Community and Recreation Committee

Agenda

Tuesday 21 May 2019

1.00pm

Waimakariri District Council Chambers
215 High Street
Rangiora

Members:
Councillor Kirstyn Barnett (Chairperson)
Councillor Al Blackie
Councillor Robbie Brine
Councillor Wendy Doody
Councillor Dan Gordon
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 WAIMAKARIRI DISTRICT COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA on TUESDAY 21 MAY 2019 at 1.00PM.

Adrienne Smith
GOVERNANCE COORDINATOR

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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 26 March 2019

RECOMMENDATION 6-16

THAT the Community and Recreation committee:

(a) Confirms the circulated minutes of a meeting of the Community and Recreation Committee, held on Tuesday 26 March 2019, as a true and accurate record.

4 MATTERS ARISING

5 DEPUTATIONS

5.1 Tag Busters

Neville Atkinson will provide an update on the activities of Tag Busters for the past year.

6 REPORTS

6.1 Community Facilities exemption from fees and charges – Simon Kong (Community Facilities Coordinator)

RECOMMENDATION 17-46

THAT the Community and Recreation Committee:
(a) Receives report No.190501062054

(b) Notes the submissions for exemption from fees received from users.

(c) Approve a fixed fee of $500 per annum for Mothers Supporting Mothers booking of the Rangiora War Memorial Hall. That the waiver is backdated to 1st July 2018 and is valid until the 30th June 2019.

(d) Approve a fixed fee of $165 per annum for Loburn Women's Institute. That the waiver is backdated to the 1st July 2018 and is valid until the 30th June 2019.

(e) Approve a full waiver of $60 for the Woodend Lions running of the Woodend ANZAC Service.

(f) Note that all other ANZAC services in the district are not charged for facilities bookings.

(g) Approve the full waiver of the booking fee of $137.50 for the one-off fundraising film screening of the Tour De France for Mental Health movie.

(h) Approve a flat fee of $160 per annum West Eyreton Small Bore Rifle Club for their 2019 bookings. Recommend that the Rifle Club transfer to a Lease arrangement with the Cust Community Centre.

(i) Approve a 50% waiver of booking fees for one Rockers of Ages concert held in the 2019 financial year.

(j) Approve a 50% waiver of booking fees for the Rangiora Wool Craft Group for the 2019 financial year.

(k) Notes that if all approvals for this report are accepted the financial implications are an estimated total of $3373.75 for the 2018/19 financial year.

(l) Notes that the combined total financial implications of fee exemptions that have already been approved is estimated at $13173.75 for the 2018/19 financial year.

(m) Notes that fees increases are split over two years with the final increase occurring on the 1st July 2019.

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

6.2 Northern Pegasus Bay Bylaw 2016 Implementation Plan Actions

RECOMMENDATION

THAT the Community and Recreation Committee:

(a) Receives report No. 190412055403.

(c) **Notes** that staff will implement the recommendations outlined in the Intercept Survey 2019 and Environment Canterbury Patrol Records 2016 – 2018.


6.3 **Community Team Updates – Neighbourhood Park Events – Tessa Sturley (Community Team Manager)**

**RECOMMENDATION** 117-128

THAT the Community and Recreation Committee:

(a) **Receives** report No. 190508065620

(b) **Notes** that staff have expressed their appreciation of the support from elected members at these events.

(c) **Notes** the appreciation expressed by the community that Council sought to engage with them in this fashion.

(d) **Notes** that, while Neighbourhood events will now be led by Neighbourhood Support, community development staff will continue to apply a strategic approach to community-led neighbourhood connection.

6.4 **Community Team Update – Migrant and Newcomers – Tessa Sturley (Community Team Manager)**

**RECOMMENDATION** 129-144

THAT the Community and Recreation Committee:

(a) **Receives** report No. 190508065908

(b) **Notes** that the initiatives developed and delivered by the Waimakariri Migrants and Newcomers group are externally funded by Office of Ethnic Communities, Lotteries and Creative Communities

(c) **Notes** that in the past 12 months an increasingly migrant-led approach has been applied to this work, in line with best practice for community development

6.5 **Libraries Update – Paula Eskett (District Libraries Manager)**

**RECOMMENDATION** 145-149

THAT the Community and Recreation Committee:

(a) **Receives** report No. 190510066606.
6.6 **Aquatic Facilities Update – Matt Greenwood (Aquatic Facilities Manager)**

**RECOMMENDATION** 150-158

**THAT** the Community and Recreation Committee:

(a) **Receives** report No. 190507064831.

(b) **Notes** Aquatic Facilities progress against its key performance indicators for Facility Attendance and Water Quality.

(c) **Recommends** a $0.50 increase, effective from 1 July 2019, to the Aquarobics Casual Community Services/Senior rate for Council deliberations on fees and charges.

(d) **Approves** changes to the levels of support offered to Waikuku Beach Surf Lifesaving club being free hire of three lanes and a 50% discount for club members to purchase concessions or memberships.

(e) **Approves** recommendations to increase support of the NZRT12 team from eight to fifteen passes.

(f) **Notes** additional works identified as part of programmed maintenance closure will contribute to a $15,000 overspend in Dudley Parks maintenance budget.

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

7 **PORTFOLIO UPDATES**

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

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

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

8 **QUESTIONS**

9 **URGENT GENERAL BUSINESS**

**WORKSHOP**

*At the conclusion of the meeting there will be a workshop to discuss the North Canterbury Academy of Music lease*
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.
5 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 had 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. 1902211020363.

(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

_______________________

Chairperson

________________________

Date
1. SUMMARY

1.1 This report is seeking a decision from Council around user of community facilities applications for exemption from fees.

1.2 This report includes eleven individual applications. This is the fifth report seeking approval for fee exemption applications. Inclusive of the applications in this report, to date there have been a total of thirty one applications for exemptions on fees.

1.3 Fees & charges for Community Facilities were increased on the 1st July 2018. There is a further increase of fees and charges on the 1st of July 2019.

1.4 Applications for fee exemptions are made for the financial year that they occur in. Applications for fee exemptions will need to be renewed for subsequent financial years.

Attachments:
I. Application Form – Mothers Supporting Mothers (Trim 190131011060)
II. Application Form – Loburn Women’s Institute (Trim 190201011657)
III. Application Form – Oxford Scottish Country Dancing Club (Trim 190212015659)
IV. Application Form – Woodend Lions – ANZAC Service (Trim 190430061492)
V. Application Form – Tour de France for Mental Health (Trim 190430061616)
VI. Application Form – West Eyreton Small Bore Rifle Club (Trim 190430061620)
VII. Application Form – Storm Conference (Trim 190411054258)
VIII. Application Form – Pegasus Plus (Trim 190429060175)
IX. Application Form – Rockers of Ages (Trim 190426059990)
X. Application Form – North Canterbury Chess (Trim 190430061624)
XI. Application Form – Rangiora Wool Craft Group (Trim 190409052962)

2. RECOMMENDATION

THAT the Community and Recreation Committee

(a) Receives report No.190501062054

(b) Notes the submissions for exemption from fees received from users.

(c) Approve a fixed fee of $500 per annum for Mothers Supporting Mothers booking of the Rangiora War Memorial Hall. That the waiver is backdated to 1st July 2018 and is valid until the 30th June 2019.
(d) **Approve** a fixed fee of $165 per annum for Loburn Women's Institute. That the waiver is backdated to the 1st July 2018 and is valid until the 30th June 2019.

(e) **Approve** a full waiver of $60 for the Woodend Lions running of the Woodend ANZAC Service.

(f) **Note** that all other ANZAC services in the district are not charged for facilities bookings.

(g) **Approve** the full waiver of the booking fee of $137.50 for the one-off fundraising film screening of the Tour De France for Mental Health movie.

(h) **Approve** a flat fee of $160 per annum West Eyreton Small Bore Rifle Club for their 2019 bookings. Recommend that the Rifle Club transfer to a Lease arrangement with the Cust Community Centre.

(i) **Approve** a 50% waiver of booking fees for one Rockers of Ages concert held in the 2019 financial year.

(j) **Approve** a 50% waiver of booking fees for the Rangiora Wool Craft Group for the 2019 financial year.

(k) **Notes** that if all approvals for this report are accepted the financial implications are an estimated total of $3373.75 for the 2018/19 financial year.

(l) **Notes** that the combined total financial implications of fee exemptions that have already been approved is estimated at $13173.75 for the 2018/19 financial year.

(m) **Notes** that fees increases are split over two years with the final increase occurring on the 1st July 2019.

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

3. **BACKGROUND**

3.1 On July 1st 2018 fees and charges for community facilities were increased. Rules allowing for user exemption from standard fees and charges were also changed to require approval from the Community and Recreation Committee.

3.2 Fees and charges for Community Facilities had not been increased since 2012. For the majority of halls the council made the decision to stage the increase of fees over two financial years. The first increase came into effect on the 1st July 2018, the second increase will come into effect on the 1st July 2019.

3.3 Prior to this report, staff have received twenty applications for exemptions.

a. Three approvals were given on 29th May 2018 (Trim 180514052641)

b. Eight approvals were given on 18th Sept 2018 (Trim 180907102652)

c. Four approvals were given on 20th November 2018 report (Trim 181109132237)

d. Five approvals were given on 12th February 2019 report (Trim 190129009698)

3.4 A Community Facilities Fees and Charges Working Party has been established to review the current Community Facilities Fees and Charges Policy (Trim 190319035957) inclusive with the review is a consideration of how to manage the process for the waiver of fees and charges. The Working Party will report back to council by the 5th September 2019.
3.5 Applications for fee exemptions are made for the financial year they occur in, unless otherwise specified. Under the current rules of fee exemptions, the expectation is that applications will need to be renewed for each subsequent financial year. Where applicable, staff have recommended and submitted for fee exemptions based on a percentage basis. The intention is that for applications for future financial years would be applied for or renewed based on a percentage basis of the increased fees.

4. **ISSUES AND OPTIONS**

4.1. The January report to Council proposed that the Council could enter into separate agreements with Community building user groups if required. Delegation to waive individual fees now sits with the Community and Recreation Committee.

4.2. Staff have received eleven applications for exemptions of fees. The applications cover regular users, reoccurring bookings and one-off events. This report is proposing separate agreements with these eleven user groups which are shown and discussed in detail in the table below.

<table>
<thead>
<tr>
<th>Group</th>
<th>Facility</th>
<th>Booking Detail</th>
<th>Pre July 2018 Fees</th>
<th>Post July 2018 Fees</th>
<th>Post July 2019 Fees</th>
<th>Waiver Request</th>
<th>Waiver Explanation - Summary</th>
<th>Staff Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Mothers Supporting Mothers</td>
<td>Rangiora War Memorial Hall</td>
<td>Weekly support meetings for mothers with Post-Natal depression and parental adjustments.</td>
<td>$500 per year - flat fee.</td>
<td>$10 per hour</td>
<td>$15 per hour</td>
<td>Maintain flat fee of $500 per year.</td>
<td>A charitable trust that relies solely on funding from outside sources. Funding seem to be harder to source each year so any added costs adds stress to the group.</td>
</tr>
<tr>
<td>2</td>
<td>Loburn Women's Institute</td>
<td>Loburn Domain Pavilion</td>
<td>Last Thursday of the month for eleven months of the year for approximately three hours. A social meeting for local women to support community and wellbeing.</td>
<td>Annual Hire Rate of $110 per hour.</td>
<td>$25 per hour</td>
<td>$25 per hour</td>
<td>Retain flat fee of $110 per year.</td>
<td>Membership is by a small subscription to cover expenses. Any additional money is donated to the local school or other charitable groups. A long-time member stated that the Women's institute provided a donation for the pavilion to be built.</td>
</tr>
<tr>
<td>3</td>
<td>Oxford Scottish Country Dancing Club</td>
<td>Oxford Town Hall</td>
<td>Annual open Tea Dance is a chance for other Scottish Dancing clubs to be hosted by Oxford and enjoy a program of dances. Bookings are on a Saturday for 5.5 hours. The next booking is August 3rd, 2019.</td>
<td>$44 per booking.</td>
<td>$137.50 per booking.</td>
<td>$137.50 per booking.</td>
<td>Waive of $80 off the booking fee to leave a remaining booking fee of $57.50</td>
<td>No profit is made from the event. Dancers are charged $7 and a plate. Spectators are charged $3 and a plate. There is a raffle of $1.</td>
</tr>
<tr>
<td>4</td>
<td>Woodend Lions</td>
<td>Woodend Community Centre.</td>
<td>Woodend ANZAC Memorial Service. In 2018 a service was held for the first time in many years. The expectation is to continue holding the service on the evening before ANZAC day.</td>
<td>No Fee Charged</td>
<td>$60 for the booking. Combined meeting room 3hrs.</td>
<td>$90 for the booking. Combined meeting room 3hrs.</td>
<td>Waive fees for ANZAC service bookings.</td>
<td>The ANZAC service is a community event with no income. The event is run by volunteers.</td>
</tr>
<tr>
<td></td>
<td>Event Name</td>
<td>Venue Details</td>
<td>Description</td>
<td>Fees</td>
<td>Booking Fee</td>
<td>Waiver Requested</td>
<td>Notes</td>
<td></td>
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</tr>
<tr>
<td>5</td>
<td>Tour De France For Mental Health</td>
<td>Rangiora Town Hall - Small Theatre</td>
<td>One off film night showing the documentary about a group of cyclist completing the Tour De France circuit to raise funds for mental health. Tickets to the event are $15 will all proceeds going to Mental Health Foundation.</td>
<td>N/A</td>
<td>$172.50</td>
<td>n/a</td>
<td>Approve the full waiver of the booking fee of $137.50 for the one of film screening of the Tour De France for Mental Health.</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>West Eyreton Small Bore Rifle Club</td>
<td>Cust Community Centre</td>
<td>Cust Community Centre &amp; Club Rooms weekly from March - September.</td>
<td>$160 per annum</td>
<td>Estimated at $480 per year based on booking usage.</td>
<td>n/a</td>
<td>Approve a flat fee of $160 per annum West Eyreton Small Bore Rifle Club for their 2019 bookings. Recommend that the Rifle Club transfer to a Lease arrangement with the Cust Community Centre.</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Storm Conference</td>
<td>Rangiora Town Hall - Main Auditorium, Function Room &amp; Studio Rooms</td>
<td>Annual event for three days, plus setup and pack down days. Storm is a youth conference that focuses on building up young people to the fullness of their potential.</td>
<td>$1408.75 for Main Auditorium with no charge applied for the Function Room. Total $2488.75</td>
<td>Estimate at $720 per year based on booking usage.</td>
<td>$500 fee waiver off the total cost.</td>
<td>The club has about 12 members and charges an annual fee of $20 per member. Fee increase would close down the club which has been paying fees for years.</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Pegasus Plus</td>
<td>Pegasus Community Centre</td>
<td>2 hours monthly, every fourth Wednesday of the month for 11 months of the year.</td>
<td>$5 per hour</td>
<td>$5 per hour - based on approved 50% exemption.</td>
<td>$15 per hour</td>
<td>Approve an extension of the 50% waiver on booking fees for Pegasus Plus for the financial year ending July 2020.</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Rockers of Ages</td>
<td>Oxford Town Hall</td>
<td>One off performance, date to be confirmed in the 2019 financial year.</td>
<td>n/a</td>
<td>$120 - Whole complex for 3hrs</td>
<td>$120 - Whole complex for 3hrs</td>
<td>The aim of Pegasus Plus is to encourage older people to come along and socialise at minimal cost. Attendees are charged $2 per person. Any income is put back into resources and activities for the group.</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>North Canterbury Chess</td>
<td>Rangiora War Memorial Hall</td>
<td>Twice a month on the 1st &amp; 3rd Tuesday of each month.</td>
<td>$12 per booking (2hrs)</td>
<td>$20 per booking (2hrs)</td>
<td>$30 per booking (2hrs)</td>
<td>The concert is hosted for free by the Rockers of Ages. Audience are asked to make donations to cover costs. Any income goes to <a href="http://www.themuse.org.nz">www.themuse.org.nz</a> which facilities music services to the community.</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Rangiora Wool Craft Group</td>
<td>Dudley Pavilion</td>
<td>Twice a month on the 2nd &amp; 4th Monday of the month for four hours.</td>
<td>$24 per booking (4hrs)</td>
<td>$40 per booking (4hrs)</td>
<td>$60 per booking (4hrs)</td>
<td>Approve a 50% waiver of booking fees for the North Canterbury Chess club for the 2019 financial year.</td>
<td></td>
</tr>
</tbody>
</table>

Additional notes:
- Income generate primarily about 50% of the costs.
- Attendance fees are $40 to $95 per person depending on time of booking. Total costs to run the event are around $20000.
- Audience are asked to make donations to cover costs. Any income goes to www.themuse.org.nz which facilities music services to the community.
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4.3. The Management Team have reviewed this report and support the recommendations.

5. COMMUNITY VIEWS

5.1. Groups and Organisations

5.1.1. Users of community facilities have been advised of changes in rates in fees through the Long Term Plan process. Separate specific communication about changes to fees and charges has been provided to a mailing list of all booking user from the previous financial year. In day to day booking communications, Staff are also communicating changes to fees and charges.

5.1.2. Part of all communication has included information on the changes to rules regarding exemptions from fees and charges and how to apply for exemption from the Community & Recreation Committee.

5.1.3. A standard application form has been created and circulated to users requesting a waiver of fees and charges.

5.2. Wider Community

5.2.1. The wider community has been consulted on changes to fees and charges as part of the Long Term Plan process.

6. IMPLICATIONS AND RISKS

6.1. Financial Implications

6.1.1. The financial implications of the recommendations made by staff in the table; Community Facilities Users - Summary of application from fees and charges, Jan 2019 are identified in the table below:

<table>
<thead>
<tr>
<th>Group</th>
<th>Facility</th>
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<th>Pre July 2018 Fees</th>
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<td>Annual Hire Rate of $110 per hour.</td>
<td>$25 per hour (booking fees admitted by Judy Lawn)</td>
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<td>Retain flat fee of $110 per year.</td>
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<td>$137.50 per booking.</td>
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<td>Waiver of $80 off the booking fee to leave a remaining booking fee of $57.50</td>
<td>Total of $68.75 for the 2019 financial year.</td>
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<td>$1408.75 for Main Auditorium with no charge applied for the Function Room.</td>
<td>$1408.75 for Main Auditorium plus $1035 for three day use of the Function Room. Total $2488.75</td>
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</table>

6.1.2. There is a further financial risk that by approving the recommended waivers, additional groups may come forward seeking waivers. Council staff feel that there is an appropriate process for any additional requests to be considered and a decision made based on the merits of each individual request and therefore do not consider this a serious risk.

6.2. Community Implications

6.2.1. All the fee and charge exemptions that Staff are recommending are community based organisations offering positive contribution to the community.
6.3. **Risk Management**

6.3.1. There is a risk that some bookings and events may not be able to occur or continue in Council community facilities because of the rise in costs for community groups.

6.4. **Health and Safety**

6.4.1. There are no Health and Safety Implications.

7. **CONTEXT**

7.1. **Policy**

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

7.2. **Legislation**

7.2.1. Local Government Act / Long Term Plan Process.

7.3. **Community Outcomes**

- Public spaces and facilities will be accessible and of a high standard.
- People will involve themselves in a range of recreation activates.

7.4. **Delegations**

7.4.1. As a result of the Long Term Plan delegation of waiver of fees and charges is the responsibility of the Community and Recreation Committee.
Waimakariri District Council  
Community Facilities  
Fee Exemption Application 2019

Fees for hire of Community Facilities have been updated as of 1st July, 2018. There is a secondary update of Fee’s on the 1st July 2019. Consideration for Fee Exemptions are made at bi-monthly Council meetings.

2019 Submissions need to be in by the following dates: 21st Jan, 4th March, 29th April, 24th June and 26th Aug

Group Name: Mothers Supporting Mothers  
Date: 31/1/19

Contact Details:  
Erin Lewis (Administrator)  
0220 792 129  
msmenquiry@outlook.com

What is the legal status of your group?  
- Charitable trust, incorporated society, non-profit organization, informal group, other  
  Charitable Trust

What facility do you use?  
- List facility and frequency of use; weekly, monthly, periodically  

  Mc Alpine Room, War Memorial Hall. Weekly (Friday) 10am - 12pm. Excluding public holidays.

Activity Details:  
- Provide a brief description of your activity  

  Weekly support meeting for mothers with Post-Natal Depression + parental adjustment.

Do you charge fees for your activity? What is the fee?  
- Provide details about the fee’s you charge for your activity.  

  No, donations if a gold coin can be given but it’s not required.

What does your group do with any income or profits generated from your activity?  
N/A

Please detail why your group should be exempt from the new facility hire rates?  
- Include details of the amount of fee exemption you are requesting  

  As we are a charitable trust we rely solely on funding from outside sources. Funding seems to be getting harder to source each year, so any added costs adds stress to our group.
Waimakariri District Council
Community Facilities Fee Exemption Application

Group Name: 10 Acre Women Institute
Contact Details: 10 Acre Women Institute, 74-76 Saddle Street, Rangiora, 7472
Date: 31-1-19

What is the legal status of your group?
- Charitable trust, incorporated society, non-profit organization, informal group, other

What facility do you use?
- List facility and frequency of use; weekly, monthly, periodically

78 Thursday of month, from approx 12-30 except December.

Activity Details:
- Provide a brief description of your activity
  Meeting of ladies, talks, speakers some month, the well being of ladies

Do you charge fees for your activity? What is the fee?
- Provide details about the fee’s you charge for your activity.

We have a small subscription NO fee to cover expenses.

What does your group do with any income or profits generated from your activity?
- donates to local schools also charitable groups.

Please detail why your group should be exempt from the new facility hire rates?
- Include details of the amount of fee exemption you are requesting

We are requesting that our annual hire rate stays at $110.
I understand from a long time member that we did give an donation when the
Pavilion was built, and that is when the agreement was reached.
Waimakariri District Council
Community Facilities Fee Exemption Application

Group Name: Oxford Scottish Country Dancing Club

Contact Details:
Elizabeth Anderson
30 Ashley Gorge Rd
Oxford 7495

What is the legal status of your group?
- Charitable trust, incorporated society, non-profit organization, informal group, other
  Not for profit community social group

What facility do you use?
- List facility and frequency of use; weekly, monthly, periodically
  Oxford Town Hall on Saturday 3 August 2019 from 4pm - 8pm

Activity Details:
- Provide a brief description of your activity
  The club holds an Annual Open Tea Dance. It is a chance for other Scottish Dancing Clubs to be hosted by Oxford and enjoy a programme of dances.

Do you charge fees for your activity? What is the fee?
- Provide details about the fee's you charge for your activity.
  Dancers $7.00 and plate
  Spectators $3.00 and plate
  Raffle $1.00.
  We are a small club and we ask our guests to bring a plate to help with catering.

What does your group do with any income or profits generated from your activity?
- We do not make any profit from the evening. We try not to run at a loss.

Please detail why your group should be exempt from the new facility hire rates?
- Include details of the amount of fee exemption you are requesting
  We have managed to hold this event each year in the past when the hall hire was $44.00.
  We attract dancers from Rangiora and Christchurch clubs to Oxford for the day.
  We hire the main hall at $25.00 an hour for 5 hours for a total of $127.50.
  We would like to ask the amount of $80.00 fee exemption.

WAIMAKARIRI DISTRICT COUNCIL

TRIM: 180918107525
Waimakariri District Council
Community Facilities Fee Exemption Application

Group Name: WOODEND LIONS
Contact Details: IAN LENNIE 92015-76

Date: 11-2-19

What is the legal status of your group?
- Charitable trust, incorporated society, non-profit organization, informal group, other:

What facility do you use?
- List facility and frequency of use; weekly, monthly, periodically

Woodend Community Centre - for the annual Anzac Memorial Service

Activity Details:
- Provide a brief description of your activity

Last year we held the first Anzac Service & several years and had 200 people attend

Do you charge fees for your activity? What is the fee?
- Provide details about the fee's you charge for your activity.

No fee - it is a community event

What does your group do with any income or profits generated from your activity?

N/A

Please detail why your group should be exempt from the new facility hire rates?
- Include details of the amount of fee exemption you are requesting

Woodend Lions are providing a community event which had huge uptake last year and it is our intention to continue to arrange the Anzac Service annually for the community. Any savings in fees means we can support other community activities instead.
Waimakariri District Council
Community Facilities
Fee Exemption Application 2019

Fees for hire of Community Facilities have been updated as of 1st July, 2018. There is a secondary update of Fee’s on the 1st July 2019. Consideration for Fee Exemptions are made at bi-monthly Council meetings.

2019 Submissions need to be in by the following dates: 21st Jan, 4th March, 29th April, 24th June and 26th Aug

Group Name: Aaron Hill
Contact Details: 027 - 510 - 6373

Date: 6/4/19

What is the legal status of your group?
- Charitable trust, incorporated society, non-profit organization, informal group, other
- Mental Health NZ

What facility do you use?
- List facility and frequency of use; weekly, monthly, periodically

Activity Details:
- Provide a brief description of your activity
  Film night showing documentary of TDF
  Money going to The Mental Health Foundation
  Events - mentalhealth.org.nz/Fundraisers/Aaron-Hill/Tour-de-France

Do you charge fees for your activity? What is the fee?
- Provide details about the fee’s you charge for your activity
  $15.00 with all

What does your group do with any income or profits generated from your activity?
  Donate to MHNZ

Please detail why your group should be exempt from the new facility hire rates?
- Include details of the amount of fee exemption you are requesting
  One off Charity raising event
  Live and work locally

Have Small theatre booked for May 31st
at 6.30pm.

TRIM: 180918107525
Waimakariri District Council
Community Facilities Fee Exemption Application

Group Name: West Eyreton Smallbore Rifle Club
Date: 12 March 2019

Contact Details:
- Tania Boerlage 021 820 5151
- Amy Rick 021 124 5559
- 009 2900 15 10 10
- revjames@yahoo.com

What is the legal status of your group?
- Charitable trust, incorporated society, non-profit organization, informal group, other

What facility do you use?
- List facility and frequency of use; weekly, monthly, periodically
  The Hall and the Club Rooms weekly, March - Sept (also shooting range)

Activity Details:
- Provide a brief description of your activity
  Providing a community sports club to promote skill playing, mental agility, and keeping teenagers off the street and showing them the discipline of using guns and shooting with .22 calibre rifles

Do you charge fees for your activity? What is the fee?
- Include details of the fee's you charge for your activity
  Only subscriptions and use of ammunition - targets are charged. Club Fee $20 per person per season. (Junior $115, Senior $135)

What does your group do with any income or profits generated from your activity?
- Used to make repairs and purchase equipment + pay for hall hire

Please detail why your group should be exempt from the new facility hire rates?
- Include details of the amount of fee exemption you are requesting
  We have only about 12 members and this fee per hour would result in the club closing and the community losing this benefit and the hall receiving this fee that has been paid for years.
  This club moved from the old Eyreton Hall to the new community hall and did lots of fundraising to build the clubrooms in the hall to support this important asset in our community so I would hate to see the fees as such that the club folds.
  We are able to maintain a $600p.a. fee for all hall hire on weekly club nights (Mon, Wed and Fri, depending on availability and 1 Friday).
RESERVES BOOKING APPLICATION FORM

Name of Reserve: Dudley Park

Name of Organisation: Thrive Church / Storm

Name of Person Arranging Booking: Jared van Berkel

Address for Contact: 628 Woodfield Rd

Name & Address for Invoice (if different to above):

Telephone: (Home) 0273575822 (Work) 0273575822

Mobile: Email Address: jared@thrivechurch.com

Purpose of booking: Youth Sports / Tribal Wars

Number of people expected: 150 - 200

Type of booking: COMMUNITY

Dates and Times of Booking: 16th + 17th April - 12 pm - 4:30 pm

Please tick the relevant fields below that apply to your booking and include additional details.

☐ Public Event

☐ High levels of attendance/crowds

☐ Public Roads/Footpaths affected. Also call the council on 0800 965 468 and ask to speak to a Roading Officer to discuss whether a Traffic Management Plan (TMP) is required.

☐ Sporting events which exit and re-enter the park. We need vehicle access

☐ Vehicles or mobile plant on the park. If vehicles are driving in to park/show or set up in the reserve, you will need to request a key in advance to have the gates/bollards opened. If the ground is soft do not drive vehicles on it. The hirer is responsible for all costs of ground reinstatement if damage occurs

☐ Use of electrical equipment (Eg, leads, sound system etc)

☐ Use of entertainment equipment (Eg, bouncy castles/tents/fun-fair equipment)

☐ Interaction with animals (Eg pony rides)

☐ Marquee and/or anything piercing the ground (Eg tent pegs)

☐ Alcohol ☐ BYO ☐ Supplied ☐ Sold ☐ Included in ticket charges ☐ Other

A Health and Safety Plan will be required in most cases when one or more of the above has been ticked.

☐ Health and Safety Plan Required, to be submitted and approved a minimum of 10 working days before the event. The booking confirmation is void without this approval. Link to website template: https://www.waimakariri.govt.nz/services/environmental-health-licensing/alcohol-licensing/special-licences

Please call 0800 965 468 if you require help from a Greenspace Officer to complete this.

If there will be Alcohol at the event, depending on the location of the reserve, a special licence may need to be applied for through the Waimakariri District Council Environmental Services Unit, please refer to our website:

Hirers must remove all rubbish from the venue, for large events extra 240ltr rubbish bins can be requested through the council for $20 each per day, or alternatively you may source your own. I would like to request [ ] bins.

If the reserve has a public toilet, an extra scheduled toilet clean can be requested in advance for a $30 fee. This is a requirement for all-day events. [ ] I request an extra toilet clean.

Some events will require that you separately hire portable toilets. [ ] I will be organising portable toilets for this event.

Special Requirements eg Power [ ] Other: ____________________________

CHARGES:  

| Additional Bin Fee and/or Toilet Clean: | $50.00 |
| Booking Fee Per Day: | $25.55 |
| **Total Cost:** | $50.00 |

Please Note:
- If the booking is for VICTORIA PARK or PEGASUS LAKESIDE, we can provide you with a map of the irrigation system and underground power lines. This needs to be followed by anyone placing anything into or driving over the ground to ensure that no damage is done.
- Cancellations of confirmed bookings require 10 days written notice prior to the event for a full refund. Any cancellations after this time will be charged the full cost of the booking.
- Keys can be collected the day of the hire from the Waimakariri District Council service desk on receipt of payment. If the hire is over the weekend, the key is to be picked up on the Friday prior to the booking. There will be a charge of $20.00 if the key is not returned on the next business day or as otherwise arranged.

The attached **Conditions and Requirements** have been read, understood and are hereby accepted.

Name of Applicant: Jared van Berkelaar  
Applicant to Sign: ________________ Date: 31/4/2019

Please Note: By entering your name above, you are giving your authority for this application to proceed.

OFFICE USE:  

- Booking entered on computer as TBC  
- Booking requirements advised by Greenspace  
- Booking confirmed  
- Booking confirmation sent to applicant  
- Booking confirmation sent to Greenspace email  
- Greenspace to contractor (Delta)  
- Dudley Park, advise Rangiora Borough School office@rangiora.school.nz (on school days)  
- Trimmed  
- Payment received, Receipt number: [ ]  
- H&S Plan approved by: [ ]

Debtor # [ ]  
Date: ________________

Confirmation actioned by: [ ]  
Checked by: [ ]

PROCESSED BY JULIE  
Date: ________________

FIONA  
Date: ________________

160205009593  
QS_R382-AC, 6/8, updated July 2017
Health and Safety Plan

Name of Organisation  Canterbury Storm
H&S controller  James Sutherland
Event Name  Storm Camp Canterbury – Tribal Wars
Event Location  Rangiora Canterbury – Dudley Park

Primary contact/Event organiser  Dannelle Sutherland
Telephone  0273403929
Email  Dannelle.sutherland@hotmail.co.nz
Address  1422 Rakaia Selwyn Rd RD13 Rakaia 7783

Secondary contact  Roanna Van Berkle
Mobile Phone  0273222391

Event details-
Date / Period  16/04/2019 – 17/04/2019
Type of event  Youth Camp challenges
Duration  1.6 hours on Tuesday or Wednesday if weather is poor.
Start time  2pm
Finish time  3:30pm
Total expected numbers  220
  • Participants  190
  • Spectators  30

Event Risk Assessment and Mitigation Sheet

<table>
<thead>
<tr>
<th>Item/Activity</th>
<th>Risk</th>
<th>Mitigation Actions</th>
<th>Person responsible</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Natural disaster (e.g. earthquake)</td>
<td>Injuries, death of participants</td>
<td>Stop event and evacuate to a safe area</td>
<td>Event organiser</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Participants/spectator with medical condition/ injury or death</td>
<td></td>
<td>First aid assistance available on site. Call ambulance / emergency services as required.</td>
<td>Event organiser or other Youth Pastor</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Injury to participant/spectator</td>
<td>Injury or death</td>
<td>First aid available on site. Appropriate first aid kit available at all times. Call ambulance if required</td>
<td>Nominated first aid person</td>
<td>Ongoing</td>
</tr>
</tbody>
</table>

TRIM: 190411054258 / CPR-04-05-021-05
<table>
<thead>
<tr>
<th>Scenario</th>
<th>Description</th>
<th>Responsible Party</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Injury to participant/spectator</strong></td>
<td>Minor to medium injury</td>
<td>First aid available on site. Appropriate first aid kit available at all times. Event organiser and first aid person to check first aid kit is fully stocked. Used stock to be replaced ASAP after use.</td>
<td>Nominated first aid person &amp; event organiser</td>
</tr>
<tr>
<td><strong>Volunteers/Leaders</strong></td>
<td>Insufficient volunteers. Lack of communications with volunteers</td>
<td>Ensure enough leaders/volunteers on hand. Brief volunteers/leaders on required emergency procedures.</td>
<td>Event organiser</td>
</tr>
<tr>
<td><strong>Control/management station, First Aid area</strong></td>
<td>No central or obvious place for issues to be reported to</td>
<td>Event organisers will establish an obvious place for attendees to report issues or safety incidents.</td>
<td>Event Organiser</td>
</tr>
<tr>
<td><strong>Wet/adverse weather conditions</strong></td>
<td>Danger of flying debris in storms, lower visibility</td>
<td>Ensure area is clear of debris. Cancel event if heavy storms predicted</td>
<td>Event Organiser</td>
</tr>
<tr>
<td><strong>Access for emergency vehicles</strong></td>
<td>Unable to attend sick or injured persons on site.</td>
<td>Vehicle access to be kept clear at all times. Youth Leader will be nominated to ensure entrance is clear and meet/guide ambulance on arrival</td>
<td>Event Organiser</td>
</tr>
<tr>
<td><strong>Game involves throwing</strong></td>
<td>Potential for head knocks</td>
<td>Marked “safe” zones will be in place to ensure everybody’s safety.</td>
<td>Event organiser</td>
</tr>
<tr>
<td><strong>Tents/marquee/shelters etc.</strong></td>
<td>Collapse of tent in adverse weather conditions. Pegs and Guy ropes to be visible. If area around marquee accessible ropes and pegs will be clearly visible and/or visible tell tales will be fixed to them. Pegs to be safe and capped if necessary.</td>
<td>Event organiser to ensure marquee is safe and pegs and ropes do not create a trip hazard. Sharp pegs to be capped.</td>
<td>Before commencement of event</td>
</tr>
<tr>
<td><strong>Antisocial behavior</strong></td>
<td>Violence to persons, litter</td>
<td>Event organiser/volunteers may attempt to defuse the situation if it is safe to do so. If not organiser to contact police for assistance.</td>
<td>Camp Organiser</td>
</tr>
<tr>
<td><strong>Lifting heavy items</strong></td>
<td>Volunteers lifting heavy items</td>
<td>Event organiser to ensure sufficient volunteers are available at all to lift all items as required.</td>
<td>Volunteers to be briefed on the maximum size and weight of items to be lifted with the correct number of people</td>
</tr>
<tr>
<td>Location:</td>
<td>Dudley Park, Rangiora</td>
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<tr>
<td></td>
<td>Rangiora Town Hall</td>
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<tr>
<td>Address:</td>
<td>47 Church Street</td>
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<td></td>
<td>Rangiora</td>
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<td></td>
<td>303 High Street</td>
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<tr>
<td>Date:</td>
<td>16/04/2019 – 17/04/2019</td>
<td></td>
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<tr>
<td>Purpose of Tribal Wars:</td>
<td>To build new friendships amongst youth and strengthen bonds while having friendly competition and fun</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tribal Wars Challenges:</td>
<td>What could go wrong?</td>
<td>How will minimise the risks?</td>
<td>Producers if things do go wrong?</td>
</tr>
<tr>
<td>Closed hoop basket ball</td>
<td>Heavy basket at height could drop. Wooden &quot;balls&quot; a risk as they are being thrown into basket.</td>
<td>Clear expectations, rules, guidelines given at the beginning in regards to number of youth allowed on at once. No one under basket. No one past hazard tape</td>
<td>Assess situation-game to stop, call ambulance if needed (111) Have first aid person on site and ready in case of injury</td>
</tr>
<tr>
<td>Fit In</td>
<td>Injury to a participant</td>
<td>Clear expectations, rules given at start of challenge. Leader to monitor safety throughout</td>
<td>Assess situation-game to stop, call ambulance if needed (111) Have first aid person on site and ready in case of injury</td>
</tr>
<tr>
<td>Dog sled</td>
<td>Run over by sled</td>
<td>Clear expectations, rules given at start of challenge. Leader to oversee participants making sure speed is not excessive Leader to monitor safety throughout challenge</td>
<td>Assess situation-game to stop, call ambulance if needed (111) Have first aid person on site and ready in case of injury</td>
</tr>
<tr>
<td>Ball Toss</td>
<td>Sprain, Participant hit by a ball, other injury.</td>
<td>Clear expectations, rules given at start of challenge. Leader to monitor safety throughout</td>
<td>Assess situation-game to stop, call ambulance if needed (111) Have first aid person on site and ready in case of injury</td>
</tr>
<tr>
<td>Moving bridge</td>
<td>Awkward lifting Falling from 300mm.</td>
<td>Strategies within the game to prevent injury Leader to ensure all participants being safe and not rushing</td>
<td>Ambulance to be called (111) if pops back in by itself to ice and rest and leader to monitor the youth.</td>
</tr>
<tr>
<td>ALL CHALLENGES</td>
<td>Allergic reaction</td>
<td>If youth can administer own medication to do so, leaders are aware of medical conditions. If a new reaction call ambulance.</td>
<td></td>
</tr>
<tr>
<td>ALL CHALLENGES</td>
<td>Asthma</td>
<td>Youth aware of their physical ability, to administer</td>
<td></td>
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<tr>
<td><strong>ALL CHALLENGES</strong></td>
<td></td>
<td>medication on own-</td>
<td>call ambulance if doesn't settle.</td>
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<td></td>
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<td>call ambulance if</td>
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<td>doesn't settle.</td>
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<td>Move youth away</td>
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<td>from sporting</td>
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<td>elements to 'cool'</td>
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<td>down.</td>
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<td><strong>ALL</strong></td>
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<td>Blood- bleeding</td>
<td>Clear expectations, rules given at start of challenges</td>
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<td></td>
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<td>nose/ body parts</td>
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<tr>
<td><strong>Hype Services:</strong></td>
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<tr>
<td><strong>1. Cream Pie</strong></td>
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<td><strong>2. Pigs Parts</strong></td>
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<td></td>
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<td>Participant allergic</td>
<td>Check for any allergies before participant occurs</td>
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<td></td>
<td></td>
<td>to food</td>
<td>Have bucket and first aid person available</td>
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<td></td>
<td>Participant throws</td>
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<td>up from challenge</td>
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</tbody>
</table>
Fees for hire of Community Facilities have been updated as of 1st July, 2018. There is a secondary update of Fee’s on the 1st July 2019. Consideration for Fee Exemptions are made at bi-monthly Council meetings.

2019 Submissions need to be in by the following dates: 21st Jan, 4th March, 29th April, 24th June and 26th Aug

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Group Name: Storm Conference

Date: 15th -17th April

Contact Details: Jared van Berkel – jared@thrivechurch.co.nz  ph: 027 357 5872

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What is the legal status of your group?

- Charitable trust, incorporated society, non-profit organization, informal group, other

Charitable Trust

What facility do you use?

- List facility and frequency of use; weekly, monthly, periodically

We are using the conference room, green room, a few changing studios and the main 360seater auditorium.

Activity Details:

- Provide a brief description of your activity

Storm is a youth conference that focus on building up young people into the fullness of their potential. It utilizes guest speakers (this year we are bring in a our key note speaker from Australia) and local speakers (Deb Fraser, local Rangiora pastor; is speaking on building your emotional strength for example) There is life music and lots of games, connection and team building challenges.

Do you charge fees for your activity? What is the fee?

- Provide details about the fee’s you charge for your activity.

Yes we charge for registrations, fees range from $40pp to $95pp depending on time of booking. But those costs are heavily subsidized as the event costs $20,000 in total to run. Registrations count for about half of the money required for the event.

What does your group do with any income or profits generated from your activity?

The income generated goes primarily to paying for hire costs, such as sound and lighting (Roughly $13,000), food for the many volunteers, Tribal Wars and a small portion goes as gift towards 2 of the key speakers. There are many more speakers but we can only afford gifts towards those who’s speaking is their livelihood.

If there are any profits, they get re-invested into youth ministry, used for the next Storm or used for youth leadership coaching.
Please detail why your group should be exempt from the new facility hire rates?
- Include details of the amount of fee exemption you are requesting

In all honesty I don’t feel entitled to any exemptions. I understand that the town hall has costs to make up for and needs to charge to make this happen. I would like to request a $500 discount off the hire price for the conference room. Last year this was thrown in as an extra for free and I’m very grateful for that. This year it’s now being charged for which I can understand.

Storm is run by volunteers who give up huge amount of energy and time to invest into our local young people. Every cent that we can save helps in our overall goal of equipping, encouraging and inspiring as many of our youth as we can.

Anything that the council can do to assist with this vision is greatly appreciated.

Waimakariri District Council
Community Facilities
User Categories & Rate Card

Updated User Charging Categories:
- Commercial
- Tutor (new)
- Community / Individual (combined)

User Categories Definitions:

Commercial
Business users or profit generating activities. (E.g. commercial activities, programmes or events, or commercial seminars)

Tutor / Coaching
The Tutor/Coaching category will include sports/dance, martial arts and similar events when there is an admission charge for classes either nightly or on a lesson basis that is beyond the gold coin donation.

Individual *
Non-profit casual private events. (E.g. family events, weddings, organisation run dances, concerts, performances to audience, casual.)

Community *
Not for profit community social support groups. Recreational sports/recreation meetings, education groups, schools and preschools/playgroups.

Where the event or meeting is run by an association managed by a committee and all profits after reasonable operating expenses are returned to the community in some verifiable manner. Profits
Hi Julie,

I have been through the booking and H&S plan and have a few questions about their activities.

I have spoken to Jarod who is helping to organise the event but need to speak to the sports coordinators regarding things like the dog sled etc just to make sure the H&S plan reflects what is happening there.

So you can confirm the booking subject to the following:

1. No vehicles are allowed onto the grassed areas if the ground is wet.
2. No vehicles are to drive over the cricket pitches or over the wicket blocks.
3. No activities are permitted on the wickets or wicket blocks.
4. Gates etc to be kept closed at all times.
5. Only essential vehicles to be allowed into the fenced area. All other vehicles to be parked in carparks or roadside.
6. Ant damage to the grass surfaces to be reported to WDC as soon as possible.

Apart from that they are good to go.

thanks

Greg Barnard | Parks Community Assets Officer
Parks & Recreation
greg.barnard@wmk.govt.nz
Customer Service: 0800 965 468 (0800WMKGOV)
Mobile: 021480252
Thrive Church would like to book the Dudley Park for their Tribal War for the Storm Camp on the 16th and 17th April 2019. They are looking at booking it for one day only from 12pm to 4pm, but have requested two days, just in case the first day has to be cancelled due to weather.

Also they have attached a Waimakariri District Council Community Facilities Fee Exemption Application 2019. (I have attached this to the enclosed forms, which also has the H & S plan with it).

Please advise if it is ok to accept this booking, see Health and Safety Plan attached. Can you advice what else is required.

Also can you advise me if they get charged for using this Park?

Thank you I look forward to your reply.

Kind regards

Julie Williams | Customer Service Officer
Customer Services
julie.williams@wmk.govt.nz
Customer Service: 0800 965 468 (0800WMKGOV)

From: Greg Barnard <greg.barnard@wmk.govt.nz> On Behalf Of Greenspace Unit
Sent: Wednesday, April 10, 2019 8:59 AM
To: Council Office <office@wmk.govt.nz>
Subject: RE: Thrive Church Youth Sports 16th and 17th April 2019 Dudley Park

Hu Julie

Sorry, I hadn’t seen this one. Can you rehit the paperwork and I will get straight back to you with the outcome.. The booking should be OK but would ned a H&S plan etc.

Sorry to mess you around.

Greg Barnard | Parks Community Assets Officer
Parks & Recreation
greg.barnard@wmk.govt.nz
Customer Service: 0800 965 468 (0800WMKGOV)
Mobile: 021480252
Hi Team

Any action on this one yet.

As I have not heard back from you if they can have the time or what else is required to be booked and if they have to pay of the Park. With the Fee Exemption they have sent in.

Thank you, I look forward to your reply.

Julie Williams  |  Customer Service Officer
Customer Services  
 julie.williams@wmk.govt.nz
Customer Service: 0800 965 468 (0800WMKGOV)

Hi Team

Thrive Church would like to book the Dudley Park for their Tribal War for the Storm Camp on the 16th and 17th April 2019.
They are looking at booking it for one day only from 12pm to 4pm, but have requested two days, just encase the first day has to be cancelled due to Weather.

Also they have attached a Waimakariri District Council Community Facilities Fee Exemption Application 2019. (I have attached this to the enclosed forms, which also has the H & S plan with it).
Please advise if it is ok to accept this booking, see Health and Safety Plan attached.
Can you advice what else is required.

Also can you advise me if they get charged for using this Park?

Thank you I look forward to your reply.

Kind regards

Julie Williams | Customer Service Officer
Customer Services
julie.williams@wmk.govt.nz
Customer Service: 0800 965 468 (0800WMKGOV)
Waimakariri District Council
Community Facilities Fee Exemption Application

Group Name: **PEGASUS PLUS**

Contact Details: **KAY & DAVID MILLS**, 8, POUMANU PLACE, PEGASUS 7612
Tel: 03 9200126  KAY MOBILE: 02102264682

What is the legal status of your group?
- Charitable trust, incorporated society, non-profit organization, informal group, other

**Social Group for semi-retired and retired residents of Pegasus & surrounding areas.**

What facility do you use?
- List facility and frequency of use; weekly, monthly, periodically

**PEGASUS COMMUNITY CENTRE, PEGASUS – monthly, every fourth Wednesday of the month from Feb – November. 1.00-3.00pm**

Activity Details:
- Provide a brief description of your activity.

We aim to provide a get together/social occasion for semi-retired & retired residents of Pegasus & surrounding areas. Along with chat over a cuppa & biscuit we have several activities which include card/board games, quiz, bingo & indoor bowls.

Do you charge fees for your activity? What is the fee?
- Provide details about the fees you charge for your activity.

We charge $2 entry per person to cover room hire, beverages and purchase of activity equipment, plus printing costs of quiz sheets & flyers advertising our group.

What does your group do with any income or profits generated from your activity?

It all goes back into buying of the above.

Please detail why your group should be exempt from the new facility hire rates?
- Include details of the amount of fee exemption you are requesting

We would like to apply for an exemption because our aim is to encourage older people especially those who are alone to come along, socialize and make new friends at minimal cost.

At present the fee for the Community Centre is $5 an hour to use and we wish to apply for the fee to stay at that figure.

Kind regards,

KAY & DAVID MILLS
PEGASUS PLUS.
Waimakariri District Council
Community Facilities Fee Exemption Application

Group Name: Rockers of Ages
Contact Details: Nikki Berry
021 249 4242
info@themuse.org.nz

Date: From 24 April 2019 to 23 June 2019

What is the legal status of your group?
- Charitable trust, incorporated society, non-profit organization, informal group, other

Charitable Trust

What facility do you use?
- List facility and frequency of use; weekly, monthly, periodically
  Weekly rehearsals are held at St Johns Church Hall, 350 High St, Rangiora
  This event relates to a 1.5.2 performance at the Oxford Town Hall

Activity Details:
- Provide a brief description of your activity
  Choir singing both for its own right and as a support mechanism for "Elders & Aging Elders"

Do you charge fees for your activity? What is the fee?
- Provide details about the fee’s you charge for your activity.

Our rehearsals and this concert are free, but we invite donations to help us cover costs

What does your group do with any income or profits generated from your activity?

The Muse runs funds to pay skilled facilitators to provide music services to the community. See www.themuse.org.nz for more information.

Please detail why your group should be exempt from the new facility hire rates?
- Include details of the amount of fee exemption you are requesting

The Muse runs a wide range of musical groups, with a strong emphasis on being accessible to all people, regardless of financial circumstances. Our volunteers work tirelessly to fundraise to pay our quality tutors. Any savings we can make means we can devote more resources to these programmes.

TRIM: 180918107525
Waimakariri District Council  
Community Facilities  
User Category & Fee Exemption Application  

User categories and fees for hire of Community Facilities have been updated as of 1st July, 2018.

If you would like to apply for an exemption to the updated fees please complete the questions on Page 2. Your application will be presented to Councils Community & Recreation Committee for consideration. Meetings are held Bi-Monthly.

Submissions need in by the following dates: 1st March, 1st May, 1st July, 1st Sept, and 1st November.

**Updated User Charging Categories:**
- Commercial
- Tutor (new)
- Community / Individual (combined)

**User Categories Definitions:**

**Commercial**
Business users or profit generating activates. (E.g. commercial activities, programmes or events, or commercial seminars)

**Tutor / Coaching**
The Tutor/Coaching category will include sports/dance, martial arts and similar events when there is an admission charge for classes either nightly or on a lesson basis that is beyond the gold coin donation.

**Individual** *
Non-profit casual private events. (E.g. family events, weddings, organisation run dances, concerts, performances to audience, casual.)

**Community** *
Not for profit community social support groups. Recreational sports/recreation meetings, education groups, schools and preschools/playgroups.

Where the event or meeting is run by an association managed by a committee and all profits after reasonable operating expenses are returned to the community in some verifiable manner. Profits may also be held by the group and applied to the upgrading of equipment for use in future events or improving services to the members of the group and/or the community at large.

An event or meeting where there is a passive or active recreational value to the community and activities where meetings or events are organised on a regular, scheduled basis but attended by members of the public on a casual basis and where a nominal fee is charged to cover the cost of the venue and reasonable operating costs. This would include events such as fitness or aerobic type classes, music and dance groups, gardening groups and other activities designed to provide recreation on a not for profit basis.

*Note: While there are different definitions for individual and community users, updated hire fees for both groups are identical.*
Waimakariri District Council
Community Facilities Fee Exemption Application

Group Name: North Canterbury Chess
Date: 14 April 2019

Contact Details:
Mark Williams
145B East Belt, Rangiora.
branniecat@gmail.com
021 130 9982

What is the legal status of your group?
- Charitable trust, incorporated society, non-profit organization, informal group, other
Non-profit organisation

What facility do you use?
- List facility and frequency of use; weekly, monthly, periodically
War memorial Hall, Albert Street Rangiora. We use this hall twice monthly on the 1st and 3rd Tuesday of each month

Activity Details:
- Provide a brief description of your activity
We are a local chess club and use this hall for the purpose of playing chess, both casually and having internal competitions. We also organize the North Canterbury Junior School Chess Competition.

Do you charge fees for your activity? What is the fee?
- Provide details about the fee’s you charge for your activity.
Yes, we charge annual subscriptions for members. For this year the fee is $45 for adults, $40 for seniors and $20 for juniors with discounts for family memberships. Currently we have 11 members made up of 3 adults, 3 seniors (1 of whom is a life member who has moved away) and 5 juniors.

What does your group do with any income or profits generated from your activity?
We don’t actually make a profit, with the increase in hall hire costs for $6 per hour to $10 per hour this year we made a loss last year of $156 after allowing for a one off cost of $180 for new sets.

Please detail why your group should be exempt from the new facility hire rates?
- Include details of the amount of fee exemption you are requesting
We are a small club who have been in existence since 2001 and have been meeting at the War Memorial hall since around 2004. We regularly run a Junior School Chess Competition which we usually receive up to 10 applications from 6 or 7 local schools. This was done at our own expense for a number of years to foster the game of chess in the region but recently we have had to charge a small entrance fee to cover expenses. We have also been providing some assistance to local schools in organizing their chess clubs although with a reducing membership and less resources in schools for extra curricular activities this has not been so easy to do in recent times. In an ideal world, we’d like our hall hire to reduce back to $6 per hour which is sustainable for us but if that’s not possible then perhaps a 50% reduction to $7.50 per hour. Thank you in advance for your consideration and support.
Waimakariri District Council
Community Facilities Fee Exemption Application

GroupName: Rangiora Woolcraft Group
Contact Details: Dawn Reid, email:- dawn.reid@xtra.con.nz

What is the legal status of your group?
- Charitable trust, incorporated society, non-profit organization, informal group, other
  Non-profit organization

What facility do you use?
- List facility and frequency of use; weekly, monthly, periodically
  Dudley Pavilion, every 2nd and 4th Monday of the Month, from 10am-2pm

Activity Details:
- Provide a brief description of your activity
  - We are creative fibre Spinning, Weaving, techniques free art forms tapestry etc of natural
    fibre which leads to exciting combinations of techniques. By joining our group of fibre people,
    our members tutor the new people, can learn about aspects of our craft Most of our
    members are superannuitants, we also have homeschooled children.

Do you charge fees for your activity? What is the fee?
- Provide details about the fee’s you charge for your activity.
  We only have a membership fee to pay for the rent.

What does your group do with any income or profits generated from your activity?
Non

Please detail why your group should be exempt from the new facility hire rates?
- Include details of the amount of fee exemption you are requesting
  - Most of our members are superannuitants, we also have a homeschool girl as joined us. It’s
    good for our mental health spending happy time together with likeminded people young and
    old alike. We are fundraising, and being central we are getting new members.
1. SUMMARY

1.1 The purpose of this report is to present the finalised Bylaw Research and Monitoring Programme, Intercept Survey 2019, and the Environment Canterbury Patrol Records 2016 – 2018 to the Community and Recreation Committee.

1.2 The Bylaw Research and Monitoring Programme (attachment i) provides an outline of the research that will be undertaken to provide a basis of evidence for the next Northern Pegasus Bay Bylaw review. The programme sets out a timeline for seven different research projects that run from 2018 until the next Bylaw review, which is due in 2021.

1.3 The Intercept Survey 2019 (attachment ii) is a survey of 300 randomly selected beach users. The survey results highlight respondent’s awareness of the Bylaw, factors that enhance and limit enjoyment of the coastal environment, and perceptions of main issues in the coastal environment managed by Waimakariri District Council. The Intercept Survey 2019 Infographic (attachment iii) is a snapshot of the results of this survey.

1.4 The Intercept Survey revealed that Bylaw awareness was considerably higher for local respondents (61%) versus non-local respondents (32%). In addition, signage was found to be the most effective method for enhancing Bylaw awareness (52%). The survey also found that 60% of respondents reported issues, and of these, 56% were Bylaw-related. The most common Bylaw-related issues were vehicles (33%) and dogs (24%). The most common non-Bylaw related issue was litter (37%).

1.5 The analysis of the Environment Canterbury Patrol Records 2016 – 2018 (attachment iv) provides information from the Environment Canterbury Ranger Service that patrols the Northern Pegasus Bay area managed by Council. Rangers record information into a smart phone application and this is collated into a database. This information can be coded into quantitative information to analyse trends and site-specific incidents.
1.6 The Environment Canterbury Patrol Records 2016 – 2018 revealed that the proportion of patrol entries with incidents increased from 27% in 2016 to 34% in 2018. Nearly all sites managed by the Council have experienced an increase in the proportion of incidents since 2017. This includes sites such as Kairaki, the Ocean Outfall, Woodend Beach, Pegasus Beach, and the Ashley-Rakahuri Estuary. However, sites such as Pines Beach and Waikuku Beach have experienced a decrease in the proportion of incidents since 2017.

1.7 A number of recommendations are made based on the findings from the Environment Canterbury Patrol Record report. These are as follows:

- Maintain regular reporting of the Environment Canterbury Ranger Service records to monitor incidents across time.
- If repeated, improve the data entry to reduce the number of incidents with unspecified locations, and limit the potential for incidents to become over represented.
- Establish baselines for sites based on the findings, and
- Continue to target patrols toward Kairaki, Pines Beach, and the Ocean Outfall.

Attachments:

- Research and Monitoring Programme (TRIM No: 190327043560).
- Intercept Survey 2019 (TRIM No: 190311030062).
- Intercept Survey Infographic (TRIM No: 190221020360).
- Environment Canterbury Patrol Records 2016 – 2018 (TRIM No: 190404049980)

2. RECOMMENDATION

THAT the Community and Recreation Committee:

(a) Receives report No. 190412055403.


(c) Notes that staff will implement the recommendations outlined in the Intercept Survey 2019 and Environment Canterbury Patrol Records 2016 – 2018.


3. BACKGROUND

3.1 On 5 December 2017 the Council adopted the Northern Pegasus Bay Bylaw 2016 Implementation Plan 'Making it Happen'. The Research and Monitoring Programme has been designed to help achieve the research and monitoring aspirations outlined in the Implementation Plan (see TRIM: 171122126489).

3.2 The Northern Pegasus Bay Advisory Group was established after the adoption of the Plan to oversee its implementation. A draft research and monitoring programme was presented to this group for comment at a meeting held on 28th November 2018.
4. ISSUES AND OPTIONS

4.1. Research and Monitoring Programme

- The Research and Monitoring Programme sets out a proposal for seven research projects to provide supporting evidence for the next review of the Bylaw in 2021. Two of these projects have since been completed and are attached to this report (attachment ii & attachment iv). The programme also sets out a timeline for the research as well as assigning project managers and listing the organisations/Council departments that will be involved. Additionally, the costs for each research project are outlined, all of which are expected to be covered in existing budgets. Three items of purchase to be confirmed include petrol reimbursement for the Commercial Horse Training research project, purchase and maintenance of a track counter, and $5,000 funding for a student intern to repeat the Intercept Survey (to be split between Policy and Strategy and Greenspace).

4.2. Intercept Survey

- The Northern Pegasus Bay Intercept Survey consisted of 300 respondents, with 50 each collected from Kairaki, Pines, Woodend, Pegasus and Waikuku Beaches, as well as the Ashley-Rakahuri Estuary. The main objectives of this survey were to investigate beach user’s awareness of the Bylaw, identify factors that limit or enhance enjoyment, and identify perceptions of main issues in the coastal environment managed by Council.

4.3. Key Findings

- The key findings from the Intercept Survey revealed that the respondents enjoyed the coastal environment because it was quiet, peaceful and uncrowded. Conversely, the most common factor for limiting enjoyment of the coastal environment were dogs and vehicles. In addition, vehicles accounted for the highest proportion of Bylaw related issues, with dogs accounting for the second highest proportion. Litter was also a main issue for respondents but this fell outside of the scope of the Bylaw.

- Another key finding was that Bylaw awareness was much higher amongst local respondents than respondents from outside of the District. For example, 60% of local respondents were aware compared to 32% of non-local respondents. Signage was found to be the most effective method of informing respondents of the Bylaw. This was followed by word of mouth and the newspaper.

- A number of recommendations are made based on the findings from the Intercept Survey. These are as follows:
  
  o Repeat the Intercept Survey prior to the next review of the Bylaw and compare findings with baselines established in the 2019 report.
  
  o If repeated, amalgamate question six and seven within appendix one of the Intercept Survey to a single question to avoid duplication.
  
  o Prioritise completion of the signage improvement programme outlined in the NPBB 2016 Implementation Plan.
  
  o Incorporate litter controls into the NPBB 2021.
4.4. Environment Canterbury Patrol Records

- The Environment Canterbury Patrol Records 2016 – 2019 (attachment iv) date back to the implementation of the Bylaw in 2016. The records are a collection of observations made by the Environment Canterbury Ranger Service that monitor the coastal environment managed by Council. These records have been exported into excel and converted into quantitative data to record the trends and site specific incidents across time.

4.5. Key Findings

- This research revealed the total proportion of incidents has steadily increased since the implementation of the Bylaw in August 2016. In addition, nearly all sites managed by Council have experienced a proportionate increase in incidents. The sites with the highest number of incidents were Kairaki, the Ocean Outfall, Pines Beach, and the Ashley-Rakahuri Estuary. Of these incidents, vehicles accounted for the highest proportion of incidents and all other incidents accounted for four per cent or less.

- The increase in incidents is likely to be due to a change in the patrol method of the Environment Canterbury Ranger Service which sought to target times and days where Bylaw breaches were more likely to occur.

- A number of recommendations are made based on the findings from the Environment Canterbury Patrol Record report. These are as follows:
  - Maintain regular reporting of the Environment Canterbury Ranger Service records to monitor incidents across time.
  - If repeated, improve the data entry to reduce the number of incidents with unspecified locations, and limit the potential for incidents to become over represented.
  - Establish baselines for sites based on the findings, and
  - Continue to target patrols toward Kairaki, Pines Beach, and the Ocean Outfall.

4.7 The Management Team has reviewed this report and support the recommendations.

5. COMMUNITY VIEWS

5.1. Groups and Organisations

The Intercept Survey 2019 and Environment Canterbury Patrol Records 2016 – 2018 will be circulated to the community boards, as well as the Northern Pegasus Bay Advisory Group for their information.

5.2. Wider Community

The wider community will be informed of the results of the Intercept Survey 2019 and Environment Canterbury Patrol records when they are uploaded to the Council website.
6. **IMPLICATIONS AND RISKS**

6.1. **Financial Implications**

There are no risks identified with the publication of any of the research provided. Most of the actions for the Bylaw Research and Monitoring Programme are covered in existing operational budgets with the exception of those outlined in section 4.1 (track counter, student support). These are able to be covered in existing budgets but still need to be confirmed. The Intercept Survey 2019 and Environment Canterbury Patrol Records 2016 – 2018 were also covered in existing budgets.

6.2. **Community Implications**

There was a notable level of dissatisfaction with the implementation of the 2010 Bylaw when it was reviewed in 2015. The need for effective research and monitoring was highlighted during the public consultation process. The research that has been undertaken so far should be well received by the community.

6.3 **Risk Management**

There are no risks identified with the publication of any of the Intercept Survey 2019 or the Environment Canterbury Patrol Records 2016 – 2018. However, there could be a risk that there is not enough evidence to inform future debate on key issues, such as the use of the beach for commercial horse training, during the next bylaw review, if research proposed in the Research and Monitoring Programme is not achieved.

6.4 **Health and Safety**

There may be health and safety risks associated with some of the research proposed in the Research and Monitoring Programme. However, this situation is covered in the Council’s Safe Working in the Field Manual.

7. **CONTEXT**

7.1. **Policy**

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

7.2. **Legislation**

The Research and Monitoring Programme, Intercept Survey 2019, and the Environment Canterbury Patrol Records are related to the Implementation Plan which is empowered by the *Northern Pegasus Bay Bylaw 2016* which in turn is mandated by the *Local Government Act 2002* (Sections 145, 146(b)(vi) and 153(3)) and the *Land Transport Act 1998* (Sections 22AB(1)(b), 22AB(1)(9f) and 22AB(1)(zk)).
7.3 Community Outcomes

The community outcomes relevant to this project are outlined in the table below.

<table>
<thead>
<tr>
<th>Governance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Effect is given to the principles of the Treaty of Waitangi</strong></td>
</tr>
<tr>
<td>The Council in partnership with Te Ngāi Tūāhuriri Rūnanga, continue</td>
</tr>
<tr>
<td>to build our relationship through mutual understanding and shared</td>
</tr>
<tr>
<td>responsibilities</td>
</tr>
<tr>
<td>**There are wide-ranging opportunities for people to contribute to the</td>
</tr>
<tr>
<td>decision making that effects our District**</td>
</tr>
<tr>
<td>The Council makes information about its plans and activities readily</td>
</tr>
<tr>
<td>available</td>
</tr>
<tr>
<td><strong>There is a safe environment for all</strong></td>
</tr>
<tr>
<td>The Council takes account of the views across the community,</td>
</tr>
<tr>
<td>including mana whenua</td>
</tr>
<tr>
<td>Opportunities for collaboration and partnership are actively pursued</td>
</tr>
<tr>
<td><strong>Places and Spaces</strong></td>
</tr>
<tr>
<td>**There are areas of significant indigenous vegetation and habitats for</td>
</tr>
<tr>
<td>indigenous fauna**</td>
</tr>
<tr>
<td>Conservation and restoration of significant areas of vegetation and/or</td>
</tr>
<tr>
<td>habitats is encouraged</td>
</tr>
<tr>
<td>**The community’s cultures, arts and heritage are conserved and</td>
</tr>
<tr>
<td>celebrated**</td>
</tr>
<tr>
<td>Mana whenua are acknowledged and respected</td>
</tr>
<tr>
<td><strong>Public spaces and facilities are plentiful, accessible and high quality</strong></td>
</tr>
<tr>
<td>People enjoy clean water at our beaches, rivers and lakes</td>
</tr>
<tr>
<td>**There is a wide variety of public places and spaces to meet people’s</td>
</tr>
<tr>
<td>needs**</td>
</tr>
<tr>
<td><strong>There are wide-ranging opportunities for people to enjoy the outdoors</strong></td>
</tr>
<tr>
<td>**People are friendly and caring, creating a strong sense of community in</td>
</tr>
<tr>
<td>our District**</td>
</tr>
<tr>
<td>There are wide-ranging opportunities for people of different ages,</td>
</tr>
<tr>
<td>abilities and cultures to participate in community life and recreational</td>
</tr>
<tr>
<td>activities</td>
</tr>
</tbody>
</table>

7.4 Delegations

S-DM 1023: The Community and Recreation Committee shall enjoy all the powers granted to a standing committee… and shall be responsible for the following activities:

- Parks and Reserves

The Committee has specific delegation “to administer bylaws for community activities within the jurisdiction of the committee.”
Northern Pegasus Bay Bylaw 2016
Research and Monitoring Programme

1.0 Introduction

1.1 Background
The Northern Pegasus Bay Bylaw (NPBB) was first adopted in July, 2010. The purpose of the NPBB was to give effect to the agreements arising from the Northern Pegasus Bay Coastal Management Plan. After a review in 2014, a range of changes were made to the original Bylaw to focus on improving health and safety, reduce user conflicts, and preserve environmental values. This has led to the formation of the Northern Pegasus Bay Bylaw 2016 (NPBB 2016, or the Bylaw)

1.2 Purpose
The purpose of the Bylaw is to ensure the protection of the natural environment, to protect the wildlife that exists within the area, and to ensure that all parties can enjoy the beaches within the Waimakariri District. The Bylaw sets out four specific aims:

- Manage recreational use for the benefit and enjoyment of all users
- Minimise any negative environmental impact from beach activity
- Promote public health and safety
- Minimise nuisance and offensive behaviour

2.0 Implementation Plan
In order to ensure that the NPBB 2016 is effective, the Northern Pegasus Bay Implementation Plan (NPBBIP) was developed. This document sets out a vision for research and monitoring as well as outlining the need for any future Bylaw to be informed by evidence (TRIM: 170725077603). Therefore, developing a programme for research and monitoring is of high importance.

3.0 Research Methodologies
This section outlines the specific research projects and information gathering that will be undertaken to help provide evidence to inform the review of the Bylaw in 2021.

3.1.1 Project One: Study of Commercial Horse Training

Purpose
The purpose of this research is to collect information on the commercial horse training fraternity that operates near Woodend Beach. The information sought includes the number of trainers and horses involved, the frequency of the activity (e.g. times and days per week), the characteristics of the activity, the impact of the activity, and the interface between the horse trainers and other beach users.

Parties/Council Departments Involved
It is proposed that this research be a partnership between Council and the University of Canterbury, as part of a programme run by the University’s Geography Department. If it...
proceeds, it will be led by Mike Kwant (Greenspace) and Daniel Cox (Development Planning Unit). They will liaise with students assigned to the project to ensure that it achieves the desired outcomes.

**Priority**

There is currently no information on the Commercial Horse Training Fraternity. Therefore, Council considers this to be a high priority.

**Funding Requirements**

Funding requirements for this project include staff salary which is allocated in existing budgets. There is no cost for the research itself as it is part of a University programme to teach students how to undertake research with a community partner. However, considering that the University is a roughly 60 kilometre round trip from the Council headquarters in Rangiora, petrol money should be provided.

**Date to be Undertaken**

This research is to be undertaken between July 2019 and November 2019. A proposal has been sent to the University and Council is waiting on confirmation.

3.1.2 Project Two: Kairaki Vehicle Counts

The purpose of this research is to establish a baseline for the number of vehicles that pass through the Kairaki carpark to enter the coastal environment. It is important for Council to know the number of vehicles to ascertain the scale of the activity and the impact that they have on the environment. Kairaki is the most suitable location for vehicles as it is the main vehicle access point. Furthermore, a redesign of the Kairaki carpark has been proposed and the new design will discourage vehicles from entering the beach. Obtaining a baseline for vehicles prior to the redesign, and then obtaining a baseline after will help determine the effectiveness of the design.

**Parties/Council Departments Involved**

This research will be led by Council and does not require assistance from an external organisation. The project will be managed by Mike Kwant (Greenspace).

**Priority**

There is currently no information on the number of vehicles entering the coastal environment. Therefore, Council considers this to be a high priority.

**Funding Requirements**

Funding requirements include staff salary which is allocated in existing budgets. Equipment required includes a track counter which may require additional funding and/or maintenance.

**Date to be Undertaken**

This research is to be undertaken between December 2019 and December 2020.

3.1.3 Project Three: Environment Canterbury Ranger Patrol Records
Purpose
The Environment Canterbury Ranger Service is contracted to patrol the Northern Pegasus Bay coastline that is under the jurisdiction of Council. The purpose of the patrols are to monitor, and if necessary, correct visitor behaviour through education and enforcement of the NPBB 2016. Incidents are entered into an application which then builds a database of information logs. These can be coded into quantitative information to identify trends and specific Bylaw breaches.

Parties/Council Departments Involved
This research involves Waimakariri District Council staff with assistance from Environment Canterbury. The project will be led by Veronica Spittal from the Council’s Policy and Strategy Team.

Priority
This information is presented annually and its continuation is important to monitor trends in the coastal environment. It is therefore considered a high priority.

Funding Requirements
Funding requirements include staff salary which is allocated in existing budgets.

Date to be Undertaken
This research is ongoing and years 2016 to 2018 have been completed. It is to be repeated annually until the review of the Bylaw in 2021.

3.1.4 Project Four: Intercept Survey 2021
This research is a survey of randomly selected beach users present in the coastal environment. The purpose of this survey is to investigate awareness of the Bylaw, identify factors that limit enjoyment, and identify perceptions of main issues in the coastal environment managed by the Waimakariri District Council.

Parties/Council Departments Involved
This research will involve Council staff and a student intern. It will be led by Mike Kwant from the Council’s Greenspace team.

Funding Requirements
This project will be led by Veronica Spittal (Policy and Strategy) and Mike Kwant (Greenspace). Funding requirements include staff salary which is allocated in existing budgets and an additional $5000 to be split between Policy and Strategy and Greenspace to fund a student internship.

Date to be Undertaken
The first Intercept Survey was completed in January 2019. It will be repeated in the summer before the next Bylaw review in 2021 to ascertain trends and identify improvements in levels of satisfaction and bylaw awareness. This is considered a medium priority.

3.1.5 Project Five: Waimakariri District Council Incident Data
Purpose

The Waimakariri Incident Database is a combination of complaints received and “visual inspections” by the Council’s Greenspace Team. The purpose of this is to highlight incidents and user conflicts that occur in the coastal environment. Any incident or complaint reported to Council will be added into an excel database. Also included in the database are visual inspections undertaken by the Council’s Greenspace Team. These are visual observations of the permitted vehicle area and the Ashley-Rakahuri Estuary to record any incidents of vandalism, anti-social behaviour or any other incident that may breach the Bylaw rules.

Parties/Council Departments Involved

This project will be led by Mike Kwant (Greenspace) and no other organisations are involved.

Funding Requirements

The funding requirements include salary that is allocated in existing budgets.

Priority

There is currently a lack of data and information on the Ashley-Rakahuri Estuary and the permitted vehicle area. Therefore, Council considers this to be a high priority.

Date to be Undertaken

This research will commence in April 2019 and will then be ongoing.

3.1.6 Project Six: Commercial Horse Trainers Registry

Purpose

The purpose of this research would be to build a database of information on the Commercial Horse Training Fraternity that operates out of Woodend Beach. This would include information on the number of horse trainers involved, the number of horses from respective stables, the location of stables, and any other relevant information. This would help Council to establish an estimate of the extent of the activity.

Parties/Council Departments Involved

This research would be a partnership between Council and the commercial horse training fraternity. The project would be led by Mike Kwant from Greenspace.

Priority

Council has proposed additional research into the characteristics of the commercial horse training fraternity outlined above. This research is a continuation of this and is therefore a lower priority.

Funding Requirements

Funding requirements include salary included in existing budgets.

Date to be undertaken

This research will be undertaken in 2020.
3.1.7 Project Seven: Analysis of Ashley-Rakahuri Estuary Bird Counts 2006 to 2019

Purpose

The purpose of this report is to analyse the data from bird counts carried out by the Ashley-Rakahuri Rivercare Group in the Ashley-Rakahuri Estuary between 2006 and 2019 to ascertain the stability of the populations of particular species. The trends noted in the report will help to inform future Bylaw reviews.

Parties/Council Departments Involved

The project is a partnership between Ashley-Rakahuri Rivercare Group, Birds NZ, and the Waimakariri District Council’s Policy and Strategy Unit who will be responsible for collating and analysing the data prepared in the report.

Priority

During the last Bylaw review the impact of recreational activity, such as kite surfing and horse riding, on the bird life in the Estuary was a key issue. While the data is not able to provide a correlation between the activity and the trends in bird numbers, it does provide information about the significant species using the Estuary and trends in their numbers.

Funding Requirements

The bird counts are carried on a voluntary basis. The salary of the staff member who prepared the 2019 bird count report was included in existing budgets.

Date to be undertaken

The birds counts are carried out annually by group members in summer and winter. The first report is being compiled now and will be completed by July 2019.
### 4.0 Summary of Proposed Research

The following table summarises the proposed Bylaw Research and Monitoring Programme.

<table>
<thead>
<tr>
<th>Research Methodology</th>
<th>Parties Involved</th>
<th>Project Manager</th>
<th>Priority</th>
<th>Funding /Equipment Requirements</th>
<th>Date to be undertaken</th>
<th>Progress</th>
</tr>
</thead>
<tbody>
<tr>
<td>Study of commercial horse training</td>
<td>University of Canterbury students</td>
<td>Daniel Cox &amp; Mike Kwant</td>
<td>High</td>
<td>Petrol money (roughly 60km round trip from the University)</td>
<td>July 2019 – November 2019</td>
<td>Proposal submitted to University</td>
</tr>
<tr>
<td>Kairaki Vehicle Counts</td>
<td>Waimakariri District Council</td>
<td>Mike Kwant</td>
<td>High</td>
<td>Salary included in existing budgets, track counter</td>
<td>December 2019</td>
<td>None</td>
</tr>
<tr>
<td>Environment Canterbury Patrol Records 16-18</td>
<td>Waimakariri District Council &amp; Environment Canterbury</td>
<td>Daniel Cox</td>
<td>High</td>
<td>Salary included in existing budgets</td>
<td>November 2018 – March 2019</td>
<td>Completed</td>
</tr>
<tr>
<td>Environment Canterbury Patrol Records 2019 – 2021</td>
<td>Waimakariri District Council &amp; Environment Canterbury</td>
<td>Veronica Spittal</td>
<td>High</td>
<td>Salary included in existing budgets</td>
<td>Annual</td>
<td></td>
</tr>
<tr>
<td>Waimakariri Incident Data</td>
<td>Waimakariri District Council</td>
<td>Mike Kwant</td>
<td>High</td>
<td>Salary included in existing budgets</td>
<td>Ongoing as of April 2019</td>
<td>Incidents recorded in January</td>
</tr>
<tr>
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<td>Waimakariri District Council</td>
<td>Daniel Cox</td>
<td>High</td>
<td>Salary included in existing budgets</td>
<td>June 2019</td>
<td>Draft stage</td>
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<td>Waimakariri District Council &amp; the Ashley-Rakahuri Rivercare Group</td>
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<td>Mike Kwant</td>
<td>Medium</td>
<td>$5000 to be split between Policy and Strategy and Greenspace for student intern - TBD</td>
<td>To be repeated in summer 2020/21</td>
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<td>Waimakariri District Council</td>
<td>Mike Kwant</td>
<td>Low</td>
<td>Salary included in existing budgets</td>
<td>TBD – Subject to results of study of commercial horse training</td>
<td></td>
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</table>
### 5.0 Proposed Pegasus Bay Research and Monitoring Programme Timeline

<table>
<thead>
<tr>
<th>Task</th>
<th>2019</th>
<th>2020</th>
<th>Progress</th>
</tr>
</thead>
<tbody>
<tr>
<td>Study of Commercial Horse Trainers</td>
<td>Blue</td>
<td>Blue</td>
<td>Proposal sent</td>
</tr>
<tr>
<td>Kairaki Vehicle Counts</td>
<td>Green</td>
<td>Blue</td>
<td>Completed</td>
</tr>
<tr>
<td>ECan Patrol Records 2016 - 2018</td>
<td>Blue</td>
<td>Blue</td>
<td>Commence in 2020</td>
</tr>
<tr>
<td>Intercept Survey 2019</td>
<td>Green</td>
<td>Blue</td>
<td>Completed. Repeat 2020</td>
</tr>
<tr>
<td>Ashley-Rakahuri Estuary Bird Counts</td>
<td>Blue</td>
<td>Blue</td>
<td>Draft April 2019</td>
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<tr>
<td>WDC Incident Data</td>
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<td>Blue</td>
<td>Database established.</td>
</tr>
<tr>
<td>Commercial Horse Trainers Registry</td>
<td>Blue</td>
<td>Blue</td>
<td>TBC</td>
</tr>
</tbody>
</table>

Blue = Proposed  
Green = Complete/draft stage
Northern Pegasus Bay Bylaw 2016 Intercept Survey
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Executive Summary

The Intercept Survey 2019 is one part of a research and monitoring programme developed by the Waimakariri District Council to inform future reviews of the Northern Pegasus Bay Bylaw 2016.

The main objectives of the survey were to investigate beach user’s awareness of the Bylaw, identify factors that limit enjoyment, and identify perceptions of main issues in the coastal environment managed by the Waimakariri District Council.

The survey consisted of 300 respondents, with 50 each collected from Kairaki, Pines, Woodend, Pegasus and Waikuku Beaches, as well as the Ashley-Rakahuri Estuary.

Key findings

Bylaw awareness was considerably higher for local respondents (respondents from the Waimakariri District) than non-local respondents (those outside the District).

Signage was the most effective tool for communicating Bylaw awareness. Word of mouth was the second most effective.

The most common factor for enjoyment of the coastal environment was that it was quiet, peaceful and uncrowded. Respondents also enjoyed the range of activities and opportunities for recreation available in the coastal environment. A number of positive comments around access and proximity were also made.

The most common factor limiting enjoyment of the coastal environment was dogs. The presence of vehicles in prohibited areas was also found to limit enjoyment.

A majority of respondents reported issues in the coastal environment, most of which were Bylaw related. Vehicles accounted for the highest proportion of Bylaw related issues. Dogs accounted for the second highest proportion.

Litter was the most reported issue that fell outside the scope of the Bylaw.

Recommendations

There are a number of recommendations that can be made from these findings. These are as follows:

• Repeat the Intercept Survey prior to the next review of the Bylaw and compare findings with the baselines established in this research.

• If repeated, amalgamate questions six and seven of appendix one (survey sheet) to a single question to avoid duplication.

• Prioritise the completion of the signage improvement programme as outlined in the NPBB 2016 Implementation Plan.

• Incorporate litter controls into the NPBB 2021.

• Establish baseline monitoring on a range of key findings including awareness of the Bylaw and controls on activities, proportions of Bylaw related issues and levels of dissatisfaction with Bylaw related issues.
**Introduction**

**Objectives**

The Pegasus Bay Intercept Survey was undertaken between November 2018 and January 2019. It is one component of a wider research and monitoring programme led by the Waimakariri District Council to ensure that future reviews of the Northern Pegasus Bay Bylaw 2016 (the Bylaw or NPBB 2016) are evidence-based.

The need for such a programme was highlighted during the review of the effectiveness of the 2010 Bylaw with some submitters stating it had failed to address environmental and safety concerns. Others had noted that some improvements had been made, particularly with regard to vehicle access, and others wanted to maintain the status quo as they considered the Bylaw to be working well.

The main objectives of this survey were to investigate beach user’s awareness of the Bylaw, understand patterns of recreation and enjoyment, identify factors that limit enjoyment, and also identify respondents’ perspectives of the main issues in the coastal environment managed by the Council.

**Survey methodology**

The Pegasus Bay Intercept Survey 2019 is a survey of 300 beach users divided into 50 from each beach area managed by the Council, including users of the Ashley-Rakahuri Estuary.

All beach users were asked, including respondents that lived outside of the Waimakariri District (e.g. Christchurch, elsewhere in New Zealand, or International visitors). The only requirement for participation was that respondents be at least 18 years of age.

The survey was administered face to face by Council staff and a small group of volunteers. Respondents were anonymous and limited personal information was collected. It was carried out on all days of the week, with the exception of Sunday. Most surveys were collected in the afternoon (75%) as it was expected that there would be a higher number of beach users present. The remainder were completed in the morning and these accounted for 25% of the surveys collected.

In total, 300 surveys were collected and a total of 332 people were asked. Of these 14 refused and 18 were ineligible. The sample size of 300 means that the survey results are likely to be a good representation of beach users views, although the views of those under 18 years of age are excluded.

This survey is the first to investigate the effectiveness of the NPBB 2016. It will therefore provide useful baseline information, particularly around Bylaw awareness and perceptions of main issues. This can be used to help the Council identify specific issues and how to best respond to them. It will also help to inform the development of Bylaw awareness programmes, and if the survey is repeated, identify how effective these programmes and works have been.
The Respondents
A Quick Summary

Gender of Respondents
- 45% Female
- 55% Male

Age of Respondents
- 15% 18-29
- 19% 30-39
- 22% 40-49
- 22% 50-59
- 17% 60-69
- 17% 70+

Where the Respondents Live
- 64% Waimakariri
- 20% Christchurch
- 8% Elsewhere in NZ
- 8% Internationally

Female 55%
Male 45%
The Respondents

Respondents were asked questions about their age group, gender, and where they normally lived. These questions were asked to construct a general profile of beach users, and to gain an understanding of where people using the beaches in the Waimakariri District were coming from.

Place of residence

Figure one displays the place of residence for survey respondents. The majority of respondents lived in the Waimakariri District (64%), with the next highest proportion living in Christchurch (20%). Those from elsewhere in New Zealand, or those who were International visitors, each accounted for 8% of the total number of respondents.

Respondents from elsewhere in New Zealand lived in a diverse range of locations which included the Selwyn District, Hurunui District, Nelson, West Coast, Marlborough, Wanaka, Wellington, Invercargill, and Hawkes Bay. International visitors also lived in a diverse range of locations such as Australia, the United Kingdom, the United States of America, China, Poland, Saudi Arabia, Uruguay and Germany.

Figure 1: Place of Residence of Respondents (n=299)

<table>
<thead>
<tr>
<th>Place of Residence</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Waimakariri District</td>
<td>64%</td>
</tr>
<tr>
<td>Christchurch City</td>
<td>20%</td>
</tr>
<tr>
<td>Elsewhere in NZ</td>
<td>8%</td>
</tr>
<tr>
<td>International Visitor</td>
<td>8%</td>
</tr>
</tbody>
</table>
**Age of Respondents**

Figure two displays the ages of survey respondents. Those aged 40 to 49 accounted for the highest proportion of users (22%), which was followed by those aged 30 to 39 (19%). Those aged 50 to 59, and 60 to 69 each accounted for 17%, and those who were 18 to 29, 15%. Those aged 70 or older accounted for the lowest proportion of beach users at 9%.

*Figure 2: Age of Respondents (n=298)*

**Gender of respondents**

Figure three displays the gender of survey respondents. In total, of the 291 people who responded to the question males made up a higher proportion of respondents accounting for 55%, compared to females who accounted for 45%.

*Figure 3: Gender of Respondents (n=291)*
The Range of Activities
A Quick Summary

Range of Activities

- 60% Walking/Running
- 50% Watersports
- 29% Dog Walking
- 22% Fishing or Whitebathing
- 17% Picnicking

- 27% Recreation with Children
- 50% Watersports
- 29% Dog Walking
- 22% Fishing or Whitebathing
- 17% Picnicking
The Range of Activities

Activities reported by respondents

Respondents were asked about the range of activities that they would normally do in the coastal environment. In this question, respondents were able to select all of the answers that applied. In total, 300 respondents reported 714 activities. Figure four displays the activities that respondents were most likely to report, which included walking and running (60%), water sports such as swimming and surfing (50%), dog walking (29%), recreation with children (27%), and fishing or whitebaiting (22%).

A smaller number of respondents reported activities such as picnicking (17%), social gatherings (9%), biking (5%), bird watching (4%) and horse riding (2%).

The activities mentioned by only one to three respondents were included in an “other” category. This contained activities such as kayaking, boating, jet skiing, kitesurfing, collecting shellfish, photography, sightseeing, sand castle building, litter collection and yoga. A few respondents mentioned quiet activities such as relaxing, sitting or reflection.

![Image of people fishing on a beach]

Figure 4: Activities of Respondents in the Northern Pegasus Bay Area (n=300)

Please note responses add up to > 100%
A Quick Summary

**Local Awareness**
- 29% Aware of the Bylaw and the rules.
- 4% Aware of the Bylaw, but NOT the rules.
- 31% Aware of controls on activities, but NOT the Bylaw
- 35% NOT aware of the Bylaw, or the rules.

**Non-local Awareness**
- 8% Aware of the Bylaw and the rules.
- 5% Aware of the Bylaw, but NOT the rules.
- 24% Aware of controls on activities, but NOT the Bylaw
- 63% NOT aware of the Bylaw, or the rules.

**Overall Awareness**
- 61% Aware
- 39% Not aware

**How Respondents Became Aware**
- 52% Signage
- 21% Word of Mouth
- 13% Newspaper

**Non-local**
- 32% Aware
- 68% Not aware

**Non-local Awareness**
- 73% Not aware
Bylaw Awareness

Awareness of Bylaw or rules
Respondents were asked about their awareness of the NPBB 2016 rules, or whether they were aware of any controls on activities. This was to gauge how well the Bylaw was known by beach users, or whether respondents were at least aware of any prohibited activities.

Overall, 50% of respondents were aware of the rules in the coastal environment and 50% were not. Those aware of the rules was an amalgamation of respondents aware of the Bylaw, and some, or all, of the rules, and respondents not aware of the Bylaw, but aware of controls on activities.

Those not aware of the rules was an amalgamation between respondents that were aware of the Bylaw, but not the rules, and respondents that were aware of the Bylaw, or any controls on activities.

Figure five displays a comparison of Waimakariri District residents (local) and those living outside of the Waimakariri District (non-local).

Local respondents were 21% more likely to be aware of the Bylaw and some, or all, of the rules compared to those outside of the Waimakariri District (29% compared to 8%).

In addition, local respondents not aware of the Bylaw were still 8% more likely to be aware of controls on activities (32% compared to 24%).

Awareness of the Bylaw but not the rules was similar for both groups, with 4% of locals, and 5% for non-locals.

Non-local respondents were considerably less aware of any rules (63% compared to 35%).

![Figure 5: Comparison of Bylaw Awareness for Local and Non-Local Respondents (n=299)]
Comparison of rules awareness

Figure six displays a comparison between local and non-local respondent’s awareness of the rules. Those aware of rules included respondents that were aware of the Bylaw and some of the rules, as well as those aware of the controls on activities. Those that were not aware of the rules included respondents aware of the Bylaw but not the rules, and those not aware of the Bylaw or any rules.

Local respondents were considerably more likely to be aware of the rules than non-local respondents (61% compared to 32%). In addition, 68% of non-locals were not aware of any rules in the coastal environment compared to 39% of locals.

Figure 6: Comparison of Local and Non-Local Awareness of the Rules in the Coastal Environment

How respondents became aware

Figure seven displays the way in which respondents became aware of the Bylaw or rules. This was asked to determine the most effective communication tool for information about the Bylaw.

Signage was found to be the most effective, accounting for over half of those respondents aware of the Bylaw or controls on activities. This was followed by word of mouth and the newspaper. Those made aware through the Council were mostly made aware by access to the website, although one respondent was informed by a Council staff member directly.

Social media, the Environment Canterbury Ranger Service, brochures and Te Kōhaka o Ťūhaitara Trust accounted for a lower proportion of Bylaw awareness.

Figure 7: How Respondents Became Aware of the Bylaw or the rules (n=151)
The Best and Worst Aspects of the Coastal Environment
A Quick Summary

The Best Aspects

- 44% were not aware of anything they didn’t enjoy
- 29% enjoy the coastal environment is quiet, peaceful and uncrowded
- 19% enjoy access and proximity
- 17% enjoy being out in the natural environment
- 19% enjoy the variety of activities and recreation opportunities
- 29% enjoy that the coastal environment is quiet, peaceful and uncrowded

The Worst Aspects

- 27% had issues with dogs
- 26% did not enjoy the presence of vehicles
- 19% reported litter
- 9% did not enjoy motorbikes
The Best Aspects of the Coastal Environment

Respondents were asked what they enjoyed most about the coastal environment. They were able to list multiple themes and a total of 519 were mentioned by 300 people. Many of these have been grouped together in the analysis, as they were very similar (e.g. access & proximity). Figure eight displays the top ten themes that emerged from this question.

Respondents reported that the most enjoyable aspect of the coastal environment was that it was quiet, peaceful and uncrowded, which accounted for 29% of responses.

Respondents also enjoyed the range of activities and recreation that could be undertaken at the coast (19%). Respondents (17%) made positive comments around access and proximity, which was in relation to proximity to home, or access onto the beach itself.

A number of respondents (16%) made positive comments on the natural and beach environment. These comments mostly referred to the naturalness of the area, the beach area, and the landscape more generally.

A smaller number of respondents (11%) believed that the coastal environment was clean and tidy. This was discussed in relation to the presence of litter, and the condition of the environment itself.

General comments about the coastal environment accounted for 9% of responses. These were mostly non-specific positive comments such as “it’s nice” or “it’s lovely”.

Freedom and open space was discussed by 9% of respondents, the ocean and tides by 8%, and scenery by 7%. Bird life was mentioned by 6% of respondents, and was mostly made in regard to the Ashley-Rakahuri Estuary, which is a significant site for bird life.

Other themes that accounted for 5% or less included fresh air (5%), socialising with family or friends (5%), facilities (4%), and dogs (3%). Around 3% of respondents did not know what they enjoyed.

Pine trees, safety, life guards, outdoors, lack of vehicles, other users, sheltered, and weather all accounted for 2% of the total number of respondents and the dynamic nature of the coast 1%.

The other category accounted for responses less than 1% and included quad biking, being familiar with the area, relaxing, the water, spiritual and health aspects, getting outside of the city and the lifestyle offered by the coast.

Figure 8: The Best Aspects of the Coastal Environment (n=300)
The Worst Aspects of the Coastal Environment

While respondents listed aspects they did not enjoy, these were not necessarily mentioned when they were asked what they believed the main issues were. Respondents were able to list multiple themes, and in total, 56% of respondents listed 221 themes. Conversely, 44% of respondents reported that they either did not know, or that there was nothing they did not enjoy about the coastal environment.

Figure nine displays the most common elements that respondents did not enjoy about the coastal environment.

For those that did comment, dogs were the most common factor that respondents did not enjoy, accounting for 27% of respondents. This was made in relation to uncontrolled dogs (e.g. dogs off leads & dogs that could not be controlled by voice command) and dog faeces left behind on the beach by owners.

Vehicles were also not enjoyed by 26% of respondents. These comments were made in relation to vehicle speed whilst driving on the beach, and the presence of vehicles in prohibited areas.

Litter was an issue 19% of respondents and was mostly reported on the beach, in the water or on the dunes. Motorbikes were discussed by 9% and were mostly raised in the context of being present in prohibited areas. The presence of horses was raised by a small number of respondents (6%).

All other themes accounted for less than 5%. Driftwood was mentioned by 4% (with more on the beach than normal due to a November storm). The Council operates a commercial pine forest and recently felled a large block of trees and a small number of respondents (4%) mentioned they did not like to see the trees removed.

Other themes included crowding (4%), environmental degradation (4%), restrictions (4%), weather (4%), and facilities (3%).
The Main Issues
**A Quick Summary**

**Total Number of Issues**

60% of total people reported issues.

In total 179 people, raised 256 issues.

**Issue Type**

- **Top 5 Bylaw Related Issues**
  - Horses 6%
  - Motorbikes 17%
  - Fishing & Whitebaiting 6%
  - Dogs 24%
  - Vehicles 33%

- **Top 5 Non-Bylaw Related Issues**
  - Litter 6%
  - Driftwood 6%
  - Environmental degradation 10%
  - Facilities 8%
  - Council works & performance 8%

**Issue Locations**

- Respondents at **Pines Beach** were most likely to report vehicle issues.
- Litter was more of an issue with **Waikuku Beach and Woodend Beach** respondents.
- Motorbikes were mostly an issue with **Kairaki and Woodend Beach** respondents.
- Environmental degradation was an issue for people surveyed at the **Ashley-Rakahuri Estuary**.
The Main Issues

Total number of issues versus no issues

This question was asked to determine what the main issues were for beach users in the coastal environment. Respondents often reported a range of issues, some of which fell outside the scope of the Bylaw.

In total, 60% of respondents reported at least one issue, whilst 40% reported none.

Figure 10: Total number of respondents reporting issues versus number of reporting no issues (n=300)

Bylaw-related issues versus non-Bylaw related issues

Figure 11 displays the total number of Bylaw issues raised by respondents compared to non-Bylaw issues. Non-Bylaw issues referred to the types of issues raised by respondents that were either not covered by the Bylaw, or were not caused as a result of the Bylaw.

Conversely, Bylaw issues were mostly considered as those that were covered by the Bylaw. However, there were a small proportion (3%) of issues caused as a direct result of the Bylaw implementation, most of which related to access restrictions.

In total, 179 people raised 256 issues. Of these 256 issues, 56% were Bylaw related compared to 44%, which were non-Bylaw related.

Figure 11: Bylaw-related issues versus Non-bylaw related issues (n=256)
**List of Bylaw-related issues**

Figure 12 displays the total number of Bylaw related issues raised by respondents. In total, there were 144 Bylaw related issues raised.

Vehicles accounted for the highest proportion of Bylaw related issues (33%). Most comments from respondents related to vehicles in prohibited areas and vehicles driving at speed on the beach.

Dogs accounted for the second highest proportion of Bylaw related issues (24%). Respondents mostly reported uncontrolled dogs (e.g. dogs off leads) and dog faeces left behind on the beach. However, a small number mentioned user conflicts with other dog owners.

Motorbikes were also an issue for respondents (17%). Common complaints from respondents included motorbikes in prohibited areas (e.g. sand dunes, Ashley-Rakahuri Estuary or the beach) or driving at speed. A small number discussed safety issues associated with this, and the potential risk to bird life.

Fishing and whitebaiting was mentioned by 6% of respondents. These comments were general and related to a range of issues such as user conflicts with other fisherman or the presence of other people fishing.

Horses were also an issue for 6% of respondents. Complaints included user conflicts, such as horses on walking tracks, the general presence of horses on the beach, and horse faeces.

All other issues accounted for less than 5% of the total number of bylaw related issues. This included bylaw restrictions with 3% of respondents expressing dissatisfaction with restrictions on activities. The remaining issues included vandalism and anti-social behaviour (3%), fires (2%) signage (2%), jetskis (2%) and camping (1%).
List of non-Bylaw related issues

Figure 13 displays the total number of non-Bylaw issues raised by respondents. In total, there were 112 non-Bylaw related issues raised.

Litter accounted for the highest proportion of non-Bylaw related issues (37%). Most comments referred to litter being left behind by other users, pollution found on the beach, or general comments about litter. A few respondents also mentioned plastic pollution.

Environmental degradation contributed to 10% of the total number of non-Bylaw related issues. These comments included a range of different issues such as poor water quality, discharges from industry and the use of pesticides and herbicides.

A small number of respondents (8%) also discussed the need for more facilities. This included rubbish and recycling bins, toilets, picnic benches and chairs.

Council activities and performance accounted for 8% of non-Bylaw issues and comments mostly related to the felling of the commercial forestry block near Pegasus.

The presence of driftwood along the beach accounted for 6% of non-Bylaw related issues. This was raised as a safety issue for children with some suggesting the Council should use tractors to clean excess driftwood from the beach. The flooding of the Waimakariri River during November 2018 resulted in a significant amount of river debris being deposited on the coast. This could account for some of this dissatisfaction.

There were also a small number of comments made in relation to access (5%). These comments were mostly in relation to access tracks to the beach and one was regarding the road coming into Kairaki.

Environmental protection accounted for 5% of non-Bylaw related issues. Comments were wide ranging and covered general protection of the environment, the need for environmental education, protecting bird life, and restricting access to sand dunes to enhance dune restoration.

All other issues raised accounted for less than 5% of non-Bylaw related issues. These included coastal erosion (4%), crowding (4%), and the presence of lifeguards (4%).

The other category is an amalgamation of issues raised by less than 4% of respondents. Issues included fishing safety around water, concerns around overdevelopment and engineering works.

Figure 13: Non-Bylaw related issues (n=112)

Please note responses add up to > 100%
Table of issues by survey location

Table one displays the frequency of which each of the top five main issues were raised by respondents from the different survey locations. The top five issues were both Bylaw related and non-Bylaw related. Most of the time, there was a correlation between the location of the survey and the location of the issue reported.

Table 1: Frequency of Issues Raised by Respondents by Site

<table>
<thead>
<tr>
<th>Location of respondents</th>
<th>Vehicles</th>
<th>Litter</th>
<th>Dogs</th>
<th>Motorbikes</th>
<th>Env-Deg</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>( n )</td>
<td>( n )</td>
<td>( n )</td>
<td>( n )</td>
<td>( n )</td>
</tr>
<tr>
<td>Kairaki Beach</td>
<td>11</td>
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</tr>
<tr>
<td>Pines Beach</td>
<td>12</td>
<td>6</td>
<td>3</td>
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<td>3</td>
</tr>
<tr>
<td>Woodend Beach</td>
<td>6</td>
<td>9</td>
<td>7</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>Pegasus Beach</td>
<td>2</td>
<td>3</td>
<td>6</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>Waikuku Beach</td>
<td>10</td>
<td>9</td>
<td>11</td>
<td>7</td>
<td>1</td>
</tr>
<tr>
<td>Ashley-Rakahuri Estuary</td>
<td>7</td>
<td>7</td>
<td>7</td>
<td>4</td>
<td>4</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>48</strong></td>
<td><strong>41</strong></td>
<td><strong>35</strong></td>
<td><strong>24</strong></td>
<td><strong>11</strong></td>
</tr>
</tbody>
</table>

Vehicles

Vehicles were mostly an issue for Kairaki Beach and Pines Beach respondents. This could be because these are the closest beaches to vehicle entry points. Waikuku Beach respondents were also more likely to report issues with vehicles.

Litter

Litter was more evenly reported across sites, with nine respondents from Waikuku Beach and Woodend Beach reporting this as a main issue. This was followed by respondents from Kairaki Beach, the Ashley-Rakahuri Estuary, Pines Beach, and Pegasus Beach.

Dogs

Dogs were mostly reported by respondents from Waikuku Beach, Woodend Beach, the Ashley-Rakahuri Estuary, and Pegasus Beach. They were less of an issue at Pines Beach, and Kairaki.

Motorbikes

Motorbikes were an issue for respondents at Kairaki Beach and Waikuku Beach. A small number of respondents at the Ashley-Rakahuri Estuary, Pines Beach, Woodend Beach and Pegasus Beach also reported issues with motorbikes.

Environmental degradation (Env-Deg)

Environmental degradation was mostly reported by respondents at the Ashley-Rakahuri Estuary. A few respondents from Pines, Kairaki, Woodend, Pegasus and Waikuku Beaches also reported environmental degradation.
Recommendations
Recommendations

There are a number of recommendations that can be made from the results of this research. These are as follows:

**Repeat intercept survey**
The Intercept Survey should be repeated prior to the next Bylaw review in 2021. Repeating the survey will allow ongoing monitoring of the issues identified in this research and identify trends that may emerge.

**Redesign survey questions**
If the survey is repeated, questions six and seven of appendix one should be amalgamated into a single question to avoid duplication. This should read “In your opinion, what are the main issues, or what don’t you enjoy about the coastal environment?”. This is because only a small minority of respondents did not repeat the factors that limited their enjoyment as main issues, and this essentially asked respondents the same question twice.

**Prioritise signage improvement programme**
The completion of the signage improvement programme as outlined in the NPBB 2016 Implementation Plan should also be prioritised. This is because signage has been identified as the most effective tool for communicating Bylaw awareness, or any other rules applying to the coastal environment.

**Incorporate litter**
Incorporate litter controls into the NPBB 2021. This is because litter was raised as an issue by a number of respondents across all sites surveyed.

**Establish baselines to determine effectiveness**
A final recommendation is that the baseline information for determining the effectiveness of the Bylaw is:
- Awareness of the Bylaw, or controls on activities
- The proportion of respondents that report Bylaw related issues, and,
- The levels of dissatisfaction with the Bylaw related issues of litter, vehicles, dogs, motorbikes and horses.

**Proposed targets to be met**
These targets are based on maintaining the status quo or improvements in the baselines established in this report.

The proposed targets to be met are as follows:
- No more than 37% dissatisfaction with litter
- Less than 33% dissatisfaction with vehicles
- Less than 24% dissatisfaction with dogs
- Less than 17% dissatisfaction with motorbikes
- No more than 6% dissatisfaction with horses.
Appendices

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# Pegasus Bay Survey

**Time** ___________  **Survey location** ________________________  **Weather**  
- [ ] Fine  
- [ ] Cold  
- [ ] Rain  
- [ ] Very Windy

1. What is your age group? *(Do not approach people under 18 years)*
   - [ ] 18 - 29  
   - [ ] 30 - 39  
   - [ ] 50 - 59  
   - [ ] 60 - 69  
   - [ ] 70+

2. What is your gender?
   - [ ] Male  
   - [ ] Female  
   - [ ] Gender Diverse

3. Where do you normally live?
   - [ ] Waimakariri District  
   - [ ] Christchurch City  
   - [ ] Hurunui District  
   - [ ] Other *(Please specify)* ____________________________

4. What type(s) of activities would you normally do at the beach?
   - [ ] Walking and/or Running  
   - [ ] Dog Walking  
   - [ ] Picnicking  
   - [ ] Riding 2 wheel motorbike on the beach  
   - [ ] Social gatherings  
   - [ ] Gathering Mahinga Kai  
   - [ ] Water Sports *(Swimming, Surfing etc)*  
   - [ ] Fishing / Whitebaiting  
   - [ ] Recreational driving on the beach *(Quad bike or Motor vehicle)*  
   - [ ] Recreational horse riding  
   - [ ] Recreation with children  
   - [ ] Other *(Please specify)* ____________________________

5. What do you enjoy about this coastal environment?

---

Please turn over
6. What don’t you enjoy about this coastal environment?

7. In your opinion, what are the main issues, and whereabouts do they occur in this coastal environment?

8. Are you aware of the Northern Pegasus Bay Bylaw 2016?
☐ I am aware of the Bylaw, and some, or all, of the rules.
☐ I am aware of the Bylaw, but not the rules.
☐ I have no awareness of the Bylaw but understand there are controls on some activities.
☐ I have no awareness of the Bylaw, nor any of the rules.

9. If aware, how did you become aware of the Bylaw?
☐ Word of mouth
☐ Council website
☐ Social media
☐ Waimakariri District Council staff member
☐ Te Kōhaka o Tūhaitara Trust
☐ Not applicable
☐ Northern Pegasus Bay Advisory Group member
☐ Environment Canterbury ranger presence
☐ Other (Please specify) ________________________________

10. Is there any other comments you would like to make about this coastal environment?

Waimakariri District Council
Northern Pegasus Bay Bylaw
Survey Locations

Job 19-023
Version A
SCALE (A3): 1:45,000
DATE 4/03/2019

Bylaw applies to area within the Waimakariri District Council Boundary
Northern Pegasus Bay Bylaw 2016 Intercept Survey

300 beach users were asked for their views on the coastal environment. This is what they told us.

Who Was Asked?

Gender of Respondents

- 45% Female
- 55% Male

Age of Respondents

- 15% 18-29
- 19% 30-39
- 22% 40-49
- 17% 50-59
- 17% 60-69
- 9% 70+

Where the Respondents Live

- 64% Waimakariri
- 8% Internationally
- 20% Christchurch
- 8% Elsewhere in NZ

What were the Activities of Respondents in the Northern Pegasus Bay Area?

- 50% Watersports
- 22% Dog Walking
- 27% Recreation with Children
- 60% Walking/Running

Who is Aware of the Bylaw/Rules?

- Locals: 61% Aware
- Non- Locals: 39% Not aware

How They Became Aware:

- Locals: 52% Signage
- Non- Locals: 21% Word of Mouth

What Do They Like?

- 11% Clean and Tidy
- 16% Natural Beach Environment
- 17% Access/Proximity
- 19% Activities and Recreation
- 29% Quiet and Uncrowded

What Don't They Like?

- 6% Horses
- 9% Motorbikes
- 19% Litter
- 26% Vehicles
- 27% Dogs

Issues?

- 60% of total people reported issues.
- In total 179 people raised 256 issues.

Top 5 Bylaw Related Issues

- Horses: 56%
- Fishing/Whitebating: 0%
- Motorbikes: 24%
- Dogs: 33%
- Vehicles: 10%

Top 5 Non-Bylaw Related Issues

- Council works/performance: 10%
- Environmental degradation: 8%
- Driftwood: 6%
- Facilities: 0%
- Litter: 37%

I don’t enjoy dogs roaming around the estuary.”

“I like that it’s clean, quiet, people are considerate and it’s close to nature.”

“I think the main issue is cars driving up and down the beach at speed.”
Environment Canterbury
Patrol Records 2016-2018
Executive Summary

This report presents the findings of the Environment Canterbury Ranger Service that is contracted to patrol the coastal area of Northern Pegasus Bay that is managed by the Waimakariri District Council.

The report is part of a wider research and monitoring programme led by the Waimakariri District Council to assess the effectiveness of the Northern Pegasus Bay Bylaw 2016.

This report will form the basis of an ongoing annual monitoring programme that records baseline information on the number, and specific type of Bylaw breaches that occur along the Northern Pegasus Bay coastline. It will focus on the information collected by the Ranger Service since the implementation of the Bylaw in August 2016 to the end of 2018.

Environment Canterbury is contracted to provide ranger services from an agreed schedule for a fixed number of patrol days each year. Rangers enter relevant incidents into a smart phone application that creates a database of job and information logs from which an external spreadsheet can be exported.

In the database, a single entry of information into the database is referred to as a “patrol record” and a breach of the Bylaw is referred to as an “incident”.

Key Findings

- There were 264 patrol records in 2016, 535 in 2017 and 680 in 2018.
- Overall, there were 70 incidents in 2016, 147 in 2017, and 233 in 2018.
- The proportion of patrol records with incidents has increased from 27% in 2016 to 34% in 2018.
- Nearly all sites managed by the Council have experienced an increase in the proportion of incidents since 2017. This includes Kairaki, the Ocean Outfall, Woodend Beach, Pegasus Beach, and the Ashley-Rakahuri Estuary. However, Pines Beach and Waikuku Beach have decreased slightly.
- The increase for some sites is likely due to a change in the patrol schedule which sought to target times and days where incidents were more likely to occur.

- Vehicles in prohibited areas accounted for the highest proportion of Bylaw breaches.
- The sites with the highest proportion of incidents between 2016 and 2018 were Kairaki, the Ocean Outfall, Pines Beach and the Ashley-Rakahuri Estuary.
- The sites that recorded the highest proportion of vehicles in prohibited areas were the Ocean Outfall, Pines Beach and Kairaki.
- All other recorded incidents accounted for 4% or less of the patrol records.

A number of recommendations can be made from this research. These are as follows:

- Maintain regular reporting of the Environment Canterbury Ranger Service records to track incidents and the effectiveness of patrols across time.
- Improve data entry for patrol records (particularly location data) to reduce the number of unspecified location records and reduce the overrepresentation of incidents.
- Establish baselines for sites and specific breaches from the results of this report.
- Target patrols toward Kairaki, Pines Beach and the Ocean Outfall as these account for the highest proportion of Bylaw incidents. This should also include the Ashley-Rakahuri estuary because of its high ecological values.
Introduction

This report presents the findings of the Environment Canterbury Ranger Service (ECRS) patrol that operates along the coastline of Northern Pegasus Bay.

The report is part of a wider research and monitoring programme led by the Waimakariri District Council (WDC, or Council) to assess the effectiveness of the Northern Pegasus Bay Bylaw 2016 (NPBB 2016, or the Bylaw).

The ECRS is contracted by the Council to monitor the area that is governed by the NPBB 2016. This is an important service as it helps to monitor the coastline for activities that may breach the Bylaw rules, and also acts an effective tool in raising public awareness of the NPBB 2016 to ensure all recreational activities are compliant.

The main purposes of the ECRS is to:

• Enhance coastal visitor enjoyment,
• Provide for visitor safety, and,
• Monitor, and if necessary, correct visitor behaviour through education and enforcement of the NPBB 2016.

Purpose

This report will form the basis of an ongoing annual monitoring programme that records baseline information on the number and specific type of Bylaw breaches. This applies to the area of the Northern Pegasus Bay coastline under the jurisdiction of the WDC.

This report will allow Council to understand the effectiveness of the ECRS. It will also help to identify the effectiveness of the patrol method.

As this is the first report, it will summarise all the previous years since the Bylaw was implemented, which includes 2016, 2017 and 2018.

Patrol method of ECRS

Patrols occur along the stretch of coastline managed by WDC. The area of coastline extends from the mouth of the Waimakariri River to Ashworths Beach. The exact route of the patrol is done at the discretion of the ECRS and may vary with different beginning and end points. Rangers enter any relevant incidents into a smart phone application that creates a database of job and information logs from which an external spreadsheet can be exported.

Rangers enter multiple records per day, identifying breaches along the area under Bylaw protection. At the end of each month, a report of the events is submitted to Waimakariri District Council. The reports are also presented at the Northern Pegasus Bay Advisory Group (NPBAG) at its three monthly meetings. At the conclusion of a patrol year, the database is sent from Environment Canterbury (ECan) to Council for analysis.

Key Definitions

This report uses the following definitions:

**Patrol:** A patrol of the coastline by the ECRS that occurs anywhere between Kairaki Beach (Waimakariri River Mouth) and Ashworths Beach, North of the Ashley-Rakahuri Estuary. Patrols are not linear, and may occur randomly at the discretion of the ECRS, or as incidents are reported by members of the public or other organisations (e.g. Te Kōhaka o Tūhaitara Trust).

**Patrol day:** A single day, out of the total number of patrol days, that are budgeted for each year.

**Patrol year:** The year from the 1st of January, to the 31st of December. This is the case for all years with the exception of 2016, where the patrol year began after the implementation of the Bylaw on the 15th of August and concluded on the 31st of December. In the context of this report, the patrol year is not considered in the same period as the financial year.
**Patrol record:** The information entered into the database about a site that refers to an incident or a non-incident.

**Incident:** A patrol record that records a breach of the Bylaw rules, or any other negative notifiable event.

**Non-incident:** A patrol record that acknowledges the site is “all clear” or an entry where no incidents have occurred.

**Limitations**

It is important to acknowledge the limitations of this data. These are as follows:

**Inconsistent data entry**

One is the potential for inconsistent data entry, which could be the case for some sites. For example, in discussions with Council, the ECRS reported that “all clear” signals or non-incident patrol records are not consistently entered. This may lead to an overrepresentation of Bylaw breaches at some sites.

**Accuracy of patrol records**

A second limitation is that the accuracy of data entry may not be consistent between rangers.

In discussions with the ECRS they discussed the possibility that some rangers may have recorded the names of sites incorrectly. This applied mostly to sites such as Kairaki, Pines Beach, or the Ocean Outfall.

**Multiple record entry**

Another limitation is that in some cases, the details of one breach has been entered multiple times into the patrol records. This is often the case for more serious Bylaw breaches. This can raise both the number and proportion of patrol records with an incident occurring.

These issues can create problems in the analysis, as both incidents and non-incidents are not accurately recorded. In order to prevent this, data entry should be consistent between rangers and sites should be carefully recorded. However, it is important to note that any changes in the method of patrols or patrol records will have a direct effect on the data presented in the next annual report.
Overview

This section provides an overview of patrols, incidents, and the specific Bylaw breaches across all sites.

**Table One: Total Patrol Days**

Table one displays the total number of patrol records, the number of contracted patrol days, and the average number of patrol records per day for years 2017 and 2018. The data for 2016 is unavailable due to the new Bylaw rules being implemented in mid-August of that year.

Patrols days are subject to changes in funding and staff allocation (e.g. more than one staff member on a single patrol for safety reasons). The average number of patrol records per day is calculated by dividing the total number of patrol records by the number of contracted patrol days per year.

In 2017, there was an average of 4.5 patrol records per day and this increased to 6.8 per day in 2018.

<table>
<thead>
<tr>
<th>Year</th>
<th>No. of Patrol Records</th>
<th>No. of Contracted Patrol Days</th>
<th>Average Patrol Records Per Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016</td>
<td>264</td>
<td>Unknown</td>
<td>Unknown</td>
</tr>
<tr>
<td>2017</td>
<td>535</td>
<td>117.5</td>
<td>4.5</td>
</tr>
<tr>
<td>2018</td>
<td>680</td>
<td>100</td>
<td>6.8</td>
</tr>
</tbody>
</table>
Table Two: Total Patrol Records for Each Site

Table two displays the total number of patrol records for each site from years 2016 to 2018.

Overall, the number of patrol records has increased for all sites since 2016.

Kairaki (168) and the Ocean Outfall (112) had the highest number of records compared to other sites. This is likely due to the ECRS focusing its efforts on these areas where incidents were occurring.

<table>
<thead>
<tr>
<th>Location</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kairaki</td>
<td>60</td>
<td>103</td>
<td>168</td>
</tr>
<tr>
<td>Pines Beach</td>
<td>7</td>
<td>44</td>
<td>55</td>
</tr>
<tr>
<td>Ocean Outfall</td>
<td>35</td>
<td>65</td>
<td>112</td>
</tr>
<tr>
<td>Woodend Beach</td>
<td>45</td>
<td>63</td>
<td>74</td>
</tr>
<tr>
<td>Pegasus Beach</td>
<td>12</td>
<td>37</td>
<td>51</td>
</tr>
<tr>
<td>Waikuku Beach</td>
<td>15</td>
<td>54</td>
<td>77</td>
</tr>
<tr>
<td>Ashley-Rakahuri Estuary</td>
<td>69</td>
<td>99</td>
<td>84</td>
</tr>
<tr>
<td>North of Estuary</td>
<td>12</td>
<td>25</td>
<td>26</td>
</tr>
<tr>
<td>Unspecified locations</td>
<td>9</td>
<td>44</td>
<td>33</td>
</tr>
</tbody>
</table>

No Incidents Versus Incidents

Figure one displays the number of patrol records with no incidents versus the number of patrol records with incidents for years 2016 to 2018.

In 2016, 73% of patrol records reported no incidents compared to 27% that reported incidents and this remained relatively constant in 2017. However, in 2018 the percentage of no incidents decreased to 66% and the number of incidents increased to 34%.

In total, between 2016 and 2017, the number of incidents or breaches of the NPBB 2016 increased by 1%. Between 2017 and 2018 it increased by another 6%.
Total Patrol Records and Incidents

Figure two displays the total number of patrol records, the total number of incidents, and the proportion of incidents across all sites. The number of patrol records and the number of incidents correlates to the left hand axis and the proportion of patrol records with an incident correlates to the right hand axis.

It is important to record the proportion of patrol records with an incident as this highlights the difference between the number of incidents versus the actual proportion of incidents. For example, if the number of incidents increases, but the overall proportion of incidents decreases, this may be a desirable result. In this instance, it would suggest that there have been more patrols, and less incidents discovered.

Conversely, if fewer incidents are discovered, but there is physical or anecdotal evidence that suggests incidents are occurring, a change to the patrol method may be required (e.g. patrolling at different times or in different locations).

In the 2016 year, there were 264 records and 70 incidents. The proportion of patrol records reporting an incident was 27%.

In 2017, there were 535 patrol records and 147 incidents observed. The proportion of patrol records reporting an incident was 28%, a proportional increase of 1%.

In 2018, there were 680 patrol records with 233 incidents observed. The proportion of patrol records reporting an incident was 34%, a proportional decrease of 6% on the previous year.

The high proportion and number of incidents in 2018 is likely due to a change in the patrol schedule, which sought to target times and days where incidents were more likely to occur.

![Figure 2: Total Patrol Records and Total Incidents Observed and Proportion of Incidents for all Sites](image-url)
Site Information

This section outlines the number of incidents, and the percentage of patrol records with an incident for all sites.

Each figure is presented with two types of data, the number of incidents, which correlates to the left hand axis, and the percentage of patrol records with an incident, which correlates to the right hand axis.

Kairaki

Figure three displays the number of incidents and the percentage of patrol records where an incident occurred at Kairaki Beach.

Between 2016 and 2017, the number of incidents at Kairaki increased from 14 to 20.

Between 2017 and 2018, the number of incidents increased substantially from 24 to 63.

Overall, the percentage of patrol records where an incident occurs has increased from 23% in 2016, to 38% in 2018.

Figure 3: Number of Incidents and Percentage of Patrol Entries with an Incident at Kairaki
**Pines Beach**

Figure four displays the number of incidents and the percentage of patrol records where an incident occurred at Pines Beach.

In 2016, there were six incidents, and this increased to 33 in 2017. In 2018, the number increased to 41. The percentage of patrol records with an incident in 2016 was 86% (it is worth noting that there was a small sample size for this year). This reduced in to 75% in 2017 and has remained relatively constant since (75% in 2018).

**Ocean Outfall**

Figure five displays the number of incidents and the percentage of patrol records where an incident occurred at the Ocean Outfall.

In 2016, there were 12 incidents, this increased to 23 in 2017, and to 55 in 2018. Overall, the percentage of patrol records where an incident occurs has increased from 34% in 2016, to 35% in 2017. In 2018, it increased a further 14% to 49%.
Woodend Beach

Figure six displays the number of incidents and the percentage of patrol records where an incident occurred at Woodend Beach.

In 2016, there were 17 incidents and this decreased to four in 2017. In 2018, it increased to 12. Overall, the percentage of patrol records with an incident has decreased from 38% in 2016, to 16% in 2018.

Pegasus Beach

Figure seven displays the number of incidents and the percentage of patrol records where an incident occurred at Woodend Beach.

In 2016, there were no recorded incidents. In 2017 there were three, and this increased to six in 2018. Overall, the percentage of incidents in Pegasus has increased from 8% in 2017, to 12% in 2018, although it should be noted that the overall number is very low.
Waikuku Beach

Figure eight displays the number of incidents and percentage of patrol records where an incident occurred at Waikuku Beach.

In 2016, there were five incidents and this increased to 10 in 2017. In 2018, it increased to 12. Overall, the percentage of incidents has decreased from 33% in 2016, to 16% in 2018.

Ashley-Rakahuri Estuary

Figure nine displays the number of incidents and the percentage of patrol records where an incident occurred at Waikuku Beach.

In 2016, there were 13 incidents. This increased to 23 in 2017 and to 29 in 2018. Overall, the percentage of patrol records with an incident has increased from 19% in 2016, to 36% in 2018.
Other Areas

The following areas are either outside of Council jurisdiction or the locations were not specified.

North of the Estuary
North of the Estuary is an amalgamation of Ashworths Beach, Leithfield Beach and the Kowhai Estuary. The majority of records were for Ashworths Beach as there were fewer records collected for Leithfield and Kowhai Estuary. These areas are outside of the Bylaw, and therefore are not governed by the same Bylaw rules. Figure ten displays the frequency of incidents and the percentage of patrol records where an incident occurred at sites North of the Ashley-Rakahuri Estuary.

In 2016, there was one incident, this increased to nine in 2017 and then fell to five in 2018. Overall, the percentage of patrol records with an incident increased from 8% in 2016 to 35% in 2017. This decreased to 19% in 2018.

Figure 10: Number of Incidents and Percentage of Patrols with an Incident at sites North of the Ashley-Rakahuri Estuary
Unspecified Locations

Unspecified locations refer to sites where no location was entered into the database. Figure 11 displays the number of incidents and percentage of patrol records where an incident occurred at unspecified locations.

In 2016, there were two patrol records with incidents and this increased to 18 in 2017. In 2018, it decreased to 10.

Overall, the percentage of patrol records with an incident has increased from 22% in 2016, to 30% in 2018.

Change in Baseline Across all Sites

Figure 12 displays the percentage change in baseline incidents across all sites in Northern Pegasus Bay. In this context, 2017 has been selected as the baseline year as the 2016 patrol commenced in mid-August and does not cover a full year.

Since 2017, nearly all sites have experienced an increase in the percentage of incidents reported in patrol records.

This has included increases at Kairaki (15%), the Ocean Outfall (13%), the Ashley-Rakahuri Estuary (13%), Pegasus Beach (12%) and Woodend Beach (10%). However, the percentage of incidents reported in patrol records decreased in Waikuku Beach by 3%, and at Pines Beach by 1%.
Total Incidents

Figure 13 displays the total number of incidents that occurred in the coastal environment from 15th August 2016 to December 31st 2018.

The sites with the highest proportion of incidents are Kairaki (22%), the Ocean Outfall (20%), Pines Beach (18%), and the Ashley-Rakahuri Estuary (15%).

Sites with fewer incidents included Woodend Beach (7%), Waikuku Beach (6%), and Pegasus Beach (2%). The ‘Other sites’ category was an amalgamation of unspecified locations and sites north of the Ashley-Rakahuri Estuary (e.g., Ashworths Beach & Kowai Estuary) and accounted for 10%.
Specific Incidents

The following tables show the number of specific breaches across all sites by type of breach.

Vehicles

Figure 14 displays the proportion of patrol records where a vehicle was found in a prohibited area. In 2016, 16.7% of patrol records consisted of vehicles in the wrong area. This decreased to 15.9% in 2017 and then increased to 19.1% in 2018.

The data suggests that from 2016 to 2018, the number of vehicles found in prohibited areas has proportionately increased by 2.1%. This could be due to a number of factors, including a change in patrol methods.

![Figure 14: Vehicles in Prohibited Areas by Year](image)
Table Three: Vehicles in Prohibited Areas by Location

Table three displays the number and proportion of vehicles in prohibited areas by location.

In 2016, vehicles in prohibited areas were mostly likely to be found in Kairaki, the Ocean Outfall and Woodend Beach.

In 2017, they were most likely to be found at Pines Beach, the Ocean Outfall and the Ashley-Rakahuri Estuary.

In 2018, they were most likely to be found at the Ocean Outfall, Kairaki and Pines Beach.

<table>
<thead>
<tr>
<th>Location</th>
<th>2016</th>
<th>%</th>
<th>2017</th>
<th>%</th>
<th>2018</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kairaki</td>
<td>11</td>
<td>25%</td>
<td>7</td>
<td>8.2%</td>
<td>35</td>
<td>26.9%</td>
</tr>
<tr>
<td>Pines Beach</td>
<td>4</td>
<td>9.1%</td>
<td>28</td>
<td>32.9%</td>
<td>25</td>
<td>19.2%</td>
</tr>
<tr>
<td>Ocean Outfall</td>
<td>9</td>
<td>20.5%</td>
<td>17</td>
<td>20%</td>
<td>37</td>
<td>28.5%</td>
</tr>
<tr>
<td>Woodend Beach</td>
<td>9</td>
<td>20.5%</td>
<td>3</td>
<td>3.5%</td>
<td>7</td>
<td>5.4%</td>
</tr>
<tr>
<td>Pegasus Beach</td>
<td>0</td>
<td>0%</td>
<td>2</td>
<td>2.4%</td>
<td>4</td>
<td>3.1%</td>
</tr>
<tr>
<td>Waikuku Beach</td>
<td>3</td>
<td>6.8%</td>
<td>4</td>
<td>4.7%</td>
<td>5</td>
<td>3.8%</td>
</tr>
<tr>
<td>Ashley-Rakahuri Estuary</td>
<td>7</td>
<td>15.9%</td>
<td>9</td>
<td>10.6%</td>
<td>9</td>
<td>6.9%</td>
</tr>
<tr>
<td>North of Estuary</td>
<td>0</td>
<td>0%</td>
<td>1</td>
<td>1.2%</td>
<td>2</td>
<td>1.5%</td>
</tr>
<tr>
<td>Unspecified location</td>
<td>1</td>
<td>2.3%</td>
<td>14</td>
<td>16.5%</td>
<td>6</td>
<td>4.6%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>44</td>
<td>100%</td>
<td>85</td>
<td>100%</td>
<td>130</td>
<td>100%</td>
</tr>
</tbody>
</table>

Figure 15: Sites with the Highest Proportion of Vehicles in Prohibited Areas 2016 – 2018

Figure 15 displays the sites with the highest proportion of vehicles in prohibited areas from 2016 to 2018.

Overall, the Ocean Outfall (24%), Pines Beach (22%), and Kairaki (21%) had the highest proportions. This was followed by the Ashley-Rakahuri Estuary (10%), Woodend Beach (7%), Waikuku Beach (5%) and Pegasus Beach (2%).

The Other category was an amalgamation of “unspecified location” and sites north of the Ashley-Rakahuri Estuary (North of Estuary), which accounted for 9%.
Table Four: Types of Vehicle Incidents
Table four displays the specific types of vehicle breaches collected by the ECRS from 2016 to 2018.

Overall, the number and proportion of patrol records where vehicles have been found in the sand dunes has increased by 2.2% since 2016.

Driver behaviour (e.g. aggressive or anti-social behaviour of vehicle users) decreased proportionately in 2017 but increased again in 2018. Overall, driver behaviour incidents have increased by 0.4% since 2016.

<table>
<thead>
<tr>
<th>Breach Type</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>n</td>
<td>%</td>
<td>n</td>
</tr>
<tr>
<td>Vehicle stationed in/damaging dunes</td>
<td>1</td>
<td>0.4</td>
<td>8</td>
</tr>
<tr>
<td>Driver behaviour</td>
<td>4</td>
<td>1.5</td>
<td>6</td>
</tr>
<tr>
<td>Vehicle other</td>
<td>0</td>
<td>0</td>
<td>3</td>
</tr>
</tbody>
</table>

Table Five: Types of Motorbike Incidents
Table five displays the specific types of motorbike breaches collected by the ECRS from 2016 to 2018.

Overall, the number and proportion of motorbikes found in prohibited areas has increased by 1.3% since 2016. In the same period, the number of motorbikes stationed in sand dunes has fallen by 0.5%.

Incidents of anti-social behaviour from motorbike drivers have increased by 0.4% in 2018, although there were not any previous records of this incident in the years preceding.

<table>
<thead>
<tr>
<th>Breach Type</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>n</td>
<td>%</td>
<td>n</td>
</tr>
<tr>
<td>Motorbike in prohibited area</td>
<td>8</td>
<td>3.0</td>
<td>18</td>
</tr>
<tr>
<td>Motorbikes stationed in sand dunes</td>
<td>2</td>
<td>0.8</td>
<td>0</td>
</tr>
<tr>
<td>Motorbike driver anti-social behaviour</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

Table Six: Types of Dog Incidents
Table six displays the specific types of dog breaches collected by the ECRS from 2016 to 2018.

Overall, the incidence of dogs in prohibited areas has fallen by 0.4% since 2016. However, in the same period the number of uncontrolled dogs has increased by 0.2% although there were no recorded incidents in 2017. Overall, the number of recorded incidents is low.

<table>
<thead>
<tr>
<th>Breach Type</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>n</td>
<td>%</td>
<td>n</td>
</tr>
<tr>
<td>Dogs in prohibited areas</td>
<td>3</td>
<td>1.1</td>
<td>4</td>
</tr>
<tr>
<td>Uncontrolled dogs</td>
<td>1</td>
<td>0.4</td>
<td>0</td>
</tr>
</tbody>
</table>

Table Seven: Litter Incidents
Table seven displays the incidence of litter being discovered by the ECRS from 2016 to 2018. Since 2016, discoveries of litter have increased by 1.7%.

<table>
<thead>
<tr>
<th>Breach Type</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>n</td>
<td>%</td>
<td>n</td>
</tr>
<tr>
<td>Litter discovered</td>
<td>1</td>
<td>0.4</td>
<td>8</td>
</tr>
</tbody>
</table>
Table Eight: Fire Incidents
Table eight displays the incidence of a fire being discovered by the ECRS from 2016 to 2018. Overall, this increased by 0.9% between 2016 and 2017 but has remained constant since then.

<table>
<thead>
<tr>
<th>Breach Type</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>n</td>
<td>%</td>
<td>n</td>
</tr>
<tr>
<td>Fire discovered</td>
<td>1</td>
<td>0.4</td>
<td>7</td>
</tr>
</tbody>
</table>

Table Nine: Vandalism Incidents
Table nine displays the incidence of vandalism recorded by the ECRS between 2016 and 2018. Overall, damage or removal of signage has increased by 0.4% since 2016. Damage to fencing has increased by 1.5%, despite having no recorded incidents in 2016.

<table>
<thead>
<tr>
<th>Breach Type</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>n</td>
<td>%</td>
<td>n</td>
</tr>
<tr>
<td>Damage/removal of signage</td>
<td>3</td>
<td>1.1</td>
<td>3</td>
</tr>
<tr>
<td>Damage to fencing</td>
<td>0</td>
<td>0</td>
<td>3</td>
</tr>
</tbody>
</table>

Table Ten: Other Incidents
Other incidents included horses, freedom camping, whitebaiting, boating, drone flying, watercraft, anti-social behaviour and non-bylaw related incidents. No specific trends can be observed from this data.

<table>
<thead>
<tr>
<th>Breach Type</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>n</td>
<td>%</td>
<td>n</td>
</tr>
<tr>
<td>Horses</td>
<td>2</td>
<td>0.8</td>
<td>1</td>
</tr>
<tr>
<td>Freedom Camping</td>
<td>1</td>
<td>0.4</td>
<td></td>
</tr>
<tr>
<td>Whitebaiting</td>
<td>1</td>
<td>0.4</td>
<td></td>
</tr>
<tr>
<td>Boat</td>
<td></td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Drone Flying</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Watercraft</td>
<td></td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Anti-social behaviour</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Non-Bylaw related</td>
<td></td>
<td></td>
<td>2</td>
</tr>
</tbody>
</table>
Recommendations

The information in this report should be used to inform decision making or to increase public awareness of the NPBB 2016. This can be achieved through signage or infrastructure enhancements, or targeted public awareness campaigns.

There are a range of additional recommendations that can be made from the results of this report. These mostly refer to monitoring programmes, improving data entry and establishing baselines for Bylaw breaches.

These are as follows:

**Annual Reporting of ECRS Records**

There should be annual reporting of the ECRS patrol records. Repeating the report on the ECRS records will allow ongoing monitoring of the incidents identified by the ECRS. This helps to identify potential Bylaw breaches, where incidents occur, and how effective the patrols or patrol methods are.

**Improve Data Entry**

If this report is repeated, improving data entry should be a priority. This should focus on improving site information data (e.g. the locations where incidents are occurring) to reduce the number of records that do not specify locations.

This can be done through geographic information system (GIS) software. For instance, every patrol record that is entered into the smart phone application by the ECRS records GPS data. This information can be sent to Council and sites can be mapped or defined based on their latitudinal or longitudinal information. This would help to reduce the number of unspecified locations from the report.

A second way in which data entry can be improved is through ensuring that only one patrol record is entered for one Bylaw breach. This would reduce the potential for incidents to become overrepresented.

**Establish Baselines**

The information in this report should be used as baselines for incidents at each site (e.g. Kairaki, Pines Beach etc.) and for the type of incidents identified. This includes:

- The total proportion of incidents across all sites.
- Vehicle incidents such as vehicles in prohibited areas, vehicles stationed in/damaging dunes, driver behaviour or any other vehicle incidents.
- Motorbike incidents such as motorbikes in prohibited areas, stationed in/damaging dunes, or anti-social behaviour.
- Dog incidents, such as dogs in prohibited areas, or dogs that are uncontrolled.
- Litter incidents
- Fire incidents
- Vandalism incidents such as damage/removal of signage or damage to fencing, and
- All other incidents identified in table ten of this report.

**Patrols**

A final recommendation is that the ECRS continues to target patrols towards Kairaki, Pines Beach, and the Ocean Outfall as these sites have a high proportion of vehicles in prohibited areas. It is also recommended that patrols target the Ashley-Rakahuri Estuary due to its high ecological values and importance to people who submitted to the last Bylaw review.
FILE NO and TRIM NO: GOV–01-04 / CMS-09-10-02 / 190508065620

REPORT TO: Community and Recreation Committee

DATE OF MEETING: 21 May 2019

FROM: Tessa Sturley – Community Team Manager
      Grant McLeod – Greenspace Manager

SUBJECT: COMMUNITY TEAM UPDATE – NEIGHBOURHOOD PARK EVENTS

1. SUMMARY

This report reviews the series of Neighbourhood Park Barbeque events, held at a variety of smaller neighbourhood parks across the District, from November 2018 to March 2019, planned and delivered by Council’s Greenspace and Community Teams.

The report covers:

- The rationale for holding these events
- The aims and objectives of the project
- An overview of the project
- Details of attendance
- A summary of surveys and resident Feedback
- Highlights and Reflections
- Next steps

Attachments: None

2. RECOMMENDATION

THAT the Community and Recreation committee:

(a) Receives report No. 190508065620

(b) Notes that staff have expressed their appreciation of the support from elected members at these events.

(c) Notes the appreciation expressed by the community that Council sought to engage with them in this fashion.

(d) Notes that, while Neighbourhood events will now be led by Neighbourhood Support, community development staff will continue to apply a strategic approach to community-led neighbourhood connection.
3. BACKGROUND

3.1. Rationale

3.1.1. One of the Community Development Strategy (2015-2025) Objectives is to ‘identify and respond to emerging opportunities for greater connection across the community’, with a corresponding result that “residents are welcomed and connected to the community”

3.1.2. In a period of rapid growth, such as that experienced in our District over recent years, one means of facilitating positive social outcomes for our community is to create a culture whereby residents in local neighbourhoods feel connected to each other and, subsequently, to the wider community.

3.1.3. In facilitating the activation of local green spaces, it is important to understand the types of activities undertaken in local parks. Such information ensures that future developments reflect developing recreational trends. It is common practise for open space planners to seek direct feedback on trends both through onsite analysis with direct interventions or through anecdotal observations. This helps to build an understanding of how the public interpret space and the provision within, which in turn can aide in understanding future requirements or act as a monitoring mechanism for what has or has not worked well.

3.2. Aims and Objectives

3.2.1. In August 2018, the Greenspace and Community Team Managers identified an opportunity to work together on a project centred on some of the smaller parks in residential neighbourhoods across the District. The aim was to create opportunities to connect residents in surrounding neighbourhoods. This would enable Greenspace staff to engage residents regarding any potential development of those parks and for Community Team staff to build a picture of the extent to which people across the District are building connection with their neighbours.

3.2.2. Hosting Neighbourhood Barbeques in local parks was identified as a means to achieve the following objectives:

- Consultation for Greenspace Team on park use,
- Engagement with residents for elected members,
- Encouraging neighbours to meet each other.
- Utilising the opportunity to survey the sense of neighbourliness felt by residents.

3.3. Project Overview

3.3.1. Seven early evening Neighbourhood Barbeque Events were planned for November 2018 to March 2019. To ensure reasonable spread, Woodend, Kaiapoi and Rangiora parks were chosen for this pilot project.

3.3.2. One of the key purposes for creating community interventions like this is to normalise the use of a local park and allow the community surrounding it to build relationships with each other and also Council Officers. It normalises the use of these areas and allows residents to take a level of ownership within the public realm that can provide social benefits within a smaller geographic community. Creating opportunities for people to understand who else lives within the neighbourhood and connecting them is a key factor to enable stronger communities.

3.3.3. Events targeted neighbourhoods where parks were due for some redevelopment and/or where there was little organised neighbourhood connection. Further considerations were that parks in older neighbourhoods may not be as well serviced with recreational
opportunities as those in new developments; and that renters and busy working families may have limited connection with others in their neighbourhood. Times of disaster have highlighted the importance locally of having connected communities and events such as this are a key tool in creating the opportunity for this to happen. Additionally, this can build understanding of democratic process and how residents can become involved in local communities and influence local decision-making processes.

3.3.4. The events were promoted through a letterbox drop in the immediate vicinity of the park, signs on the park entrances, newspaper advertisements, Facebook messages and on the ‘Neighbourly’ sites for each town, respectively. Other local avenues of promotion such as the Woodend Community Association, also assisted with advertising.

3.3.5. At each event, the games from the Community Trailer were set out for casual play and activities such as sack races and tug of war were organised by staff. Background music was provided through a portable PA system. Free hot sausages in bread were provided; along with free ice creams or coffee as an incentive for residents to engage in the Greenspace consultation around park use and feedback. A range of community information resources were available for residents to take away. E.g., welcome bags, Chatter Magazine, brochures and directories.

3.3.6. Community Team staff conducted roving survey interviews, asking attendees a range of questions about connection with neighbours and the acquisition of community information.

3.3.7. Councillors and Community Board members provided support at all seven events, manning barbeques, filling out surveys and engaging with residents. Additionally, Neighbourhood Support staff were able attend all but the first two events.

3.3.8. There were two additional events scheduled for late March and early April; one at Sovereign Lakes and one at Tuahiwi. However, due to forecast weather changes, the Sovereign Lakes event was cancelled a week prior. Unfortunately, the Tuahiwi event could not go ahead, with the Runanga offering support and safe haven for affected Muslim worshippers over the period of mourning following the tragic events of 15 March.

4. ISSUES AND OPTIONS

4.1. Community Attendance

Seven events were held, covering the following local parks

- Baker Park, Kaiapoi
- Panckhurst Reserve, Woodend
- Good Street Reserve, Rangiora
- Bush Street Reserve, Rangiora
- Oakwood Park, Rangiora
- Owen Stalker Park, Woodend
- Moorcroft Reserve, Kaiapoi

Overall attendance across the seven events is estimated at around 320; with typical turn out of between 50 and 70 residents at each event; barring the final event at Moorcroft Park, where unseasonably cold temperatures resulted in only a select few residents braving the conditions. This resulted in an early close to that, the final event for the season.
4.2. Resident Feedback: COMMUNITY TEAM RESIDENT INTERVIEWS

4.2.1. Seventy questionnaires were completed,

4.2.2. Attendees were asked what they valued in a ‘good’ neighbourhood, whether the neighbourhood was welcoming and how important it was for them to know people in their neighbourhood. Responses were reviewed to build a broad picture of the experience of residents in neighbourhoods across the three, targeted communities in our District.

4.2.3. Unsurprisingly, with respect to these conversations, people generally commented that in terms of defining a ‘good’ neighbourhood, they most valued:

- Friendly people, with a sense of community
- Handy to amenities like parks, shops, beach etc.
- A quiet area
- Quality of neighbourhood, homes, street design etc.

4.2.4. With respect to the question about whether their neighbourhood is welcoming, there were plenty of ‘yes’ answers. However, while fewer than 10% of respondents said that they did not find their Neighbourhood welcoming, many hesitated before giving a positive response. As expected, individuals could have very different experiences in the same street, with many factors influencing a response.

4.2.5. The majority of people said that it was important or very important to know others in their neighbourhood, with comments relating to keeping an eye out for each other; especially elderly neighbours, children, property and pets, particularly when neighbours are away.

This affirmed the value of initiatives like Neighbourhood Support, which actively encourage the building of neighbourhood relationships.

4.2.6. Many people said that they linked with others through their children. So for those without children it may possibly be less easy to make neighbourhood connections.

It appeared to be easier for residents in short streets or cul de sacs to become connected to their neighbours and have a sense of neighbourliness. Residents from areas like Ashley St, Rangiora and Ohoka Rd, Kaiapoi mentioned that the nature of the street (long, wide, busy thoroughfares) impeded a sense of welcoming community.

4.2.7. Those interviewed were also asked the following three direct questions:

- **How did you find out about this event?**
- **How long have you lived in this neighbourhood?**
- **Where do you typically source community information from?**

4.2.8. Relevant responses are detailed on the graphs in figures 1, 2 and 3, below., with the following points noted:

- **Figure 1:** Length of time living in a particular neighbourhood might generally reflect whether the event was in a new, or an older subdivision. However, the majority of the targeted neighbourhoods were in well-established areas, yet still had a significant number of residents who had lived there for less than three years. This could reflect a high number of renters, along with the large number of residents relocating to the Waimakariri District following earthquake settlements.

- **Figure 2:** Of particular interest was the means by which people are sourcing their information. While over half of respondents used on-line media (Facebook or websites), libraries are still utilised as a key source of information for residents in our District.
• **Figure 3**: In terms of promotion, simpler methods like a sign at the park and letterbox flyers seemed to capture a significantly greater response than newspaper or on-line advertising.

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**Figure 3**: In terms of promotion, simpler methods like a sign at the park and letterbox flyers seemed to capture a significantly greater response than newspaper or on-line advertising.

**4.3. Resident Feedback: GREENSPACE SURVEY**

Detailed in tables 1 to 7, below are summaries of resident thoughts, gathered through conversation and written feedback from events at the seven targeted neighbourhood parks. These cover frequency of park usage, activities most commonly undertaken and suggestions regarding park enhancement or redevelopment. Such information will inform planning and ensure that future developments reflect developing recreational trends.
### TABLE 1: Baker Park

<table>
<thead>
<tr>
<th>Frequency of Visits by Park Users Surveyed (% of 42 responses)</th>
<th>Activities of Park Visitors by popularity (high to low)</th>
<th>Summary of suggestions for future opportunities in this or other reserves by popularity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Twice or more per week 31%</td>
<td>Play on Playground</td>
<td>Flying Fox</td>
</tr>
<tr>
<td>Once per week 21%</td>
<td>Use BMX Track</td>
<td>Hamster Wheel</td>
</tr>
<tr>
<td>Once per fortnight 12%</td>
<td>Free play</td>
<td>Splash pool</td>
</tr>
<tr>
<td>Once per month 10%</td>
<td>Basketball</td>
<td>Practice Wall for ball games</td>
</tr>
<tr>
<td>Once every 3 months 7%</td>
<td>Other – picnic, en-route to bus stop, use toilets, dog walking</td>
<td>Wooden Fort</td>
</tr>
<tr>
<td>Once per year or less 19%</td>
<td></td>
<td>Space net</td>
</tr>
</tbody>
</table>

### TABLE 2: Panckhurst Reserve

<table>
<thead>
<tr>
<th>Frequency of Visits by Park Users Surveyed (% - 19 responses)</th>
<th>Activities of Park Visitors by popularity (high to low)</th>
<th>Summary of suggestions for future opportunities in this or other reserves by popularity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Twice or more per week 42%</td>
<td>Play on Playground</td>
<td>More playground equipment and half basketball court,</td>
</tr>
<tr>
<td>Once per week 26%</td>
<td>Free play</td>
<td>Flying Fox</td>
</tr>
<tr>
<td>Once per fortnight 16%</td>
<td>Bike riding on the paths</td>
<td>Loop track</td>
</tr>
<tr>
<td>Once per month 5%</td>
<td>Walk the dog or walk the track</td>
<td>Swimming pool</td>
</tr>
<tr>
<td>Once every 3 months zero</td>
<td>Other – graze pony, fly kites, fly a plane, social setting</td>
<td>Goal posts</td>
</tr>
<tr>
<td>Once per year or less 11%</td>
<td></td>
<td>Other- additional rubbish bins, a toilet, barbecue, picnic table, community garden, dog tie up facility</td>
</tr>
</tbody>
</table>
### TABLE 3: Good Street Reserve

<table>
<thead>
<tr>
<th>Frequency of Visits by Park Users Surveyed (% of 34 responses)</th>
<th>Activities of Park Visitors by popularity (high to low)</th>
<th>Summary of suggestions for future opportunities in this or other reserves by popularity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Twice or more per week</td>
<td>Play Ground and Free Play</td>
<td>Additional Playground equipment</td>
</tr>
<tr>
<td>Once per week</td>
<td>Basketball and football</td>
<td>More park furniture – park benches/picnic tables</td>
</tr>
<tr>
<td>Once per fortnight</td>
<td></td>
<td>Establish more trees</td>
</tr>
<tr>
<td>Once per month</td>
<td>Other - Social setting, dog walking, picnic/BBQ, looking for butterflies</td>
<td>Water fountain/BBQ</td>
</tr>
<tr>
<td>Once every 3 months</td>
<td></td>
<td>Toilet Facilities</td>
</tr>
<tr>
<td>Once per year or less</td>
<td></td>
<td></td>
</tr>
<tr>
<td>35%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### TABLE 4: Bush St Reserve

<table>
<thead>
<tr>
<th>Frequency of Visits by Park Users Surveyed (% of 22 responses)</th>
<th>Activities of Park Visitors by popularity (high to low)</th>
<th>Summary of suggestions for future opportunities in this or other reserves by popularity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Twice or more per week</td>
<td>Play on Playground</td>
<td>Additional playground equipment</td>
</tr>
<tr>
<td>Once per week</td>
<td>Walking through Reserve en-route to Kindy or Playcentre</td>
<td>Other – basketball half court, pool, mini stage, exercise stations, area for young children to play in. Castle Park reinvented for youth, more space to move</td>
</tr>
<tr>
<td>Once per fortnight</td>
<td>Free play</td>
<td></td>
</tr>
<tr>
<td>Once per month</td>
<td>Dog walking</td>
<td></td>
</tr>
<tr>
<td>Once every 3 months</td>
<td></td>
<td></td>
</tr>
<tr>
<td>23%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### TABLE 5: Oakwood Park

<table>
<thead>
<tr>
<th>Frequency of Visits by Park Users Surveyed (% - 58 responses)</th>
<th>Activities of Park Visitors by popularity (high to low)</th>
<th>Summary of suggestions for future opportunities in this or other reserves by popularity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Twice or more per week</td>
<td>Play on Playground</td>
<td>Additional playground equipment</td>
</tr>
<tr>
<td>Once per week</td>
<td>Free play</td>
<td>Other – Dog bins, more trees, community BBQ area, exercise equipment, splash pool, artificial pitch, cycle path</td>
</tr>
<tr>
<td>Once per fortnight</td>
<td>Walking</td>
<td></td>
</tr>
<tr>
<td>Once per month</td>
<td>Dog walking</td>
<td></td>
</tr>
<tr>
<td>Once every 3 months</td>
<td>Basketball</td>
<td></td>
</tr>
<tr>
<td>Once per year or less</td>
<td>Biking</td>
<td></td>
</tr>
<tr>
<td>3%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
TABLE 6: Owen Stalker Park

<table>
<thead>
<tr>
<th>Frequency of Visits by Park Users Surveyed (% - 13 responses)</th>
<th>Activities of Park Visitors by popularity (high to low)</th>
<th>Summary of suggestions for future opportunities in this or other reserves by popularity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Twice or more per week</td>
<td>Play on Playground</td>
<td>Revamp playground (NB. This is already in LTP).</td>
</tr>
<tr>
<td></td>
<td>BMX track</td>
<td>Relocate playground site to a more central location within park – (raised by one person.)</td>
</tr>
<tr>
<td></td>
<td>Dog walking</td>
<td>Scooter area/skate park</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Improve BMX track</td>
</tr>
<tr>
<td></td>
<td></td>
<td>BBQ, splash pool,</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Pedestrian crossing</td>
</tr>
<tr>
<td>Once per week</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Once per fortnight</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Once per month</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Once every 3 months</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Once per year or less</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

TABLE 7: Moorcroft Reserve

<table>
<thead>
<tr>
<th>Frequency of Visits by Park Users Surveyed (% - 13 responses)</th>
<th>Activities of Park Visitors by popularity (high to low)</th>
<th>Summary of suggestions for future opportunities in this or other reserves by popularity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Twice or more per week</td>
<td>Play on Playground</td>
<td>Additional Playground Equipment</td>
</tr>
<tr>
<td></td>
<td>BMX track</td>
<td>Other – rubbish bins, toilet, more trees, drinking fountain, hydroslide, trampolines,</td>
</tr>
<tr>
<td></td>
<td>Dog walking</td>
<td>signage improvements, wider paths</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Once per week</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Once per fortnight</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Once per month</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Once every 3 months</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Once per year or less</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

4.4. Highlights and Reflections

4.4.1. Over the course of the seven events staff observed a number of things that reinforced the value of getting residents together. These included:

- Residents bringing their picnics and some residents bringing food to share with others.
- The significant number of residents who clearly enjoyed reconnecting with neighbours.
- Residents making introductions and welcoming others to join ‘their spot’.
- At one event, an existing Neighbourhood Support Street Coordinator said she was feeling inspired to organise a ‘street party’.
- Children and adults enjoying the various games. E.g., the large chess set was often popular.
- Residents expressing their appreciation that Council had gone to the trouble of organising these events; and that there was such a range of useful community information available.
- Residents enjoying the opportunity to engage with Elected Members.
4.4.2. A Muslim family bought their picnic along to Baker Park, although sat a distance away from the main area. Staff and several residents made the effort to go over and talk with the family, offering food and information about local activities and services. This highlighted the value of such events in fostering cultural inclusion.

4.4.3. Staff were grateful for the high level of support offered by elected members whose presence and willingness to muck in made a significant difference. Likewise, residents were delighted to have the opportunity to engage with elected members.

Delta staff, too, were most helpful, in terms of setting up and packing down equipment. This aspect to events can take up considerable time and may have, otherwise limited the ability for staff to hold such events; given that these were neither on the ‘business as usual’ plans, nor budgeted for by either the Greenspace or Community Team.

4.4.4. Residents were grateful for the free sausages, coffee and ice cream. These ‘freebies’ were great icebreakers and made it easier for staff to encourage people come on over and join in and to initiate conversations.

4.4.5. The events highlighted an opportunity for Neighbourhood Support to raise its profile in the community. Hosting such smaller scale events will also enable the group to engage with residents in targeted neighbourhoods across the District.

4.5. Next Steps

4.5.1. Community Development Approach

Community Team staff have reflected that, while successful, this project was approached from very much a ‘top down’ perspective. While residents greatly appreciated that Council had provided these opportunities to connect and to engage with Council staff and elected members, there is a risk of the expectation that Council will continue to fund and deliver such events; potentially at all parks around the District. This is neither sustainable, nor best practice from a Community Development perspective.

Going forward, a more community-led approach could be applied as follows:

- Outsourcing the running of such events to Neighbourhood Support as a mechanism for that group to increase its profile and capacity across the District. – This will naturally facilitate increased connection within neighbourhoods.

- Providing advice, support, resources and assistance with funding acquisition to encourage residents to run their own local gatherings. This is more likely to have a longer-term neighbourhood-strengthening outcome than doing it for them.

- Intentionally engaging with residents in our older, more established communities, where residents may have limited connection with others in their neighbourhood and may not be aware that they can have a voice in local planning.

- Creating opportunities in local parks to allow residents to play games together as well as consider the types of spaces that matter to them with public realm development. - Much of the development we do as Council is focussed on the traditional playground approach. Sessions that engage communities in activity can highlight to them the importance of space and having flexible open areas. Playgrounds move from being equipment-focussed, to being play areas that encompass more of the reserve space. Equipment and space can blend, creating a greater variety of what people realise they can do. This also allows for adults or carers to become part of the play experience, as it is based on the open area as well as the designed components of a playground. Thus creating positive role modelling and engaging the adult/carer in the public realm.

- Making use of halls in rural and semi-rural communities to ‘weather proof’ over the shoulder season.
• Scoping the need for neighbourhood development in newer subdivisions such as Ravenswood and Windsor; and working with residents in the planning and delivery of initiatives that they think will best fit their developing neighbourhoods.

Community development staff will continue to apply a strategic approach to neighbourhood connection, going forward.

4.5.2. Planning for Ongoing Development of Community Greenspaces

Greenspace staff see significant value in continuing to undertake such engagement as a means to inform planning for the ongoing development of neighbourhood parks across the District. Information about frequency of park usage, activities most commonly undertaken and suggestions regarding park enhancement or redevelopment is most useful in ensuring that future developments reflect developing recreational trends in our evolving neighbourhoods.

4.5.3. Neighbourhood Support Facilitation of Smaller Scale Events

It would appear that the neighbourhood park approach is attractive to local residents and has good potential as a catalyst for neighbourhood connection. However, the 2018/19 summer events have been staff-delivered and this is not in line with recognised best practice for Community Development.

With their direct links into neighbourhoods and a broad membership base, Neighbourhood Support is well positioned to facilitate this in a sustainable and more community-led fashion. Funds previously allocated to the one-off Old Fashioned Family Picnic will be utilised to run this series of events, delivered by the community, for the community. This will increase the capacity of Neighbourhood Support as an agent for increased neighbourhood connection across the District.

Community Team and Greenspace Management agree that there is significant merit in altering the original purpose of Council-allocated funding to Neighbourhood Support to allow for this change of approach. Therefore funding for the 2019/20 financial years is to be diverted from the running of one ‘Old Fashioned Family Picnic’ event, to six Neighbourhood Barbeques, led and delivered by Neighbourhood Support, as detailed in The Community Team Manager’s Memo to the Community and Recreation Committee, 7 March 2019: ‘Neighbourhood Support Funding – Variation to Purpose.’

Trim # 190208014239

4.6. The Management Team have reviewed this report and support the recommendations.

5. COMMUNITY VIEWS

5.1. Groups and Organisations

The Community Team has established an in-depth working knowledge of the Waimakariri District; and the physical, socio-economic and environmental factors that affect the quality of life of our residents. Collectively collaborating with well over 300 community, business, education, government and non-government stakeholders, the Community Team facilitates a community-led approach to its work.

5.2. Wider Community

Broad community engagement is an important part of the work of the Community Team. This ensures a community-led approach that is relevant to all with a stake in creating a safe, healthy, connected and resilient District.
6. IMPLICATIONS AND RISKS

6.1. Financial Implications
There are no significant financial implications for Council in relation to the content of this report.

6.2. Community Implications
The application of an evidence-based, community-led approach to this work will ensure the development of sound, relevant initiatives that empower residents to play a part in creating a safe, healthy, connected and resilient District.

6.3. Risk Management
The Community Team maintain strong relationships with internal (Council) and external stakeholders to ensure that initiatives are community-led and sustainable.

6.4. Health and Safety
Health and Safety considerations are included in planning.

7. CONTEXT

7.1. Policy
This matter is not a matter of significance in terms of the Council's Significance and Engagement Policy.

7.2. Legislation
N/A

7.3. Community Outcomes
The work of the Community and Greenspace Teams aligns with the following Community Outcomes:

- Effect is given to the principles of the Treaty of Waitangi
- There are wide ranging opportunities for people to contribute to the decision making that effects our District
- There is a safe environment for all
- Public spaces and facilities are plentiful, accessible and high quality
- People are friendly and caring, creating a strong sense of community in our District

7.4. Delegations
None

Tessa Sturley
COMMUNITY TEAM MANAGER
1. **SUMMARY**

This report provides an update on key activities carried out in the Community Development, Migrants and Newcomers portfolio, year to date. It details the community-led approach applied to telling the stories of our migrant residents, creating ways to connect migrants with others; and empowering migrants with skills and opportunities that help them to integrate into our workplaces, neighbourhoods and the community as a whole.

This has included a range of activities that align with the following actions as detailed in the Migrants and Newcomers Work Plan for the 2018/19 financial year:

- Facilitate initiatives that celebrate cultural diversity
- Facilitate the local provision of more migrant-led events to connect migrants with others
- Create opportunities for people to increase their cultural competency
- Build awareness about the ‘I’ve Got Your Back’ campaign to support migrants into the life of the community
- Provide a range of local educational opportunities for migrants and newcomers

**Attachments:**

1. Accountability report to the Ethnic Communities Development Fund details activities delivered between July 2018 and April 2019 and corresponding outcomes. (Trim # 190509066427)

2. **RECOMMENDATION**

**THAT** the Community and Recreation committee:

(a) **Receives** report No. 190508065908

(b) **Notes** that the initiatives developed and delivered by the Waimakariri Migrants and Newcomers group are externally funded by Office of Ethnic Communities, Lotteries and Creative Communities

(c) **Notes** that in the past 12 months an increasingly migrant-led approach has been applied to this work, in line with best practice for community development
3. **BACKGROUND**

3.1. The Waimakariri Migrants and Newcomers Group was established in 2016, as an extension of the long standing Newcomers Network, which had operated in Rangiora for over 20 years, with a largely British immigrant membership.

3.2. Over the past 10 years, the cultural demographic make up of our District has changed significantly, to a point where there are around 50 different nationalities living in the Waimakariri District.

3.3. In 2017, the group developed a strategic framework around which to plan initiatives that facilitated better means and opportunities for Migrant residents to successfully integrate into the lives of our communities.

3.4. In response to this identified need, a new, specifically migrant-centred steering group was established, with the aim that this may ultimately be an independent, migrant-led ‘Multicultural Council.’ Over the past 12 month this group has increased its ethnic migrant membership significantly; going from a couple of ethnic migrants to 20 different nationalities represented around the table. While the group is not yet at the point of seeking independent status, it is now operating at more of a Migrant-led level than in previous years.

The group set its Vision, Mission and Values to align with their knowledge of the lived experience of people choosing to make our somewhat foreign country their new home. These were as follows:

- **Vision** that, “All cultures are respected and everyone has a sense of belonging”,
- **Mission**, that “People see themselves reflected and represented in the community and are not invisible”
- **Purpose**: “to ‘Leave it (the community) better than we found it.”

3.5. A set of goals and objectives have been developed alignment with the four pillars of the Waimakariri Community Development Strategy, 2015-2025. These are detailed in the table on the following page. Table 1)

3.6. External funding was sought through the Office of Ethnic Communities and Tertiary Education Commission Adult Community Education (ACE) fund to finance initial education and events-based projects. Following the success of these pilot initiatives, that funding continued. As new initiatives were developed, additional funding was sought through Lotteries and Creative Communities.

3.7. The approach applied to this work, from the inception of the group has been a key factor in the ongoing success of the programme, and in the ability of the group to secure on-going funding.
TABLE 1: Strategic Framework for the Waimakariri Migrants and Newcomers Group

<table>
<thead>
<tr>
<th>GOALS</th>
<th>OBJECTIVES</th>
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<tbody>
<tr>
<td>Migrants and appropriate partners are engaged to inform and support Migrant initiatives</td>
<td>Facilitate national and regional connections and networks that add value to local activities</td>
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<td></td>
<td>Engage with Iwi - Ngai Tahu/Ngai Tuahuriri</td>
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<td>Engage with ethnic business owners</td>
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<td></td>
<td>Engage with Sister/Twin Cities explore opportunities to promote their cultures</td>
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<td></td>
<td>Engage with migrants</td>
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<tr>
<td>Migrants are empowered to identify and achieve their aspirations</td>
<td>Ensure that the group and its initiatives are migrant led</td>
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<tr>
<td></td>
<td>Review framework and strategic direction of Migrants and Newcomers group</td>
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<td></td>
<td>Provide opportunities for migrants to voice their concerns about issues that affect them</td>
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<tr>
<td></td>
<td>Provide a range of local educational opportunities for migrants and newcomers</td>
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<td></td>
<td>Work with local schools to encourage celebration of cultural diversity</td>
</tr>
<tr>
<td>Migrants are connected within their communities</td>
<td>Connect Group members with Christchurch-based refugee and migrant organisations.</td>
</tr>
<tr>
<td></td>
<td>Facilitate initiatives that celebrate cultural diversity</td>
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<tr>
<td></td>
<td>Facilitate the local provision of more migrant-led events to connect migrants with others</td>
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<tr>
<td></td>
<td>Create a means to welcome migrants to the Waimakariri</td>
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<td></td>
<td>Build awareness about the ‘I’ve Got Your Back’ campaign to support migrants into the life of the community</td>
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<tr>
<td></td>
<td>Encourage migrants to connect with other people by getting involved in local community groups</td>
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<tr>
<td>People are informed about issues and opportunities that affect Migrants; and have a better understanding of other cultures</td>
<td>Provide information in a range of fora</td>
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<td></td>
<td>Develop a database of migrants and newcomers in the Waimakariri</td>
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<td>Increase the number of information events and seminars</td>
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<td></td>
<td>Service Mapping of support services available to migrants and newcomers in the Waimakariri</td>
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<tr>
<td></td>
<td>Create opportunities for people to increase their cultural competency</td>
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<tr>
<td></td>
<td>Forum with Council, Councillors and Community Boards</td>
</tr>
</tbody>
</table>
4. ISSUES AND OPTIONS

4.1. **Current Membership**: This is representative of a extensive range of cultures, as detailed below.

<table>
<thead>
<tr>
<th>MIGRANT MEMBERS</th>
<th>AGENCY MEMBERS</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Bob Bolanos (Phillippines) –Chair</td>
<td>• Jo Ealam and Julia Ealam (Oxford Community Trust),</td>
</tr>
<tr>
<td>• Edith Gaal (Hungary and International Women’s Group) – Deputy Chair ,</td>
<td>• Anne Schroeder and Theresa Evans (Citizens Advice Bureau North Canterbury),</td>
</tr>
<tr>
<td>• Rebecca Bithray (United Kingdom and Social Services Waimakariri),</td>
<td>• Audrey Dragovich (Person 2 Person Help Trust),</td>
</tr>
<tr>
<td>• Ronel Stephens (South Africa and Pegasus Residents Group),</td>
<td>• Candy Zhang and Deborah Lam (Office of Ethnic Communities)</td>
</tr>
<tr>
<td>• Belfiore Bologna (Italy/Venezuela and Honorary Consular Agent of Italy for Canterbury),</td>
<td>• Trish Hughes (Department of Internal Affairs),</td>
</tr>
<tr>
<td>• Pretty Brown (Zambia and Oxford Community Trust),</td>
<td>• Tina Robinson (Ministry of Social Development),</td>
</tr>
<tr>
<td>• Agnes Mullins (Hong Kong and Oxford Community Trust),</td>
<td>• Tony McNeill (Immigration NZ),</td>
</tr>
<tr>
<td>• Zac Haderbache and Stéphane Pannoux (France)</td>
<td>• Denise Wiggins (Waimakariri District Council),</td>
</tr>
<tr>
<td>• Komala Odayar (India and Oxford Community Trust),</td>
<td>• Julie Cloughley and Jude Archer (English Language Teachers)</td>
</tr>
<tr>
<td>• Nanda Rammers (Holland),</td>
<td>• Matt Doocey (National MP)</td>
</tr>
<tr>
<td>• Melissa Sands (Australia),</td>
<td>• Laura Melville (Electoral Agent for Matt Doocey),</td>
</tr>
<tr>
<td>• Maia Palombo (Argentina),</td>
<td>• Rangiora Newcomers Network,</td>
</tr>
<tr>
<td>• Sylvia Temple (United Kingdom and Rangiora Newcomers Network),</td>
<td>• Social Services Waimakariri</td>
</tr>
<tr>
<td>• Aamir Ismail (United Arab Emirates and WDC)</td>
<td>• Christchurch Multicultural Council.</td>
</tr>
<tr>
<td>• Blanche Beg (Fiji and WDC),</td>
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<td>• Admira Connell (Albania),</td>
<td></td>
</tr>
<tr>
<td>• Surinder Tandon (India and chair of Christchurch Multicultural Council),</td>
<td></td>
</tr>
<tr>
<td>• Audrey Davies (Singapore and Christchurch Multicultural Council),</td>
<td></td>
</tr>
<tr>
<td>• Sheun Fasheun (Nigeria and Christchurch Multicultural Council),</td>
<td></td>
</tr>
<tr>
<td>• Gloria Medina (Chile),</td>
<td></td>
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<tr>
<td>• Hanna Mason (New Zealand/Holland),</td>
<td></td>
</tr>
<tr>
<td>• Lomus Naudiyal (India),</td>
<td></td>
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<tr>
<td>• Shikha Joshi (India),</td>
<td></td>
</tr>
<tr>
<td>• Marina Locke (Canada),</td>
<td></td>
</tr>
<tr>
<td>• Olivia Crooke (New Zealand/lived in Hong Kong for 20 years),</td>
<td></td>
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<tr>
<td>• Padi Nistala (India),</td>
<td></td>
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<tr>
<td>• Rev Veitomoni Siufanga (Tonga and Methodist Church Rangiora/Woodend).</td>
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</tbody>
</table>
4.2. A number of local stakeholders have expressed a desire to be kept informed about initiatives developed by the group. These are: Sally Rossiter Hope Community Trust, Deirdre Ryan and Nicki Carter Wellbeing North Canterbury Community Trust, Jason Clements (Waimakariri Libraries).

4.3. Results, year to date:

The attached accountability report to the Ethnic Communities Development Fund details results activities delivered between July 2018 and April 2019 and corresponding outcomes. Many of these initiatives have essentially been migrant-led, with support from the Community Development Facilitator, Migrants and Newcomers.

4.4. Initiatives delivered were aimed at:

- Developing and maintaining relationships that will enhance this work and provide local means to support our migrants
- Informing local migrants about issues and opportunities that affect them
- Creating opportunities for Migrants to connect with each other and with the wider community
- Increasing the cultural competency of leaders and frontline staff in agencies, businesses and community organisations that work with ethnic migrants
- Empowering migrants to better integrate into our communities through initiatives like English Language Classes, IELTS work eligibility accreditation, the development of a mentor driver licencing programme, seminars around visa and a range of other migrant education fora.

4.5. An evidence based, community-led approach is applied to planning, delivery and evaluation of all initiatives developed by this group. This ensures that members are empowered to achieve their aspirations.

4.6. Migrants Group Response to the Events of March 15th

4.6.1. As part of her role supporting the Waimakariri Migrants and Newcomers Group, our Community Development Facilitator, Migrants and Newcomers, along with a number of members of that group have been attending a number of special meetings of ‘INFoRM’, a group of government agencies, NGOs, community groups, ethnic groups, organizations working with migrants and refugees in Greater Christchurch.

This group typically meets every 6 weeks to update each other on their work, successes and challenges, to discuss local and national events relevant to migrants and refugees, and to find opportunities to work together on projects, research or advocacy Meetings are facilitated by Christchurch City Council.

The first post-event meeting was called to ensure that the sector and welfare responses were coordinated; and that connections and relationships were established between organisations. Christchurch City Council held the overarching strategic understanding of who was doing what; and tasked with ensuring that group efforts were coordinated at local level.

4.6.2. The advice that Waimakariri District Council staff and the Waimakariri Migrants Group have been given is to support those in our community who are working to support people directly and indirectly affected. The social, health and emergency response sectors have been, and will continue to be, working at capacity for some time. Staff and Migrant Group members will be working with Social Services Waimakariri to frame an appropriate response to this.

Alongside this aspect, staff have been working through our various networks to identify any local Muslim families that may need support; and considering how we can support our ethnic
migrants in general; some of whom have expressed feeling uncomfortable. A key aspect of this has been promoting wellbeing messages and supports available to affected individuals.

4.6.3. The Community Team Manager recently accompanied the Waimakariri Migrants Group Chair at a weekend workshop at Hagley College, aimed at reflecting on the immediate and longer-term impact of the tragic events of 15 March and considering appropriate responses, going forward.

The workshop was hosted by Christchurch Multicultural Council and led by Multicultural New Zealand. It was attended by around 60 representatives from the Christchurch Muslim Community, various Multicultural Councils and government organisations supporting the social response to this tragedy.

Attendees discussed how best to increase cross-cultural understanding and address the contributors to race and beliefs-based hatred. It was a most positive conversation.

The conclusion was that communication and understanding across-the-board need to be at the centre of decision-making; and that all responses should be strengths-based, locally developed and non-threatening.

There was some good discussion about the dangers of focussing on negative behaviours and using labels like racist, where education and understanding are more likely to create a culture of acceptance.

The event provided a good launch platform for the Office of Ethnic Communities’ recently released special fund aimed at strengthening ethnic communities affected by the events in Christchurch on 15 March. With the Waimakariri Migrants and Newcomers Group currently receiving adequate funding for its planned initiatives, staff have decide that our community’s needs in this area are not sufficiently urgent for us to apply to that fund.

4.7. The Management Team have reviewed this report and support the recommendations.

5. COMMUNITY VIEWS

5.1. Groups and Organisations

Through its various working parties, project coalitions and steering groups, the Community Team has established and maintains an in-depth working knowledge of the Waimakariri District and the physical, socio-economic and environmental factors that affect the quality of life of our residents. Collectively collaborating with well over 300 community, business, education, government and non-government stakeholders, the Community Team facilitates a community-led approach to its work.

5.2. Wider Community

Broad community engagement is an important part of the work of the Community Team. This ensures a community-led approach that is relevant to all with a stake in creating a safe, healthy, connected and resilient District.

6. IMPLICATIONS AND RISKS

6.1. Financial Implications

There are no significant financial implications for Council in relation to the content of this report. However, Community Team staff will assist with the acquisition of external funding for the activities and initiatives developed by the Waimakariri Migrants Group.
6.2. **Community Implications**

The application of an evidence-based, community-led approach to this work ensures the development of sound, relevant initiatives that empower residents to plan a part in creating a safe, healthy, connected and resilient District.

6.3. **Risk Management**

The Community Team maintain strong relationships with internal (Council) and external stakeholders to ensure that initiatives are community-led and sustainable.

6.4. **Health and Safety**

Health and Safety considerations are included in planning.

7. **CONTEXT**

7.1. **Policy**

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

7.2. **Legislation**

N/A

7.3. **Community Outcomes**

The work of the Community Team aligns with the following Community Outcomes:

- Effect is given to the principles of the Treaty of Waitangi
- There are wide ranging opportunities for people to contribute to the decision making that effects our District
- There is a safe environment for all
- Public spaces and facilities are plentiful, accessible and high quality
- People are friendly and caring, creating a strong sense of community in our District

7.4. **Delegations**

None

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Tessa Sturley
COMMUNITY TEAM MANAGER
### Waimakariri District Council

**Waimakariri – Migrants and Newcomers Group Accountability Report**  
Ethnic Communities Development Fund: ECDF-2018-74259

#### Benefits or Outcomes Achieved:

<table>
<thead>
<tr>
<th>Project/Initiative</th>
<th>What happened?</th>
<th>Who participated or benefitted?</th>
<th>What was achieved?</th>
<th>What other community benefits or outcomes were achieved?</th>
<th>In doing this, what was the biggest surprise?</th>
<th>Is there anything else you would like to tell us?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provide a range of local educational opportunities for migrants and newcomers</td>
<td>English Language classes - Beginner and Intermediate/Advanced, held during school terms 1-4 at the Rangiora Town Hall. IELTS classes trailed in Terms 3 and 4 of 2018, to support students applying for Permanent Residence. Following the success of the pilot, the IELTS classes have continued into 2019.</td>
<td>20 x students regularly attend the classes and come from: Fiji, Romania, Peru, The Philippines, India, China, Russia, Japan, Colombia, Chile, Ukraine, Afghanistan, Switzerland, Bulgaria, Thailand, Croatia, France, Argentina, Germany and Vietnam. By term 1 of 2019, 24 students were enrolled in these classes.</td>
<td>After attending the classes, a number of students have passed their IELTS tests and received Permanent Residence. The tutor and support staff from Rangiora Newcomers Network, noticed an improvement in students’ confidence, spoken English; social connections and friendships developed across cultures.</td>
<td>The tutor and Rangiora Newcomers Network are looking at ways they can create more social connections between students.</td>
<td>The classes used a large portion of the OEC grant funding. The user pays model of $5 per person/per class means that classes are affordable and accessible for all students, some people travelled from Christchurch especially to attend the classes.</td>
<td>We sought funding from Hagley College/Tertiary Education Commission for eligible students as permanent residents or citizens. Although the majority of students are on Work Visas and ineligible for TEC funding, the additional funding helped offset the increased cost of the classes.</td>
</tr>
</tbody>
</table>

Note: The expenditure table attached to this accountability report details which initiatives were funded using the Office of Ethnic Communities grant.
<table>
<thead>
<tr>
<th>Project/Initiative</th>
<th>What happened?</th>
<th>Who participated or benefitted?</th>
<th>What was achieved?</th>
<th>What other community benefits or outcomes were achieved?</th>
<th>In doing this, what was the biggest surprise?</th>
<th>Is there anything else you would like to tell us?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provide a range of local educational opportunities for migrants and newcomers</td>
<td>Cooking Classes held for 6 weeks in Term 3</td>
<td>22 x students attended from a range of countries: Japan, The Philippines, UK, Afghanistan, Romania and NZ</td>
<td>Students learnt knife skills, healthy eating habits and cooking methods.</td>
<td>The cross-cultural social connections made by students working together to create meals.</td>
<td>Students wished the classes could have been extended and cover other areas of cooking techniques.</td>
<td>The popularity of the community classes and the social connections made. We could do more in this space.</td>
</tr>
<tr>
<td></td>
<td>Driver training provided to 1 x Filipino lady</td>
<td>1 x Filipino lady attended the driver training programme provided by Oxford Community Trust.</td>
<td>The Filipino lady passed her driving test and now has a NZ driver’s licence.</td>
<td>A local and regional stakeholder collaboration has been established to develop a programme for Filipino workers and partners in 2019.</td>
<td>The dynamic and communication between the trainer and trainee is key.</td>
<td>It was identified that Filipino trainer should tutor their own countrymen and women in order to address any communication and cultural barriers.</td>
</tr>
<tr>
<td></td>
<td>2 x Careers Expo/CV writing and preparing for interviews held in Rangiora.</td>
<td>Attendees came from a broad range of nationalities from across Asia, Africa, Europe, Scandanavia, Eastern Block countries and the Pacific 50 x participants attended the April Careers Expo and 20-30 attended the August expo with less diverse representation Subsequently Citizens’ Advice have held a broader audience expo.</td>
<td>10-15 organisations, groups and employers were involved in the Careers Expos with key speakers covering a range of employment topics and tips for job seekers.</td>
<td>The Careers Expos are a great source of information for job seekers. The opportunity exists to do more by hosting additional employment focused workshops and seminars in future.</td>
<td>The day of the week makes a difference on how many people attend the expos.</td>
<td>Migrants are having a hard time finding jobs despite being highly qualified, skilled and experienced workers.</td>
</tr>
<tr>
<td>Project/Initiative</td>
<td>What happened?</td>
<td>Who participated or benefitted?</td>
<td>What was achieved?</td>
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<tr>
<td>Facilitate initiatives that celebrate cultural diversity</td>
<td>Waitangi Day - shared stand with Christchurch Multicultural Council and Network Waitangi Otautahi. Rangiora Festival of Colour - shared stand with Christchurch Multicultural Council. Waimakariri Winter Festival – recruited more multicultural members into the group. International Migrants Day – collaborated with Kaiapoi Community Gardens.</td>
<td>People engaged with at the events came from a range of backgrounds: Maori, European New Zealanders, South Africa, India, UK, Canada, Pacific Islands, Japan, Chile, Argentina, Albania, China, The Philippines, Singapore, France, Germany, The Netherlands, Afghanistan, Iran, and Africa. Participation at the big events range 3,000-6,000 people.</td>
<td>We supported these 4 x events by participating and having a stand. Migrants and Newcomers Group members helped the Festival of Colour and Winter Festival event organisers with set up, marshalling and pack up of their events, along with manning our stand and talking with people about their experiences.</td>
<td>We provided people with a listening ear, information on where to find support, how to become involved in activities, hobbies and sports; and recruited a number of new multicultural members into our Migrants and Newcomers Group.</td>
<td>Having a questionnaire, raffle and prizes – gave people a reason to approach our stand and talk with our Migrants and Newcomers group members.</td>
<td>Events are a great way to engage with people from a range of countries and backgrounds.</td>
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<tr>
<td>Project/Initiative</td>
<td>What happened?</td>
<td>Who participated or benefitted?</td>
<td>What was achieved?</td>
<td>What other community benefits or outcomes were achieved?</td>
<td>In doing this, what was the biggest surprise?</td>
<td>Is there anything else you would like to tell us?</td>
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<td>Facilitate initiatives that celebrate cultural diversity</td>
<td>Chinese Community Night and Hubei Photographic Exhibition held in the Rangiora Library and Chamber Gallery. A collaborative event to celebrate Chinese New Year.</td>
<td>70-80 x people attended the Chinese Community Night and opening of the photographic exhibition - predominately from the Waimakariri and Christchurch Chinese community.</td>
<td>We engaged with the Council’s Chinese Enshi Sister City partners and our Chinese community to celebrate the growing number of Chinese living in the Waimakariri.</td>
<td>We connected Enshi Sister City partners with the Rangiora Festival of Colour event organisers - Chinese dance groups participated at the Festival of Colour event including the Lion Dance as the grand finale.</td>
<td>The number of communication tools we used organising the events – telephone, emails, text messages and We Chat were all used.</td>
<td>Members from Chinese Enshi Sister City partners, Waimakariri District Council and Libraries staff, Citizens Advice Bureau and the Migrants and Newcomers Group worked together.</td>
</tr>
<tr>
<td>Facilitate the local provision of more migrant-led events to connect migrants with others</td>
<td>Oxford International Evening held in July with approximately 70 people attending the event. The event included a Maori welcome, Scottish, Filipino and Dutch singers and dancers.</td>
<td></td>
<td>These International events celebrate cultural diversity. They bring people together from a range of countries to share their culture through food, dance and song. They are fun-filled family events that everyone enjoys attending.</td>
<td>The organising of these events creates connections across the community for people to work together and learn from each other.</td>
<td>The quiet, unassuming Chinese group member organised a lot of the behind the scenes aspect of the event, while the vivacious Zambian group member led the event with style and flair.</td>
<td>Our hope is that more conversations and friendships can be fostered across a range of cultures at these events in future.</td>
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<td>Project/Initiative</td>
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<td>Rangiora International Evening held in August with approximately 100 people attending the event.</td>
<td>This event was led/organised by our Singaporean Indian Methodist Minister and congregation in partnership with the Migrants and Newcomers Group. The event included a Maori welcome; Scottish, Tongan, Irish singers and dancers; a demonstration of tying a sari; French and South African attendees spoke about their culture and moving to NZ.</td>
<td>This event was led/organised by our Singaporean Indian Methodist Minister and congregation in partnership with the Migrants and Newcomers Group.</td>
<td>How successful a collaborative, community led approach can be when organising events.</td>
<td>How special it was having the Kaumatua at the event to welcome and bless it on behalf of Ngai Tuahuriri. How significant it was when everybody sang together.</td>
<td>We hope more conversations and friendships can be developed cross-culturally at these events in future.</td>
<td></td>
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<td>The Philippine Embassy Passport Service, Food Stalls and Movie Event was held in November.</td>
<td>Approximately 900 people participated in the Passport Service over the 5 days it was in Rangiora.</td>
<td>It was a fun collaborative event that had great participation from the Filipino community. Partners included The Philippine Embassy, Alpha Phi Omega SI Group, Waimakariri District Council and the Migrants and Newcomers Group.</td>
<td>Filipinos were provided with an opportunity to engage and celebrate their culture, enjoy the food stalls, the Filipino movie and get free access to the Council’s swimming pools while in the Waimakariri.</td>
<td>That the gesture of flying The Philippines flag outside the Council for the duration of the Passport Service would be so significant.</td>
<td>The Waimakariri District Council provided the Rangiora Town Hall, movie theatre and swimming pool passes as in-kind support to Filipino families from throughout the South Island.</td>
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<td>2 x Fuller Kai Lunches in Kaiapoi - provided by Person to Person Help Trust to celebrate cultures through food. A Japanese lunch and Tear Fund provided lunch and discussed Mongolia and its challenges.</td>
<td>2 x Fuller Kai Lunches in Kaiapoi - provided by Person to Person Help Trust to celebrate cultures through food. A Japanese lunch and Tear Fund provided lunch and discussed Mongolia and its challenges.</td>
<td>Approximately 50 x people attended both lunches.</td>
<td>Locals in Kaiapoi gained a greater understanding and ‘taste’ of other cultures.</td>
<td>The Multicultural ‘Fuller Kai’ lunches that Person to Person Help Trust host have been a good way to raise cultural awareness and understanding in our Kiwi community through shared food.</td>
<td>The extent to which older Kaiapoi residents engaged in these events.</td>
<td>These were carried out in the earlier part of 2018</td>
</tr>
<tr>
<td>Monthly Drop-In Sessions held at the Rangiora Library – started in November.</td>
<td>Monthly Drop-In Sessions held at the Rangiora Library – started in November.</td>
<td>The Monthly Drop-In Sessions are being led/organised by our multicultural Migrants and Newcomers group members.</td>
<td>It is early days yet, however the organisers found these sessions were helpful to them and other newcomers when they moved to the District.</td>
<td>Advertising has raised awareness of the changing cultural demographic of our District.</td>
<td>That these have been a tool to recruit new members to the Migrant’s Group.</td>
<td>~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~</td>
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<td>Citizenship Ceremonies - Migrants and Newcomers group attend these monthly ceremonies.</td>
<td>Citizenship Ceremonies - Migrants and Newcomers group attend these monthly ceremonies.</td>
<td>Multicultural and NZ members of the Migrants and Newcomers group attend the ceremonies and talk with new citizens.</td>
<td>Members of the Migrants and Newcomers Group talk with new citizens about their experience of moving to and settling in NZ, about the group’s objectives and initiatives and invite new citizens to join the group.</td>
<td>This has been an opportunity to let new ‘citizens’ know about supports available to local migrants, potentially meaning that they can advise those of a similar culture wishing to relocate to our District.</td>
<td>This hasn’t really been tool to recruit new members to the Migrant’s Group.</td>
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<td>Create opportunities for people to increase their cultural competency</td>
<td>Cultural Competency Workshop - facilitated Christchurch Resettlement Services to train Citizens Advice Bureau’s volunteers. Topics included people’s unconscious bias and what is normal practice in NZ is not around the world.</td>
<td>20 x Waimakariri District Council staff, who were predominately managers and team leaders.</td>
<td>More cultural awareness and understanding was created on how misunderstandings can take place in the community and workplace due to how different cultures operate as a norm and how they approach issues.</td>
<td>This highlighted the importance of running regular Cultural Competency Workshops and Intercultural Seminars for community groups, health professionals, social support agencies and businesses to help create greater cultural awareness and understanding in our community.</td>
<td>The large number of CAB volunteers who have lived and travelled overseas.</td>
<td>In running these events it became apparent that there needs to be more focus on the pastoral care of migrant and refugee workers and families when they move to New Zealand.</td>
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<tr>
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<tr>
<td>Create opportunities for people to increase their cultural competency</td>
<td>Ngai Tuahuriri and Maori protocol training – facilitated Migrants and Newcomers group members and multicultural members of our community to attend.</td>
<td>6 x Migrants and Newcomers Group members and multicultural members of our community from South Africa, France, UK and NZ attended workshops at the Marae.</td>
<td>Attendees commented on how interesting and invaluable this training was. More bicultural awareness and understanding was created in our multicultural community.</td>
<td>Following on from the Migrants and Newcomers Group being invited to attend the training, the manager of Rangiora Work and Income organised for their team to attend it too.</td>
<td>One of our multicultural members from France thought New Zealanders would have been provided this training at school.</td>
<td>Conversations at various events have given us a clearer understanding of some of the issues and challenges facing our growing multicultural population.</td>
</tr>
<tr>
<td>Build awareness about the ‘I’ve Got Your Back’ campaign to support migrants into the life of the community</td>
<td>‘Migrant Stories’ video launched at event in July at Rangiora Town Hall. The video stories were shared on Facebook, Council website and various printed media. Migrant initiatives received extensive coverage in local media.</td>
<td>Participants in the video were from China, Chile, The Philippines, UK, Singapore, Argentina, South Africa, Russia and Italy/Venezuela.</td>
<td>12-14 people were interviewed, photographed and videoed and shared their story about moving to NZ and the Waimakariri. The Story telling campaign was about raising awareness, understanding and acceptance with New Zealanders about what it’s like moving to NZ and the Waimakariri District and establishing new a life.</td>
<td>A greater cross-cultural appreciation about the shared challenges people face when moving to NZ, which are not specific to individual cultures or ethnicities.</td>
<td>Immigration NZ profiled and shared the Migrant Stories video link in their quarterly LINKZ magazine.</td>
<td></td>
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</tbody>
</table>
Comments from English Language/IELTS Class students:-

- “Enjoyed variety and learning new things”
- “Keep doing it please’. ‘Make a lot of friend from all over the world”
- “Enjoyed the ‘well-prepared classes and topics with enough space and time to fit in daily needs and questions”

Comments from Cooking Class students:-

- “I was lucky enough to be allowed to attend Cat’s cooking class again. I thoroughly enjoyed her class every time I attended. She taught us wide range of recipe and made sure everyone is involved in her class and for us to enjoy cooking together. Cat’s friendly personality made us feel always welcomed, no matter what cooking level we were at. I now eat ginger almost every day and I didn't catch any cold this winter! My son aged 22, never cooked before attended Cat's night class three times and he now cooks his own lunch on weekends. It was a great idea to get some food provided by the food rescue. I think you did a great job to organise this cooking class to happen. Thank you so much for your hard work. I hope you will be able to organise something similar again in the future. In Christchurch, they also have some activities for migrants to do together, but I don’t think they have any cooking class yet. Once again, thank you so much for your time and support with the migrants in Waimakariri”

- “I have been attending the Community Cooking Class in Rangiora for the past 6 weeks. Our teacher was Cat Scott- Hewitt. I really enjoyed these classes the recipes we made were simple, eclectic and delicious. Cat took us through the recipes slowly and was always helpful when anyone needed guidance. The learning environment was fun and Cats enthusiasm was infectious. I would recommend this class to anyone who is interested in cooking. I hope funding for it continues as it a very worthwhile, confidence building and fun course.”
WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR INFORMATION

FILE NO and TRIM NO: LIB-04 / 190510066606

REPORT TO: Community and Recreation Committee

DATE OF MEETING: 21 May 2019

FROM: Paula Eskett, District Libraries Manager

SUBJECT: Library Update to May 2019

SIGNED BY: (for Reports to Council, Committees or Boards)

Department Manager

Chief Executive

1. SUMMARY

The purpose of this report is to provide the Community and Recreation Committee with an update on the usage of the Library, an overview of customer service improvements, and activities and events, provided by the Waimakariri Libraries.

Attachments:

i. Nil

2. RECOMMENDATION

THAT the Community and Recreation Committee:

(a) Receives report No. 190510066606.

(b) Notes the events and activities customer service improvement, customer feedback, and activities offered by the Waimakariri Libraries in Term 1 2019.

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

3. BACKGROUND

The Waimakariri Libraries aim to promote reading, literacy and learning; support a stronger, healthier and more resilient community; promote a culture of exploration and creativity; contribute to the economic wellbeing of individuals and the community, and deliver excellence in public service.

4. ISSUES AND OPTIONS

4.1. Library Events and Activities

4.1.1. Waimakariri Libraries hosted 182 events and activities in Term 1, with 1,961 children, and 1,651 adults in attendance, this equates to an average of 19.8 people participating per session. These activities included the popular preschool sessions, Storytimes, Babytimes, and Toddler Times, Book Groups, Lego Club, Makerspaces, Games for Youth, and for Grown Ups, Movie Mornings, School Holiday Activities, and Reading Challenges.
4.1.2. Library staff coordinated and hosted 93 user orientation/training sessions, with 742 children, and 202 adults in attendance, this equates to an average of 10.2 people participating per session. These training sessions include Stepping Up, Ancestry, eLibrary Help, Book a Librarian, School Visits, and Preschool Outreach Visits.

4.2. Library Usage

4.2.1. The numbers of people visiting the three District Libraries is continuing to increase with 576,597 people using the Libraries over the last 12 calendar months which is a 10% increase over the previous 12 calendar months.

4.2.2. The usage of the Libraries website is also continuing to increase with 81,781 logins over the last 12 calendar months which is a 9% increase over the previous 12 calendar months.

4.3. Customer Service Improvements

4.3.1. The public access computers at the Waimakariri Libraries, provided by the Aotearoa People’s Network Kaharoa (APNK) have been replaced, with Google Chromebooks. Google Chromebooks are computers which are fast, easy to use, and designed for use with the internet. Along with replacing the computers, the Libraries now have new printers, scanners and a revamped booking system.

4.3.2. Free computer training classes via the Stepping Up digital literacy programme have been organised to empower the public to feel assured during this transition. These classes help customers with using the library’s new Chromebook computers, and assist in using Gmail and Google drive on any computer system.

4.3.3. Stepping UP is free community-based training that builds digital skills and knowledge in small easy steps. Participants will work in a relaxed small group environment with the aim of increasing their confidence to engage with computer technology.

4.3.4. RB Digital provides over 80 popular New Zealand and international magazines, which are free to download with a library membership. RB Digital now also has a great range of eComics, which you can borrow for 30 days at a time. Log in with a library card and PIN and then create an RB Digital account in order to download. With Captain Marvel out now in cinemas, find out how Carol Danvers becomes one of the universe’s most powerful heroes by reading the eComics through our eLibrary:

4.4. **Library Out Reach**

4.4.1. **Next Chapter Group:** Irene Rodgers and Jeanette Busch run the Next Chapter group monthly sessions at the Kaiapoi Library, to help participants connect and evoke memories through interaction with a range of objects and media. Kate MacNeill, Social Worker, for Dementia Canterbury gave some lovely feedback on the sessions:

> "It is a wonderful opportunity for our group to come into the library. Irene and Jeanette do a great job to facilitate these sessions. The group looks forward to coming into the library and many of them come out of their shells and enjoy communicating with each other. We appreciate getting to experience the wonderful library facilities."

4.4.2. **Adult Reading Challenge:** The idea behind this challenge is to provide inspiration for readers to stretch themselves, and try some different books, and online reading experiences. It is also a wonderful way for adults to model reading to the young people in their life. The reading challenge concluded on 28 February, 168 people took challenge cards to participate, and 26 challenge cards were returned completed, with 38 customers subscribing to the special edition adult summer reading challenge newsletter. Library staff have also enjoyed participating in the challenge, and 8 staff members completed the challenge.

4.4.3. **The Waimakariri Libraries launched seed banks in all three libraries in term 1 at a series of family nights. The community are encouraged to bring their unused seeds to exchange, or to swap their seeds for what they need. There is a deposit and withdrawal form inside the desk, for people to record what they have contributed, and what they have taken away. tesley Ottey from Eco Educate worked with local schools to kick-start the project, with Maxine Bennett and North Loburn School painting desks to store the seeds. Seed envelopes have been made, filled, and labelled by Ashley School, Clarkville School, Swannanoa School, Rangiora Borough School, the Rangiora High School Blue Planet team, Rangiora New Life ESOL students, St Patricks Kaiapoi, and the Kaiapoi Oscar programme.**

4.4.4. **Maker Spaces:** A makerspace is a place where people can create, tinker, remix and remake both as individuals and in collaboration with one another. The library makerspace is an area and/or service that offers library customers an opportunity to create intellectual and physical materials using resources such as computers, IPAD's, electronics and of course traditional arts and craft supplies. The focus for last term was to create Popsicle stick puppets, and a shoebox theatre. The participants enjoyed making their own characters, creating a stage, and decorating the theatre.

4.5. **Writing Master Classes for Schools**

4.5.1. The Waimakariri Libraries in collaboration with The School for Young Writers hosted three masterclasses for young writers to hone their writing skills in term 1. This initiative brings together classes from different schools across the district, and are run by the School for Young Writers. The school organises the bookings/registrations, and the libraries host the workshops in venues that are free for us to use, and there are no promotional costs. It is an initiative set up as an extension of our class visits to connect the schools, and the libraries enjoy the
benefits of gaining new memberships, developing networking opportunities, and booking further class visits.

4.5.2. Participating schools were North Loburn, Oxford Area, Sefton, Woodend, Kaiapoi High, Kaiapoi North, Kaiapoi Borough, Ashgrove, Pegasus and St. Joseph's Rangiora.

4.6. **Schools visits programme**

4.6.1. The libraries continued its focus of working with Schools in the District with the aim of making school students aware of the libraries e-resource material that can be used at home and in the classroom.

4.6.2. During Term 1 Staff focused on Kaiapoi North and Ashgrove Schools.

4.6.3. The Kaiapoi Library hosted six class visits with Kaiapoi North School in term 1, with more than 180 children and 24 adults participating in the sessions. The school is booking in more class visits for term 2 and are currently arranging to visit the library on a regular basis throughout the year. This initiative has gained the library close to 100 new memberships so far.

4.6.4. At Ashgrove School staff worked with 7 different classes. Feedback as a results of those visits included: A mum who came in specially to get her son a library card after he came home and talked so much about our visit on Monday – both she and her son were really excited about the resources offered by the library.

Another mum who was in for Storytimes with her pre-schooler but told staff her young son had come home from school on Monday and taught the whole family about this wonderful website called Te Ara.

4.7. The Management Team have reviewed this report and support the recommendations.

5. **COMMUNITY VIEWS**

5.1. **Groups and Organisations**

Community feedback is captured and reported to the Community and Recreation Committee on a regular basis.

5.2. **Wider Community**

Community views were canvassed through the Libraries’ Annual Customer Satisfaction Survey which was conducted in June 2018. 96.89% of customers rated themselves as Satisfied or Very Satisfied with the Libraries.

(Specific results: 273 (60.53%) Very Satisfied; 164 (36.36%) Satisfied; 10 (2.22%) Dissatisfied; 0 (0.0%) Very Dissatisfied; 4 (0.89%) No Opinion. Total participants: 451)

6. **IMPLICATIONS AND RISKS**

6.1. **Financial Implications**

Library activities are being met from within the Libraries’ budgets.

The following table summarises the Libraries’ financial position as March 2019.
6.2. Community Implications
Through the delivery of the Waimakariri Libraries' Strategic Framework 2018-2020, (users of the libraries are better informed, connected, engaged, empowered, and have confidence that the Waimakariri Libraries are providing a high standard of public service.

6.3. Risk Management
Risks are identified, analysed and managed in accordance with relevant Council policy and practice.

6.4. Health and Safety
Robust reporting, investigation, trending and management of both staff and public accidents and incidents, is maintained in accordance with Council’s Health and Safety policy and practice.

7. CONTEXT

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

7.2. Legislation
Local Government Act 2002:

7.3. Community Outcomes
Library activities support the following community outcomes:
- Public spaces and facilities are plentiful, accessible and high quality
- People have wide ranging opportunities for learning and being informed
- People are friendly and caring, creating a strong sense of community in our District
- The community’s cultures, arts and heritage are conserved and celebrated
- Businesses in the District are diverse, adaptable and growing

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

<table>
<thead>
<tr>
<th>Revenue</th>
<th>Actual</th>
<th>Budget</th>
<th>Result</th>
</tr>
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<tbody>
<tr>
<td>Rates</td>
<td>130,115</td>
<td>125,549</td>
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<td></td>
<td>2,727,272</td>
<td>2,763,087</td>
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<tr>
<td></td>
<td>2,857,387</td>
<td>2,885,665</td>
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<tr>
<td>Operating Expenses</td>
<td>1,383,131</td>
<td>1,455,135</td>
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<tr>
<td>Maintenance</td>
<td>285,775</td>
<td>356,820</td>
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<tr>
<td>Overheads</td>
<td>556,518</td>
<td>544,253</td>
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<tr>
<td>Internal Interest</td>
<td>16,641</td>
<td>18,821</td>
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<tr>
<td>Depreciation</td>
<td>7,675,46</td>
<td>674,483</td>
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<tr>
<td>Surplus/Deficit</td>
<td>132,274</td>
<td>184,075</td>
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</table>

Key
- Good results compared to Budget
- In line with budget
- Poor results compared with budget
1. SUMMARY

1.1 This report is to provide the Community and Recreation Committee with a summary of the Aquatic Facilities year to date progress against the units most significant Key Performance Indicators. It includes an updated summary of Aquatic Facilities attendances, budget results for the financial year to March 2019 and an update on works completed as part of the Programmed Maintenance Closure at Dudley Park Aquatic Centre.

1.2 This report seeks approval for a price correction as part of the forthcoming fees and charges changes and approves arrangements between Aquatic Facilities and both the Waikuku Beach Surf Lifesaving Club and NZRT12 groups.

Attachments:
Not applicable

2. RECOMMENDATION

THAT the Community and Recreation Committee:

(a) Receives report No. 190507064831.

(b) Notes Aquatic Facilities progress against its key performance indicators for Facility Attendance and Water Quality.

(c) Recommends a $0.50 increase, effective from 1 July 2019, to the Aquarobics Casual Community Services/Senior rate for Council deliberations on fees and charges.

(d) Approves changes to the levels of support offered to Waikuku Beach Surf Lifesaving club being free hire of three lanes and a 50% discount for club members to purchase concessions or memberships.

(e) Approves recommendations to increase support of the NZRT12 team from eight to fifteen passes.

(f) Notes additional works identified as part of programmed maintenance closure will contribute to a $15,000 overspend in Dudley Parks maintenance budget.

(g) Circulates the report to the Boards for their information.
3. BACKGROUND

3.1 The Waimakariri District Council’s Aquatic Facilities team operate four sites, two indoor facilities and two seasonal summer pools. From these sites they deliver strong aquatic programmes and enjoyable recreation opportunities for the ongoing wellbeing of our community and visitors.

3.2 The Aquatic Facilities work closely with partner organisations, local clubs, interest groups and workplaces to support water safety programmes, grow and develop swimming and aquatic exercise initiatives and works with the Council to help support groups such as the Waikuku Beach Surf Lifesaving club and NZ Rescue Team 12 (NZRT12).

3.3 While the facilities operate from 6am to 9pm most weekdays with slightly shorter hours on weekends, the filtration, treatment and heating plant largely operates 24 hours a day all year round. Programmed maintenance closures ensure that we can continue to provide warm, clean facilities and pools avoiding unplanned interruptions to our levels of service. These programmed works are scheduled to occur at each of the two indoor facilities every 3 years with only one facility closure programmed in any one year. Works at Oxford Community Aquatic Centre and Waikuku Beach Paddling Pool occur after the facility closes for the summer or prior to reopening.

3.4 We conduct four surveys annually with two covering general recreation and customer experience; one on the Aquarobics programme and one of our WaiSwim learn to swim classes. We spread these out across the year and have recently begun trialling new techniques of delivering, capturing and collating the information with the aim to increase customer participation and gather feedback from a greater portion of our customers. This includes initiatives such as utilising the online survey solution Survey Monkey, emailing customers a link to our online survey, advertising the survey link on Facebook and providing both tablets and hard copy forms at reception for customers who prefer to deliver their feedback in the more traditional method.

4. ISSUES AND OPTIONS

4.1. Aquatic Facilities Attendance

The following table provides a summary of the Aquatic Facilities attendances for the month of April 2019 and compares those figures with both the previous month and at the same point in the previous year.

<table>
<thead>
<tr>
<th>Attendance type</th>
<th>Kaiapoi Aquatic Centre</th>
<th>Dudley Park Aquatic Centre</th>
</tr>
</thead>
<tbody>
<tr>
<td>Programmes</td>
<td>Apr-19: 3485</td>
<td>Apr-19: 2760</td>
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<tr>
<td></td>
<td>Mar-19: 4968</td>
<td>Mar-19: 8541</td>
</tr>
<tr>
<td></td>
<td>Apr-18: 1931</td>
<td>Apr-18: 3887</td>
</tr>
<tr>
<td>Recreation</td>
<td>Apr-19: 2087</td>
<td>Apr-19: 1794</td>
</tr>
<tr>
<td></td>
<td>Mar-19: 1478</td>
<td>Mar-19: 4680</td>
</tr>
<tr>
<td></td>
<td>Apr-18: 2034</td>
<td>Apr-18: 7434</td>
</tr>
<tr>
<td>Pre-Paid</td>
<td>Apr-19: 1536</td>
<td>Apr-19: 1187</td>
</tr>
<tr>
<td></td>
<td>Mar-19: 1337</td>
<td>Mar-19: 3304</td>
</tr>
<tr>
<td></td>
<td>Apr-18: 1051</td>
<td>Apr-18: 3016</td>
</tr>
</tbody>
</table>

April was an interesting month for the Aquatic Facilities as Dudley was closed for maintenance for three of the four weeks in April.

The effects of this can be seen in the table above with numbers from all three attendance types markedly lower at Dudley.

Pre-paid attendance at Kaiapoi was noticeably up, showing some of our regular customers Switched facilities during the closure. However this trend didn’t hold with recreation
numbers at Kaiapoi being higher than the previous month due to two weeks of school holidays but largely consistent with that of the previous year.

4.2. **Aquatic Facilities Water Quality Update**

The Aquatic Facilities water quality is measured both internally throughout the day by staff, and externally through monthly microbiological tests conducted by an independent lab. The table below indicates the achievement of the required PoolSafe and New Zealand water quality standards as measured by facility and month.

<table>
<thead>
<tr>
<th>Month</th>
<th>Dudley</th>
<th>Kaiapoi</th>
<th>Oxford (Summer only)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jul-18</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
</tr>
<tr>
<td>Aug-18</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
</tr>
<tr>
<td>Sep-18</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
</tr>
<tr>
<td>Oct-18</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
</tr>
<tr>
<td>Nov-18</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
</tr>
<tr>
<td>Dec-18</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
</tr>
<tr>
<td>Jan-19</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
</tr>
<tr>
<td>Feb-19</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
</tr>
<tr>
<td>Mar-19</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
</tr>
<tr>
<td>Apr-19</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
</tr>
<tr>
<td>May-19</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
</tr>
<tr>
<td>Jun-19</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
</tr>
</tbody>
</table>

All testing at the Aquatic Facilities has met or exceeded New Zealand and PoolSafe standards for year to date. Testing at Oxford concluded at the end of February with the facility closing in mid-March prior to the next round of sampling. Dudley Park was not included in the April round as it was closed for maintenance.

4.3. **Fees and charges correction**

We recently identified an omission in report no.190118005113 regarding changes to the Aquatic Facilities Fees and Charges to be introduced July 2019.

The omission relates to the line item Aquarobics Casual Community Services/Senior. Currently this price is $6.50 per entry and we recommend increasing it $0.50 to $7.00. This would keep it consistent with other approved movements of similar line items and with Christchurch City Council ($7.95).

The other options include to hold or decrease the price. While the overall impact of this change is relatively negligible we recommend a price increase as our operating costs continue to rise, to retain parity with other approved price changes and those of other local authorities and decrease the need for larger more significant increases in the future.

4.4. **Support for Waikuku Beach Surf Lifesaving Club**

Waikuku Beach Surf Lifesaving club is a largely volunteer based surf patrol based at the Waikuku Beach who perform beach lifeguard duties throughout the summer ensuring the safety and security of beach goers.

Aquatic Facilities had a historic MOU with the club, which allowed free weekly lane hire of three lanes, from February through to November for the purposes of coaching, development and fitness of younger club members. Furthermore, thirty six, six month sponsored memberships, would allow mature club members to maintain fitness in the off season. In discussions with club president, Rusty Mackay, he expressed that the clubs priority was to see the younger levels continue to develop and thrive.

While thirty six, passes is quite a significant contribution, this was down from the original fifty in previous arrangements. Furthermore, we identified that of those thirty six, only eight were being used with any regularity. We expressed a desire to continue to support the
club but potentially to a lesser extent if the passes currently supplied were not being utilised, decreasing our overall liability.

Mr Mackay agreed in principle and came back to us with the following request from the club; a continuation of the off season hire of three lanes on the Friday evening and instead of the thirty six passes a 50% discount for financial members of the club when purchasing concessions or memberships.

Our recommendation is that the Committee approve this arrangement as the terms are more favourable for all decreasing our liability, seeing a degree of return on the passes sold to club members, while continuing to show Council support for the club especially in an area where their current priorities lie.

Other options include continuing the current arrangement or withdrawing support completely. While maintaining the current arrangement would see continued increased liability to the club in the form of the thirty six passes and a decreased potential income take, approving the updated arrangement would ensure the Council continues to align to its Community Outcomes. These include actively pursuing opportunities for collaboration and partnerships while meeting our community’s needs for health and social services through encouraging the participation in community based support services.

4.5. Support for NZRT12 members

NZRT-12 is a Waimakariri-based volunteer emergency response team set up in 2005. This team is highly specialised, with a variety of search and rescue skills in fields such as Welfare, Communications, Flood Response and Swift Water Response.

This team is coordinated by Council and when an emergency is declared they report to the Councils Emergency Management Office. Amongst other initiatives, Council provides the team with a number of 6-month memberships at the Aquatic Facilities to help them attract and retain members. This arrangement was last addressed in an MOU signed between NZRT12 and WDC in 2014. It was initially limited to eight passes but as the team has developed this number is now insufficient to account for growth.

It is important to note that this support appears to be tokenistic in that while it has a benefit to NZRT12 in attracting and retaining members, the uptake on these passes is very low. In the past six months with one member using his weekly and the other seven averaging two uses in that six month period.

We recommend increasing the number of six month passes available to NZRT12 to fifteen which will reinforce the Councils ongoing commitment to supporting volunteers within the district and account for growth within the team.

Other options include leaving our level of support at eight passes, or withdrawing support altogether. While these options will have little impact for the Aquatic Facilities, as in item 4.4, continued support for these groups aligns with the Councils Community Outcomes of actively pursuing opportunities for collaboration and partnerships while meeting our community's needs for health and social services through encouraging the participation in community based support services.

4.6. Update on Programmed Maintenance closure at Dudley Park Aquatic Centre

Dudley Park Aquatic Centre is once again open for business following the programmed eighteen-day closure. All works went largely to plan with a few additional tasks identified once the water was drained and the pumps stopped. These tasks included additional Heat Exchanger plates, programming on the Building Management System computer and some
additional sealant and tile replacements and will contribute to a forecasted overspend of around $15,000 in building maintenance. This overspend will be offset by savings in Operation Expenses and supports the ongoing work to further develop the Aquatic asset register to ensure spending on critical plant items is accurately forecast in future budgets. Failure to perform these repairs now would risk ongoing issues or future failure and affect our levels of service with involuntary closures.

The facility opened as scheduled with the Main pool being a couple of degrees short of its 28-degree set point and was back up to temperature by the end of the day.

We do appreciate that there is never an ideal time to close a facility as busy as Dudley and that this has caused a degree of inconvenience to our customers. The importance of these closures cannot be understated, with proactive preventative maintenance minimising the risk of costly equipment failures and helping us to ensure our customers have uninterrupted access to the facilities throughout the rest of the year.

4.7. The Management Team have reviewed this report and support the recommendations.

5. COMMUNITY VIEWS

5.1. Groups and Organisations

In March, we held our first General Customer survey for 2019 once again utilising an online solution Survey Monkey accessed via tablets at reception. Additionally we posted the link to the survey on our Aquatic Facilities Facebook page giving our close to 4000 followers the opportunity to provide valuable feedback our service and facilities.

We were surprised to see that the resulting response rate was largely consistent with that of previous attempts, with only 157 customers completing the survey. We were hoping for a larger response than this and have plans to better advertise the next survey we run also offering incentives to provide feedback such as an opportunity to win a free swim pass.
We did notice an increased amount of detailed constructive feedback as Survey Monkey allows people to leave more frequent and detailed text box answers than the printed form allowed for. Along with comments regarding the cost of services, programmes and length of season at Oxford Pool, the main area of concern was the heating system at Dudley, as we were working through some balancing issues, which have since been corrected during the recent maintenance closure.

The following are some of the tabulated responses starting with the activities our customers participate in.

How our customers access information about what is going on at the Councils Aquatic Facilities and within the Waimakariri District.
Finally, how they rate the Helpfulness and assistance of staff, the Quality and cleanliness of the facilities and our Quality and range of programmes.

5.2. **Wider Community**

Not applicable

6. **IMPLICATIONS AND RISKS**

6.1. **Financial Implications**
The following table summarises the Aquatic Facilities operational financial position in the 2018/19 year as at March 2019.

<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>1,167</td>
<td>1,288</td>
<td>(121)</td>
</tr>
<tr>
<td>Rates Funding</td>
<td>2,283</td>
<td>2,313</td>
<td>(30)</td>
</tr>
<tr>
<td>Total Income</td>
<td>3,450</td>
<td>3,601</td>
<td>(151)</td>
</tr>
<tr>
<td>Operation Expenses</td>
<td>2,332</td>
<td>2,448</td>
<td>116</td>
</tr>
<tr>
<td>Maintenance</td>
<td>182</td>
<td>167</td>
<td>(15)</td>
</tr>
<tr>
<td>Overheads</td>
<td>429</td>
<td>435</td>
<td>6</td>
</tr>
<tr>
<td>Internal Interest</td>
<td>300</td>
<td>308</td>
<td>8</td>
</tr>
<tr>
<td>Depreciation</td>
<td>330</td>
<td>375</td>
<td>45</td>
</tr>
<tr>
<td>Total Expenditure</td>
<td>3,573</td>
<td>3,733</td>
<td>160</td>
</tr>
<tr>
<td>Total Pools Surplus (deficit)</td>
<td>(123)</td>
<td>(132)</td>
<td>9</td>
</tr>
</tbody>
</table>

As detailed in the table above the result for Total Income remains lower than forecast, however this is balanced in part by savings in Operation Expenses of $116,000.

The main areas of impact on our income are Learn to Swim, the Schools programme and the recreation income lines; Family and Adult swims.

As noted previously the reopening of Taiora QEII in the north east of Christchurch continues to draw customers from the market, which will account for the impact on recreation and a portion of Learn to Swim. Due to the School Swimming Sports bookings which run from mid-February through March we don’t start our preschool, toddler and babies classes until the end of March early April and some parents choose to skip this term altogether which is reflected in the decreased Learn to Swim income.

As discussed in the previous report to the Committee, No. 190116003969, the decreased income from Schools will be balanced by additional equity identified in Aquatic budgets.

6.2. Community Implications

The programmed maintenance closure at Dudley had a large impact on our regular customers and casual customers alike. Despite being well advertised in the facilities, online and in newspapers, the closure still caught some casual customers by surprise. While we initially received some negative feedback, mainly around the timing of the closure, by explaining our reasoning and the need for proactive preventative maintenance this response was converted to understanding and then one of excited expectation as we shared pictures of the pools refilling and coming up to temperature.
Price increases within the facilities will impact upon our customers however they are required to ensure we can continue to meet the communities needs for high quality, accessible public spaces and facilities and operate in a viable and financially sound manner.

While the proposed ongoing support of local clubs, interest groups and workplaces has a relatively low impact for the Aquatic Facilities, for the clubs and groups involved this support is often invaluable. Furthermore this support aligns with the Councils Community Outcomes of actively pursuing opportunities for collaboration and partnerships while meeting our community’s needs for health and social services through encouraging the participation in community based support services.

6.3. Risk Management

The Waimakariri District Council’s Aquatic Facilities belong to the Poolsafe Quality Management scheme, which sets standards for the identification and management of risk across all aspects of operating a public pool. This involves regular reporting and an annual assessment of our records, staff practices, systems and processes.

6.4. Health and Safety

Poolsafe accreditation requires robust practices around reporting, investigation, trending and management of both staff and public accidents. This is on top of the councils Health and Safety requirements and ensures a comprehensive overview.

During the recent maintenance closure at Dudley Park Aquatic Centre, extensive works were carried out on plant and machinery as well as poolside with no accidents or incidents raised by staff or contractors throughout the works.

7. CONTEXT

7.1. Policy

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

7.2. Legislation

Health and Safety at Work Act 2015

Poolsafe - Though not currently a legislative requirement, Poolsafe accreditation is recognised as industry best practice, representing a base safe standard for operating a public aquatic facility following a coronial enquiry delivered in October 2006.

7.3 Community Outcomes

There is a safe environment for all

There is a healthy and sustainable environment for all

Public spaces and facilities are plentiful, accessible and high quality

People are friendly and caring, creating a strong sense of community within our District

Our community's needs for health and social services are met

People have wide ranging opportunities for learning and being informed.

7.3. Delegations

The committee has delegated authority for the governance of the Aquatic Facilities.