropriate works will be carried out by skilled tree-Council's approved tree contractors at the Council's expense. Appropriate works are defined as those necessary to alleviate the problem(s), although not to the extent that the natural attractive form, health or stability of the tree is destroyed compromised in the operation.

Where a resident's request for the removal of a tree is declined, the applicant may ask for the issue to be forwarded to Council's Community and Recreation Committee or the Kaiapoi Community Board for its consideration.

Where a resident's request for the removal of a tree has been declined by the Council, the resident has the right to appeal to the District Court to have the matter heard. The District Court deals with this under the jurisdiction of the Property Law Act 2007, Section 333.

In the event of road widening or other type of public work where trees are present and have to be removed, consideration is to be given to relocate the trees, if they are suitable for this purpose. Where this is not possible replacement tree planting should be carried out as an integral part of the project and provision for this included in the project assessment and design.

4.44.5 Removal/relocation of Street Trees in New Subdivisions

The first owners of sections in new subdivisions where street trees have been planted as part of the landscape plans may need to remove or relocate these trees to facilitate vehicle access to the house designed for that section.

In this situation requests for the removal or relocation of a tree must be made in writing to the Council stating:

- The street address of the property and the lot number; and
- The name of the contact person; and
- Contact details; and
- The reason for the tree to be removed or relocated.
Street and Reserve Trees

On receipt of the request staff will assess the quality of the tree and if the tree can be relocated. This assessment will include:

- Any conditions of sale by the developer;
- Any conditions of the resource consent;
- The streetscape

If the tree can be relocated, an appropriate site is to be marked on the ground in the road berm, where the tree shall be shifted to.

The occupier must employ SICON Council's tree maintenance contractor or other approved contractor approved by the Community Greenspace Team to remove the tree to the new site. This is to be done in using good horticultural practice to ensure the ongoing survival of the tree. Any irrigation system or other structure required to support the tree is to be moved with it.

If the tree is too large to be relocated, then permission is either refused or the tree is permitted to be removed.

If the tree is removed the householder is required to engage Council's tree maintenance contractor or other contractor approved by the Community Greenspace Team to plant another tree of a large initial size (over 2.5 metres) in the road berm as its replacement. It shall be of the same species unless otherwise approved by the Council.

The cost of removing or relocating the tree is to be borne by the householder, not the Council. If an agent of the householder makes the request then the agent is deemed to be the person responsible for the payment of all expenses relating to removal or relocation of street trees.

4.6 Removal/relocation of established trees to allow for minor subdivisions

It is becoming more prevalent that larger, established sections in urban areas are being subdivided into one or more smaller sections to accommodate the demand for housing in established urban areas. At times this will mean that existing well established street trees will be located in a position where they will impede access to the new sections by either completely blocking the proposed vehicle access points or be directly adjacent to the proposed vehicle crossings. In these circumstances no vehicle crossing should be constructed closer than 3 meters to the centreline of an established street tree. This will ensure that damage will not be done to the tree or the vehicle crossing as the tree matures.

In these situations every alternative must be explored to determine if an alternative vehicle access is available that will protect the tree from damage.

Where alternative access is not available an application must be made to the Community Greenspace Team for permission to remove the tree. Should the tree be of significance in terms of the streetscape or amenity value it may be necessary for the matter to be referred to the appropriate Community or Ward Advisory Board and sub-dividers should be made aware that it may take some time for the Board to consider the matter.

Where Council authorises an established street tree to be removed the developer is required to engage Council's tree maintenance contractor or other contractor approved by the Community Greenspace Team to plant another tree of a large initial size (over 2.5 metres tall) with a caliper measurement of a minimum 50mm, in the road berm as its replacement. It shall be of the same species unless otherwise approved by the Council.

The cost of removing or relocating the tree is to be borne by the developer, not the Council.
Street and Reserve Trees

4.64.7 Species Selection

To minimise complaints about trees which include: leaf drop; messy fruit; shade creation and invasive roots, a list of tree species commonly used and suitable for street planting has been prepared by the Council’s Community Greenspace Team. This list is not exhaustive, nor does planting the species on the list guarantee that individual trees will survive and flourish.

Prior to planting new trees (other than replacement trees) in an existing street the Council will supply a list of suitable trees and ascertain residents’ opinions about the species to be used. Majority eConsensus among residents will confirm the species to be planted. The final decision on choice of tree species for a particular street rests with the Council's Community Greenspace Team.

The planting of fruit and nut trees is at the discretion of the Community Greenspace Team and the factors listed below will influence that decision.

Factors influencing appropriateness of a species for the site will include the following:

- Soil type
- Drainage
- Local climate
- Width of footpath and width of roadway
- Proximity of houses to street and aspect (potential shading)
- Location of services
- Existing nearby species and character of neighbourhood
- Suitability of species in relation to growth habit and other characteristics
- Cost
- Any additional requirements of the Council’s Engineering Code of Practice

4.64.8 Maintenance

To provide the best opportunity for street trees to grow healthily and reach their full potential at maturity a proactive approach to tree health will be undertaken. This will ensure many problems are dealt with before serious damage occurs.

The first three years after trees are planted are the most crucial to their successful establishment and it is important that they are given extra attention during this period.

All maintenance of street trees owned by Council will be carried out by skilled tree contractors employed by the Council and their performance will be monitored by the Community Greenspace Team. Subdividers will maintain all trees planted by them for the full term of the maintenance period defined in the development consent.

Street trees under three years old from planting will be inspected, monitored and watered at least once a fortnight during the summer period if required.

Maintenance work to be carried out in the first three years following planting will include the following:

- Eradication of any weeds within the tree ring
- Replenishment of mulch
- Replacement or removal of the mower guard
- Re-staking or removal of stakes as required
- Pest and disease control
- Remedial works on any damaged limbs
- Removal of suckers
- Fertilising
Chemicals including pesticides and herbicides may sometimes be required to ensure the health and survival of a tree. The application of either herbicides or pesticides is only allowed by Council's tree maintenance contractor or another contractor approved by the Community Green Space Team who will be required to hold an up-to-date, relevant qualification.

Use of chemicals will comply with the Council’s policy relating to the use of agrochemical sprays, manufacturers instructions and industry standards. This policy doesn’t seem to exist any more? Engineering Code of Practice.

4.7.4.9 Pruning and Training of Trees

To enhance the health and form of street trees and minimise future maintenance requirements the Community Greenspace Team has a pruning and training programme designed to ensure young trees are correctly trained to fit the streetcape and to minimise any future maintenance.

The primary aim of pruning is to maintain adequate clearance above roads and away from footpaths and to enable trees to develop a proper branch structure with a strong central leader. Such a structure will reduce long term maintenance costs and promote the growth of a healthy and aesthetically pleasing tree.

Pruning may also be carried out on street trees to alleviate shading and leaf fall problems on residential properties where this can be done without detrimentally affecting the tree and following recognised good aboricultural practice. Topping or pollarding of trees is not considered good practice and therefore will be carried out in extreme circumstances and with the authority of the Community Greenspace Team.

Pruning of street trees will be carried out by authorised Council staff or skilled tree contractors employed by the Council.

The Council will take the following action if it becomes aware of unauthorised pruning or interference with street trees:

- A letter will be sent to the resident concerned informing the resident of the Council's stance on unauthorised pruning of street trees;
- If necessary the Council will notify the Police of this intentional damage.
- If the tree is so detrimentally affected it has to be removed, the resident concerned will be asked to pay the full cost of removing the tree and purchasing and planting a replacement tree.

4.8.4.10 Planting

It can be difficult to establish new trees in a street environment. Trees can suffer from a lack of shelter and water and vandalism also takes its toll.

To ensure new trees have the best possible chance of surviving the first three years after planting a flyer is put into the letter box of the property the tree is located outside providing information for the resident on how they can assist in ensuring the tree remains healthy and is kept watered.

Planting is generally carried out between May and September and will be carried out according to the Council's Engineering Code of Practice and the Community Greenspace Team's planting specifications.

5 Links to legislation, other policies and community outcomes

Waimakariri District Plan
Street and Reserve Trees

Waimakariri District Council Engineering Code of Practice
QS-R905 Street Trees – Standard Operating Procedure
Property Law Act 2007, section 333

Community Outcomes:
There is a safe environment for all

6 Adopted by and date
Approved by the Community and Recreation Committee on xx/xx/xxxx 23 February 2016 and adopted by Council on xx/xx/xxxx 1 March 2016.

7 Review
Review every six years or sooner on request.
1. **SUMMARY**

1.1. The report proposes establishing a working party to work with the community on utilisation an configuration of community facilities in Rangiora and Kaiapoi to ensure that the usage of all community facilities, including those not owned by the Council, is optimised.

1.2. The report proposes that a Working Party be established to work with key stakeholders in both Rangiora and Kaiapoi and to recommend to the Community and Recreation Committee a strategy for the utilisation and configuration of community facilities at Kaiapoi and Rangiora.

1.3. A key component of this will be engagement with the Kaiapoi Community on the future use and configuration of the Kaiapoi Community Centre.

2. **RECOMMENDATION**

THAT the Community and Recreation Committee:

(a) **Receives** report No. 160215011963

(b) **Approves** the establishment of a working party of key stakeholders to look at the current configuration and utilisation of community facilities at Kaiapoi and Rangiora, to report to the Committee by September 2016

(c) **Approves** the terms of reference for the Community Facilities Utilisation Working Party (TRIM: 160215011973)

(d) **Notes** that the Community Facilities Portfolio Holder and the Community Development Portfolio Holder will be members of the Working Party.

(e) **Appoints** Councillor ………………. to the Working Party.

(f) **Circulates** this report to the Boards
3. **ISSUES AND OPTIONS**

3.1. **Background**

3.1.1. The Council owns and maintains approximately 30 community meeting facilities. All of the buildings are in good condition and have been strengthened to 67% or above of NBS.

3.1.2. One of the outcomes of societal change is that some of our facilities are not meeting the needs of the current community.

3.1.3. Many of the social support services for the community are now delivered by itinerant support staff or agencies who provide service on a weekly or rostered basis.

3.1.4. From a community perspective it is advantageous to have these various services co-located and coordinated so that services are “joined up” to help to develop a holistic contextualised and integrated approach to community development.

3.1.5. Achieving this does not necessarily require a huge amount of capital expenditure but it does require an investment of time and a series of conversations with key stakeholders to achieve a consensus on the best way of utilising resources.

3.2. **Kaiapoi**

3.2.1. Kaiapoi Community Centre at Sewell Street was significantly reconfigured to provide earthquake support services and a service centre function in early 2011. Since then there have been several discussions around whether it would better serve the community in its current configuration of several small offices or whether it should be returned as a large hall.

3.2.2. There is also discussion about the future of the Mill/Cam Room. This is currently configured as one large room although it could be easily separated into two rooms.

3.2.3. There is a submission to Council from the Darnley Club seeking to expand their space by permanently incorporating the Mill/Cam Room into the Darnley Club rooms to provide more space for them to adequately cater for their users.

3.2.4. These discussions to date have not considered the broader perspective of other meeting, gathering spaces in Kaiapoi and which would best cater for various needs.

3.2.5. This is particularly important as there are new church facilities nearing completion, others being planned as well as new buildings being planned for Kaiapoi High School.

3.2.6. Kaiapoi Social Services is also paying significant rent for premises that are privately owned.

3.3. **Rangiora**

3.3.1. There are several community support and social service agencies who would like to provide service to the community but struggle to find office/meeting space to work from.

3.3.2. At present there is no overall coordination of the allocation of meeting room space which makes it difficult for finding space and also as rooms are allocated on a first in basis sometimes this results in an inefficient use of spaces.
3.3.3. In Rangiora the Council owns and operates the Rangiora War Memorial Hall which has a series of meeting rooms as well as a hall space and further meeting rooms at Dudley Pavilion and Rangiora Town Hall.

3.3.4. These rooms are complemented by various church owned facilities as well as others that are being planned for development plus other facilities leased by Well Being North Canterbury.

3.3.5. There is the potential to work with all of the providers to try to achieve a configuration of rooms and spaces that will best meet the present and future needs of the community and also to explore ways of maximising the efficient utilisation of spaces rather than having spaces booked on a first in basis.

3.4. Community conversation

3.4.1. As discussed above there is a need to work with key stakeholders in both Rangiora and Kaiapoi to discuss options for configuration and utilisation of community facilities including the Kaiapoi Community Centre and Rangiora War Memorial building.

3.4.2. It would be useful to form a working party to further this with representatives from the Community and Recreation Committee who can then engage key stakeholders, including the relevant community boards at both Rangiora and Kaiapoi.

3.4.3. The suggested terms of reference for this Working Party are attached to this report.

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

4. COMMUNITY VIEWS

4.1. The Darnley Club has raised the need for increased space with the Kaiapoi Community Board and some Councillors on more than one occasion but there has been no engagement with the wider community on the use of space and configuration of the Kaiapoi Community Centre.

4.2. The Working Party will be charged with engaging key stakeholders, including schools, on the use and configuration of community facilities.

5. FINANCIAL IMPLICATIONS AND RISKS

5.1. The cost of servicing the working party will be met from existing budgets.

5.2. Any recommendations from the Working Party that have cost implications will have to be considered by the Council and potentially included in the 2017/18 budget.

6. CONTEXT

6.1. Policy

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

6.2. Legislation

- Building Act

6.3. Community Outcomes
• Public spaces and facilities will be accessible and of a high standard.
• People will involve themselves in a range of recreation activities.

Craig Sargison
Manager Community and Recreation
TERMS OF REFERENCE
COUNCIL AND COMMITTEES

COMMUNITY FACILITIES UTILISATION WORKING PARTY

1. Membership

The Mayor (ex officio)
Community Facilities Portfolio Holder (Chair)
Community Development Portfolio Holder
A Councillor
Manager Community and Recreation

2. Quorum

A quorum will be 2 members

3. Delegation

The Community Facilities Utilisation Working Party shall be tasked with engaging with key stakeholders in both Rangiora and Kaiapoi to discuss options for configuration and utilisation of community facilities including the Kaiapoi Community Centre and Rangiora War Memorial building.

The Working Party will determine the extent of consultation and engagement with the wider community

4. Objectives

3.1 Overall

- To ensure that configuration and utilization of community facilities meets the needs of the community and provides opportunity for co-location and coordination of services so that services are “joined up” as far as practicable.

3.2 Communication and Community Engagement

- To engage with key stakeholders in both Rangiora and Kaiapoi who are both users and providers of community facilities.
- The Working Party shall be tasked with determining the key stakeholders but the following are key groups that will need to be included:
  - Community Boards – Kaiapoi and Rangiora
  - Local schools
  - Churches
  - Existing Users
  - Well Being North Canterbury
  - Social Services Waimakariri
COMMUNITY FACILITIES UTILISATION WORKING PARTY

5. **Programme**

To report to the Community and Recreation Committee at each meeting and a final report by September 2016

6. **Meeting Frequency**

To be arranged

7. **Staff Executive**

Community Team Manager

***
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 a summary of Aquatic Facilities attendances and budget results for the 2015/16 financial year.

1.2. In addition, this report also illustrates other key or important issues, activities and customer improvement initiatives of the Aquatic Facilities for the 2015/16 financial year.

1.3. This report also provides an update on the Kaiapoi Aquatic Centre sessional recreation times added to the centre’s schedule of events each Friday afternoon, since the beginning of the 2015/16 financial year at the request of the Kaiapoi Community Board and Community and Recreation Committee.

2. **RECOMMENDATION**

THAT the Community and Recreation Committee:

(a) Receives Report No. 160211010668.

(b) Notes the Aquatic Facilities year to date achievement against key performance indicators.

(c) Notes the 2015/16 financial year customer service initiatives/improvements implemented during the July to December period.

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

3. **ISSUES AND OPTIONS**

3.1. **2015/16 Aquatic Facilities Attendances**

3.1.1. The table below provides a summary of the Aquatic Facilities attendances for the 2015/16 financial year to the end of December. These figures exclude non-paying spectators or visitors to the facilities. The three categories include:

   **Recreation Attendance** – This incorporates casual Adult, Child, and Senior/Community Card holder visits. It also includes Parent & Pre-schooler, and Family attendances.
Prepaid Attendance – This includes attendances from all Concession Card and Membership holders.

Programme Attendance - Learn to Swim, Aquarobics and Schools programmes are all examples of programmes included in this category

<table>
<thead>
<tr>
<th>Attendance Type</th>
<th>Dudley Park Aquatic Centre</th>
<th>Kaiapoi Aquatic Centre</th>
<th>Oxford Community Pool</th>
<th>School Pools</th>
<th>Type</th>
<th>15/16 Forecast</th>
<th>Remaining to Forecast</th>
</tr>
</thead>
<tbody>
<tr>
<td>Programmes</td>
<td>YTD Actual: 46,076</td>
<td>YTD Forecast: 15,421</td>
<td>YTD Actual: 25,429</td>
<td>YTD Forecast: 24,105</td>
<td>1,757</td>
<td>1,623</td>
<td>74,885</td>
</tr>
<tr>
<td>Recreation</td>
<td>YTD Actual: 46,729</td>
<td>YTD Forecast: 10,733</td>
<td>YTD Actual: 16,719</td>
<td>YTD Forecast: 1,016</td>
<td>0</td>
<td>58,478</td>
<td>145,000</td>
</tr>
<tr>
<td>Pre -Paid</td>
<td>YTD Actual: 15,582</td>
<td>YTD Forecast: 6,846</td>
<td>YTD Actual: 7,711</td>
<td>YTD Forecast: 320</td>
<td>0</td>
<td>22,748</td>
<td>45,000</td>
</tr>
<tr>
<td>Total</td>
<td>YTD Actual: 108,387</td>
<td>YTD Forecast: 43,008</td>
<td>YTD Actual: 48,535</td>
<td>YTD Forecast: 3,093</td>
<td>1,623</td>
<td>156,111</td>
<td>350,000</td>
</tr>
</tbody>
</table>

3.1.2. The above table illustrates ‘Programme’ participation slightly above the forecast levels. Pre-paid attendances are largely on track with forecasts. However recreational swimming has been significantly lower than initially forecast. This in part could be attributed to the dryer and slightly warmer year experienced to date which have allowed a greater level of outdoor recreation over this period. It may also reflect the increasing level of recreation and leisure activities available such as the Rangiora Town Cinemas.

3.1.3. The graph below illustrates how actual total visits are tracking again the 2015/16 attendance forecast. Staff are still seeing high demand for WaiSwim programmes each term, and the coming months of February and March will produce significant attendances with large school bookings scheduled over this period. This should see the actual line track back towards the forecast slightly.
3.2. **Kaiapoi Aquatic Centre – Friday Recreation Sessions**

3.2.1. At the beginning of the 2015/16 financial year in July, the Aquatic Facilities introduced an exclusive recreational session in the Kaiapoi Aquatic Centre Main Pool from 3.00pm to 5.00pm. This was introduced after the Kaiapoi Community Board received community feedback illustrating a desire for greater recreational opportunities for children and families after school.

3.2.2. Prior to the introduction of this recreational session, the Kaiapoi Aquatic Centre dedicated all of its pool space to WaiSwim programmes each weekday afternoon between 3.30pm and 5.30pm. When the recreational sessions were implemented in July, WaiSwim activities were still planned for the Learners Pool. However it became immediately apparent that without space in the Main Pool being available at the same time, WaiSwim bookings in the Learners pool alone would not be sustainable. As such, the following term (Term Four) staff dedicated the whole facility to recreational swimming on Fridays between 3.00pm and 5.00pm.

3.2.3. The introduction of the Friday recreational sessions was supported by a number of advertising and promotional activities including:

- Placement of multiple posters up at the Kaiapoi Aquatic Centre
- Advertising on the Aquatic Facilities Facebook page and Council Website
- Flyers provided to Aquatic Centre regular customers leading up to the implementation of the sessions
- Specific flyers provided to all previous Friday Learn to Swim participants advertising the change prior to July
- Promotion of the new recreation sessions at the three Aquatic Facilities Kidsfest events during the July 2015 school holidays (around 600 attendees at both Dudley Park and Kaiapoi Aquatic Centres)
- Advertising in the ‘Family Times’ Magazine
- Flyers delivered to each of the primary schools in Kaiapoi

3.2.4. When approving the Friday recreational session, the Community and Recreation Committee accepted a forecast reduction in attendances of between 1,000 and 1,200 per annum. This reduction was largely based on the fewer WaiSwim attendances that would be received. Additional budget of $25,000 was provided through the Annual Plan process to compensate for this reduction.

3.2.5. Unfortunately the actual reduction of attendances has shown to be around double of that forecast by staff (currently tracking at around 2,400). Partly this is due to the WaiSwim programmes in the Learners Pool that became unsustainable, and partly due to fewer recreational swimmers attending than staff predicted.

3.2.6. To the end of Term Four in December (six month point), 300 recreational attendances had been received between 3.00pm and 5.00pm during the 18 Friday sessions in this period. This is an average of 16.7 recreational attendances during each 2 hour Friday period. Based on the first six months attendances, staff forecast the total annual cost of implementing the Friday recreational trend is more likely to be around $38,000 which is around $13,000.
greater than first forecast. This is because the original forecast was based on running Waiswim programmes in the learners pool.

3.2.7. From the beginning of Term One in February, staff have introduced the bumper boats to the Friday sessions to try and increase attendances. This will replace the inflatables that were previously used. Lane swimming will also be available, and smaller children will have access to the Learners Pool. Advertising for this has begun, and staff will be looking for further cost effective ways of generating greater numbers for these sessions.

3.2.8. A further report on the Friday recreational sessions will be produced for the at the conclusion of the 2015/16 financial year, and will contain recommendations of future programming of the Kaiapoi Aquatic Centre’s pool space.

3.3. **2015/16 Aquatic Facilities Water Quality Update**

3.3.1. The Aquatic Facilities water quality is measured both internally every three hours by staff when open to the public. In addition the pools are tested externally through monthly microbiological tests conducted offsite.

The below table summarises the achievement (or otherwise) of the required PoolSafe and New Zealand water quality standards by facility and month. Where standards have not been achieved comments detailing the reasons and subsequent actions by staff are/will be stated below.

<table>
<thead>
<tr>
<th></th>
<th>Jul</th>
<th>Aug</th>
<th>Sept</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>Jun</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Internal Testing</strong></td>
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<td></td>
<td></td>
<td></td>
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<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dudley</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kaiapoi</td>
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<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
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</tr>
<tr>
<td>Oxford</td>
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<tr>
<td><strong>External Testing</strong></td>
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<td></td>
</tr>
<tr>
<td>Dudley</td>
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<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
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<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Kaiapoi</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
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<td></td>
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</tr>
<tr>
<td>Oxford</td>
<td>Not Open</td>
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</tbody>
</table>

3.3.2. All testing at the Aquatic Facilities has met or exceeded New Zealand and PoolSafe standards for the July to August period.

3.4. **2015/16 Customer Service Initiatives and Improvements**

*Ministry of Social Development Funding* – Further funding has been secured to delivery two more water safety holiday programmes to children aged between 11 and 17 years old in early 2016. The next of these programmes will be delivered during the April School holidays to 40 children at the Dudley Park Aquatic Centre. The funding received from the Ministry of Social Development allows the Aquatic Facilities to offer this programme to participants at no cost.

3.4.1. **Further Water Safety New Zealand Funding** – Staff have been successful in securing a further $10,000 funding from Water Safety New Zealand for the delivery of a new water safety pilot programme to school aged children. 300 children from Rangiora Borough and Kaiapoi North Schools will each receive eight free water safety lessons this term as a result. Water Safety New Zealand will this year fund a total of $25,000 towards school swimming and water safety activities.
3.4.2. **Bumper Boats** – At the beginning of the summer school holidays, the Kaiapoi Aquatic Centre introduced six new motorised bumper boats which were aimed at increasing recreation attendances at the centre. The boats were popular over the summer period and attracted more than 500 paying attendances and generated more than $2,500 operational income.

4. **FINANCIAL IMPLICATIONS AND RISKS**

4.1. The following table summarises the Aquatic Facilities operational financial position for the 2015/16 year to the end of December.

<table>
<thead>
<tr>
<th>Aquatic Facilities Budget Summary</th>
<th>YTD Actual $'000</th>
<th>YTD Budget $'000</th>
<th>Variance $'000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operational Income</td>
<td>787</td>
<td>719</td>
<td>68</td>
</tr>
<tr>
<td>Operational Expenses</td>
<td>1,713</td>
<td>1,661</td>
<td>(52)</td>
</tr>
<tr>
<td><strong>Total Pools surplus (deficit)</strong></td>
<td><strong>(926)</strong></td>
<td><strong>(942)</strong></td>
<td><strong>16</strong></td>
</tr>
</tbody>
</table>

4.2. The operational income graph below illustrates that the Aquatic Facilities are around $68,000 better than forecast to the end of December. The operational expenditure graph illustrates expenditure was around $52,000 more than budget to the end of December. This results in an operational surplus of $16,000.

![Aquatic Facilities Operating Income Graph](image-url)
5. **COMMUNITY VIEWS**

5.1. The views of the community have not been specifically canvassed but community support for the aquatic facilities is evidenced by the level of usage.

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.

Craig Sargison
MANAGER, COMMUNITY AND RECREATION
1. **SUMMARY**

1.1. The purpose of this report is to provide the Community and Recreation Committee with an update on Library activities between November 2015 and February 2016.

2. **RECOMMENDATION**

THAT the Community and Recreation Committee:

(a) **Receives** report No. 160211011046

(b) **Notes** the successful uptake of the new Zinio eMagazine service and the arrival of BookMyne, a free mobile app that makes it easy for users to connect with our Libraries

(c) **Notes** that many new initiatives have been added to the Libraries’ programme of regular events

(d) **Notes** that the Summer Reading Challenge was undertaken by 380 children which is an increase of more than 200 over previous years

(e) **Notes** that libraries are going through a renaissance as referenced by two recently released reports, *Why Libraries*, and *Future Libraries.*

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

3. **ISSUES AND OPTIONS**

3.1 **Customer Service Improvements**

**New eResources**

3.1.1 **Zinio online magazine collection** – The public have borrowed more than 1200 eMagazines since the launch of the new Zinio for Libraries eMagazine service at the beginning of November. There are 104 eMagazine titles in this collection and these are achieving a high rate of usage.
### Table: Most popular Zinio eMagazine titles downloaded between 1 November 2015 and 31 January 2016:

<table>
<thead>
<tr>
<th>Title</th>
<th>Checkouts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Woman's Day</td>
<td>83</td>
</tr>
<tr>
<td>The Australian Women's Weekly</td>
<td>67</td>
</tr>
<tr>
<td>New Scientist</td>
<td>49</td>
</tr>
<tr>
<td>NZ House &amp; Garden</td>
<td>48</td>
</tr>
<tr>
<td>NZ Gardener</td>
<td>34</td>
</tr>
<tr>
<td>Amateur Photographer</td>
<td>32</td>
</tr>
<tr>
<td>OK! Magazine</td>
<td>32</td>
</tr>
<tr>
<td>HELLO! magazine</td>
<td>31</td>
</tr>
<tr>
<td>The Australian Women's Weekly Food</td>
<td>30</td>
</tr>
<tr>
<td>Better Homes and Gardens Australia</td>
<td>29</td>
</tr>
<tr>
<td>NZ Lifestyle Block</td>
<td>23</td>
</tr>
<tr>
<td>Backyard &amp; Garden Design Ideas</td>
<td>21</td>
</tr>
<tr>
<td>NZ Life &amp; Leisure</td>
<td>21</td>
</tr>
<tr>
<td>Cuisine</td>
<td>20</td>
</tr>
</tbody>
</table>


This service provides simultaneous access for users to current and archived magazines. Popular magazine titles are available across a range of interest areas. They appear on your PC, iPad or mobile device as complete replicas of the print versions and include editorial content, graphics and advertising.

3.1.2 **BookMyne App** – A new free mobile app that makes it easy to connect with our libraries anytime, anywhere, is now available. With the BookMyne app you can log into your library account using your library card number and PIN. Find your library (Rangiora, Kaiapoi or Oxford), search for and reserve books, check on your loans and holds, and renew your items.

Download the app now from your [iOS App] / [Google Play] store. Note: there are some differences in functionality between iOS and Android.
New initiatives at the Waimakariri Libraries

The Waimakariri Libraries are offering a full range of activities and events designed to provide opportunities for learning, encourage reading, reduce social isolation and foster engagement with the Libraries.

New programmes include after-school activities such as Book Groups, Gaming Sessions, Story-Writing with iPad apps and Study Skills groups. The purpose of these programmes is to provide positive interactions and learning opportunities for the young visitors to the Libraries.

These and other new initiatives integrate with long-standing activities that fill the weekly calendar of events: http://libraries.waimakariri.govt.nz/about/events

A full list of regular library activities appears at the end of this report.

3.1.3 Gaming Night at the Kaiapoi Library – Participants in Gaming Nights range in age from 11-17 years. Young leaders are being trained to teach the rules of console, board, and card games, to other young participants. The gaming night operates during the Library’s normal late night hours and is attracting around 24 people per session.

Some parents are now coming with their children, and the steady numbers have inspired the Library’s Learning Connections team to begin organising similar game events in the Oxford and Rangiora Libraries.

3.1.4 New Oxford Library initiative - A design your own T-Shirt workshop attracted a group of 22 participants. This was an exciting development as 18 of the participants are from the Oxford Community Youth Group, and they have expressed a keen interest in participating in the after school programmes for term one. Some of the results have been posted on our social media sites showing happy customers wearing T-shirts with their favourite book quotes.

3.1.5 Colouring Craze – A summer holidays colouring competition also attracted a lot of attention from children and teens. An album on the Libraries’ Facebook page allows people to view and “like” the pictures. More “likes” means more chances of winning a prize. One entry received over 100 likes within a very short timeframe.

3.1.6 Creative Writing Workshops – Workshops delivered by the School for Young Writers at the Rangiora and Kaiapoi Libraries were fully subscribed during the summer school holidays. Year 4 to 6 writers explored the theme of Fantastical Animals with a mix of fact and fiction and Year 7 to 9 writers worked with Fantasy World Building in which they made a change to the way their world operates, and discovered how this affects the daily lives of their characters.

Future collaborations with the School for Young Writers and the tutor Heather McQuillan are being planned. Heather is preparing a project with the New Zealand Society of Authors to make a book of migrant stories. She is keen to work with teenage children in the Waimakariri District to share their stories, especially our Filipino community.

The local media have reported on the writing workshops, with an article appearing in the Northern Outlook.
“Award-winning author Heather McQuillan works with Christopher Collins, 9, to craft his skills and passion for writing.” Photo: Joel Ineson, Fairfax NZ.

Northern Outlook Wednesday 27 January, p.5:

http://northernoutlook.fairfaxmedia.co.nz

3.1.7 Toddler Times with Puppetry is a new initiative at the Kaiapoi Library and joins our weekly programme of Storytimes and Babytimes sessions which introduce children to the love of story, words and rhyme and encourage parents to read with their children from an early age.

3.1.8 Book Groups - A book group for adults starts this term at the Oxford Library and will run on every second Wednesday. This book group, which is facilitated by the Library, is open to all-comers and compliments the book groups that currently run fortnightly, in the Rangiora and Kaiapoi Libraries.

3.1.9 eResources - Regular sessions on accessing the Library edition of ancestry.com begin this month at the Rangiora and Kaiapoi Libraries. Appy Hour continues as part of the adult education programme and offers drop-in help sessions for users of mobile devices and specifically, guidance on accessing the Library’s eResources, eBooks, eMagazines, eAudio books, Press Display and database services.

3.1.10 Social Media - New weekly sessions offering help for library customers wanting to learn more about social media have begun at the Rangiora Library. The sessions provide an opportunity to promote the many different ways that customers are able to interact with the Waimakariri Libraries through Facebook, Twitter, Instagram, Flickr and Pinterest.

3.1.11 Craft Circles have started this year at the Kaiapoi and Oxford Libraries in parallel with this long–standing activity at the Rangiora Library.

3.1.12 Rangiora Library visits – The Year 7/8 class from St Joseph’s School has been visiting the Rangiora Library on a weekly basis. The class visits have focussed increasingly on reading and book promotion. The teacher commented that the class had become noticeably keener on reading. He put this down to the enthusiastic promotion of key books by Joanna Milne who specializes in services for teens. One pupil in particular, who had been very reluctant, has become a keen reader in the space of one term.

3.1.13 Kaiapoi Library visits – Local schools are enjoying having access to the Ruataniwha Centre, with classes from Kaiapoi Borough and St Patrick’s schools visiting on a regular basis. The museum is of course, a great hit with these children, as it is with all visitors.
3.1.14 **Library reference enquiries** - Twice yearly, data is captured on the number of reference enquiries handled by the Waimakariri Libraries and extrapolated out to achieve an annual measure. Enquiry statistics for the year from 1 July 2014 to 30 June 2015 amounted to 36,582. This figure compares with 20,189 in 2013/2014 and 17,073 in 2012/2013.

<table>
<thead>
<tr>
<th></th>
<th>Rangiora</th>
<th>Kaiapoi</th>
<th>Oxford</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quick reference</td>
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<td>159</td>
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<td>Catalogue assistance</td>
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<tr>
<td>Readers Advisory</td>
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<td>10</td>
<td>4</td>
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<tr>
<td>Technical</td>
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<td>42</td>
<td>12</td>
<td>182</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>567</strong></td>
<td><strong>281</strong></td>
<td><strong>50</strong></td>
<td><strong>898</strong></td>
</tr>
</tbody>
</table>

3.1.1 **Local history** – Since the grounding of the MV Tuhoe at the mouth of the Waimakariri River on Sunday 27 September, and the news that the vessel was unsalvageable, we have noticed an increased number of hits on the relevant page of the Library's website. 154 people read the page on the history of the Tuhoe in one week:

https://libraries.waimakariri.govt.nz/heritage/places-of-the-waimakariri/kaiapoi/the-history-of-the-mv-tuhoe

3.1.2 **RSA Visit** - Pat Mock, Co-ordinator of Reference and Reader Services spoke to a group of 25 women at the Rangiora RSA recently. The audience was particularly interested in the Press Display database*, the possibility of eBooks and audiobooks for readers with failing eyesight, and many left feeling inspired to make a visit to see the new Kaiapoi Library and Museum.

*PressDisplay provides same-day access to over 2200 newspapers and magazines in full text, from more than 97 countries in 54 languages. A library membership card number and PIN is required:


3.1.3 **Storytellers’ Workshop** – Christchurch Children's Librarian, Susan Dodd, conducted a workshop on ‘Using and Creating Resources for Storytelling’ at the Kaiapoi Library on Thursday 14 January. 46 local preschool and early childhood educators participated in the workshop, with presentations from the Waimakariri Libraries’ staff. The participants were enthusiastic and the workshop provided much inspiration, especially on how to incorporate digital resources into storytelling for preschool age children. Membership forms and flyers promoting our Storytimes, Babytimes, and Toddlertimes sessions were distributed to all participants.

3.1.4 **Parklands Library staff visit** – The staff of the Christchurch City Libraries’ Parklands branch, visited the Ruataniwha Kaiapoi Civic Centre in November. They were interested in a presentation by Phillipa Ashbey on Library programmes for community engagement. Following a tour of the facilities, they enjoyed the use of the Meeting Room for their own team planning day. The team was inspired by what they saw, and were appreciative of the opportunities the day provided.
Summer Reading Challenge

The Waimakariri Libraries delivered a new and improved Summer Reading Challenge designed by Assistant Librarian, Donna McMillian and the Children’s Services Team. The Challenge helps prevent the “summer slide” where children actually lose some of the reading skills due to lack of practice during the long summer holidays.

The updated Summer Reading Programme was open to all school aged children from year 1 to year 10. The final number of Summer Reading Challenge participants this year was 380 which was a significant increase from the 180 children that have participated in previous years.

Children register and receive a challenge booklet that contains a wide range of reading and creative tasks. Each child selects the activities that they would like to do in an effort to gain points. Keen readers are able to enjoy the many Reading Challenges, such as: reading a book about a native New Zealand animal, reading a graphic novel, reading three books or more in a series, or reading 10 books written by 10 different authors. Reluctant readers can explore numerous hands on activities from the Creative and Technological Challenges where they design a video game cover based on a book plot or character, make a Lego model based on a book, or re-create a town or building from a book on Minecraft.

There are small rewards for the children who reach certain point targets when they come in to the library and show a librarian what they have achieved. The programme concluded with a finale party with a magician and treats.

Feedback has been very positive and parents have reported that the activities are fantastic, as they encourage kids to continue reading outside of school and foster positive one on one time between parent and child. Parent feedback included: “Good productive use of holiday time”; “Reading Challenge was awesome – kids loved it and were really motivated by it”; “It is getting better every year – Thanks for your hard work”; “This is our first involvement with the Challenge - We will definitely sign up again”;

Photographs of the challenge results have been posted to the Libraries’ website:

Professional Matters

3.1.15  Why Libraries

The Association of Public Libraries of New Zealand is launching a new campaign titled “Why Libraries?”

Digital technologies have transformed the modern world. With this transformation has come a need and demand for modern, safe, non-judgmental, flexible spaces where people of all ages can mine the world of knowledge supported by a skilled library workforce.

This need is greatest amongst our most vulnerable citizens and our young people.

The modern library is a place for self-improvement – from childhood to old age, we offer support, help and education, and encourage a love of reading. Whether you’re applying for a job, seeking a benefit, looking to understand your rights, wanting to understand your health choices or learning to read, the library can assist.

A public library’s greatest strength is its localism – responding to the needs of its community. We provide safe spaces for literacy and learning, but more than that we are the starting point of empowerment for many citizens who lack opportunities at home.

Libraries are the route to digital fluency, playing a significant role in preparing the workforce and others for the digital world.

For the full report see:

https://drive.google.com/file/d/0B1_wm6IaXDKBeW9laFlNTW1JNU0/view?pli=1

3.1.16  Future Libraries

Libraries are going through a renaissance, both in terms of the social infrastructure they provide and in terms of a diversification of the services and experiences offered. In corporate environments they are playing an increasingly important role in the provision of collaborate workspace and innovation. In communities they are evolving into hubs for education, health, entertainment and work.


This report brings to light significant trends that will influence the future of public, academic and corporate libraries and outlines the implications on their design, operation and user experience. It is the result of a collective exploration through series of workshop events held in London, Melbourne, San Francisco and Sydney, attended by experts in the design and management of libraries. This piece of research presents a glimpse into the future. It explores what we may expect to see as the physical and the digital arena continues to evolve and aims to serve as a foundation for further discussion around the future role of libraries in the communities they serve.

Upcoming events

Author, Robin Robilliard will speak about her life as described in her recent book: Hard Country: A Golden Bay Life on Friday 26 February 2016, 7pm, at the Rangiora Library. This free event is presented by the Friends of the Waimakariri Libraries. Register at any one of the Libraries. All welcome.
Calendar of regular Library events:

**Rangiora Library**

**Monday:**  Babytimes 10.30am  
Book club, (Ages 8-12) 3.30-4.30pm

**Tuesday:**  Storytimes 10am

**Wednesday:**  Book Group, fortnightly, 10.30-11.30 am  
Social Media Help Sessions, Wednesdays 11am-noon

**Thursday:**  Storytimes 10am  
Appy Hour-eResource Help 11am-12pm

**Friday:**  Appy Hour-eResource Help 11am-12pm  
Ancestry-Search Tips and Tricks 2pm

**Sunday:**  Craft Circle 2-4pm

**Kaiapoi Library**

**Monday:**  Appy Hour-eResource Help 11am-12pm  
Study Skills 3.30-4.30pm

**Tuesday:**  Book Group, fortnightly, 10.30-11.30am  
Appy Hour-eResource Help 11am-12pm

**Wednesday:**  Toddler Times with puppetry 10.30am  
Teen/Intermediate Book Club 3.30-4.30pm

**Thursday:**  Gaming Night 3.30-5.30pm (Ages 10-18)

**Friday:**  Babytimes 10.30am  
Ancestry-Search Tips and Tricks 2pm  
Story Writing with Apps 3.30-4.30pm (Ages 8-12)

**Saturday:**  Storytimes 11am

**Sunday:**  Craft Circle 2-4pm

**Oxford Library**

**Monday:**  Craft Circle 10.30am

**Tuesday:**  JP Signing Session 11am-1pm

**Wednesday:**  Book Group, fortnightly, 10.30-11.30am

**Thursday:**  Appy Hour-eResource Help 11am-12pm

**Friday:**  Storytimes 10am  
Games afternoon 3.15-4.45 pm

*For more information about these events please visit our website.*
3.2 The Management Team/CEO has reviewed this report and supports the activities of the Libraries.

4 COMMUNITY VIEWS

4.1 Community views were canvassed through the Libraries’ Annual Customer Satisfaction Survey which was conducted in July 2015. The survey results show a high level of satisfaction with Library Services. (69.44% Very Satisfied; 28.33% Satisfied; .56% Dissatisfied; .56% Very Dissatisfied; 1.11% No Opinion. Total participants: 180)

5 FINANCIAL IMPLICATIONS AND RISKS

5.1 Library activities are being met from within the Library’s budgets.

5.2 The following table summarises Library income and expenditure as at 9 February 2016.

<table>
<thead>
<tr>
<th></th>
<th>Full Year Budget 2015/16</th>
<th>YTD Budget</th>
<th>YTD Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Income</td>
<td>$5,379,239*</td>
<td>$2,027,764</td>
<td>$1,385,768</td>
</tr>
<tr>
<td>Operating Expenditure</td>
<td>$2,378,490</td>
<td>$1,585,720</td>
<td>$1,166,728</td>
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<tr>
<td>Capital Expenditure</td>
<td>$13,546,500</td>
<td>$6,061,000</td>
<td>$2,831,174</td>
</tr>
</tbody>
</table>

* Operating income includes 2,000,000 in insurance recoveries

6 CONTEXT

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

6.2 Legislation
Local Government Act.

6.3 Community Outcomes
Library activities support the following community outcomes:

6.3.1 Public spaces and facilities are plentiful, accessible and high quality

6.3.2 People have wide ranging opportunities for learning and being informed

The Committee has delegated authority to develop goals and strategies for Library Services

Phillippa Ashbey
Libraries Manager