WAIMAKARIRI DISTRICT COUNCIL

MINUTES OF A MEETING OF THE COMMUNITY AND RECREATION COMMITTEE
MEETING HELD IN THE WAIMAKARIRI DISTRICT COUNCIL CHAMBERS, 215 HIGH STREET, RANGIORA ON TUESDAY 26 MARCH 2019 AT 1 PM.

PRESENT

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

ATTENDING

Deputy Mayor Felstead, Councillors N Atkinson, J Meyer and P Williams. C Brown (Manager Community and Recreation), J Palmer (Chief Executive), M Greenwood (Aquatic Facilities Manager), P Eskett (District Libraries Manager), G MacLeod (Greenspace Manager), K Walker (Kaiapoi Aquatic Centre and Facilities Asset Manager), T Sturley (Community Team Manager), M Burdon (Community Development Advisor) and E Stubbs (Governance Support Officer).

M Sparrow (Wellbeing North Canterbury Board), J King (Combined Churches of Rangiora) and D Ryan (Waimakariri Community Housing Steering Group).

1 APOLOGIES

There were no apologies.

2 CONFLICTS OF INTEREST

No conflicts of interest were reported.

3 CONFIRMATION OF MINUTES

3.1 Minutes of a meeting of the Community and Recreation Committee held on Tuesday 12 February 2019

Moved D Gordon  seconded A Blackie

THAT the Community and Recreation committee:

(a) Confirms the circulated minutes of a meeting of the Community and Recreation Committee, held on Tuesday 12 February 2019, as a true and accurate record.

CARRIED

4 MATTERS ARISING

Councillor Gordon referred to the previous workshop on the North Canterbury Minibus Trust and asked if raised matters had been followed up with the Trust. C Brown advised that there had been discussion with the Roading unit regarding location of the Southern Bypass and effect on potential land. Indications were that there was still space available and a report would come back to the Committee in the future.

Councillor Gordon asked whether the Health Hub land had been raised with the Canterbury District Health Board and C Brown advised he would follow up.
DEPUTATIONS

5.1 Deidre Ryan (Waimakariri Community Housing Steering Group (WCHSG), Chair), Mary Sparrow (Wellbeing North Canterbury Board) and Jason King (Combined Churches of Rangiora) provided an update to the Committee on the Community House development. D Ryan noted that the process had started in 2016 when Social Services Waimakariri facilitated a community forum where support for a shared community space was established. The WCHSG was set up with the task of developing a feasibility study and funding was received from a Lotteries grant for the study. The study was completed in November 2018 and the John Knox Presbyterian Church site was determined to be the most suitable from nine potential sites, being on the corner of High and King Streets, Rangiora.

D Ryan outlined the benefits of a Community House, commenting that it was an opportunity to provide better resources for the community by collating agencies together. It was a cost effective method of providing facility provision within an economy of scale. There was value in collaborative space and ‘hallway’ conversations to explore and respond to events and provided a resource base for Christchurch agencies to use. It was an accessible place for people to come in when they needed help most with no ‘wrong door’ and it tied in with other adjoining facilities.

J King noted that he wore two hats in the project, as he was on the church building committee and part of the working group. The church was looking to redevelop the site and had a desire to build relationships with, and serve the wider community. The church particularly liked the idea of partnering with Wellbeing North Canterbury. They already had good relationships with the Red Cross, Blood Service and Presbyterian Support Services. J King advised that advanced designs were in process and should be completed within two to three months. The church proposed having conversations with the Presbyterian Church of New Zealand in the near future.

Questions

Councillor Brine asked if car parking had been considered as there would be a need for car parks for clients, staff and worshippers. J King advised car parking had been considered as part of the overall plan. They had had an indication that car parking would be sufficient and noted the nearby location of council car parking.

Councillor Doody asked if rooms were available for those community groups interested. D Ryan advised that they were still in a development process and it would be inappropriate to say the door was closed to other interested partners. There would be a variety of utilisation with some agencies based there more permanently, while other groups would be ‘in and out’.

Councillor Gordon commended the steering group on the work undertaken to date and the thorough investigation of opportunities. He asked about the commercial skills of the wider building team and commented he would be interested in viewing the plans when they were ready to be released. J King provided details of the building team noting they were a good range of people including some outside of the parish providing expertise.

Mayor Ayers asked about the potential increase in demand caused by providing space. D Ryan commented a key part of the hub was it was there to provide resource and support. It was not an attempt to draw community satellites in under one roof, rather to connect and serve. M Sparrow commented that the Hub could provide a space that groups, for example, from Christchurch on a ‘come as you need basis’.

Councillor Barnett referred to the wider community use of the space and asked about the ownership model of the building. J King advised that the Presbyterian Church Aotearoa New Zealand would own all property assets. There would be a lease to Wellbeing North Canterbury and they would run the building how they liked. It would
be a similar relationship to Presbyterian Support Services which worked well, being built on trust and relationships.

Councillor Barnett asked about consultation with the general public on what they would like to see. D Ryan explained the project had grown from a core of people within the sector, however, they believed there was a place for general consultation.

Councillor Barnett asked what role the Council had in that area. D Ryan commented they had a valued contributor through T Sturley and the Community Team and hoped that would be retained.

Councillor Gordon asked if there were other models on collation and collaboration of services and how successful were those. D Ryan explained that the steering group had spent time researching. The EPIC Centre in Christchurch was an innovative, simple and effective model example which housed several small IT companies with collaborative areas including one kitchen and bathroom. J King highlighted the Village Church in Bryndwr and the Oxford Terrace Baptist Church. M Sparrow noted the shared facility in Silverstream.

Councillor Barnett thanked the presenters.

6 REPORTS

6.1 Croquet Club Loan Deferral and Council Funding Contribution for Croquet Lawn Extension – C Brown (Manager Community and Recreation)

C Brown spoke to the report, noting that the purpose was to seek a deferral of a $42,000 loan granted to the Rangiora Croquet Club and to consider the matter as an Annual Plan submission for an application of $25,000 to the Club for the development of two new greens. The club currently had 47 members and significant development spending had attracted new members.

C Brown referred to para 3.13 which outlined reasons why the development should be financially supported by the Council. The reasons included the Council having historically supported active recreation by provision of playing surfaces; the club was developing into a sustainable and viable club; croquet provided a recreation and social function for an aging demographic; and, the club had been active in seeking external funding.

Moved Councillor Brine seconded Councillor Gordon

THAT the Community and Recreation Committee recommend:

THAT the Council:
(a) Receives report No. 190221020363.
(b) Approves the loan repayments for the Community Loan of $42,000 provided to the Rangiora Croquet Club being deferred for a further three years from April 2018 until April 2021.
(c) Notes that deferring the loan for a three year period allows sufficient time for the Rangiora Croquet Club to complete the development of two additional full size greens which are required to allow for current and future club membership.
(d) Considers as an annual plan submission a grant of $25,000 for the Rangiora Croquet Club for the development of two new croquet greens for the 2019 / 20 financial year.

CARRIED
Councillor Brine commented that the croquet club had tried for many years for funding and had eventually received support. They had 14 members when they originally came to the Council seeking support. It was a matter of building facilities and people would come; it was an example of a success story.

Councillor Gordon endorsed the comments of Councillor Brine. He had met with the croquet club on occasion and had been impressed with the development, noting $75,000 had been raised by the Club for developments. Councillor Gordon also noted the other funding sources for the new greens and it was the growth in membership that resulted in the need for new greens. The Club were aware of the need to repay the loan and that was easier with increased membership. He noted the granting of $25,000 was for the whole of Council to consider.

Councillor Barnett supported the recommendation and reiterated that the $25,000 was for the Council to consider in light of all funding submissions. The club served people of all demographics and when she had visited she had been impressed with the hard work of members. It was an open and inviting club of benefit to the community.

6.2 Community Facilities Fees and Charges Working Party – C Brown (Manager Community and Recreation)

C Brown spoke to the report which was seeking to establish a working party to revise the current Community Facilities Fees and Charges Policy. It was essentially the result of discussions with the Committee on the requests for fee waivers or reductions from groups.

C Brown provided some background to the Policy which was approved in 2012 and revised in 2018. Rules for user exemptions from standard fees were changed to require approval from the Committee. The current method had created debate and there was concern that there was no clear policy direction on whether exemptions were appropriate or justified. It was agreed that a working party was required to review the situation.

C Brown outlined the key objectives of the working party which were to, review all current fee agreements, review applicability of fees, recommend fee waiver processes and recommend any amendments to the policy.

C Brown noted that the recommendation had identified Councillors Doody and Barnett for the working party and was looking to potentially appoint another two councillors.

Indications of interest were requested.

Moved Councillor Barnett  seconded Councillor Doody

THAT the Community and Recreation Committee:
(a) Receives report No. 190319035957
(b) Approves the Community Facilities Fees and Charges Policy Review Working Party Terms of Reference (Trim 190319035802).
(c) Appoints Councillor Wendy Doody, Community Facilities Portfolio Holder as a member of the Community Facilities Fees and Charges Policy Review Working Party.
(e) **Appoints** Councillors Dan Gordon and John Meyer as members of the Community Facilities Fees and Charges Policy Review Working Party.

CARRIED

Councillor Barnett commented the issues had been discussed at length and she hoped the working party could move forward as one.

Councillor Doody explained she had worked with the Community and Recreation Manager on this previously and it was timely to review the policy.

Councillor Brine commented on previous attempts to improve the policy and it being found ‘too hard’. He wished the working party well in their deliberations.

Mayor Ayers commented it was a matter worth considering and he wished the working party all the best.

Councillor Barnett remarked on understanding Councillor Brine’s position. She commented there had been a lot of feedback from the public since fees had been increased and she believed community facilities were for the community. She suggested it was a policy that could require a regular review.

6.3 **Mandeville Sports Ground Capital Budget Update – C Brown (Manager Community and Recreation)**

C Brown spoke to the report, commenting that there had not been an update for some time. Mandeville Sports Club (MSC) had worked closely with the community and staff on the development of the Reserve. C Brown referred to para 3.1 in the report which listed completed upgrades.

C Brown advised that MSC would like to use the remaining $9,500 to develop the north-west sports field where the Eyreton Pony Club used to be located. The development was always anticipated. In the past there had been good quality stone buried and the $9,500 funding would be adequate. The work would leave $17,500 in the budget which had already been allocated to a walking track. In addition there was $200,000 for the development of a toilet to service the equestrian side of reserve.

Moved Councillor Doody seconded Councillor Blackie

**THAT** the Community and Recreation Committee:

(a) **Receives** report No. 190315034750.

(b) **Notes** that the last remaining capital development funding of $9,500 is to be used by the Mandeville Sports Club for the purpose of developing the North West sports fields within Mandeville Sports Grounds.

(c) **Notes** that there is currently $17,500 that will remain in the budget. This has already been allocated towards the development of the walkway around the reserve.

(d) **Notes** that a separate budget of $200,000 remains in the current financial year for the development of a toilet to service the equestrian side of the domain.

CARRIED

Councillor Doody was pleased to see the work the Club had done commenting on the enormous number of volunteer hours. MSC were working toward the walking track and planting reserve. Due to health and safety regulations it was difficult to use volunteers which had an impact on the budget.
6.4 **Community House Feasibility Study Update – T Sturley (Community Team Manager)**

T Sturley spoke further to the deputation to provide more detail around the rationale behind the proposal. She highlighted the report did not propose a financial model for capital building costs as that was a discussion still to be had. However, the Council already allocated significant operational funding to Wellbeing North Canterbury which could be used towards operational costs at the new facility. The steering group was made up of key anchor tenants and the workshop had had representatives of community groups, health services and social services.

T Sturley noted the preferred site option was the John Knox site, the site was clear and immediately available. She addressed the issue of parking raised in the deputation and noted the preferred site had greater potential for parking to any other site considered. A further consideration was it could potentially increase the Council parking usage.

T Sturley noted the existing adjoining kitchen and meeting room which would reduce costs. In addition it was a prominent site, centrally located and close to complementary services including Presbyterian Support. Since the earthquakes there had been a lack of facilities to meet or operate out of and the cost and competition for space was an ongoing issue. A community house facility could provide five spaces used for 40 hours rather than 20 spaces used for 10 hours.

T Sturley outlined the benefits of community housing including affordable accommodation, sustainable service provision, ease of access and good cross referral. She noted that those seeking social services often had complex needs and the model provided a broad range of services under one roof.

Councillor Williams asked about security in the facility and referred to the security at WINZ and the library as he held some concern regarding volunteers being at risk. T Sturley thanked Councillor Williams for highlighting the concern commenting there were good models to follow.

Moved Councillor Gordon seconded Councillor Doody

**THAT** the Community and Recreation Committee:

(a) **Receives** report No. 190314037068

(b) **Notes** that the preferred option detailed in the report is to locate such a facility at the John Knox Presbyterian Church site on the corner of King and High Streets in Rangiora.

(c) **Notes** that, as key stakeholders are still in discussion, financial implications, in terms of funding capital costs are yet to be determined.

(d) **Notes** that, in terms of operational costs, it is anticipated that Council will continue to allocate operational funding to Wellbeing North Canterbury. Such funding would cover their rental costs, which as a key anchor tenant, will contribute significantly toward offsetting the estimated $145,000 operational costs for the facility.

**CARRIED**

Councillor Gordon believed it was a great proposal, years in the making, noting he had been Chair of the Wellbeing North Canterbury Trust in the past. He referred to the rigour in the commercial arrangement and commented on the vision of former Councillor, Peter Allen. The partnership with the Church and good location meant aspects were aligning well.
Councillor Doody agreed with the comments of Councillor Gordon and believed it was a great way to move forward in partnership. The location was a good central area.

Councillor Brine held concerns around car parking, commenting people did not want to walk 200m. While he hoped he was wrong, Councillor Brine believed car parking could cause issues.

Councillor Barnett noted that car parking was on the Council's radar with budget in the Long Term Plan. Her questions around car parking had been answered and it may require leadership from the Council. The value of a community house was huge and she was particularly pleased to see the conjoined model. Councillor Barnett would be interested to see the governance of the facility and openness to all members of the community. Councillor Barnett commented, that in her opinion, the Council would be foolish not to pursue the matter in a supporting role. She congratulated staff on their work.

Councillor Williams commented it was a good proposal for the community.

Mayor Ayers commented on some of the background, including the potential of Rangiora Hospital. It was good to see the feasibility coming through and he was looking forward to receiving further reports. Mayor Ayers accepted there was a growing parking issue, but noted the facility was not all day use. Mayor Ayers commented security was an interesting point to consider. In the library security was for misbehaviour, not danger. He accepted some clients were challenging and that had to be considered, however it was not a new issue. From a town centre point of view, the impact of a non-commercial use in a business area should be considered. However, it had been the site of the Presbyterian Church for over 100 years, and would be for the foreseeable future. He did not think a community house facility in that location was bad.

6.5 Age Friendly Community Project Update – T Sturley (Community Team Manager)

T Sturley introduced the report noting the survey results were currently being collated.

M Burdon spoke to a PowerPoint presentation to update the Committee on the Consultation Workshop, particularly regarding emerging themes and priorities. The workshops had been held in five centres around the district. M Burdon explained the format of the workshops, importantly tables were kept to a maximum of six to eight people to ensure in-depth conversations.

M Burdon explained the recurrent themes from brainstorming which included participation, access, being valued and connections. When asked what could be done better and what were the gaps and opportunities the themes aligned to existing strategies, however some gaps and opportunities were identified. These gaps were around transport, accessibility, housing options, ‘after hours’ health service and specialist services. M Burdon explained that an evaluation survey filled out by 81 of 100 workshop participants, mostly rated the District positively in terms of age-friendliness.

M Burdon provided an overview of general feedback from a number of presentations including the Marae, rest homes and the Migrants and Newcomers Group. It was noted that there was much positivity in the District already, including communication and friendliness. M Burdon highlighted some feedback received including font and use of internet versus printed media, lack of toilet signage, bus stops near rest homes, need for businesses to be more age friendly and a desire to be valued.
M Burdon noted there had been 373 responses to the district wide survey, the majority in hard copy. There were some emerging issues as previously noted. M Burdon advised that the District Age-friendly Plan would be presented to the Committee in May and submitted to MSD following that.

T Sturley highlighted that the Ministry of Social Development Office for Seniors (MSD) had praised the application and had asked whether the Waimakariri application could be used as a template for other communities. She commented there was good alignment with strategies including the Age Friendly Community Model.

Moved Councillor Doody seconded Councillor Gordon

THAT the Community and Recreation Committee:

(a) Receives report No. 190314033928.

(b) Notes the extensive engagement process undertaken to inform the development of an age friendly plan.

(c) Notes that the Ministry of Social Development ‘Office for Seniors’ has commended staff on their application for funding for this project and have asked that the Waimakariri application be presented on their website as an exemplar to guide applications from other communities.

(d) Notes that $11,800 in external funding was secured to resource the Age Friendly Community Plan project.

CARRIED

Councillor Doody praised staff for excellent work. It was a good platform to move forward she remarked.

Councillor Gordon supported the remarks of Councillor Doody. He was particularly pleased to hear of the commendation from MSD. He concurred that the consultation was well run with an excellent facilitator. He noted the good engagement model run by Greenspace and hoped to see more of that going forward.

Mayor Ayers commented that he had attended some of the steering group meetings and noted that an age friendly community was friendly to all ages, for example transport issues of the elderly were also relevant to teenagers. He commented on the potential isolation of elderly in retirement villages as many of those were not from the district. By going to those communities staff were helping to connect. Isolation and connectedness was a ‘two-way’ process. Mayor Ayers commended the report. On the point that a lot of people did not know what the Council was doing, he suggested that after the Annual Plan was finalised that the full report be available to the community to see if promises were kept.

Councillor Barnett endorsed previous comments and the value of going out and talking to the community. She asked how the 50% travelling to Christchurch were captured. She commented on the roles of libraries and pools in that engagement. It was good to see low-hanging fruit such as toilet signage identified.
6.6 **District Libraries Update – P Eskett (District Libraries Manager)**

P Eskett delivered her mihi as a way of introduction to the Committee and noted she was currently President of the Library and Information Association of New Zealand Aotearoa.

P Eskett highlighted para 4.3 regarding the seed saving workshops in collaboration with Eco Educate. The initiative had a focus on exchange of seeds and a number of schools were involved with collecting seeds, labelling and providing instructions on growing. It would be extended into the libraries as part of KidsFest. The network of library seed banks supported a number of the United Nations Agenda for Sustainable Development Goals and the initiative would form part of the NZ voluntary reporting to the UN.

P Eskett highlighted the idea of Library Community Commons as part of the last free space where everybody was welcome to share ideas.

P Eskett highlighted para 4.6, the Next Chapter Group which met monthly in the Kaiapoi Library in partnership with Dementia Canterbury to support members of the community and carers living with dementia. It was a morning themed programme to engage conversation and stimulate memories and assist carers with social isolation. She noted the predicted rise of dementia and the cost benefit of community care.

P Eskett highlighted the Summer Reading Challenge and the research that showed the importance of students continuing to read over summer to prevent a reading slump. There had been a 149% increase in registrations and 213% increase in completion rates compared with the previous year and P Eskett congratulated Hillary Mercer and the team on the result.

P Eskett advised of the upcoming Peter Carson exhibition.

Moved Councillor Doody seconded Councillor Brine

**THAT** the Community and Recreation Committee:

(a) **Receives** report No. 190315034754.

(b) **Notes** the customer service improvements that have been implemented in the library during the 2019 calendar year.

(c) **Circulates** this report to the Boards.

**CARRIED**

Councillor Doody noted the joint effort in the report presented well. She was interested in the information on Dementia and hoped to see the programme extended to the three libraries. There was an upcoming collaborative event with Selwyn, Christchurch and the Hurunui.

Councillor Barnett commented on libraries as a community space.

6.7 **Aquatic Facilities Update – M Greenwood (Aquatic Facilities Manager) and K Walker (Kaiapoi Aquatic Centre & Facilities Asset Manager)**

M Greenwood spoke to the report, highlighting para 4.3. There had been a shallow water black-out during a standard breath holding exercise, resulting in a freeze on the practice until a more robust process was in place.
M Greenwood noted there had been two formal complaints in the last two months. Firstly regarding staff not handling a behaviour complaint professionally resulting in the staff member receiving professional development; and secondly, around the number of school children using the facility and the encroachment onto public space.

M Greenwood advised there had been verbal commitment from Water Safety NZ that they had successfully been allocated $15,000 toward the Schools programme.

K Walker referred to para 4.5 Facilities PoolSafe assessment in Ohoka, Kaiapoi and Rangiora. This had involved looking at Normal Operating Procedures and Risk Management Procedures and all three pools had achieved the required standard.

K Walker advised that the Oxford doggy pool party had over 50 dogs attending in poor weather with positive feedback.

Moved Councillor Blackie  seconded Councillor Brine

THAT the Community and Recreation Committee:
(a)  Receives report No. 190227023702.
(b)  Notes Aquatic Facilities progress against its key performance indicators for Water Quality and Facility Attendance.
(c)  Circulates the report to the Boards for their information.

CARRIED

7 MEMO

7.1 Neighbourhood Support Funding – Variation to Purpose – T Sturley (Community Team Manager) (Trim No. 190208014239)

For information only

8 PORTFOLIO UPDATES

Greenspace (Parks Reserves and Sports Grounds) – Councillor R Brine

Councillor Brine advised that there was feedback from the Loburn Domain regarding concern around lack of irrigation. Following a dry summer there had been injuries whilst training on the hard surface. Councillor Brine commented there was not a quick fix and there was a need to mitigate risk. $40,000 was required for investigation work and he was expecting the club to progress the issue.

G MacLeod, the new Greenspace Manager introduced himself to the Committee and provided some background on his experience.
8.1 **Community Facilities (including Aquatic Centres, Halls, Libraries and Museums) – Councillor W Doody**

Councillor Doody urged the Committee to visit the Ashley Gorge Reynolds Heritage Pavilion as it was a splendid building in an iconic area for the district. She thanked the Council for their assistance.

Councillor Doody noted the departure of librarian M O’Connell to the Hurunui District Council and commented the group were learning to fill the void in Creative Communities.

Councillor Doody commented on Pensioner Housing, she liked to view properties when vacated and had been concerned around the state some of the homes were left. She believed something should be put in place to assist staff.

The Access Group had taken staff and Councillors down High Street in wheelchairs and with other ‘ailments’ to highlight the concerns around accessibility.

There had been questions around why the Oxford Pool could not be open for a further two weeks however she understood it was a staff resourcing matter.

8.2 **Community Development and Wellbeing – Councillor K Barnett and Councillor W Doody**

Councillor Barnett advised of the Big Brothers Big Sisters breakfast fundraiser on 3 May.

Councillor Barnett advised of a meeting with the Hope Community Trust. They had obtained the old area of the community garden and had development plans. Some fruit trees remained. The number of activities they were engaged in was amazing. The biggest issue was funding, however they were in a reinvigorated state.

Councillor Barnett was pleased to see the memo on COG’s funding and Councillor Doody was pleased to see backpedalling on rural provisions.

9 **QUESTIONS**

There were no questions under Standing Orders.

10 **URGENT GENERAL BUSINESS**

There was no urgent general business.

As there was no further business, the meeting closed at 2.55pm.

CONFIRMED

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Chairperson

________________________  
Date