WAIMAKARIRI DISTRICT COUNCIL

MINUTES OF A MEETING OF THE COMMUNITY AND RECREATION COMMITTEE
HELD IN THE COUNCIL CHAMBERS, 215 HIGH STREET, RANGIORA, ON TUESDAY
16 AUGUST 2016 AT 1.00PM

PRESENT

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

IN ATTENDANCE

Deputy Mayor K Felstead, Councillors J Gerard, K Barnett, N Atkinson, Messrs J Palmer (Chief Executive), C Sargison (Manager Community and Recreation), C Brown (Community Green Space Manager), S Milne (Aquatic Facilities Manager), Mrs P Ashbey (Libraries Manager), Mrs T Sturley (Community Team Leader) and Mrs A Smith (Committee Advisor).

1. APOLOGIES

Apologies were received and sustained from Councillors J Meyer and C Faass.

2. CONFLICTS OF INTEREST

Councillor Allen noted a conflict of interest with Item 6.2 Rangiora Croquet Club Loan Deferral of Repayments – advising that he is a member of the Croquet Club.

Councillor Brine noted a conflict of interest with Item 6.5 Community Team Update – specifically recommendation (b), which seeks the committees approval for staff applying for funding from the Rata Foundation for the Safe Community Project Facilitator Crime Prevention role or the 2018 calendar year.

3. CONFIRMATION OF MINUTES

3.1. Minutes of a meeting of the Community and Recreation Committee held on Tuesday 21 June 2016

Moved Councillor Brine seconded Mayor Ayers

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 21 June 2016.

CARRIED

4. MATTERS ARISING

Following on from the Tagbusters presentation at the previous Community and Recreation Committee meeting, Councillor Barnett asked if there is plans in place to deal with graffiti in the Rangiora township, in particular prior to the opening of Farmers on 1 September. Mr Sargison said there will be general tidy up undertaken in all areas by Delta and graffiti will be cleared up prior to this date, noting that the latter is an ongoing issue.
Mayor Ayers questioned the process involved when there is reports of graffiti on private property. Mr Sargison advised that if the Council receive information (which could be through a service request) of graffiti on private property, the location information is referred to Tagbusters. The property owners are then contacted directly by Tagbusters, before any action is undertaken.

5. PRESENTATION / DELEGATION

There was no presentations or delegations.

6. REPORTS

6.1. **Contract 11/54 Street, Reserve and Cemetery Trees Maintenance Contract Extension – Grant Reburn (Parks and Recreation Operations Team Leader)**

Mr Chris Brown presented this report, seeking approval for the final one year extension of the contract for Street, Reserve and Cemetery Trees Maintenance to 30 September 2017. It was noted that the current contractor Treetech Specialist Treecare Ltd consistently rate over 99% in the monthly audit undertaken by Council.

Councillor Barnett asked if the Council would be looking at Levels of Service next year at the time that this contract goes out for tender again. She has had a number of complaints from residents regarding large trees in residential areas (namely Ayers Street). It was confirmed that there will be a report come back to the Committee regarding levels of service, at the time that the contract is to be let in 2017.

Councillor Doody has concerns with the tall trees in Park Avenue in Oxford and it was agreed that staff will arrange for the contractor to assess these.

Moved Councillor Brine seconded Councillor Allen

**THAT** the Community and Recreation Committee:

(a) **Receives** report No. 160804076070.

(b) **Notes** that Council’s current tree budget for 2016/17, excluding the allowance for Pegasus, is $412,650.

(c) **Approves** the extension of the Street, Reserve and Cemetery Tree Maintenance Contract 11/54 with Treetech Specialist Treecare Ltd at a cost of $195,637.05 for a 12 month period until 30 September 2017.

(d) **Notes** that Council in August approved the tendering of this contract prior to its expiry in September 2017.

**CARRIED**

6.2. **Rangiora Croquet Loan Deferral of Repayments – Craig Sargison (Manager Community and Recreation)**

Mr Sargison presented this report seeking support of the committee for the Council to agree to defer the commencement of loan repayments for the Rangiora Croquet Club. The loan of $42,000 to the Club from the Council in April 2014 went towards the Clubs joint development in Millton Reserve
with the Table Bowls Club. The Club has had a growth in membership since the establishment of the new greens and through publicity. As a result there is now new members on the Clubs committee. It was important for the club to have the greens established and completed and this has been the focus of the clubs fundraising and club members time. Members have contributed many hours work in the development of the greens. Deferring of loan repayments for two years would allow the club time to complete the fit out in the clubrooms. which it is hoped to be funded through grants, with Club members doing as much of the work as possible.

The loan was calculated over a 25 year loan period and the Council is still paying interest on this fund.

Mr Sargison confirmed that the Table Bowls Club is at the moment on track with their loan repayments.

Moved Councillor Doody seconded Mayor Ayers

THAT the Community and Recreation Committee recommends

THAT the Council:

(a)  **Receives** report No. 160808077520

(b)  **Approves** staff entering into a community loan agreement with the Rangiora Croquet and Rangiora Table Bowls Club for $84,000 with loan repayments to be subject to a 7% interest rate over a ten year period for the construction of a 230m2 building at Millton Memorial Reserve.

(c)  **Approves** the loan payments being deferred for the first two years with repayments starting in April 2018.

(d)  **Notes** that terms and conditions of a loan agreement will be the subject of a further report to the Community and Recreation Committee and this report will also include details of the legal responsibilities of the Rangiora Croquet and Rangiora Table Bowls Club.

(e)  **Notes** that other options in relation to financial assistance for the construction of a 230m2 building at Millton Memorial Reserve, to be used by the Rangiora Croquet and Rangiora Table Bowls Club, have been previously discussed by the Community and Recreation Committee and are included in the attached report.

**CARRIED**

Councillor Doody is pleased to see the facility being well used.

Mayor Ayers added that it is good to see Millton Reserve being well used and looking tidy.

**Community Facilities, Aquatic Centres, Libraries and Museums**

6.3.  **Aquatic Facilities Update - Stewart Milne (Aquatic Facilities Manager)**

Mr Milne presented this report which summarises the performance of the Aquatic Facilities for the 2015/16 financial year which includes attendances and budget results.
Following on from a question raised by Councillor Allen at the previous committee meeting in June, Mr Milne highlighted progress with regard to installing a disable change table at Dudley Park Aquatic Centre. Information and illustrations were included in the report on a recommended model. This table can take up to 200kg in weight and will be installed in the family change area. There will need to be a modification to this area to fit the table in involving moving the door. Mr Milne confirmed that the area where the table will be located is completely private. Currently the builders and engineers are being consulted and information on the construction of the wall it will be attached to, is being determined. The cost for the full installation is still to be confirmed.

Following a question from Councillor Allen, Mr Milne confirmed that the hoist is operating again.

Moved Councillor Doody seconded Mayor Ayers

THAT the Community and Recreation Committee:

(a) Receives Report No. 160804076390.

(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 June period.

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

CARRIED

6.4. Library Update – Phillippa Ashbey (Libraries Manager)

Mrs Ashbey presented this report providing an update to the committee on the achievements of the libraries for the 2015/16 year. Visitor numbers and website visits were both ahead of target. A summary of the results of the annual Customer Satisfaction Survey were included in the report. There were 432 respondents to the survey in June 2016, and of these 433 (97.69%) noted being satisfied or very satisfied with library services.

The high temperature in the Rangiora Library was noted as a problem by some respondents to the customer survey. It was noted that the automatic window system has been refurbished and it is hoped that next summer the benefits of this refurbishment work will be evident.

It was noted that the range of e-resources is limited by the budget, and the size of the collections available. Mrs Ashbey said currently there are about 200 e-resource users and they read out all that is available. There has been an adjustment to the size of the resources available.

Mrs Ashbey showed some photos of the temporary library facility that is now being used in Oxford at Pearson Park, while the new library and service centre is being built.

All of the regular users of Pearson Park Pavilion have been relocated successfully into other community facilities in Oxford, while it is the temporary library and service centre.
On the matter of Health and Safety, Mrs Ashbey advised that library staff are being provided the opportunity to attend courses on how to deal with conflict in the workplace and feedback indicates that these courses are worthwhile. It was noted that Security Guards are on duty after school and on the weekends at the Rangiora and Kaiapoi Libraries.

Councillor Atkinson noted how this Council has dealt with issues as a result of the earthquakes (with reference as examples, to community facilities and to both the Kaiapoi and now Oxford Service Centres and Libraries having to relocate while facilities are rebuilt/earthquake strengthened). It was suggested it could be important to have a documented record of these issues and how they were dealt with. Mr Sargison said there is a trail of information recorded and this information is not being lost when a staff member leaves the Council. Mr Palmer added the capture of the work that has been recorded, though there is not a comprehensive record of the processes and successes that the Council has undertaken. Councillor Atkinson noted the work that has been undertaken over the last five or six years by this Council and suggested that information could be recorded. Mayor Ayers suggested this could be in the form of a book.

Moved Council Allen seconded Councillor Brine

THAT the Community and Recreation Committee:

(a) Receives report No. 160805076756

(b) Notes the achievements of the Waimakariri Libraries in the 2015/2016 year.

(c) Notes the high level of customer satisfaction with the Waimakariri Libraries as assessed by the annual Customer Satisfaction Survey undertaken in June 2016.

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

CARRIED

Community Development

6.5. Community Team Update – Tessa Sturley (Community Team Leader)

Mrs Sturley presented this report providing an update on community development, community safety and youth development. Noted a correction to Recommendation (b), that this is for the 2017 calendar year, (not the 2018 year).

Mrs Sturley highlighted the issue of family violence and the Child Safety Action Plan. A copy of the draft plan is attached to the staff report and this report is aligned with the New Zealand Injury Prevention Strategy.

The issue of lack of available housing in the district for people with disabilities was noted – in the last two weeks there have been four enquiries for disability housing that have come to the attention of Community team. This refers to those people who don’t fall within the IHC system.

Mrs Sturley noted there has been big inroads into sectors that haven’t been partnered with previously – highlighting the Mindfit community education seminar held recently. This event had key business sponsors and several partner groups were involved in the initiative including Tuahuriri Runanga.
Migrant evenings that have been recently held have been very successful, with these being catered, planned and run by the migrants themselves.

Waityouth have been a very empowered group over recent months and it is enjoyable to see young people grow through this experience. Mrs Sturley noted that Thomas Robson, who is a member of the Youth Council is standing for the Oxford Ohoka Community Board in the upcoming Local Government Elections.

Applying for funding from different agencies for various initiatives was mentioned. Mr Sargison noted it is hoped to have a sense of connectedness and alignment regionally, when making applications with the funding agencies. This is intended to create a more coordinated approach to dealing with these agencies.

Regarding the child safety area, Councillor Barnett suggested there appeared to be a gap in this area in relation to violence towards children and keeping children safe. Mrs Sturley was asked where does our community fit in regards to trying to prevent violence towards children and also reporting any violence towards children? Mrs Sturley said this is facilitated here as a more community led approach, she is a member of the Children’s Team implementation group across the district. Secondly through the Family Violence network, where a culture is created that violence is not acceptable and for people to know how to respond to family violence and where to refer people to. Though this is a government led initiative, the community facilitate a community led approach.

Moved Councillor Allen seconded Mayor Ayers

THAT the Community and Recreation Committee:

(a) Receives report No 160803075729

(b) Approves staff applying to the Rata Foundation for $63,108 to fund salary and operational costs for the Safe Community Project Facilitator Crime Prevention role for the 2017 calendar year.

(c) Notes that Ministry of Social Development have granted $18,800 for Project-related costs for Family Violence Prevention. The is being held by Aviva; however the initiatives will be delivered by our Safe Community Project Facilitator

CARRIED

Councillor Allen thanked Mrs Sturley for this report, which gives an indication of the very broad range of issues that the Community Team deal with. Councillor Allen notes the comments regarding assisted housing.

7. REPORT FOR INFORMATION FROM KAIAPOI COMMUNITY BOARD MEETING
   15 AUGUST 2016

7.1. Riverbanks update and Tuhoe Wharf Demolition – Craig Sargison
     (Manager Community and Recreation)

Mr Sargison spoke to this report which was considered at the Kaiapoi Community Board last evening to be referred to Council. Mr Sargison considered it was useful that this committee was aware of where projects
are currently at. It is proposed that there be a more integrated approach of the work of the Riverbank Steering group and the Red Zone implementation. Most of the remaining projects are either adjoining land or associated with it.

There has been positive progress between the different user groups of the river (rowing groups). St Margaret’s College have indicated they will be remaining long term in Kaiapoi and will be fundraising for a pontoon. The river does seem to be coping with all the current users. There will be a report back through the Board and through this committee on different pontoon options available and there is the potential of some second hand pontoons being available.

Following a question from Councillor Doody, Mr Sargison confirmed that any of the timber from the old wharf is being recycled and reused where possible in Kaiapoi. The piles are being kept for some landscaping features.

Moved Councillor Brine seconded Councillor Allen

THAT the information in Item 7.1 be received

CARRIED

8. PORTFOLIO UPDATES

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

Councillor Brine noted the Koura Reserve playground which was considered at the Rangiora Community Board meeting last week.

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

Councillor Doody extended thanks to staff for all the hard work that has been done with regard to the temporary move to Pearson Park for the Oxford Library and Service Centre.

8.3. Community Development – Cr Peter Allen

Nothing to add.

9. QUESTIONS

There were no questions.

10. URGENT GENERAL BUSINESS

There was no urgent general business.
There being no further business, the meeting closed at 2.18pm.

CONFIRMED

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Chairperson

__________________  
Date

**BRIEFING**

At the conclusion of the meeting, Craig Sargison conducted a briefing to discuss Community Facilities allocation and use.