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

IN ATTENDANCE

Councillors K Felstead, P Williams and J Meyer
Messrs C Sargison (Manager Community and Recreation), J Palmer (Chief Executive), C Brown (Community Green Space Manager), Mrs T Sturley (Community Team Manager) and Mrs E Stubbs (Minute Secretary).

1 APOLOGIES

There were no apologies.

2 CONFLICTS OF INTEREST

No conflicts of interest were noted.

3 CONFIRMATION OF MINUTES

3.1 Minutes of a meeting of the Community and Recreation Committee held on Tuesday 24 July 2018

Moved Councillor Gordon seconded Councillor Brine

THAT the Community and Recreation committee:

(a) Amends the circulated minutes of a meeting of the Community and Recreation Committee Item 7.3 should read;

Councillor Doody

- Commented that the Oxford Winter Festival of Light had been well attended.
- The Ashley Gorge Reynolds Heritage Pavilion was going well.
- Attended the Social Services Waimakariri meeting.

Councillor Barnett

- Councillor Barnett met with Martin Pinkham of Wellbeing North Canterbury and advised Wellbeing North Canterbury was in a good position financially, they had a new Trustee.
- Had met with T Sturley and highlighted that there was available funding for emergency housing following extreme weather events. This was not well known in the social services sector.
- Had attended two networking forums for the Migrants and Newcomers group and commented on the outstanding work of this group. Mr Palmer advised staff had been canvassed to find those with a second or third language who were willing to volunteer time to assist with interpretation. The interpretation would assist with customer service however would not extend to providing advice due to the translation risk. The service was related to Council customer service.

(b) Confirms the circulated minutes of a meeting of the Community and Recreation Committee, held on Tuesday 24 July 2018, as a true and accurate record.

CARRIED
4 MATTERS ARISING

There were no matters arising.

5 DEPUTATIONS

There were no deputations.

6 REPORTS

6.1 Community Team Update to 31 August 2018 – Tessa Sturley (Community Team Manager)

T Sturley advised the report was to outline the key activities of the Community Team for July August 2018. She noted that the Terms of Reference for the Waimakariri Health Advisory Group were still under review. A draft would be presented for approval at the November meeting. T Sturley highlighted the progress in the areas of work noted in the recommendation.

The Careers Expo for Migrants and Newcomers and the English Language Classes were two initiatives that helped empower the Migrants and Newcomers community. In the English Language Classes there were eleven nationalities represented. A more advanced class was now being held which focused on people being able to complete the IELTS test which was a requirement for seeking a work visa. The careers expo was led by a newly developed migrant employment agency developed by one of the members of the migrants group. The seminar had an audience of twenty and highlighted local opportunities.

T Sturley noted the locally based ‘Reach Out’ had been moved to a Christchurch-based Integrated Safety Response Model (ISR). This programme was mandated, classroom based rather than ‘walk alongside’. Violence Free North Canterbury members valued the long term empowerment focus where the aim was for men to manage and women to stop tolerating. T Sturley advised she had met with ISR leadership and met with good response around scoping a proposed programme.

The District-wide roll out of a mentor driver-licensing programme would make a difference in people’s lives by helping prevent social isolation. There were ten partners with local agencies. The programme would sit under Oxford Community Trust.

The supported Youth Housing initiative came out of identified need for supportive housing for local young people transitioning to independent living without support or skills. There was potential for the service to be similar to the Abbeyfield model. There was interest from the Ministry of Social Development.

The Age Friendly Community project was well underway. There was a steering group being pulled together and there was assistance from a University of Canterbury Lecturer specialising in this area. A tertiary student would assist with the plan.

T Sturley advised that from 10am to 12pm on Tuesday 2 October there would be the presentation of a draft concept plan for development of a Community House. Members were welcome to attend. C Sargison advised that the Community House Steering Group would be invited to present to the November meeting.

Questions
Councillor Gordon referred to the supported living project and asked if T Sturley was aware of the discussions with Rob Hawthorne around options.

Councillor Williams referred to the 100 members in attendance of North Canterbury Grey Power and asked if there could be a breakdown on that feedback. T Sturley advised that it had been a discussion forum, she was not sure of how that had been documented however would discuss with the staff member concerned and could provide feedback from Greypower.

Mayor Ayers referred to social housing in general and asked T Sturley if there was evidence of people from the Waimakariri District going into social housing provided by the Christchurch City Council. T Sturley replied she would raise with Tina Robinson as she would have those numbers.

Councillor Doody referred to funding received by the Hurunui District Council for the elderly and asked if that was available in the Waimakariri. T Sturley replied they had received $11,600 external funding, and were also supporting HDC in the development of their plan.

Moved Councillor Doody seconded Mayor Ayers

THAT the Community and Recreation Committee:

(a) Receives report No. 180906102187

(b) Notes, in particular, progress in the following areas of work:

(i) Empowerment and skills-development for migrants (Item # 4.1.2 and 4.1.3)

(ii) Empowerment-focussed family violence prevention (Item 4.3.3)

(iii) District-wide rollout of Mentor Driver Licencing (Item 4.5)

(iv) Supported Youth Housing initiative (Item 4.6.2)

(v) Age Friendly Community initiative (Item 4.7.1)

CARRIED

Councillor Doody congratulated T Sturley on a good presentation and thanked the team for working hard in the community.

Mayor Ayers added to the report on the driver licencing programme, the importance of driver licencing for jobs. LTNZ and the Mayor's Taskforce were also promoting driver licencing. With regard to Age Friendly Community Development it was important to have a community that supported elderly people.

6.2 Community Year in Review Report – Tessa Sturley (Community Team Manager)

C Sargison noted the Year in Review report was not attached to the agenda but was in Diligent Board.

T Sturley advised the purpose of the report was to present of overview of the work of the community team for the 2017-2018 financial year and to celebrate the incredible work of the community. The team was in a fortunate position to have strong relationships within the community. The report acknowledged the support of philanthropic funders. T Sturley drew attention to the ‘Top 5’
achievements and to looking forward to next year. She noted as well as those highlighted the report detailed more achievements.

1. The roll out of ‘TimeBank Waimakariri’ was a highlight. It was a community led approach from inception to incorporated society status. It provided a learning exchange where anyone’s skills could be celebrated.

2. The Youth Development Strategy followed sound practice and was well researched. She looked forward to the final documents release in October.

3. There had been a tremendous amount of work in the migrant portfolio including a more migrant led approach by the steering group. There had been an increase in the number of English language classes. The ‘Migrant Stories’ video had been released and had facilitated connection and understanding.

4. Working with neighbourhoods was continuing including supporting community groups and a holding a neighbourhood park event in Kippenberger Estate.

5. Raising awareness and facilitating action to address suicide and family violence. There had been good feedback in terms of results and work being done.

Looking forward to 2018-2019 T Sturley advised of a priorities including;

- Supporting Learning Exchange and Timebank.
- Encouraging and supporting the local Youth Services sector. Noted overstretched providers with increasing Mental Health issues. The Youth Development Facilitator would focus on bringing the Youth Services sector back together for collaborative focus on issues.
- Continuing to work with neighbourhoods.
- Continuing to empower migrants for a more welcoming and inclusive district.
- Age Friendly Plan for the District.
- An empowerment-based approach to addressing Family Violence and Suicide.

Moved Councillor Barnett seconded Councillor Gordon

THAT the Community and Recreation Committee:

(a) **Receives** report No: 180906102542

CARRIED

Councillor Barnett referred to the indicator results commenting that they were stunning results and noting the 85% of respondents satisfied with the information about what happening in the district. She congratulated the team on receiving over 10,000 monthly hits on the community page of the WDC website. They were achieving measureable results.

Councillor Gordon concurred with Councillor Barnett and noted the achievements listed in the Year in Review. He had attended the Timebank launch and was hopeful with new enthusiasm there would be positive results. He had attended the Kippenberger Estate park event which was a successful model. The work in the migrant community was superb and the ‘Migrant
Stories’ video was a high quality piece of work. He noted the work of the Youth Development Facilitator. He commented that collectively the Community Team should be proud of what they were achieving in partnership with the community.

Mayor Ayers congratulated the team. He noted that in his last 8 years of performing Citizenship Ceremonies there had been 50 different nationalities introduced in the community.

Councillor Doody commented positively on the work of the Migrant and Newcomers Group.

6.3 **Aquatic Facilities Update – to 31 August 2018 – Matthew Greenwood (Aquatic Facilities Manager)**

C Sargison spoke briefly to the report highlighting customer service improvements. Feedback from the schools pilot with SwimDesk software had been very good. It enabled regular email updates and allowed a more tailored useful programme to be delivered. It was a huge step forward in terms of quality delivery to schools.

The customer survey process was being refined, tablets had been used in the facility, the next survey would be refined further so it could be completed from home and better responses were expected.

Moved Councillor Doody seconded Councillor Gordon

**THAT** the Community and Recreation Committee:

(a) **Receives** report No. 180809089646

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

(c) **Notes** that the year end result for the Aquatic Facilities for the 2017/18 financial year.

CARRIED

Councillor Doody congratulated the aquatic Facilities Manager on the improvements.

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

C Sargison advised that P Ashbey had resigned and would be finishing in mid-December. They were not progressing filling the vacancy until the Community and Recreation Manager position was filled. While there would still be programmes running, staff would not be initiating new customer service improvements until there was a new manager. The series of highlights in Item 4.1 were pleasing.

AnyQuestions was a programme that allowed anyone in New Zealand to have a live chat with a qualified reference librarian. C Sargison highlighted that a live chat session with a member of the Waimakariri Reference Team had been recorded and adapted as a model of good service.

The ‘Good Read’ bookmark was a low key initiative that older people were engaging with well. C Sargison noted the near 97% of satisfied or very satisfied response in the annual Customer Satisfaction Survey.

Councillor Barnett noted that while the whole report was positive, there was a slightly lower level of satisfaction with eResources and asked if there was
potential to develop that area. C Sargison relied that changes had been made to purchasing, previously they had brought as part of a consortium, but now they were able to individually select while still getting the consortium discounts. Staff were reviewing constantly the borrowing statistics to see what was popular and it had already made a difference with a greater range available.

Moved Councillor Barnett seconded Councillor Gordon

**THAT** the Community and Recreation Committee:

(a) Receives report No. 180906102191

(b) Notes the customer service improvements, and activities and events, provided by the Waimakariri Libraries in July and August 2018.

(c) Notes the positive feedback gathered through the Libraries’ annual Customer Satisfaction Survey that was conducted in June 2018.

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

**CARRIED**

Councillor Barnett commented that the library was showing a high level of service, it was a place of meeting and great community connectivity.

Councillor Gordon endorsed the comments of Councillor Barnett and was sad to note the departure of P Ashbey complementing her on an outstanding job. She had been involved more broadly in the arts and supported the Arts Collection Trust.

Mayor Ayers endorsed the comments of Councillor Barnett and Gordon and noted P Ashbey’s role on the acquisition panel of the Art Collection Trust. The libraries were a great space and there was good feedback from the community. He noted the role of the libraries in supporting te reo Maori including school sessions. Librarian Jason Clement was a published poet who would be attending the Enshi Poetry Festival furthering the relationship with the ‘Sister City’.

6.5 **Community Facilities – User applications for exemption from Fees – Chris Brown (Community Greenspace Manager)**

C Brown spoke to the report regarding community facilities fee exemptions. Staff were seeking a decision from the committee regarding the eight applications for fee exemptions received. Following the July 2018 increase to fees and charges that delegation had been passed onto the committee. Some of the events were one off and others were recurring. C Brown indicated there would be further reports to the committee of this nature.

With regard to the Waimak Wee Ones, the proposal was for a 50% fee waiver such that they would be charged for one meeting room but could use two. Variable numbers meant it was hard to predict what was required. The time of use of the rooms had never caused conflict.

Councillor Brine referred to Fernside School’s use of the Fernside Hall for $500 annual flat fee. This had not changed since 2012 in which time he believed school fees would not have remained level. He did not know how the fee could be decided when the usage was not known. C Sargison advised that Fernside School fundraised for the $500 and were unofficial caretakers of the hall. For this reason it was proposed to leave at $500. The school completed a lot of unpaid cleaning and kept an eye on the hall, it had never created a problem. The school had tennis courts which the community was able to use.
Councillor Barnett commented there was a huge response to the fee increases and asked if staff saw an issue. She noted that the exemption applications came from existing groups and asked if the fees could prevent new groups from starting who were not aware they could request exemptions. C Brown advised that new groups would be able to apply for an exemption. There could be an issue with one off events that were not in a committee reporting cycle before the event. Customer service staff were actively promoting the form and they were expecting more applications.

Councillor Barnett asked if it looked inconsistent – some groups were receiving a rebate whereas others were paying full rate. C Brown noted there was a standard application form. C Sargison commented that for fairness they had provided all the information that groups had provided and a summary of the applications was included. The Craft Market Oxford have been paying the historical rate for some time which was why it was listed separately.

C Sargison advised for the Annual Plan there could be a short report to summarise this year compared to last year to show trends and provide facts.

Moved Councillor Gordon seconded Councillor Blackie

THAT the Community and Recreation Committee:

(a) Receives report No. 180907102652.
(b) Notes the submissions for exemption from fees received from users.
(c) Approves a 50% reduction in booking fee for Dementia Canterbury for community workshops for 2018/19.
(d) Approves Toot for Tucker having the use of Dudley pavilion for no cost for their annual event 2018/19.
(e) Approves a 50% reduction in booking fee for Waimak Wee Ones for use of the Woodend Community Centre meeting rooms for their weekly booking for 2018/19.
(f) Approves Mah Jong continuing to use Dudley Pavilion for $12 per hour for 2018/19.
(g) Approves a 50% reduction in booking fee for Woodend Beach Country Music Club for use of Woodend Community Centre meeting rooms for 2018/19.
(h) Approves Oxford Craft Market using Oxford Town Hall for their monthly meeting at $8 per hour, for 2018/19.
(i) Approves one-off waiver of fees for West Eyreton Miniature Rifle Club event for Big Brothers/Big Sisters.
(j) Notes that Fernside School has traditionally used Fernside Hall for an annual fee of $500.
(k) Approves a fee of $500 for Fernside School for the use of the Fernside Hall for 2018/19.
(l) Circulates the report to the Boards for their information.

CARRIED

Councillor Gordon commented that there had been an understanding there would be feedback once the new rates came into effect. He was very happy
to be approving the reduction. He noted some groups were being retained at the historical rate which was why he was comfortable with the recommendation. Other groups could come back for a rebate or go to the Boards for a discretionary grant.

Councillor Blackie commented there would always be inconsistencies as it was the nature of the situation involving community groups. There was the problem of existing usage rights. He was happy to support.

Councillor Brine commented that he had raised Fernside Hall usage since it had been a long time since they had had a fee increase. He was happy with approving due to the community use of the school courts as ‘quid pro quo’.

Councillor Barnett was happy to support however she was looking for consistency. She understood historic lower fees but wanted to encourage new activities. New groups may see the prices and be discouraged. Service and non-profit groups could apply for discount as long as that was communicated. She had concerns that legitimate community groups could be discouraged from using community facilities. She would like to see good communication around the use of community facilities.

Mayor Ayers commented the short list were a microcosm of a variety of groups. Setting a rate had in built inconsistencies. The groups served a purpose and were largely volunteers or supported by volunteers which was a feature of life in any community in New Zealand. He supported the groups.

6.6 **Councillor Appointment to Waimakariri Youth Council – Craig Sargison**

(Manager Community and Recreation)

C Sargison spoke briefly to the report commenting it was a matter of housekeeping.

Moved Councillor Brine Mayor Ayers

**THAT** the Community and Recreation Committee:

(a) **Receives** report No. 180906102172.

(b) **Approves** the appointment of Councillor Barnett to replace Councillor Doody as the Council representative on the Waimakariri Youth Council.

(c) **Notes** that Mayor Ayers and Councillor Gordon will continue to also be the Council representatives on the Waimakariri Youth Council.

**CARRIED**

7 **PORTFOLIO UPDATES**

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

Nothing new to report.

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

- Councillor Doody noted the Ashley Gorge Reynolds Pavilion had a soft opening with the builders handing over the building to the community, the builders had appreciated the historical nature of the project. Staff including C Sargison and C Brown attended the handover. The group had worked very hard to raise the funds.
• Councillor Doody had appreciated being able to attend the ENC business awards and noted the local Oxford business Cruisy Diner receiving runner up.

• Waimakariri Access Group – Jill Waldron was stepping down and C Greengrass was taking on the role. Councillor Doody acknowledged the work of J Waldron and how much she had achieved.

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

• Councillor Barnett noted Wellbeing North Canterbury Trust receiving the Community Enterprise award and Lesley Ottey the Step Change Environmental award.

• Councillor Barnett had the privilege of attending the Canterbury Youth Award and noted that Oxford Ohoka Community Board member Thomas Robson had received the overall Waimakariri Youth Award and Zoe Loffhagen the University of Canterbury Community Action Award.

• Attended the River Trust Kaiapoi business Community Empowerment Speaker breakfast

It was noted that Clarkville School had received the Canon Oceania Grant for their work in Silverstream. In addition a number of Waimakariri school students had received awards for their environmental efforts around the district.

8 QUESTIONS

There were no questions.

9 URGENT GENERAL BUSINESS

There was no urgent General Business.

NEXT MEETING

The next scheduled meeting of the Community and Recreation Committee is 1pm, Tuesday 20 November, in the Council Chambers at the Rangiora Service Centre, 215 High Street, Rangiora.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 2.19PM.

CONFIRMED

___________________________________________________________
Chairperson

___________________________________________________________
Date