Waimakariri District Council Community and Recreation Committee

Agenda

Tuesday 20 May 2025 1.00pm

Council Chambers 215 High Street Rangiora

Members:

Cr Brent Cairns (Chairperson) Cr Robbie Brine

Cr Al Blackie

Cr Niki Mealings

Cr Philip Redmond

Mayor Dan Gordon (ex officio)



AGENDA CONTENTS - COMMUNITY AND RECREATION COMMITTEE MEETING 20 MAY 2025							
<u>Item Number</u>	Item Topic						
3.1	Confirmation of Minutes – 25 February 2025						
Deputations							
4.1	Youth Week - Ruby Wilson and Lauren Tilley (Youth Development Facilitator)						
Adjourned Business							
Nil.							
Staff Reports							
5.1	Welcoming Communities Project Progress, Stocktake Report and Establishing of a Welcoming Waimakariri Working Group	19 – 132					
5.2	Progress Update on Capital Work Renewals Programmes and Sports Ground Growth Programme for Greenspace	133 – 146					
5.3	Libraries Update to 8 May 2025	147 – 155					
5.4	Aquatics May Report	156 – 167					
Matter for Information from the Kaiapoi-Tuahiwi Community Board							
8.1	Murphy Park – Approval of Preliminary Concept Plan						



A MEETING OF THE COMMUNITY AND RECREATION COMMITTEE WILL BE HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA ON TUESDAY 20 MAY 2025 AT 1PM

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

BUSINESS

Page No

1 APOLOGIES

2 CONFLICTS OF INTEREST

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

3 CONFIRMATION OF MINUTES

3.1 <u>Minutes of the meeting of the Community and Recreation Committee held on 25 February 2025</u>

RECOMMENDATION 7–18

THAT the Community and Recreation Committee:

- (a) **Confirms** the circulated Minutes of the meeting of the Community and Recreation Committee, held on 25 February 2025 as a true and accurate record.
- 3.2 Matters arising (From Minutes)

4 DEPUTATIONS

4.1 Youth Week - Ruby Wilson and Lauren Tilley (Youth Development Facilitator)

R Wilson and L Tilley will update the Committee on Youth Week.

5 REPORTS

5.1 <u>Welcoming Communities Project Progress, Stocktake Report and Establishing of a Welcoming Waimakariri Working Group – Aimee Claassens (Community Development Facilitator)</u>

RECOMMENDATION

19 - 132

THAT the Community and Recreation Committee:

- (a) **Receives** the report 250508081047, including the attached stocktake report (Trim 250508081046)
- (b) **Notes** that a Council cross departmental Project Control Group (PCG) has utilised the Stocktake Report to develop the draft plan.

- (c) **Notes** that the expected timeframe for completion of the Welcoming Communities plan is for presentation to the Community and Recreation Committee in August this year ahead of public consultation.
- (d) Approves the Terms of Reference of the Welcoming Waimakariri Working Group to oversee:
 - (i) Finalising the Welcoming Communities Plan
 - (ii) Implementation of Plan objectives
 - (iii) Provide advice to Council as community representatives providing a newcomer voice.
- (e) **Approves** The Community Team manager may make minor amendments to the Terms of Reference on establishment of the group.
- (f) **Appoints** the Community Development Portfolio holder as Council representative on the Welcoming Waimakariri Working Group.
- 5.2 Progress Update on Capital Work Renewals Programmes and Sports Ground Growth Programme for Greenspace Justine Rae (Senior Advisor Assets and Capital)

RECOMMENDATION 133 – 146

THAT the Community and Recreation Committee:

- (a) **Receives** Report No. 250305036260.
- (b) **Notes** that staff recently updated the Community Boards on the status and performance of District-wide and community capital projects within their boundaries for the first year of the programme. The Board updates also included information on projects not covered in this report, such as one-time capital projects.
- (c) **Notes** staff have provided regular reports throughout the year to the Audit and Risk Committee. The Audit and Risk report presents these projects as a whole programme, while this report breaks the programmes down into individual projects.
- (d) **Notes** that the General Reserves Landscape budgets that are delegated to the local Community Boards are not considered within this report.
- (e) Notes that growth budgets for land development and land purchase have not been included in this report due to the changing nature of how and when the budgets are needed. These budgets need to be flexible to react to growth and ongoing negotiations with developers.
- (f) **Notes** that the full capital works scheduled outside of programmes are not considered within this report; for example, one-off capital works projects that are not part of a wider Greenspace programme.
- (g) Circulates this report to all Boards for their information.

5.3 <u>Libraries Update to 8 May 2025 – Luke Sole (District Libraries Manager)</u>

RECOMMENDATION 147 – 155

THAT the Community and Recreation Committee:

- (a) Receives Report No. 250214023903.
- (b) **Notes** the community benefits of the below initiatives, particularly the completion of the shelving replacement project and the resulting increases in visitation for events and programmes and book lending this has enabled.
- (c) Circulates the report to the Community Boards for their information.

5.4 Aquatics May Report – Matthew Greenwood (Aquatics Manager)

RECOMMENDATION 156 – 167

THAT the Community and Recreation Committee:

- (a) Receives Report No. 250505077832.
- (b) **Notes** that attendance across all types remains very consistent with the previous year.
- (c) Notes the Aquatic Facilities achieved Poolsafe accreditation.
- (d) **Notes** that the collaboration with Aqualand was a success with 722 tickets sold.
- (e) **Circulates** this report to the Community Boards for their information.

6 CORRESPONDENCE

Nil.

7 PORTFOLIO UPDATES

- 7.1 Greenspace (Parks, Reserves and Sports Grounds) Councillor Al Blackie.
- 7.2 <u>Community Facilities (including Aquatic Centres, Multi-use Sports Stadium, Libraries/Service Centres, Town Halls and Museums) Councillor Robbie Brine.</u>
- 7.3 Community Development and Wellbeing Councillor Brent Cairns.
- 7.4 Waimakariri Arts and Culture Councillor Al Blackie.

8 MATTER FOR INFORMATION FROM THE KAIAPOI-TUAHIWI COMMUNITY BOARD

8.1 <u>Murphy Park - Approval of Preliminary Concept Plan - Isibeal Clark (Project Manager)</u>

168 – 178

RECOMMENDATION

THAT the Community and Recreation Committee:

(a) **Receives** the information in Item 8.1.

9 **QUESTIONS**

10 URGENT GENERAL BUSINESS

Workshop

 Raithby Methodist Cemetery, 136 Chapel Road, Loburn – Jill Borland (Greenspace Strategy and Partnership Team Leader) and Anna Childs (Property Acquisitions and Disposals Officer)

NEXT MEETING

The next meeting of the Community and Recreation Committee will be held on Tuesday 15 July 2025 at 1pm.

A MEETING OF THE COMMUNITY AND RECREATION COMMITTEE HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA ON TUESDAY 25 FEBRUARY 2025 AT 1PM.

PRESENT:

Councillors B Cairns (Chairperson), Mayor D Gordon, Councillors R Brine (Virtual), A Blackie, N Mealings and P Redmond.

IN ATTENDANCE:

Councillors T Fulton and P Williams.

J Millward (Chief Executive), C Brown (General Manager Community and Recreation), L Sole (District Libraries Manager), T Sturley (Community Team Manager), G MacLeod (Greenspace Manager), M Maxwell (Strategy and Business Manager), M Greenwood (Aquatics Manager), S Docherty (Policy and Corporate Planning Team Leader), W Howe (Team Leader Vibrant Communities), S Allen (Water Environment Advisor), K Steel (Ecologist - Biodiversity), L Mealings (Graduate Policy Analyst), L Tilley (Youth Development Facilitator), M Pugh (Community Development Facilitator), A Claassens (Community Development Facilitator), C Boswell (Community Development Facilitator), and C Fowler-Jenkins (Governance Support Officer).

1 APOLOGIES

Moved: Councillor Cairns Seconded: Councillor Blackie

THAT the Community and Recreation Committee:

(a) **Receives and sustains** an apology for early departure from Councillor Brine who left at 2:08pm.

CARRIED

2 CONFLICTS OF INTEREST

There were no conflicts declared.

3 CONFIRMATION OF MINUTES

3.1 <u>Minutes of the meeting of the Community and Recreation Committee held on</u> 26 November 2024

Moved: Councillor Mealings Seconded: Councillor Cairns

THAT the Community and Recreation Committee:

(a) **Confirms** the circulated Minutes of the meeting of the Community and Recreation Committee, held on 26 November 2024 as a true and accurate record.

CARRIED

3.2 Matters Arising (From Minutes)

There were no matters arising.

4 DEPUTATIONS

4.1 Natural Burials – Lesley Hurley

L Hurley noted her passion for protecting the environment for future generations. She believed it would be advantageous if people's deaths could nourish the restoration of the land to a natural state. She had been researching natural burials, which have been taking place in New Zealand since 2008. In the United Kingdom, natural burials have been allowed for 30 years in natural cemeteries. It was estimated that over half the burials in the United Kingdom were natural burials.

L Hurley was concerned that the toxic chemicals used during embalming leeched into the environment. Also, it would be preferable if untreated timber coffins or flax weaving, which would not contaminate the environment, were used during burials. The Natural Burial Organisation would assist councils with information and research. It was a growing movement, and it would be great to have a natural burial choice in the Waimakariri District.

Councillor Blackie enquired why there had only been 400 natural burials in New Zealand to date. L Hurley explained that natural burials were reasonably expensive, which could put people off. Also, people potentially were not aware that a natural burial option was available.

Councillor Redmond noted that the Council's Cemetery Policy made provision for alternative burials. C Brown explained that natural burials were included in the strategy as one of the options the Council may have to consider in the future.

The Committee requested a report on Natural Burials.

5 REPORTS

5.1 Applications in the Biodiversity Contestable Fund 2024 – K Steel (Ecologist – Biodiversity)

K Steel took the report as read.

Councillor Williams asked whether the Council's Drainage staff would be consulted before the planting had happened along the Cust Stream. K Steel confirmed that the Council's Water Environment Advisor, S Allen, had been involved with liaising between the applicant and Drainage staff

Responding to Councillor Blackie's question, K Steel noted that it was proposed to fence for a new Conservation Covenant at Mount Lawry using a two hot-wire deer fence.

Councillor Cairns questioned the \$3,130 traffic management cost required to control Sycamore in the road reserve along Lees Valley Road. K Steel advised that the costs were based on Environment Canterbury's (ECan) estimate of the traffic management measures that would be required.

Moved: Councillor Blackie Seconded: Councillor Redmond

THAT the Community and Recreation Committee:

- (a) Receives Report No. 250114004561.
- (b) **Approves** the allocation of \$60,000 from the Biodiversity Contestable Fund to the QEII National Trust and Beau Hill towards fencing for a new Conservation Covenant at Mount Lawry.

- (c) **Approves** the allocation of \$4,440 from the Biodiversity Contestable Fund to R Loughnan for erosion control and riparian planting along Cust Stream.
- (d) **Notes** that staff intend to fund Sycamore control in the road reserve along Lees Valley Road and to contribute to the Waipara Gentian Census through other budgets, and thus, all projects submitted will receive funding.
- (e) **Notes** that a total of \$58,000 will remain available in the Biodiversity Contestable Fund for allocation in a March/April 2025 funding round.
- (f) **Notes** that successful applications will be subject to an accountability agreement between the applicant and Council.

CARRIED

Councillor Redmond commented that it was a detailed report, noting that the applications were worthy of funding. Funding from other sources, such as ECan and the Department of Conservation, meant that there would be Biodiversity Contestable funding available for other projects. He, therefore, supported the motion.

Councillor Cairns also supported the motion and thanked staff for the report.

5.2 Youth Action Plan - L Mealings (Graduate Policy Analyst) and L Tilley (Youth Development Facilitator)

L Tilley advised the 2018 Youth Strategy was a guiding document for the Waimakariri District Council's Youth Action Plan. The current Youth Strategy was based on the following four key goals:

- To ensure young people had the support and opportunity to grow and develop to maximise their potential.
- To ensure young people were connected to their community and invested with a sense of belonging.
- To ensure that the youth had a voice that was valued and they were provided with worthwhile activities and opportunities.
- To ensure youth places, spaces and services were created and maintained for young people to enjoy.

The Youth Strategy 2018 was modelled on 2013 Census data, which indicated that the Waimakariri District's youth population (12-to-24-year-olds) was 7,923. However, between 2013 and 2018, the District's youth population increased by 14.95%, with an additional 4.9% increase between 2018 and 2023. As of 2023 Census data, 9,555 young people were in the District (14.42% of the population), demonstrating a clear need for the Youth Strategy to be updated.

L Mealings noted that when reviewing the Community Development Strategy, it was recognised that the Youth Strategy could be better served as an Action Plan under the Community Development Strategy. Having a Youth Action Plan Advisory Group would be a crucial part of this project.

Councillor Redmond commented in the Terms of Reference indicated that the Youth Action Plan Advisory Group would be comprised of 18 members, which was quite a large number. L Mealings explained that the groups listed in the Terms of Reference were ideally the groups to which staff wanted to invite. However, staff would respect the choices made by those stakeholders not to participate in the Advisory Group.

Councillor Redmond also questioned why elected members were not included in the proposed Youth Action Plan Advisory Group. L Mealings noted that an elected member served on the Project Control Group, which would oversee the Advisory Group.

Councillor Williams asked how the proposed Youth Strategy review would be shared with young people around the Waimakariri District. L Tilley advised that social media would be used. However, they were also planning many school visits, attending community events and hanging out information briefs at bus stops and the like.

Moved: Councillor Mealings Seconded: Councillor Blackie

THAT the Community and Recreation Committee:

- (a) Receives Report No. 250117006774.
- (b) **Approves** staff to proceed with the establishment of a Youth Action Plan Advisory Group.
- (c) **Approves** the Youth Action Plan Advisory Group Terms of Reference (TRIM No. 241031189238).
- (d) **Notes** that work is currently underway to review the Youth Strategy 2018 and develop a Youth Action Plan for the Waimakariri District.
- (e) **Circulates** this report to Community Boards for information.

CARRIED

Councillor Mealings thought this was the right time to review the Youth Strategy as it was last done in 2018, and the youth population had increased substantially. It was important that the Council acknowledged that the youth had different needs and issues and ensured that its Youth Strategy was fit for purpose.

5.3 <u>Approval of Draft Community Development Strategy 2025-2035 – for Consultation – T Sturley (Community Team Manager) and S Docherty (Policy and Corporate Planning Team Leader)</u>

T Sturley spoke to the report, noting that approval was being sought to release the draft Community Development Strategy for consultation. The strategy outlined a comprehensive plan for enhancing community wellbeing in the Waimakariri District. It emphasised the importance of community development as the building blocks of strong, healthy, safe and resilient communities, highlighting the need for collaboration between various stakeholders. Social Services Waimakariri had been the backbone of local service provision in the Waimakariri District for over 15 years. It came into existence because of community discussions about gaps in local service provision and the challenges faced by that sector. It was developed and supported under the wing of the Council's Community Team and now operates more independently. She acknowledged the work of her team in the development of the draft Community Development Strategy.

S Docherty explained that the Community Development Strategy was a key Council strategic document, alongside other Council strategies such as the Natural Environment Strategy, Integrated Transport Strategy and Economic Development Strategy. The refreshed Community Development was based on four strategic directions: safe and healthy, welcome and included, informed and empowered, and engaged and connected. The draft strategy was an all-council approach that recognised the contribution of the Council to community development. Staff would be establishing a Project Control Group for the implementation of the strategy.

Councillor Williams asked what budget was available for implementing the Community Development Strategy. T Sturley advised that the budget was approved as part of the Council's 2024/34 Long Term Plan. The projects identified and developed as part of the Community Development Strategy would be delivered by external funding. Ratepayer commitment was only for the key staffing roles.

Moved: Councillor Redmond Seconded: Councillor Blackie

THAT the Community and Recreation Committee:

- (a) **Receives** Report No. 250203016896.
- (b) **Approves** the draft Waimakariri Community Development Strategy, Whakawhānake Hapori o Waimakariri 2025 2035, to be released for public consultation.
- (c) **Notes** the broad evidence base that has informed the development of this strategy.
- (d) **Notes** the extensive engagement across the social, health, education, community and business sectors to ensure the identification of key priorities to be addressed in this strategy and its subsequent implementation.
- (e) Notes the many successful community development initiatives developed over the past 20 years that have led to the Waimakariri District being recognised for its effectiveness in developing collaborative responses to community-identified issues and opportunities.

CARRIED

Councillor Redmond commented that the Community Team did essential work throughout the Waimakariri District. The provision of community services was an important part of the Council's current role under its four wellbeings. He was interested to know how the Central Government viewed community development in light of its core direction, as they seemed to only be looking at bricks and mortar, people were just as important.

Councillor Cairns observed that the Community Team looked after neighbourhoods, migrants, welcoming communities, accessibility, and a Community Development Strategy centred directly on the outcomes affecting people. He, therefore, supported the motion.

Councillor Mealings congratulated staff on drafting a comprehensive strategy. All the proposed services, such as Food Secure North Canterbury, the Next Steps website, the Youth Council, the Alcohol and Drug Harm Prevention Steering Group, and Social Services Waimakariri, were centred around people's well-being. She was interested in how the community would react to the proposed Community Development Strategy.

In his right of reply, Councillor Redmond stated that Community Development was a core activity of the Council and one of the reasons why the Waimakariri District Council was a leader in this space. He acknowledged the work of the Community Team.

5.4 <u>Waimakariri District Accessibility Strategy Review - T Sturley (Community Team Manager)</u>

T Sturley spoke to the report, noting it sought approval to release the draft Inclusive Waimakariri Plan for community consultation. She highlighted the value of this plan in framing the Council's commitment towards a district where everyone had equitable access to spaces, services and support. This plan was a review of the Waimakariri District Accessibility Strategy from 2017 to 2021. Despite stalling over the Covid period, extensive engagement had informed the development of the draft Inclusive Waimakariri Plan. T Sturley acknowledged the work done by the Council's Community Development Facilitator, M Pugh.

Councillor Fulton questioned whether the Council has considered retrofitting existing access to Council buildings. M Pugh noted that the Council's Building Unit had advised that new builds would be expected to meet minimum Building Code standards pertaining to accessibility. In terms of retrofitting existing buildings, when Council Departments renovated/upgraded their buildings, they tried to make them more accessible.

Moved: Councillor Cairns Seconded: Councillor Williams

THAT the Community and Recreation Committee:

- (a) Receives Report No. 250204019911.
- (b) **Approves** the Plan (Trim 221128105745) as a document around which Council and its partners can plan, deliver and review activities that will create a more inclusive and accessible Waimakariri District.
- (c) **Notes** the evidence-based process undertaken to review the "Towards an Inclusive Environment" the Waimakariri District Accessibility Strategy 2017 2021.
- (d) **Notes** that sound national and local evidence has informed the priorities detailed in the revised document: Waimakariri "Tāngata whaikaha pursue a good life with support Inclusive Waimakariri. A plan to become a more accessible District 2025-2028"
- (e) Notes that the Inclusive Waimakariri Plan's updated title highlights a strengths-based approach, with the intent that, through the breaking down of barriers, people can be empowered to participate fully in our communities, with an equal voice in local decision-making and with equitable access to local services, supports, recreation and employment.
- (f) Notes that staff have undertaken broad internal engagement with Unit Managers to confirm that the actions detailed in the Plan are relevant and appropriate. The attached draft document has been prepared in line with feedback received as a part of that engagement.

CARRIED

Councillor Cairns acknowledged the work being done by the Chairpersons of the Waimakariri Access Group, S Powell and M Pugh. He commended the Access Group's work in facilitating the installation of the viewing platforms at Waikuku and Pegasus Beaches

Councillor Redmond supported the motion and also thanked staff for their work. He believed ensuring an inclusive community was a core Council activity.

5.5 <u>Herbicide Update and Usage by Council and Contractors in 2023/24 – S Allen (Water Environment Advisor)</u>

S Allen spoke to the report, which summarised herbicide usage by the Council and its contractors in public areas and areas beside waterways during the 2023/24 financial year. This included areas in the Council's Work Programmes for maintaining rural drainage, stockwater races, public green spaces such as parks, stormwater management areas, and the road reserve. She advised that the Council's herbicide usage and recommendations for improvements would be reported annually to the Utilities and Roading and the Community and Recreation Committees. This annual report would also review important updates in relevant herbicide research, reassessments, and approvals of herbicides and their additives under the Environmental Protection Authority (EPA). S Allen noted that the Utilities and Roading Committee added a recommendation to request that alternative options for weed control, including spraying over water, be investigated.

Councillor Williams enquired whether the Council investigated the effect herbicides had on aquatic life when they were sprayed over water. S Allen noted that there were no regulatory requirements for checking aquatic life downstream from an area that had been sprayed. However, the Council's Herbicide Spray Management Plan contained some provisions for consent.

Councillor Williams further enquired if staff believed the Council should have a policy for monitoring the effect herbicides had on aquatic downstream from sprayed areas. S Allen commented that a provision could be added to the Council's Herbicide Spray Management Plan.

Councillor Redmond asked why the Council would spray in or over water. S Allen explained that the Council over water in areas such as along Tram Road there were concerns about traffic management and safety with having a digger on the road verge for a extended time. It was narrow areas that a digger could not go along with limited access or safety issues.

Moved: Councillor Blackie Seconded: Councillor Redmond

THAT the Community and Recreation Committee:

- (a) Receives Report No. 241111199427.
- (b) **Notes** that herbicide use is minimised where possible for Council operations and only used where deemed necessary by Council staff and contractors. Other (i.e. mechanical) weed control options are used where they are deemed more appropriate.
- (c) **Notes** the herbicides and their use are as approved by the Environmental Protection Authority (EPA).
- (d) **Notes** the flowing recommendations:
 - i. Recommendation 1: Prepare annual herbicide usage reports following a standard format and scope as outlined in this report.
 - ii. Recommendation 2: Instruct staff to update the Herbicide Spray Management Plan for consent CRC120402 for best practice and schedule of locations where the consent applies.
 - iii. Recommendation 3: Monitor the Environmental Protection Authority (EPA) for relevant reassessments, reviews or approval changes of herbicides and additives used. Specifically analyse the proposed EPA review of polyoxyethylene amine (POEA) surfactants used with herbicides when published for recommended actions.
 - iv. Recommendation 4: Note updates to relevant peer-reviewed research on the health and environmental effects of herbicides and common additives that the Council uses.
 - v. Recommendation 5: Detail the option on the Council website to join the 'No Spray' register for properties that do not wish for herbicide spraying on their berms, in order to make this option more accessible to all.
 - vi. Recommendation 6: Create a Council website page of Frequently Asked Questions (FAQs) regarding herbicide usage.
 - vii. Recommendation 7: Extend the scope of the Council's Roading 'No Spray' Register to possibly include other areas that border private property, such as Council reserves and stormwater management areas, if appropriate alternative management is agreed by the private property owner. Potentially incorporate the 'No Spray' register information maintained by the contractor for the stockwater races.
 - viii. Recommendation 8: Require that the minimum level of qualification for any person (Council staff and contractors) undertaking herbicide application is a Growsafe Basic Certificate.
 - ix. Recommendation 9: Investigate alternative options for weed control, including spraying over water.

- (e) Notes that spraying over water by Council and its contractors is very limited, with a preference for mechanical maintenance for rural drains and stockwater races. If spraying is carried out, it is following consent CRC120402 and glyphosate 360 is applied for this. No diquat has been used by the Council in 2023-24, although permitted by CRC120402.
- (f) **Notes** that the budgets in the Long Term Plan 2024-34 have been based on continuing to use herbicides, including glyphosate, for weed control, where deemed necessary by Council staff and contractors.
- (g) **Notes** that the EPA decided not to review the herbicide glyphosate in 2024, as there was insufficient evidence that an update was required from the previous review conducted in 2016.
- (h) **Notes** the planned review of polyoxyethylene amine (POEA) surfactants commonly used with herbicides by the EPA, due to claims that these surfactants should be restricted.
- (i) **Circulates** this report to the Community Boards, Drainage Advisory Groups and the Waimakariri Water Zone Committee for information.

CARRIED

Councillor Blackie commented nobody liked using herbicides for weed control, however, there do not seem to be a financially viable alternative as effective as herbicides.

Councillor Redmond acknowledge that there was some aversion to spraying over water because of the potential damage to aquatic life. Hence, he supported the investigation of alternative options for weed control, rather than spraying over water

Councillor Cairns looked forward to seeing the future reports on the Council's usage of herbicides, so that he could understand how much herbicides the Council was using. He concurred that spraying was a necessary evil but suggested that a minimal amount of herbicide should be used in the most cost efficient way.

Councillor Mealings reiterated that the Council did its utmost to avoid spraying herbicides where possible; however, it had a consent to use certain chemicals, and it rarely sprayed over waterways. She thought that was a commendable approach which was valued by residents.

5.6 <u>Libraries Update from 5 September to 14 November 2024 to 13 February 2025 – L Sole (District Libraries Manager)</u>

L Sole spoke provided a brief update on the Rangiora Library's shelving replacement project, noting that the Library would be closed form 16 March to 30 March 2025 for the replacement of the shelving. Staff were looking forward to the space becoming more accessible. The new shelves would be easier for Library volunteers and staff to navigate. As part of the project staff would also be replacing some furniture that was passed its used by date and would be refreshing the children's area. L Sole noted that staff would be utilising the mobile community hub van to deliver a reduced service while the library was closed. Staff would be requesting people hold on to their library books for that time or returned them to a different library.

L Sole further noted the tinker zone had now launched, which offered a variety of experiences including sewing machines and 3D printing. There was a real economic benefit to offering these technologies, it was about capacity building within the community. There was a health and safety induction that people needed to do then they could use the equipment.

Responding to a Councillor Cairns' question, L Sole confirmed that the Volunteer Programme extended to all Waimakariri Libraries.

Councillor Redmond enquired about the use of the Council's mobile community hub. L Sole explained staff would use some of the Library furniture to make that more comfortable to deliver some key library services. They could also issue electronic books using an internet connection.

Councillor Redmond noted that mobile community hub was only going to be operational for up to three hours a day, given that there were staff available he enquired if the hub could be used during normal library hours. L Sole explained that staff would still have their back of house duties that they would need to complete and would be rotating between the other libraries. Some staff would be assisting with the shelving replacement as well.

Councillor Mealings noted that the tinker zone had a soft launch, and the proper launch was planned after the shelving project had been complete. She questioned whether there was a programme to introduce the public to the equipment available in the tinker zone. L Sole noted that people could book and induction via the Council's website or they could attend a tinker zone drop-in session.

Councillor Blackie asked about the disposal of the shelves. L Sole explained that the vendor would be responsible for the disposal of the shelves. It was hoped that they would be removed without damage and could be recycled.

Moved: Councillor Cairns Seconded: Councillor Mealings

THAT the Community and Recreation Committee:

- (a) Receives Report No. 241118203393.
- (b) **Notes** the community benefits of the below initiatives, with reference to Rangiora Libraries' shelving replacement, participation in the Summer Reading Challenge and Rangatahi Retro Summer programmes, the Tinker Zone launch, Waitangi Day and Lunar New Year celebrations.
- (c) **Notes** library staff will endeavour to offer a reduced service on site whist the library was closed for shelving replacement.
- (d) **Circulates** the report to the Community Boards for information.

CARRIED

Councillor Cairns commented that libraries were a core Council service and very valuable to the community. He noted the sewing machines could be used without a foot pedal. It went to show the libraries took accessibility into account.

Councillor Mealings commented that it was a joy to see the evolution of the Council's libraries services over time. Libraries were so much more than books and she could not wait to see uptake of the tinker zone.

5.7 <u>Aquatics February Update – M Greenwood (Aquatics Manager)</u>

M Greenwood took the report as read. He noted that attendance had been down over the summer period which may be due to the unseasonal cold weather over the January 2025 period. He noted Artificial Intelligence (AI) Lifeguard Systems being used at the Rolleston Pool, Selwyn which staff were monitoring as part of the Council's wider strategy.

Councillor Cairns sought clarity on the total income of \$68,000 better than budget. M Greenwood explained that staff gave individual lessons, which benefited a particular type of student, as part of the Council's Learn to Swim Programme. These one-on-one lessons cost more. However, it was more efficient for staff to run the business with six children in a class which was with the group lessons.

Councillor Cairns enquired about the self service kiosks and staff's view on using an Al Lifeguard Systems. M Greenwood noted that the Al system in Selwyn did not replace the need for staff as it was only a warning device and essentially a backup system. However, the self-serve kiosks could potentially over time eliminate the need for a person on customer services.

Councillor Redmond noted in the report it referred to 15 new lifeguards and queried if the market for employing staff improved. M Greenwood noted since the last Employment Expo there had been 60 applicants for nine positions at the Council's Aquatic Facilities.

Councillor Redmond observed that overall numbers were down slightly. He asked if that was mainly contributed by the Oxford Pool being more weather dependant. M Greenwood explained that the covered pools were stable. However, the weather had been very variable over the summer period.

Councillor Mealings asked how the uptake of the Oxford seasonal passes had been. M Greenwood commented that it had been teed at the wrong point, so he needed to do some more work on that next season.

Councillor Fulton queried if there were specifics in the numbers that suggested that the Oxford Pool had different demands. He asked if there was any opportunity to work with community groups or the gym to drive more usage. M Greenwood noted that one of the options that staff were exploring was for one of the instructors at the gym to give aquarobics classes.

Moved: Councillor Redmond Seconded: Councillor Blackie

THAT the Community and Recreation Committee:

- (a) Receives Report No. 250212022798.
- (b) **Notes** that Programmes and Prepaid visits were steady through January however Recreation attendance was down around 1% due to changeable weather affecting attendance at the summer pool.
- (c) **Notes** that we continue to monitor and assess industry trends and new developments to inform options within our own facilities and future Long Term Plans.
- (d) **Notes** a positive year to date financial result with total income \$68,000 better than budget.
- (e) **Circulates** this report to the Community Boards for information.

CARRIED

Councillor Redmond commented that it was a good report. He thought that having an uncovered pool in Oxford was a gem in the district.

6 CORRESPONDENCE

Nil.

7 PORTFOLIO UPDATES

7.1 <u>Greenspace (Parks, Reserves and Sports Grounds) – Councillor Al Blackie.</u>

- The access platforms at the Waikuku and Pegasus beaches had been completed and were very well received.
- Ashley Gorge Reserve Advisory Group Waitangi Day Gala had doubled in size from 2024.
- Te Kōhaka o Tūhaitara Trust— the General Manager had resigned, and two Senior Rangers had taken over joint management until the General Manager could be replaced and were doing a wonderful job.
- Food Forest Pines Beach The Te Kōhaka o Tūhaitara Trust allocated some land for a food forest which was underway.
- Huria Reserve was processing well they had a planting day on 5 April 2025.
 Councillor Cairns asked if there would be funding for the education building and carving centre at the Huria Reserve. Councillor Blackie noted that the plans for the carving centre were never finalised. The funding just covered the entrance way and planting.
- There was a wetland area behind Waikuku that had been leased for many years.
 Environment Canterbury had decided that was a wetland. The Biodiversity Trust was interested in looking at it.

7.2 Community Facilities (including Aquatic Centres, Multi-use Sports Stadium, Libraries/Service Centres, Town Halls and Museums) – Councillor Robbie Brine.

Councillor Brine was not present to provide an update.

7.3 Community Development and Wellbeing - Councillor Brent Cairns.

- Kaiapoi Museum, new constitution had been completed and signed off.
- Kaiapoi Garden Club conducted a garden competition. Makes Kaiapoi more beautiful
- Volunteer expos happening in libraries in March 2025.
- The Pines Beach food forest was coming together, with community members offering donations, Cardboard to kill the grass, mulch from Environment Canterbury, Corrections department had been doing clean ups.
- Back to Basics was being hosted by Timebank Waimakariri on 22 March 2025.
- NZRT12 held a membership drive, around three to four interested people attended.
- Emergency Hub gatherings were being held at various schools around the district.
- Youth Council application gathering to be held in March 2025.
- Welcoming communities committee was meeting regularly, considering Inclusive Leadership, Welcoming Communications, Next Steps website.
- He asked Community Wellbeing Kaiapoi for feedback as to how things were progressing.
- The foodbank was seeing increasing numbers of individuals and families in need, with complex, multi-layered challenges stemming from the cost of living crisis. Health, emotional distress, and the demand for multiple parcels are key concerns, and there is a growing need for support beyond just food assistance. Addressing the root causes of these issues—such as access to healthcare, financial support, and emotional well-being—should be a priority for continued community and governmental efforts.

7.4 Waimakariri Arts and Culture - Councillor Al Blackie.

- Waimakariri Public Arts Trust meeting to work on their Statement of Intent and Memorandum of Understanding. They were working on their arts facilitator.
- Williams Street Bridge Waimakariri Public Arts Trust had been handed the project.

		•	vviiilairis C	street bridge	– vvaiiiiakaiiii Fi	ublic Arts Trust Hau	Deemmand	ied the project.
8	MATTER FOR INFORMATION							
	8.1 Pegasus Community Centre - Approval to Consult - I Clarke (Project Manager)							
		Moved	d: Councille	or Blackie	Seconde	d: Councillor Mealir	ngs	
	THAT the Community and Recreation Committee:							
		(a)	Receive	s the information	ation in Item 8.1.			CARRIED
9	QUES	STIONS	<u> </u>					
10	URGENT GENERAL BUSINESS							
	Nil.							
NEXT	MEE	<u>TING</u>						
The 18 Ma	next n arch 20	meeting 025 at 1	g of the (Ipm.	Community	and Recreation	Committee would	d be held	l on Tuesday
THER	RE BEI	NG NO) FURTHE	R BUSINES	S, THE MEETIN	G CONCLUDED A	Γ 2.57PM.	
CON	FIRME	:D						
								Chairperson
								Date

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO: GOV-01-04 / CMS-09-10-02 / 250508081047

REPORT TO: Community and Recreation

DATE OF MEETING: 20 May 2025

AUTHOR(S): Aimee Claassens – Community Development Facilitator

SUBJECT: Welcoming Communities project progress, Stocktake Report and

establishment of a Welcoming Waimakariri Working/Grovo

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

Chris Brown

Chief Executive

1. <u>SUMMARY</u>

- 1.1 This report provides an update on the development of the Welcoming Communities project, including the completion of a Stock Take Report.
- 1.2 Welcoming Communities is a national programme, externally funded by Immigration New Zealand (INZ) to ensure that the district is welcoming to migrants and newcomers. It serves as a national benchmarking standard that provides a means of knowing what "welcoming" is.
- 1.3 The aim of the project is to produce a plan that highlights existing services and policies that support newcomers, as well as offer opportunities where initiatives can be focussed.
- 1.4 The first part of the Welcoming Communities Project was to conduct a stocktake of the district is in terms of being welcoming and forms the basis of the Welcoming Communities plan. The Stocktake Report includes data from a public survey, 2 focus groups and meetings with a range of sectors. The findings have been formatted to include the 8 elements of the Welcoming Communities Standard for benchmarking.
- 1.5 A Welcoming Waimakariri Working Group, made up of community representatives including an elected member will be involved with finalising the Welcoming Communities Plan, oversee implementation of plan objectives and provide community input to council that represents a newcomer voice.
- 1.6 This report seeks Council nomination of a Councillor representative on the Welcoming Waimakariri Working Group

Attachments:

- i. Appendix I: 'Putting out the Welcoming Mat' guide to creating Welcoming Communities Plan (Trim # 250508081144)
- ii. Appendix II: Draft Welcoming Communities Stocktake report (Trim # 250508081046)

iii. Appendix III: Draft Welcoming Waimakariri Working Group Terms of Reference (Trim # 250508081129)

2. **RECOMMENDATION**

THAT the Community and Recreation Committee

- (a) **Receives** the report # 250508081047, including the attached stocktake report (Trim # 250508081046)
- (b) **Notes** that a Council cross departmental Project Control Group (PCG) has utilised the Stocktake Report to develop the draft plan.
- (c) **Notes** that the expected timeframe for completion of the Welcoming Communities plan is for presentation to the Community and Recreation Committee in August this year ahead of public consultation.
- (d) **Approves** the Terms of Reference of the Welcoming Waimakariri Working Group to oversee:
 - i. Finalising the Welcoming Communities Plan
 - ii. Implementation of Plan objectives
 - iii. Provide advice to Council as community representatives providing a newcomer voice.
- (e) **Approves** The Community Team manager may make minor amendments to the Terms of Reference on establishment of the group.
- (f) **Appoints** the Community Development Portfolio holder as Council representative on the Welcoming Waimakariri Working Group.

3. BACKGROUND

- 3.1. The Waimakariri District Council joined the Welcoming Communities programme in 2023. The Council receives funding from Immigration New Zealand to support a facilitator for three years to develop and implement a Welcoming Communities plan.
- 3.2. As detailed in Appendix I, attached, Welcoming Communities was developed due to the need to increase social cohesion, promote inclusion and diversity, and improve socio-cultural well-being within communities. Waimakariri is one of the fastest growing districts with increasing diversity and with that comes positive benefits of sustaining economic growth and filling skills shortages, but it also means there is an opportunity to strengthen relationships between newcomers and the community they settle in and to promote a shared understanding.
- 3.3. Originally established as a pilot programme with nine Councils across the country, Welcoming Communities is becoming increasingly well recognised as a valuable model to assist Councils to deliver important work in social inclusion. There are now 34 other Councils across New Zealand participating in the programme.
- 3.4. Involvement in Welcoming Communities ensures a best practice approach to intentionally welcoming newcomers into our communities. In linking Waimakariri District Council into a network of other communities (including the Hurunui, Selwyn and Christchurch District

Councils) operating in line with the framework, staff have access to a range of supports and examples of successful initiatives applied elsewhere. This provides significant benefit in this, in terms of positive social outcomes, for our increasingly diverse community.

- 3.5. Newcomers are defined as anyone new to district. This includes people from overseas, from other parts of New Zealand, international students and returning Kiwis.
- 3.6. The Welcoming Communities Standard for New Zealand has eight pillars that serve as a benchmark (to measure how "welcoming" we are):
 - a. Inclusive Leadership
 - b. Welcoming Communications
 - c. Equitable Access
 - d. Connected and Inclusive Communities
 - e. Economic Development, Business and Employment
 - f. Civic Engagement and Participation
 - g. Welcoming Public spaces
 - h. Cultural Identity

Whilst these fit well with community development, they also have relevance for Council services policy, district enhancement and economic development.

- 3.7. The Welcoming Communities Programme requires the following key steps
 - i. Ensuring a community-led focus
 - ii. Producing a stocktake of current and potential activities, policies, events and groups that support newcomers
 - iii. Develop a Welcoming Community Plan
 - iv. Establish a community-led group to advise and implement the plan

4. <u>ISSUES AND OPTIONS</u>

- 4.1. Formative work to progress the development of a welcoming Communities plan began with a stocktake conducted in 2024. See attached report (Trim # 250508081046) The stocktake included collation of the activities, policies, events and groups that support newcomers and social cohesion. This process identified a number of gaps and opportunities to welcome support, connect and empower migrant newcomers to actively participate in our communities.
- 4.2. An informal stakeholder group of four members provided guidance and support in the stocktake process. The group members have experience supporting newcomers or have personal experience as a newcomer.
- 4.3. The process for the development of the stocktake included a public survey (81 responses), interviews with various sectors (health, education, sports, Council staff, migrant social group, the farming sector, business and faith-based organisations) and focus groups. It also included a review of council policies and previous surveys.
- 4.4. Several of the key themes were identified in the Stocktake are highlighted below:
 - a. Identifying 'Who are our Newcomers'

It was often noted through the data gathering process that it is difficult to identify who is new. Opportunities identified to address this included making use of naturally welcoming spaces like schools and churches.

Data from the surveys showed that more of the respondents were born in New Zealand possibly pointing to higher internal migration (fig 3, page 6). There was however a range of 27 other countries represented with the Philippines, India, Malaysia, USA and England in the top 5 behind New Zealand as country of birth of the respondent.

b. Challenges of integration and inclusion

Responses indicated there are cultural differences that affect how people work with each other, e.g. perceptions of hierarchy at work and schools. There is an opportunity to showcase 'welcoming champions', such as the Oxford Area School, who instigated Parent Connect evenings for Filipino families, upon noticing the increasing number of new Filipino families.

- c. Infrastructure and services; Community facilities such as the libraries and sports centres were noted as important places to learn and connect. There is potential to enhance awareness and accessibility of these spaces to newcomers.
- d. The natural environment The second highest reason for moving to Waimakariri was for the natural environment. There is potential to promote our natural public spaces to newcomers, highlighting the accessibility while educating personal safety and environmental guardianship/ kaitiakitanga. A key consideration will be targeted promotion in culturally accessible contexts
- 4.5. The opportunities identified through the stocktake process have been aligned to the elements of the Welcoming Communities Standard and presented in the attached Stocktake Report.
- 4.6. Many of the Welcoming Communities Standard outcomes require local authority leadership and responsibility. An internal Project Control Group (PCG) worked to refine the opportunities identified in the stocktake into actions for the draft Welcoming Communities Plan, which will be presented to the Community and Recreation Committee at the August 2025 meeting.
- 4.7. The next step in the programme is to ensure a community voice in finalising the plan and guiding its ongoing implementation.
- 4.8. The Welcoming Waimakariri Working Group is being established to progress the finalisation of the plan and, going forward, to guide its implementation. It is proposed that the group will include representatives from a variety of sectors, resident newcomers and an elected member, designated by the Community and Recreation Committee. A draft Terms of Reference for this group is attached to this report. (Trim # 250508081129)

Implications for Community Wellbeing

There are significant implications on community wellbeing as a result of this works:

- The application of an evidence-based, community-led approach ensures the development of sound, relevant initiatives that empower people to plan a part in creating a safe, healthy, connected and resilient District
- This work centres on the creation of connected, inclusive communities, where people have a sense of belonging.

- Broad sector collaboration results in better and locally accessible social, health, education and community service provision.
- People are empowered with skills and opportunities to access employment and engage in the life of their community.
- Community groups and volunteer-involving organisations are adequately skilled and resources to support the needs and deliver quality service to local residents
- Our community will be able to sustain itself through future natural disasters or crises without strain being put on supply chains.
- 4.9. The Management Team has reviewed this report and support the recommendations.

5. COMMUNITY VIEWS

5.1. Mana whenua

Te Ngāi Tūāhuriri Rūnanga were provide opportunity to be involved at the commencement of the Welcoming Communities Programme. There is a desire by survey respondents for more connection with Ngāi Tūāhuriri. There is a potential opportunity for the Welcoming Community Working Group to establish a relationship with the Rūnanga where priorities align e.g. connecting newcomers with the "getting to know us" workshop through Tuahiwi Education.

5.2. Groups and Organisations

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. Through its various working parties, project coalitions and Working 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.

These extensive networks were utilised throughout the stocktake engagement, and will continue to be utilised throughout the consultation, finalisation and implementation of the Welcoming Communities Plan

5.3. Wider Community

Through its various working parties, project coalitions and working 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.

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. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

The Welcoming Communities programme grants \$50,000 per year, in funding for increased capacity for Councils to deliver programmes that welcome, support, connect

and empower migrants and newcomers into the life of the district. This external funding and associated support via the Welcoming Communities framework has helped us to achieve the necessary increase in staff capacity, without putting additional demand on ratepayers.

There are no financial implications for the decisions sought by this report. There are no financial implications for establishing the Welcoming Waimakariri Working Group.

6.2. Sustainability and Climate Change Impacts

A welcoming community fosters inclusivity, leading to stronger relationships and connection among residents. This enhances resilience in times of crisis and promotes long-term stability. Communities that welcome diverse perspectives are better equipped to adapt to change, whether economic, environmental, or social.

6.3. Risk Management

Without adequate oversight, there is a risk that the objectives of this central government funded Welcoming Communities Plan will not be met.

This risk will be mitigated through the establishment of the Welcoming Waimakariri Working Group, as detailed in 4.8, above.

6.4. Health and Safety

Health and Safety considerations are included in planning for Community Development portfolio activities.

7. CONTEXT

7.1. Consistency with Policy

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

7.2. Authorising Legislation

Immigration Act 2009

Local Government Act 2002

Human Rights Act 1993

7.3 Consistency with Community Outcomes

The Council's community outcomes are relevant to the actions arising from recommendations in this report.

- a) SOCIAL A place where everyone can have a sense of belonging...
 - Public spaces are diverse, respond to changing demographics and meet local needs for leisure and recreation
 - Council commits to promoting health and wellbeing and minimising the risk of social harm to its communities
 - Our community groups are sustainable and able to get the support they need to succeed

- Our community has access to the knowledge and skills needed to participate fully in society and to exercise choice about how to live their lives
- People are able to enjoy meaningful relationships with others in their families, whanau, communities, iwi and workplaces
- Our community has equitable access to the essential infrastructure and services required to support community wellbeing.
- b) CULTURAL where our people are enabled to thrive and give creative expression to their identity and heritage...
 - Public spaces express our cultural identities and help to foster an inclusive society
 - All members of our community are able to engage in arts, culture and heritage events and activities as participants, consumers, creators or providers
 - Waimakariri's diversity is freely expressed, respected and valued
- c) ENVIRONMENTAL that values and restores our environment...
 - People are supported to participate in improving the health and sustainability of our environment
 - Our communities are able to access and enjoy natural areas and public spaces
- d) ECONOMIC and is supported by a resilient and innovative economy.
 - Enterprises are supported and enabled to succeed
 - There is access to meaningful, rewarding, and safe employment within the district
 - There are sufficient skills and education opportunities available to support
 - the economy.

7.4 Authorising Delegations

Community and Recreation committee hold the delegation to appoint a representative to community focussed working groups.









Contents

Introduction	3
It's time to plan	
Where to go for help	6
Element 1 - Inclusive Leadership	7
Case study	
What success looks like	ç
Welcoming activity ideas	10
Helpful links	
Case study	
Element 2 - Welcoming Communications	15
Case study	16
What success looks like	1
Welcoming activity ideas	18
Helpful links	20
Case study	2 [.]
Element 3 - Equitable Access	23
Case study	2/
What success looks like	2
Welcoming activity ideas	2f
Helpful links	
Case study	29
Element 4 - Connected and Inclusive Communities	3
Case study	_
What success looks like	33
Welcoming activity ideas	34
Case study	39
Element 5 - Economic Development, Business and Employment	4
Case study	
What success looks like	
Welcoming activity ideas	44
Helpful links	46
Case study	4
	49
Case study	
What success looks like	
Welcoming activity ideas	
Helpful links	
Case study	54
Element 7 - Welcoming Public Spaces	55
Case study	
What success looks like	
Welcoming activity ideas	
Case study	62
Element 8 - Culture and Identity	63
Case study	
What success looks like	-
Welcoming activity ideas	
Helpful links	
Case study	70

Welcoming Communities – Te Waharoa ki ngā Hapori

'Putting out the Welcome Mat' – a resource for developing your Welcoming Plan

Te Whāriki – he rauemi e whanake ana i tō whāriki



Introduction

A strong, vibrant community is one that enables all of its members to participate in its economic, civic and social life. It is a community where everyone feels included and has a sense of belonging. Communities that proactively foster an environment where newcomers¹ feel welcomed are more likely to enjoy better social outcomes and economic growth.

Welcoming Communities supports local government and other community organisations to take a greater role in ensuring the local community is welcoming to newcomers. It also seeks to involve local residents in welcoming activities.

About this Welcoming Plan resource

'Putting out the welcome mat' is for you to use as you consult on and develop your Welcoming Plan. It is part of a **toolkit of resources** that the Welcoming Communities team² is developing.

How to use this Welcoming Plan resource

This resource is designed to be used alongside the Welcoming Communities Standard https://www.immigration.govt.nz/documents/about-us/welcoming-communities-standard.pdf. It will support you to develop a successful Welcoming Plan that meets the outcomes under each of the eight elements in the standard.

The resource is structured around the standard's eight elements:

1. Inclusive Leadership

Local government, tangata whenua and other community leaders work together to create, advocate for and continue to foster a welcoming and inclusive community. They lead a shared plan to increase connections between newcomers and existing residents.

2. Welcoming Communications

People of all cultures and backgrounds feel included, listened to and well informed through a range of ways that take into account their different communication needs.

3. Equitable Access

Opportunities to access services and activities and to participate in the community are available to all, including newcomers.

4. Connected and Inclusive Communities

People feel safe in their identity and that they are connected with and belong in the community. There are high levels of trust and understanding between members of the receiving community and newcomers.

5. Economic Development, Business and Employment

Communities maximise and harness the economic development opportunities that newcomers can offer. Councils work with business associations to promote the contribution that newcomer business owners and skilled migrants make to the region's economy.

The term 'newcomers' refers to recent migrants, former refugees and international students.

² Welcoming Communities is an Immigration New Zealand initiative working in collaboration with partner agencies the Department of Internal Affairs (DIA), the Office of Ethnic Communities (OEC) and the Human Rights Commission (HRC).

6. Civic Engagement and Participation

Newcomers feel welcome to fully participate in the community. Newcomers are active in all forms of civic participation.

7. Welcoming Public Spaces

Newcomers and receiving communities feel welcome in and comfortable using public spaces.

8. Culture and Identity

There is a shared sense of pride in being part of a culturally rich and vibrant community. People feel their culture is respected and valued by other members of the community. There are opportunities to learn about each other's cultures.

Under each element in this resource you will find:

- case studies one or two case studies for each standard element that describe welcoming activities already under way in New Zealand
- > welcoming activity ideas bulleted ideas of possible welcoming activities that you could include in your Welcoming Plan. Some of the bulleted ideas are illustrated with an example
- examples shorter 'real life' examples of welcoming activities, usually with a link to further information
- > helpful links additional sources of information for you to think about.3

The ideas, examples and case studies in this resource are drawn from a range of sources in New Zealand and similar programmes in other countries. We have included ideas for possible Welcoming plan activities from:

- > central government agencies and the local government councils
- > community groups and non-government organisations, including settlement service providers
- › Māori organisations
- business, cultural and sporting sectors
- > newcomers and members of the receiving communities.

This is not a comprehensive list of ideas – we encourage you to come up with your own ideas together with your community and to think about how an idea might relate to different groups of newcomers. For example, an idea that works for new migrants may work equally well for former refugees or international students, or could do so with some minor changes. We also encourage you to share your ideas with other Welcoming Communities participants, so collectively you create successful welcoming communities throughout New Zealand.

The ideas for welcoming activities are just that – ideas to add to the pot when you come to think about what is needed in your community. They are designed to trigger conversations, to spark new ideas and to prompt innovative thinking. Some of the ideas will resonate with you in the context of your community and some will not. Some ideas might go further than you wish and some might not go far enough. You might decide to take the essence of one idea and adapt it to suit your community's needs. You might already be doing some of these activities but reading a case study might trigger a thought on how to develop it further still.

We hope the ideas will inspire you to develop a Welcoming Plan full of innovative activities that meet the needs of your community and the standard outcomes.

³ Immigration New Zealand (and its partner agencies in Welcoming Communities) does not endorse any particular companies or providers. Any providers referred to in this document are for information only.

How the welcoming activity ideas are arranged

For the purposes of writing this resource, we have placed each welcoming activity idea under a particular outcome. However, we recognise that the ideas interconnect and support each other and some could equally sit under one or more different element. When developing your Welcoming Plan, it is up to you to place the activities where they make the most sense to you and your community.

What happens next?

Prior to developing your Welcoming Plan you will have:

- > conducted a stocktake of current policies, services, programmes and activities, especially those relating to cultural diversity and settlement, and found some quick wins that you can achieve in the short term
- > an understanding of who your newcomers are and the demographics of your region
- > assessed council policies, services, programmes and activities against the outcomes in the standard
- identified your community's strengths and areas for development and where you could direct your welcoming efforts
- > begun to identify possible sources of funding for Welcoming Plan activities.

After this period of reflection and information gathering, it is now time to develop your Welcoming Plan.

It's time to plan

Your Welcoming Plan belongs to your community. To ensure you develop a successful Welcoming Plan that meets the standard and aligns with the unique characteristics of your community and region, we recommend you use a community-based approach.

Developing your Welcoming Plan

When developing your Welcoming Plan, please ensure you refer to the elements, principles and overarching outcomes in the standard. The standard provides the benchmark for what a successful welcoming community looks like and should guide the activities you undertake through your Welcoming Plan. The outcome statements paint a picture of what success looks like on the ground.

A successful Welcoming Plan will:

- > contain a range of activities under each standard element to make newcomers feel welcome
- > indicate who will lead and who will participate in the welcoming activities
- > identify new ways for locals to be part of welcoming newcomers
- > highlight and enhance the effective welcoming activities already underway
- > transform new ideas into actions and address any gaps identified
- > enable you to make Welcoming Communities a reality in your region
- > cover a period of one to three years.

Your plan is likely to be more successful if you are clear about who is leading each activity over the line. A project plan with clear timelines for key milestones is a good place to start in preparing to draft your Welcoming Plan. It is a good idea to think ahead to determine the logistics of how the Welcome Plan and its activities will be implemented, monitored, measured, communicated, reviewed and celebrated.

Choosing your welcoming activities

We expect that each Welcoming Communities region will develop its own content, format and layout for their Welcoming Plan and draw on the findings of their stocktake and bench marking exercise. Also, keep in mind the SMART mantra when developing your welcoming activities – specific activities which you can measure and that are also achievable, realistic and time bound.

The activities that you include in your Welcoming Plan may involve your council alone, be led by your council in partnership with community stakeholders and others, or be led by community stakeholders with local or central government support. Be sure to include some quick wins, that is, activities you are already doing but are enhancing or strengthening under the Welcoming Communities banner, and some new activities that might have a longer delivery timeline.

Your Welcoming Plan is an important step towards full accreditation as a Welcoming Community.

Where to go for help

We are happy to provide additional support as you develop your Welcoming Plan. We want it to be a success for the whole community – members of the receiving communities and newcomers. If you would like more advice or assistance, please contact the Settlement Unit at Immigration New Zealand at settlement.information@mbie.govt.nz

Welcoming America has been underway for some years now. Here are two examples of Welcoming Plans developed in Dayton and San Jose.⁴

We wish you every success in developing your Welcoming Community. If you need further information on Welcoming Communities or the standard, please visit www.immigration.govt.nz/about-us/what-we-do/welcomingcommunities

⁴ https://www.welcomingamerica.org/sites/default/files/welcomedaytonreport.pdf https://www.sanjoseca.gov/DocumentCenter/View/61918

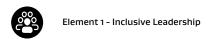


Element 1 Inclusive Leadership

Overarching outcome

Local government, tangata whenua and other community leaders work together to create, advocate for and continue to foster a welcoming and inclusive community. They lead a shared plan to increase connections between newcomers and existing residents.





Case study - Inclusive Leadership



First Voice is an award-winning initiative that draws on leadership from a number of agencies and from the wider community to help newcomers feel welcome.

Palmerston North Intermediate Normal School is highly multicultural and multilingual. ESOL teacher Barb Drake estimates that 36 different languages are spoken by its 700-or-so students and there are about 138 children who don't speak English at home.

To help students feel culturally safe, supported and valued from the moment they first arrive, the school has instituted a number of measures. Close to the school's reception area is a language board with the names and photographs of students under the headings of their first languages. Here, new students can identify other people who share their language and cultural background.

Another tradition is a 'country of the week' segment in the school assembly.

"We have two children who stand up and announce the name of the week's country. This week it's Fiji; next week it's the Netherlands. When we ask a question about the country all of the children's hands go up," says Barb.

But the centrepiece of the school's initiatives to make newcomers welcome is First Voice. While Barb has been a driving force behind First Voice since its beginning in 2000, it relies on cross—community support and leadership.

The First Voice initiative includes a booklet of themed short stories written by the students in the languages they speak at home with their families, a multicultural assembly and an exhibition of the students' work at the Palmerston North City Library.

When the children write their stories they are helped by volunteer mentors who have been recruited by the Manawatu Multicultural Centre. The Multicultural Assembly, which is held before an audience of students, teachers and parents, is made possible by the commitment and support of the school community, including the school's principal. The First Voice booklet is published by the Palmerston North City Library, which also holds an exhibition of the student's entries.



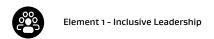
What success looks like

Overarching outcome

Local government, tangata whenua and other community leaders work together to create, advocate for and continue to foster a welcoming and inclusive community. They lead a shared plan to increase connections between newcomers and existing residents.

Outcomes

- As the indigenous peoples of Aotearoa New Zealand, Māori represented by tangata whenua, mana whenua, iwi and hapū and/ or other hapori Māori have a prominent role in Welcoming Plan activities.
- Leaders both designated and unofficial reflect the diversity in the local community, as does the council workforce.
- Leaders model the principles of inclusiveness, openness, tolerance, respect and acceptance of all cultures in the community.
- There are clear roles, responsibilities and ownership within council and in the wider community for the Welcoming Communities programme.
- Council internal and external policies, services, programmes and activities recognise and address cultural diversity.
- A range of leadership opportunities in the council and the wider community are available to and taken up by newcomers.



Welcoming activity ideas

Inclusive leadership in the Welcoming Communities context is not just referring to designated leadership roles within a council or community. Leadership can be seen in 'official' and 'unofficial' leaders and it can be found and encouraged in young and old, men and women, existing community members and newcomers.

Fundamental to inclusive leadership is organisational commitment to diversity and inclusion.

There are a number of things you could include in your Welcoming Plan to make sure your community shows inclusive leadership. We've listed some ideas below to help get you thinking.



As the indigenous peoples of Aotearoa New Zealand, Māori – represented by tangata whenua, mana whenua, iwi and hapū and/or other hapori Māori – have a prominent role in Welcoming Plan activities.

- > Consult and partner with local Māori to develop welcoming protocols and tikanga (customary practice), as well as Treaty of Waitangi or local Māori history programmes
- > Co-develop a plan or strategy to build partnerships between migrant and refugee community leaders, tangata whenua and local government and agree on principles for a collaborative approach to working together

Example:

Multicultural New Zealand has an example of one newcomer's experience of attending a noho marae Treaty of Waitangi education programme on their website. **See:** https://multiculturalnz.org.nz/do+we+need+noho+marae+treaty+of+waitangi+educational+programme+in+new+zealand%3F



Leaders – both designated and unofficial – reflect the diversity in the local community, as does the council workforce.

- Develop a council diversity workforce policy, which fosters inclusive recruitment practices
- > Accommodate differences in cultures and backgrounds when interviewing candidates. By making a few changes to how you talk to and interview newcomers, you are more likely to get the answers you need to make well informed and more accurate decisions about their skills and experience. Immigration New Zealand has useful tools to support you. **See:** Worktalk http://worktalk.immigration.govt.nz/
- > Consider ways to model cultural diversity in recruitment practices for example, in the composition of the interview panel
- Work with the population-based agencies (for example, Te Puni Kōkiri, Office of Ethnic Communities (OEC), Ministry of Pacific Peoples and Ministry for Women) to build diversity on boards and advisory panels. You could also ask these agencies to call for nominations for positions on your boards and advisory panels or promote use of their nominations databases. See: the Ministry for Women nominations database http://women.govt.nz/leadership/ and nominations services form http://women.govt.nz/leadership/nominations-service-form





Leaders model the principles of inclusiveness, openness, tolerance, respect and acceptance of all cultures in the community.

- Offer cultural competency training for council and community leaders and include it as part of induction training for new staff
- Identify opportunities for community leaders and local service providers to showcase their organisations' inclusive activities – for example, through community awards and by promoting good practices on council websites
- > Prepare a letter of welcome for leaders to use in newcomer welcoming activities.

 For example, you could distribute a prepared letter of welcome from the Mayor that community leaders can use in their welcoming communications to newcomers
- 1.4

There are clear roles, responsibilities and ownership within council and in the wider community for the Welcoming Communities programme.

- Establish a designated role or team and advisory group to implement Welcoming Communities
- Help establish roles within the community for example, Welcoming Communities
 Champions to focus on welcoming activities
- Promote the value of cultural diversity and the Welcoming Communities programme in public statements and other ways



Council internal and external policies, services, programmes and activities recognise and address cultural diversity.

- Include cultural competency training as part of professional development for council staff and elected representatives
- > Review council policies, services, programmes and activities to determine whether they take account of cultural diversity and make changes where appropriate
- Develop strategies to measure and monitor progress towards diversity and inclusion goals, such as a council Diversity and Inclusion Strategy, or incorporate diversity and inclusion within other strategic documents and plans

Examples:

Christchurch City Council launched a Multicultural Strategy early in 2017 and hosts a multicultural sub-committee, inviting submissions and presentations from ethnic groups to inform the action plan for the strategy. **See:** https://www.ccc.govt.nz/assets/Documents/The-Council/Plans-Strategies-Policies-Bylaws/Strategies/Multicultural-Strategy.pdf

The Manawatu District Council website confirms its commitment to diversity and inclusiveness, illustrated by including text as a speech recording on its website. **See:** http://www.mdc.govt.nz/Your_Council/Diversity_Inclusion_and_Equal_Employment_Opportunity

Immigration New Zealand has guidance on Interviewing migrant candidates. This includes valuing overseas experience, communicating across cultures and strategies you can use to get the best out of migrant job candidates. **See:** https://www.immigration.govt.nz/employ-migrants/explore-your-options/finding-and-hiring-workers-overseas/interviewing-candidates-job-offer





A range of leadership opportunities in the council and the wider community are available to and taken up by newcomers.

- > Create newcomer internships, mentoring and buddying opportunities within council, businesses and the wider community
- > Partner with community groups and agencies to set up a leadership programme to develop newcomer leaders, including youth and women
- > Develop leadership in youth by including them in civic activities

Examples:

When Tauranga City celebrated its 30th sister city anniversary with Yantai City, China in April 2016, a group of 11 Tauranga intermediate school students accompanied the Mayoral-led delegation to Yantai. The Tauranga students were home-stayed with local Chinese families and spoke and performed at official events marking the sister city anniversary. They also attended classes at Yantai No. 2 Middle School, that has an official partnership with Tauranga Intermediate. When the students returned to Tauranga, they provided feedback on their experiences to Tauranga City Councillors. The councillors recognised the importance of its future citizens being a part of intercultural and international connections. The students recognised the importance of being in a city that is welcoming of newcomers – something they all experienced first-hand in Yantai. See: https://enz.govt.nz/news-and-research/ed-news/a-school-trip-from-tauranga-to-yantai/

Champions for Change is a group of New Zealand chief executive offices and chairs from across the public and private sector who are committed to raising the value of diversity and inclusiveness throughout the wider business community.

See: https://www.championsforchange.nz/

Multicultural New Zealand and the Ministry of Youth Development facilitate youth leadership initiatives that operate from mosques, churches, libraries and schools, as well as youth leadership camps. In July 2016, Multicultural New Zealand ran a youth leadership camp at the Orongomai Marae in the Wellington region to bring together youth representatives and equip them with skills and resources to be change agents in their communities. It established a strong network of youth ambassadors who work together to address challenges in the community.

See: https://multiculturalnz.org.nz/NZFMC+Youth+Leadership+Camp+2016

The Office of Ethnic Communities (OEC) ran young leaders training programmes annually for three years (2012-2014) and is looking at alumni opportunities in 2017/2018. In 2016, Fatumata Bah, originally from Sierra Leone, was selected to attend 33Sixty in Scotland. **See:** https://ethniccommunities.govt.nz/story/new-zealand-young-leader-selected-33Sixty-programme You could also work with OEC to run connecting leaders programmes. **See:** https://ethniccommunities.govt.nz/contact-us





Welcoming America provides tools and resources to help create more inclusive communities. Check here for public resources that have been designed to help communities spark and grow welcoming efforts.

See: https://www.welcomingamerica.org/learn/resources

Welcoming America Annual Report 2016 includes a number of case studies.

See: Welcoming America 2016 Year in Review⁵

The Alberta Urban Municipalities Association provides tools and resource.

See: https://auma.ca/advocacy-services/programs-initiatives/welcoming-and-inclusive-communities/tools-resources

Local Government NZ's Council-Māori Participation Arrangements report provides information for councils and Māori to consider when making arrangements to engage and work with each other. The report reflects some of the information gathered in a 2015 stocktake, undertaken by Te Puni Kōkiri with support from the Ministry for the Environment, of council-iwi participation arrangements, and provides examples of the different types of arrangements currently used by Māori and councils across New Zealand.

See: http://www.lgnz.co.nz/assets/Uploads/44335-LGNZ-Council-Maori-Participation-June-2017.pdf

Inspiring Communities aims to strengthen community-led development in New Zealand. It has a number of resources available to support the adoption and development of a community-led approach and offers tailored training and workshops.

See: http://inspiringcommunities.org.nz/wp-content/uploads/2017/09/Community-Led-Development-Principles-2017.pdf. For details, see: http://inspiringcommunities.org.nz/

Two Ethnic Communities Engagement Summits were held in 2016 at the Auckland University of Technology and Victoria University of Wellington. About 160 people from diverse backgrounds met to discuss and debate how ethnic communities relate to tangata whenua and the Treaty of Waitangi, each other and the media. The summits were organised in collaboration with Multicultural New Zealand, Hui E!, Auckland Ethnic People Panel, Migrant Action Trust, English Language Partners New Zealand, the Centre for Applied Crosscultural Research (Victoria University of Wellington), ChangeMakers Refugee Forum and the Auckland University of Technology (AUT).

See: https://multiculturalnz.org.nz/do+we+need+noho+marae+treaty+of+waitangi +educational+programme+in+new+zealand%3F

⁵ https://www.welcomingamerica.org/sites/default/files/2016%20Annual%20Report.pdf?utm_source=General+List&utm_campaign=ad8f-cec54b-EMAIL_CAMPAIGN_2017_11_02&utm_medium=email&utm_term=0_e4451d0ede-ad8fcec54b-87567525&mc_cid=ad8fcec54b&mc_eid=9c227f6ff9



Case study - Inclusive Leadership



By embracing diversity at every level - from playing to coaching to management - the Auckland Table Tennis Association is going from strength to strength.

The Auckland Table Tennis Association is thriving. One of the reasons has been its willingness to embrace Auckland's changing demographic profile.

At age 92, Jim Coad has served on the Association's committee for over 30 years. "It's a very sociable game. People are very friendly. If they can have a game with you, they will. This is about people communicating across countries and cultures using the common language of sport."

The Association has more than 3,000 registered players, many of them school students.

Its coaches come from mainland China, Hong Kong and Korea – and its development officer, from the non-Asian table tennis powerhouse of Germany.

These coaches bring their contacts with them. Some of the junior players have trained in Shanghai, and overseas teams often visit, the most recent from Xi'An in China.

The key to success, says the Association's Chief Executive Shane Warbrooke, has been the

relationships within the Association and the mix of languages and cultures represented on the management committee. "If you want to draw on the skills and enthusiasm of New Zealand's migrant communities, you need to make sure that their members are included in your management structure and form part of your planning and strategy."

These relationships mean whenever a notice needs to be translated into Mandarin or Korean, or discussions need to take place in multiple languages, there is always someone about to prevent miscommunication.

One of Shane's recommendations is to use face-to-face communication rather than email. "When things are translated, they sometimes seem too direct." Talking personto-person demonstrates goodwill and prevents inadvertent misunderstandings.

Shane loves his work. "It is always interesting; there is always something different going on. And in the end, when you share a common passion and you are all working towards the same thing, it creates a great environment."



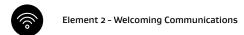
Element 2

Welcoming Communications

Overarching outcome

People of all cultures and backgrounds feel included, listened to and well informed through a range of ways that take into account their different communication needs.





Case study - Welcoming Communications



The experience of the Community Language Information Network Group (CLING) shows the importance of well-designed and targeted communication.

The Canterbury earthquakes broke down institutional boundaries, creating new alliances. One of them was CLING, formed by a number of like-minded individuals at an interagency forum. CLING's initial purpose was to help get out emergency information to Culturally and Linguistically Diverse (CALD) communities.

"People could see that there was part of the population that wasn't getting information or messages, says Maria Fresia of Interpreting Canterbury. Agencies didn't know how to get information out to people who didn't speak English."

Once CLING was formed, it began working at speed. Within two months of the earthquake it had its first publication: *Guidelines for Getting Public Information (Earthquake Messages) to CALD or Multi-Cultural Communities*.

The double-sided A4 pamphlet includes a priority list for language translation based on Christchurch's demographics and the most vulnerable groups, beginning with Chinese, Samoan, Korean, and Arabic. It gives tips about making English easier to understand, particularly when it is going to be translated. It explains how to distribute information. It also touches on the use of interpreting services.

Six months later, CLING published another pamphlet, this one devoted to the use of

interpreters: Guidelines for Using Language and Sign Interpreters – useful tips for Christchurch agencies.

Finally, in July 2012, a 40-page CLING-initiated report was released: *Best Practice Guidelines:* Engaging with Culturally and Linguistically Diverse (CALD) Communities in Times of Disaster.

More recently, CLING has helped Canterbury's 'All Right?' campaign reach out more widely.

Led by the Canterbury District Health Board and the Mental Health Foundation, 'All Right' is designed to support and improve the mental health and wellbeing of the people of Canterbury.

"It's a wonderful campaign, but it was quite inaccessible to non-native English speakers," says Maria.

Taglines like 'When did you last get your sweat on?' Or 'it's all right to feel a little blue now and then' are baffling to non-native English speakers and a nightmare to translate.

"In Chinese, I think we went for 'It's okay to ask for help'," says Maria.

"Any organisation that is trying to engage with the wider public needs to have the right mechanisms in place for engaging with CALD communities. New Zealand is a very diverse country: a one-size-fits-all style of communication is not going to work."



What success looks like

Overarching outcome

People of all cultures and backgrounds feel included, listened to and well informed through a range of ways that take into account their different communication needs.

Outcomes

- The community is well informed about the local benefits of immigration and the Welcoming Communities programme, including success stories.
- The council is well informed about newcomers to their region and pro-actively seeks data about newcomers from relevant sources.
- The council's engagement with all residents is two-way, culturally appropriate and fit for purpose.
- Council communication materials and messages are inclusive and reflect the diversity of the local community. Council encourages other agencies, businesses and organisations to follow this model.



Welcoming activity ideas

Welcoming communications in the Welcoming Communities context extends beyond communicating effectively **with** newcomers to communicating **about** newcomers to the wider receiving communities.

There are a number of things you could include in your Welcoming Plan to make sure your community demonstrates welcoming communications. We've listed some ideas below to help get you thinking.



The community is well informed about the local benefits of immigration and the Welcoming Communities programme, including success stories.

- Work with newcomers, the receiving community, local settlement organisations and government organisations, such as the Office of Ethnic Communities⁶, to develop a broad-based communications strategy for Welcoming Communities, including a website presence
- > Develop approaches to engage with newcomers in meaningful ways that allow them to take part in local decision making
- > Create an online hub where locals can connect with newcomers, learn about the benefits they bring to the community and read and watch their success stories
- > Set up innovative ways to communicate with newcomers such as Ashburton's 'Start with a Smile' campaign. **See:** http://www.ashburtondc.govt.nz/our-council/news/articles/Pages/Start-with-a-Smile-.aspx **See:** Case study on page 21



The council is well informed about newcomers to their region and pro-actively seeks data about newcomers from relevant sources.

- Create and maintain a data base of local ethnic/cultural organisations and their contact details
- > Use available data sources to better understand the demographics of the community, for example, Statistics New Zealand data and MBIE's regional migration and labour force trends reports

⁶ http://ethniccommunities.govt.nz/





The council's engagement with all residents is two-way, culturally appropriate and fit for purpose.

- > Ensure key or commonly used Te Reo Māori words and phrases also have English translations to help newcomers understand and become familiar with them.

 Likewise, ensure key English words and phrases also have Māori translations
- Create 'Tone of Voice' guidelines to guide how your council communicates. Include plain English and inclusive words and phrases that are newcomer-centric, then review council communications to ensure they meet the 'Tone of Voice' guidelines.
 See: https://www.distilled.net/tone-of-voice/
- > Consider providing interpreters at focus groups or publishing summaries of council meeting minutes translated into other languages
- > Consider providing plain English and cultural competency training for all staff to ensure they are trained to engage and communicate successfully with different cultures, both in the workplace and in the community
- > Set up a focus group of newcomers and existing residents to help you assess your communications and engagement style and the channels you use. Ask the community to provide advice on what works for them



Council communication materials and messages are inclusive and reflect the diversity of the local community. Council encourages other agencies, businesses and organisations to follow this model.

- > Include positive images of cultural diversity in all council communications, translate aspects of important council communications into key languages and use newcomers' languages as appropriate in other communications
- > Work with local media outlets and community radio stations to help promote positive stories about newcomers and Welcoming Communities. Talk to your local newspapers about including articles that highlight good news newcomer stories, or ask your local radio station to include programmes that feature different ethnic groups in the community
- Ensure that important information is produced in ways that make it easier for newcomers to understand. For example, include images and use plain English. Many newcomers may have English as a second language
- > Create a library of culturally-appropriate images that represent the different cultures in your community for use in publications and communications
- Develop a guide with tips on how to successfully engage with newcomers so they feel encouraged to respond and give honest feedback. This could include things like holding engagement and feedback sessions in environments where newcomers feel safe to openly express their opinions, or a list of key words and phrases in different languages that could be integrated into communications
- Promote and refer newcomers to the Citizens Advice Bureau's (CAB) Language Connect service, where they can receive information and ask questions about settling in New Zealand in their own language





The cross-agency Culturally and Linguistically Diverse (CALD) working group promotes and advises on interpretation and translation best practice.

See: http://caldgroup.com.au/services/translations/

Immigration New Zealand has a 'Keeping it Clear' guide that anyone can refer to online for guidance on how to communicate well with an audience that is new to New Zealand.

See: https://www.immigration.govt.nz/assist-migrants-and-students/keeping-it-clear

To find out more about 'Tone of Voice',

See: https://www.distilled.net/tone-of-voice/

MBIE Regional migration and labour force trends reports: http://www.mbie.govt.nz/info-services/immigration/migration-research-and-evaluation/migration-and-labour-force-trends

MBIE Community and migrants reports: http://www.mbie.govt.nz/info-services/immigration/migration-research-and-evaluation/community-and-migrants

MBIE Migration trends and outlook reports: http://www.mbie.govt.nz/info-services/immigration/migration-research-and-evaluation/trends-and-outlook

Statistics New Zealand website: http://www.stats.govt.nz/



Case study - Welcoming Communications



A novel communications campaign sets out to create community connections.

The Canterbury Employers' Chamber of Commerce knows how vital newcomers and their skills are to the regional economy and its research has shown that most Christchurch residents want to do more to make migrants feel welcome.

So in 2015, it ran a campaign called 'Start with a Smile' to encourage local Kiwis to reach out to new migrants. The campaign was built around the 'Smile Couch', a curved couch that, when two oversized balloons float above it, looks like a smiley face.

The Smile Couch made its way around Christchurch as a part of an integrated print and social media campaign.

The campaign, which attracted a number of high-profile sponsors, was an icebreaker, letting people know that it was okay to drop the traditional Kiwi reserve and to start a

conversation with new arrivals, particularly those who come from different cultural backgrounds.

The Smile Couch featured on posters, billboards and flyers throughout the city – and it appeared in print and radio media coverage of the changing face of Christchurch. Supporting organisations like the Christchurch City Council, banks, government agencies, schools, and retail areas distributed the posters and hosted Smile Couch events to bring Kiwi-born and foreign-born people together.

In September 2016, the campaign was launched in Ashburton District in support of the Canterbury Regional Economic Development Strategy. Again, it proved highly successful, with residents hosting Start-with-a-Smile events, such as potluck lunches or family sports days.



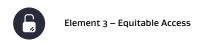


Element 3 Equitable Access

Overarching outcome

Opportunities to access services and activities and to participate in the community are available to all, including newcomers.





Case study - Equitable Access



When you cannot legally drive, everyday life can be difficult. In Hamilton, a new driving school is helping migrants and refugees qualify for their driver licences, resulting in greater access to employment and other opportunities.

New Zealand is a nation of car owners and drivers. Whether shopping, going to the dentist, getting to work, or dropping the kids off at school, we usually go by car.

Sometimes we travel by car because it suits us, and sometimes because we must. If you live in a suburb kilometres from a bus stop, there is little choice. Then there is work - many job descriptions require applicants to have a New Zealand driver licence.

So for many migrants, being able to drive is second only to English as an essential life skill, says Tania Pointon, the co-ordinator of Hamilton's Passport 2 Drive community driving school.

Passport 2 Drive was founded in 2015: the Community Road Safety Fund of the New Zealand Transport Agency (NZTA) paid for the training of qualified instructors, the WEL Energy Trust for the lease of a dual-control vehicle, and Trust Waikato provided start-up funding. Passport 2 Drive has since trained and employed Spanish-speaking instructors who can assist former refugees from Colombia

who require driving instruction in their own language.

The Hamilton Multicultural Services (HMS) Trust also holds the contract for the Open Road programme, which is co-funded by the New Zealand Transport Agency (NZTA) and the Ministry of Business, Innovation and Employment (MBIE).

Open Road combines formal lessons delivered by a qualified driving instructor with the assistance of trained volunteer driving mentors from the community to take former refugees to the point where they can pass the test for a restricted driver licence.

Just how life-changing getting a licence can be is something Tania witnesses regularly. One recent student passed his driving test on the Friday, applied for a licence-required job on the Saturday, and was at work painting houses on the Monday.

"He called in afterwards, and all he could say was 'Thank you Tania, thank you Tania'," she remembers.



What success looks like

Overarching outcome

Opportunities to access services and activities and to participate in the community are available to all, including newcomers.

Outcomes

- Council partners with local businesses, organisations and sectors to identify and address barriers for newcomers to accessing services and participating in the community.
- Council and other organisations in the community research, design and deliver services that take account of the different circumstances (for example rural/urban) and cultural backgrounds of all service users, including newcomers.
- All community members are well informed about the services available in the community. Newcomers are made aware of, and are using these services.



Welcoming activity ideas

Equitable access is about addressing social and economic imbalances so that people from diverse backgrounds have the same opportunities.

There are a number of things you could include in your Welcoming Plan to make sure your community fosters equitable access. We've listed some ideas below to help get you thinking.



Council partners with local businesses, organisations and sectors to identify and address barriers for newcomers to accessing services and participating in the community.

- > Develop new ways to help newcomers in the community find out about, access and use the services, programmes and activities that the council and others already provide. For example:
 - work with the local Citizens Advice Bureau (CAB) to promote services and events to its migrant clients
 - use information booths to promote services at community events
 - advertise upcoming events in food and media outlets that are frequented or used by migrant communities
 - promote services, programmes and activities in key public areas, such as transport hubs, individual bus and train stops, libraries, public buildings and other public spaces
- Review the communications and channels you use to promote services, programmes and activities to make sure they are culturally appropriate and accessible to diverse audiences. Seek advice from migrant groups and networks on how to successfully communicate with different cultures and identify images and symbols that everyone understands. Provide translations in the major languages of your community as appropriate
- > Establish a process to regularly review and monitor policies, services, programmes and activities to make them more inclusive of newcomers
- Make a list of organisations and groups in your region that have responsibility for providing information to people about services, programmes and activities
- Review council services, programmes and activities to see if they can be made more accessible to newcomers. For example, council could set up a volunteer group to help newcomers get to council-run services and activities
- > Develop tips for local organisations on how to engage with and make services, programmes and activities more inclusive and suitable for the different newcomer groups in your community





Council and other organisations in the community research, design and deliver services that take account of the different circumstances (for example rural/urban) and cultural backgrounds of all service users, including newcomers.

- Develop a better understanding of the different service needs of newcomers and how you could meet them. For example, you may be able to reduce isolation in rural communities through online access, transport arrangements and outreach services
- Where possible, involve newcomers in the co-design of services, programmes and activities
- Provide interpreter support for front-line council staff who deliver services to newcomers
- > Invite newcomers to help promote and front events and activities
- > Run a competition to get ideas for newcomer-friendly community activities. Include a list of specific criteria that the ideas should meet. For example, the activity should be suitable for a range of cultures to take part in. Invite schools, tertiary providers and community groups to take part, or make it a neighbourhood competition. The competition could help connect newcomers with existing residents and encourage them to share their different perspectives
- > Develop a diversity toolkit for your region

Examples:

The Hamilton City Council has developed a Diversity Toolkit for employers, community groups and other service providers. It's intended to give the wider community an understanding of the cultural, ethnic and religious differences among the city's residents and tips on how to respect and appreciate those differences. See: http://www.hamilton.govt.nz/our-city/community-development/Documents/2017006%20Diversity%20Toolkit%20-%20PRINT%20-%20Feb%202017.pdf

'Connecting with Diversity Auckland Sports Toolkit' has been developed by Auckland Council, Sport Auckland and Sport and Recreation New Zealand (SPARC) with support from Auckland Regional Physical Activity and Sport Trust (ARPAST). See: http://connect2sport.org.nz/wp-content/uploads/connectingwithdiversityaucklandsportstoolkit.pdf

BNZ diversity toolkit: In 2014 BNZ launched an 'All Roles Flexible' approach for employees throughout New Zealand, where all jobs were to be advertised with a flexible work option. **See:** http://flexibility.championsforchange.nz/casestudies/bnz-all-roles-flexible/





All community members are well informed about the services available in the community. Newcomers are made aware of, and are using these services.

- > Work with members of the receiving community to introduce newcomers to local social, recreational, sporting, cultural, arts and other groups and networks operating in the community
- Develop an online services directory that lists local services that are available for newcomers as well as the receiving community. For example, information and services they can access from the Citizens Advice Bureau, local libraries or i-Site
- > Include information in the directory about where to go for information in areas such as disability support and New Zealand Sign Language
- Develop a pool of information sources that link newcomers to information about Māori culture. Draw on existing sources of information
- Link newcomers to your region's service information on Immigration New Zealand's New Zealand Now website
- > Support relevant council staff to have a better understanding of the local environment and services and programmes offered by faith-based institutions

Example:

Welcoming Neighbourhoods (Howick), along with the Auckland Council, local leaders, cultural centres, local community groups and local boards, is organising bus orientation tours for council staff to visit local faith-based institutions.



The New Zealand Now regional pages provide information on community services, including local GP and schools.

See: https://www.newzealandnow.govt.nz/regions-nz



Case study - Equitable Access



In Wellington, education providers, international student volunteers and the Police are working together to promote the wellbeing of New Zealand's international student community.

The years from adolescence to young adulthood can be a difficult and vulnerable time, says Wellington District Ethnic Liaison Coordinator Phil Pithyou. This is the period when people establish relationships, experiment with alcohol, begin driving and establish their independence. It is a complicated life stage, and it can be particularly so for international students who are living far from home and family.

As a population, international students can be more vulnerable to falling victim to crimes such as burglary or fraud, and the barriers of culture and language make them less likely to know where to go for help.

Wellington's International Student Ambassador Programme, which was set up in September 2016, is part of the solution, preventing crime and victimisation by getting the right messages out using messengers who understand the best ways of connecting with their communities. The ambassadors and police share information to help each other.

Currently, five education providers belong to the programme: Queen Margaret College, Whitireia New Zealand, WelTec, the Wellington campus of Massey University, and Victoria University of Wellington.

Similar programmes in Auckland, Hamilton and Christchurch have also been highly successful.

The International Student Ambassador Programme complements the community patrols operating in Auckland, Wellington and Christchurch. Working with the Police, the patrols draw on volunteers from a range of cultural backgrounds.

The patrols help newcomers feel more connected with their communities and more comfortable about asking the Police for help. As volunteers, the patrol members participate in the life of the wider community, and some have gone on to join the Police.





Element 4

Connected and Inclusive Communities

Overarching outcome

People feel safe in their identity and that they are connected with and belong in the community. There are high levels of trust and understanding between members of the receiving community and newcomers.





Case study - Connected and Inclusive Communities



Taking part in sport and active recreation is a great way for people to form friendships outside their immediate social circles and to establish healthy lifestyles. It helps people feel connected and included in community life.

Rugby must embrace change if it is to appeal to all New Zealanders, says Community Rugby Manager Greg Aldous of North Harbour Rugby.

One of the innovations the New Zealand Rugby Union has embraced is Quick Rip rugby, a safe, non-contact, easy-to-play sport anyone of any ability can play.

Quick Rip Rugby is an ideal way to introduce newcomers from cultural backgrounds that do not have a rugby tradition to the team sport for which New Zealand is famous.

"I'd like to see a range of cultures out there having fun and discovering our national sport," says Greg.

On a sunny Saturday, children and parents from the New Zealand School of Korea gathered on the sports grounds at Sunnybrae Normal School on Auckland's North Shore to have a go at the game.

Under the supervision of representatives from North Harbour Rugby, Harbour Sport, and the

local Northcote Nobra Presidents rugby team, the new players were introduced to the skills of passing, catching and running with the ball and to the rules of the game.

Quick Rip rugby mixes elements of sevens rugby and an already-established game for primaryschool-age rugby players called Rippa Rugby.

The most obvious difference is the absence of tackling. Instead, in place of being tackled, each player wears a Rippa Rugby belt equipped with two Velcro tags. The equivalent of a tackle is ripping off the tag from the belt of an opposing player.

Quick Rip rugby games are short, fun, fast and safe.

"At the beginning of the day, everyone was a bit apprehensive, but you could see people's confidence levels rising as things went along. The organisers made it really fun and engaging," says Jenny Lim, ActivAsian programme leader at Harbour Sport.



What success looks like

Overarching outcome

People feel safe in their identity and that they are connected with and belong in the community. There are high levels of trust and understanding between members of the receiving community and newcomers.

Outcomes

- Coordinated, comprehensive and appropriate initial welcoming support services are available from council, other agencies and community organisations.
- The receiving community is well equipped and supported to welcome and interact with newcomers.
- Members of the receiving community and newcomers build relationships and are at ease with connecting and learning about and from each other.
- Different cultures are celebrated and people are supported to express their cultural beliefs and customs, including language and religious practices.



Welcoming activity ideas

A connected and inclusive community is a place where people feel included in local activities and decision-making processes and are safe to express themselves in ways that acknowledge their culture, heritage and background. They know that their voice is heard and that their needs are understood and are reflected in city/regional policies and practices. By creating policies and programmes that support inclusion, newcomers and long-time residents feel they belong.

There are a number of things you could include in your Welcoming Plan to make sure your community is connected and inclusive. We've listed some ideas below to help get you thinking.



Coordinated, comprehensive and appropriate initial welcoming support services are available from council, other agencies and community organisations.

- > Plan and implement integrated welcoming support services
- > Refer newcomers to existing information services such as those offered by your local CAB
- > Refer newcomers to important community information, including civil defence and emergency response. **See:** https://wremo.nz/publications/language/ Consider ways to promote and distribute this information to newcomers through existing networks
- Help run events for newcomers and their neighbours that will help newcomers understand the importance of being prepared for emergencies, for example 'go bag' events. Having an emergency kit ready for earthquakes or floods may be something newcomers are not used to. Putting kits and 'go bags' together with the help of neighbours and other community members will help to build relationships across the community
- > Develop newcomer 'welcome packs' to encourage newcomers to use council-run facilities and services, meet other members of the community and understand that these services and facilities are there for them to use. Welcome packs could include free passes and/or free or subsidised membership for a period of time for council-run services and facilities for example, swimming pools, public transport etc



The receiving community is well equipped and supported to welcome and interact with newcomers.

- Provide training and support to members of the receiving communities to build their capacity to welcome and interact with newcomers, for example, cultural competency training
- > Develop innovative ways for locals and newcomers to stand up to prejudice

Example:

Give nothing to Racism – Following the launch of the Human Rights Commission's *Give Nothing to Racism* campaign fronted by 2017 New Zealander of the Year Taika Waititi, the pupils at Holy Family School in Porirua made a video asking their teachers to simply pronounce their names correctly as a way to give nothing to racism. **See:** https://www.youtube.com/watch?v=Y5srma Vq8M

Porirua Mayor Mike Tana was inspired by the pupils' leadership and soon after signed up Porirua City to be the first city to support the messages of the Give Nothing to Racism campaign.



"Here in Porirua we had Holy Family School who signed up straight away and part of that korero was around children's names not being pronounced correctly, so it gave me the idea to say look we should be supporting our children and we should be having that conversation," Mayor Tana said. "Porirua is the most multicultural city – I call it that anyway – in New Zealand... so why not take the lead?"

Race Relations Commissioner Dame Susan Devoy welcomed Porirua's decision. "Prejudice starts in our everyday lives and it's up to each and every one of us to make a stand," she said. "Porirua's stand is about leadership, mana and identity." **See:** www.givenothing.co.nz

Contact: Human Rights Commission: Infoline@hrc.co.nz; txt 021 02364253; call 0800 496 877.

Encourage the receiving community, including former newcomers, to work together to support newcomers, show them around and get them involved in activities. For example, you could suggest a newcomer mentoring programme

Example:

One local council has been assigning a group of mentors, made up of two locals and two former newcomers, to a group of newcomers. The mentors plan activities for themselves and the newcomers, such as hikes, museum trips, game nights, pot-luck dinners etc. The mentors share their knowledge of the community with the newcomers during the events and help the newcomers to explore their local surroundings.

> Tap into or set up a Local Settlement Network (LSN) that includes representatives from all services and migrant business groups in your region

Example:

Developing a sustainable model for **Local Settlement Networks (LSN)** supports new migrants in isolated rural locations. Clutha is one such district where there are few, if any, traditional settlement services. In 2017, Clutha District Settlement Support (CDSS) was formed to fill this gap. Key local players were pulled together into a network and become acquainted with information about the settlement needs of migrants in the region and Immigration New Zealand's national approach to supporting them. A needs analysis for supporting local migrants was included. In September 2017, the group scooped the top award in the Clutha District Trust-Power Community Awards. The judges said the group stood out because of its creativity, impact and the input of volunteers.

See: https://www.facebook.com/CluthaDistrictSettlementSupport/





Members of the receiving community and newcomers build relationships and are at ease with connecting and learning about and from each other.

- Encourage newcomers to join the Parent Teacher Association (PTA) of their child's school. Some schools have a large proportion of migrant children but their parents can be under-represented on PTAs. Many newcomers may not understand the role of PTAs or school boards of trustees and how they can contribute to them.
 See: https://www.newzealandnow.govt.nz/living-in-nz/education/role-of-parents
- > Encourage existing volunteer and community programmes to create opportunities for newcomers, both as participants and as service recipients
- > Encourage community groups and churches to invite newcomers to regular meetand-chat events, such as baking and craft classes and coffee mornings
- Approach Community Patrols NZ to discuss the possibility of inviting newcomers to become volunteer patrollers to help create safer communities. Police safety patrols are voluntary groups of people who give some of their time and take responsibility within their own community to help the Police make the local community safer for everyone
- > Run specific initiatives to support newcomers

Example:

'Shift' is a fitness programme for girls, run by Wellington City Council by females for females. **See:** https://wellington.govt.nz/recreation/support-and-advice/shift-physical-activity-and-wellbeing

The following two programmes support refugees to learn to ride bikes.

See: http://www.radionz.co.nz/national/programmes/thiswayup/audio/201840274/new-nzers-learn-to-ride-bikes **and** http://www.nzherald.co.nz/cycling/news/article.cfm?c_id=31&objectid=11931924

 Support newcomers and local residents to improve their knowledge of the local environment

Example:

Welcoming Neighbourhoods (Howick), along with the Auckland Council, local leaders, cultural centres, local community groups and local boards, is organising bus orientation tours for new migrants to visit the local marae and faith-based institutions.



> Encourage local sports teams to provide opportunities for newcomers to get involved in and learn about popular local sports

Example:

The FootbALL diversity programme is an initiative between the Wellington Phoenix football club, the Human Rights Commission, Red Cross, ChangeMakers Refugee Forum and Multicultural New Zealand. The programme offers former refugees in the region a season ticket for the 17/18 season, in recognition of the important role sport plays in building bridges between individuals and across communities. The Wellington Phoenix chose to help councils with their settlement and integration programmes as a way of saying thank you for the support they get from a number of local councils. **See:** https://www.wellingtonphoenix.com/news/phoenix-spread-love-through-football-0

> Encourage newcomers to adopt a tree or a native animal. This will help newcomers understand the value New Zealanders place on nature and wildlife, especially native plants and animals. Encouraging newcomers to develop a sense of ownership and responsibility for our flora and fauna will help them to understand New Zealand values and feel more included



Different cultures are celebrated and people are supported to express their cultural beliefs and customs, including language and religious practices.

Work with local safety and emergency organisations to get newcomers involved in safety initiatives and emergency preparedness

Example:

The City of Cupertino, California, sees emergency preparedness training as an opportunity to focus on common needs and help people get to know their neighbours. Cupertino provides one to three hour emergency preparedness training for neighbourhoods. Once they are trained, residents conduct emergency drills together. This breaks down barriers as newcomers can work together with residents to ensure they keep each other safe. **See:** https://www.welcomingamerica.org/sites/default/files/Receiving-Communities-Toolkit_FINAL1.pdf

> Develop and promote a community-wide Welcoming Communities calendar of events to celebrate and showcase cultural diversity. Partner with groups like your local library, CAB and Newcomers Network to help develop and promote events. Suitable events could include things like neighbourhood meet, greet-and-eat events, where people bring food from their culture to share; street parades to celebrate cultural festival days; events where newcomers and the receiving communities can share and get to know about each other's culture

Example:

The Citizens Advice Bureau hosts a wide range of migrant information sessions suitable for newcomers. **See:** http://www.cab.org.nz/acabnearyou/Pages/home.aspx

The Newcomers Network event calendar hosts a wide range of events from Newcomer Networks around the country. **See:** http://www.newcomers.co.nz/

The New Zealand Now Event calendar showcases events from selected providers that are targeted at newcomers. **See:** https://www.newzealandnow.govt.nz/events-nz

The Auckland Libraries' events calendar has listed Diwali celebrations, Chinese (Lunar) New Year, Samoan and Māori Language Weeks, World Refugee Day, Matariki, Waitangi Day and Pasifika festival. Regular community and learning programmes and activities include Mandarin and Samoan Storytimes and computer classes in Mandarin. Auckland Libraries has also developed programmes with partner organisations to engage particular communities, for example the Talanoa Pasifika participatory educational sessions for school children, which introduce them to Auckland Museum's Pacific treasures, library resources and wider Pacific concepts and knowledge paradigms. Here are examples of community and language events. See: https://www.aucklandlibraries.govt.nz/Pages/events-search.aspx?search=&range=month&type=9&show=12

Consider offering opportunities to accommodate different needs. For example, encourage your local fitness and aquatic centres to offer women-only exercise or swimming hours to give women, including Muslim women, the opportunity to exercise or swim in a culturally safe environment

Example:

There are swimming pools around the country that are partially closed one night a week to give women the opportunity to learn to swim. Although the lessons are inclusive of all women, it appeals to Muslim women in particular who for cultural and religious reasons feel more comfortable swimming in a female-only environment. The lessons are aimed at improving the confidence of women in and around the water, encouraging physical activity and building quality relationships, while developing knowledge of water safety, which the women share with their own families.



Case study - Connected and Inclusive Communities



There are around 38 Newcomers Networks operating around New Zealand, helping people meet and establish friendships in their communities through shared activities. These networks go a long way towards helping newcomers feel connected and included in community life.

At the 'Cosy Coffee Chat' run by the Albany Newcomers Network, an impromptu geography lesson is taking place. Marina is explaining where she comes from to Claire and Anna from China, who are tapping 'UKRAINE' into a pocket-sized electronic translator.

Marina, a computerised numerical control engineer who has married a New Zealander, is eager to improve her English. "Do I say it correctly? You must correct me!"

This is the weekly Friday Cosy Coffee Chat. No set topics, no lessons delivered, no judgements passed, says Albany Newcomers Network Coordinator Laure Romanetti, adding her French accent to the mix.

"If you are with English speakers and you speak once and people don't understand that's okay. But if it happens over and over again it gets depressing. A lot of people don't understand how difficult learning a new language is. People need somewhere to practise where they don't have to worry about making mistakes."

Many of the North Shore's residents are overseas-born and at risk of isolation – some, like Marina, are the partners of migrants or Kiwis; some are caregivers for children or grandchildren; some are international students, perhaps living away from their family and friends for the first time in their lives.

The Albany Newcomers Network provides connection and inclusion.



Element 5

Economic Development, Business and Employment

Overarching outcome

Communities maximise and harness the economic development opportunities that newcomers can offer. Councils work with business associations to promote the contribution that newcomer business owners and skilled migrants make to the region's economy.





Case study - Economic Development, Business and Employment



The Skilled Newcomers Programme matches the skills of newcomers to the needs of local businesses. It is a practical way to maximise and harness the economic development opportunities that newcomers can bring to a community.

The programme is offered by providers in Northland, Auckland, Waikato, Bay of Plenty, Wellington, Canterbury and Southland.

"Wellington is a very-high-skill city, it needs knowledge workers," explains James Sauaga, the Wellington Programme Coordinator for the Wellington Chamber of Commerce.

Often newcomers have the skills employers need, but they don't understand how to look for a job in New Zealand or what it is that employers are looking for.

"It can be very different from the way they approach things in their home countries," says James.

Many are the partners of skilled migrants.

The Wellington Skilled Newcomers Programme works in collaboration with Work Connect, a migrant work-ready programme offered by the Tertiary Education Commission, and Victoria

University's Workplace Communication for Skilled Migrants.

"We are very lucky to have such a great local network supporting skilled migrants," says James.

"This is a creative city; Wellington is very diverse. You have to make an effort to understand how the company you want to work for operates. What are they looking for? What is their culture like? Take the IT industry. At one company the dress code will be jeans and t-shirts; at another, it might be suit and tie."

A variety of agencies refer newcomers to the Skilled Newcomers Programme. The programme aims to connect its newcomer clients with employers through the Chamber of Commerce's network.

"Our emphasis is on supplying our employers with quality candidates," says James.



What success looks like

Overarching outcome

Communities maximise and harness the economic development opportunities that newcomers can offer. Councils work with business associations to promote the contribution that newcomer business owners and skilled migrants make to the region's economy.

Outcomes

- Newcomers, including international students, are supported to access local employment information, services and networks.
- Newcomers, including international students, are supported with local knowledge and skills to ensure they can operate successfully in the New Zealand work environment, either as a business owner or an employee.
- The receiving community recognises the value of diversity in the workplace, of newcomers' contribution to the region's growth and of the resulting wider economic benefits.
- Local employers and workforces develop their intercultural competency.
- Mutually beneficial connections and initiatives are set up with migrant business people by the local business community and professional networks.



Welcoming activity ideas

Flourishing in a 21st century economy will mean making the most of skills, knowledge and experiences your newcomers have to help build a stronger local economy. Communities across the country and around the world are seeking to attract and retain talented people. Building a robust economy will involve ensuring everyone who lives in your community knows how to engage with and effectively participate in the labour market.

There are a number of things you could include in your Welcoming Plan to make sure your community benefits from the skills and talents of newcomers. We've listed some ideas below to help get you thinking.



Newcomers, including international students, are supported to access local employment information, services and networks.

- Include local employers, the Economic Development Agency, the Chamber of Commerce and other professional networks in welcoming initiatives
- Use existing information channels to ensure newcomers have access to council information about workplace health and safety requirements for small businesses
- Investigate programmes that support newcomers who wish to start their own business and ensure newcomers have access to mainstream support programmes for new business owners



Newcomers, including international students, are supported with local knowledge and skills to ensure they can operate successfully in the New Zealand work environment, either as a business owner or an employee.

- > Promote and showcase employers with diverse workplaces and inclusive work practices. Diversity Works NZ has a number of stories on their website that focus on cultural inclusion. See: https://diversityworksnz.org.nz/success-stories/ diversity-and-inclusion/
 - Immigration New Zealand publications, such as LINKZ, will have stories of employers in your region. **See:** https://www.newzealandnow.govt.nz/resources/linkz-magazine
- > Work to actively dispel myths and misconceptions around immigration
- Consider opportunities and events to showcase the positive impact of newcomers on the community
- Promote and showcase the benefits of newcomers' contribution to the community's workforce and economic growth





The receiving community recognises the value of diversity in the workplace, of newcomers' contribution to the region's growth and of the resulting wider economic benefits.

- > Establish a business award to recognise businesses that excel in cultural competency and inclusiveness. **See:** Case study on page 47
- Partner with your local businesses, multicultural council and media to showcase positive newcomer stories

Example:

Westpac Rotorua Business Excellence Awards: Rotorua Multicultural Council is making a significant contribution to welcoming new migrants and international students to their community by participating in the Rotorua Business Excellence Awards. Most of the work is done by passionate volunteers. Committee members come from nine different countries ranging from Argentina to Zimbabwe.

See: https://www.rotoruachamber.co.nz/events-training/westpac-business-excellence-awards/



Local employers and workforces develop their intercultural competency.

- > Work with local businesses to provide opportunities for intercultural competency training. Diversity Works NZ (formerly the EEO Trust) provides workshops on cross cultural working environments.
 See: https://diversityworksnz.org.nz/eventsandtraining/diversity-committee-workshop-setting-diversity-inclusion-committee-2/
- Collect data on the number of businesses set up by newcomers and the products and services they offer to your community



Mutually beneficial connections and initiatives are set up with migrant business people by the local business community and professional networks.

- > Encourage the local chamber of commerce to reach out to migrant business owners
- > Hold events to promote networking between migrant business owners and the local business community and professional networks
- Consider holding information sessions for migrant business owners about their responsibilities as employers



P Helpful links

The Ethnic People in Commerce (EPIC) conference, hosted by the Office of Ethnic Communities (OEC), aims to strengthen the links between government and New Zealand's ethnically diverse business community. This year's theme was 'The New Zealand Business Story' – best practice, better business, providing valuable insights and perspectives into digital disruption, innovation and success in an ever-changing global economy.

See: http://ethniccommunities.govt.nz/story/ethnic-people-commerce-epic-2017-conference

Immigration New Zealand has a range of resources for employers and employees to help newcomers succeed in business and the workplace.

For employers, see:

- > Resources for employers of migrant workers: https://www.immigration.govt.nz/employ-migrants/settle-migrant-staff/resources-for-you
- > Resources to support the settlement of migrant staff: https://www.immigration.govt. nz/employ-migrants/settle-migrant-staff
- > How to help migrant candidates succeed in competency-based interviews: https://www.immigration.govt.nz/employ-migrants/explore-your-options/finding-and-hiring-workers-overseas/interviewing-candidates-job-offer/help-migrant-candidates-succeed

For employees, see:

- Resource to support migrants succeeding in job interviews: https://www.newzealandnow.govt.nz/work-in-nz/finding-work/job-interviews
- Resources for migrant workers about Kiwi workplaces: https://www.newzealandnow.govt.nz/resources?default=settlement_guide



Case study - Economic Development, Business and Employment



The Wellington Gold Awards, established in 1999, celebrate the excellence and the enterprise of business in the Wellington region. In recent years these business Gold Awards have showcased Wellington businesses that demonstrate good practice in hiring skilled migrant staff.

The Immigration Gold Showcase category recognises local businesses that go the extra mile to ensure that their new migrant employees are welcomed and well-supported through the challenges of adjusting to Kiwi workplaces, while they settle and build a life in Wellington.

Immigration New Zealand Deputy Chief Executive Nigel Bickle says, "We're delighted to have sponsored this Showcase Category Award, which always delivers such a good cross-section of winners – from small local retail businesses to world-renowned scientific research organisations, large engineering consultancy services and leading IT companies. These businesses reflect the diversity of Wellington's economy and business community – many of which are supported with migrant

skills, enabling their business growth. Their commitment to their workplace culture, supporting the settlement needs of new migrants and their families is exemplary.

Wellington – like all regions – has always been reliant on migrant skills to help its businesses to prosper. Where skills can't be sourced locally, Immigration New Zealand supports businesses to recruit and retain the best skills available from around the world".

Immigration contributes to building regions' economies and creating new jobs by encouraging innovation, deepening our links with international markets and providing access to the skills and capital that businesses need for growth.





Element 6

Civic Engagement and Participation

Overarching outcome

Newcomers feel welcome to fully participate in the community. Newcomers are active in all forms of civic participation.



Element 6 – Civic Engagement and Participation



Case study - Civic Engagement and Participation



Volunteer Wellington goes out of its way to support and celebrate migrant volunteers, helping them to participate in and contribute to their local communities.

From its offices in downtown Wellington, Volunteer Wellington matches volunteers, many of them migrants, with the needs of its more than 400 member organisations.

In fact, Volunteer Wellington goes out of its way to celebrate the contribution migrant volunteers make to the community.

It holds annual Volunteer Connect Awards for New Migrants, officiated over by the Wellington Mayor, and in 2017 it published *Volunteer connect: Migrants volunteering in the community*, a booklet containing the stories of 30 migrant volunteers from 19 different nations.

Anyone who wants to use Volunteer Wellington to find a placement is first given a comprehensive interview.

People choose to volunteer for a mix of reasons. Some are looking for a better work-life balance, some to serve a cause, some for social relationships, and some – many of them migrants – as a way of gaining experiences that will make them more employable.

Working as a volunteer answers that need, and it also gives the volunteers something else employers are looking for – an implicit understanding of Kiwi workplace culture.

Where better to learn about smokos, workplace shouts, and the way Kiwi workers and managers interact than in a real-life workplace?

But volunteering is also its own reward, as most volunteers who find full-time work continue to volunteer in their spare time.



What success looks like

Overarching outcome

Newcomers feel welcome to fully participate in the community. Newcomers are active in all forms of civic participation.

Outcomes

- The council's elected members and staff effectively communicate with newcomers to promote their engagement in local government processes.
- 6.2 Newcomers are encouraged and enabled to get involved in local government and civil society.
- 6.3 Newcomers' efforts and achievements in civic participation and community life are acknowledged and celebrated.



Welcoming activity ideas

Civic engagement and participation is best demonstrated when members of your community give their time, skills, knowledge and energy to contribute to the common good of your community in ways that can positively impact individuals. Participation in public processes and community life is a fundamental part of newcomer integration. Participating in local decision-making processes means their priorities and needs can be addressed and heard by the wider community.

There are a number of things you could include in your Welcoming Plan to make sure your community facilitates civic engagement and participation. We've listed some ideas below to help get you thinking.



The council's elected members and staff effectively communicate with newcomers to promote their engagement in local government processes.

- Conduct targeted information sessions on civic society matters and host tours of council offices
- > Encourage newcomers to attend civic activities that would help build their knowledge of their new community and develop their networks
- Work with the Electoral Commission to encourage eligible newcomers to vote in local and central government elections
- > Engage with newcomer groups during consultation on council policies and plans. Ask the Office of Ethnic Communities (OEC), the Citizens Advice Bureau (CAB), and other newcomer-focused service providers to circulate information on upcoming consultation processes to newcomer stakeholders
- > Identify activities to encourage newcomers to participate and get involved in civic life



Newcomers are encouraged and enabled to get involved in local government and civil society.

- Set up civic and community leadership development programmes for newcomers, drawing on the expertise and experience of locals. For example, you could encourage newcomers to volunteer on local boards and encourage members of advisory boards to provide mentoring and succession programmes
- Use or enhance current mechanisms to encourage newcomers to participate in democratic processes – for example, submitting views at hearings, council meetings and strategic planning meetings
- > Hold some council meetings and consultation activity in outreach settings
- > Run events for newcomers on how to participate in local body and general elections
- Invite newcomers to volunteer at community events or in a community garden, or work with newcomers to come up with new ideas for events
- Hold 'meet your local government leaders' events or organise discussion forums where people from diverse communities can meet the Mayor and councillors to discuss issues that affect them



Example:

Wellington City Council's 'Ethnic discussion forums': These forums were previously held for people from the diverse communities of Wellington. In the forums, discussion groups focused on a theme that affects the lives of Wellington communities. Topics discussed at forums have included health and well-being, recreation, employment and safety. Feedback from the forums resulted in the setting up of programmes such as the free interpreting service. **See:** https:// wellington.govt.nz/services/community-and-culture/ethnic-communities



Newcomers' efforts and achievements in civic participation and community life are acknowledged and celebrated.

- > Ensure newcomers are recognised through local community awards for example 'Wellingtonian of the Year'. **See:** https://wellington.govt.nz/about-wellington/ absolutely-positively-wellingtonian-awards. The Wellington awards are notable for recognising a diverse group of recipients, including several migrants
- > Use citizenship ceremonies to inform new citizens of the opportunities they have to participate in civic society. Consider making citizenship ceremonies more interactive and informative, for example by inviting guests from the business community to attend and providing information packs and booths where guests have an opportunity for discussions with newcomers

Example:

The importance of citizenship ceremonies: Moving to a new country is a significant event in the lives of many people and citizenship ceremonies can be a much anticipated occasion – many newcomers expect a lot of celebration to happen at their citizenship ceremony. It's also a really good opportunity for them to meet other newcomers, members of the receiving community and city officials, and to learn more about New Zealand culture and values. Consider holding citizenship ceremonies at your local marae. **See:** http://www.dunedin.govt.nz/your-council/ latest-news/april-2016/dunedins-most-recent-new-zealand-citizens-received-aspecial-welcome-at-the-puketeraki-marae-in-karitane-today



(f) Helpful links

The Dubuque settlement model: This is an education programme model from the USA for bringing together organisations – for example, police and fire departments.

See: http://www.greaterdubuque.org/greater-dubuque-development-corporation/relocate/ distinctively-dubuque; and this BLOG from a participant

See: https://betweenenglandandiowa.com/2017/04/26/distinctively-dubuque/



Case study - Civic Engagement and Participation



"A surprising number of people don't know how to use computers, and they aren't necessarily the obvious ones." says Hamilton City librarian Lisa Pritchard.

When she started the Hamilton City Libraries computer mentor programme she thought most of the people who would make use of it would be older, but Lisa has found that no general rule applies.

More than 20 volunteers – predominantly migrants – belong to the computer mentor programme, each giving up two or four hours of their time a week. In 2014, the programme helped around 890 library customers at five of Hamilton's six libraries.

Computer mentor Ezhilarasi Srinivasan, known as 'Arasi', is helping a customer put together a job application – job-related assistance takes about 25 per cent of mentor time – but she is also called on for many other things. She might have to help with scanning and printing, with downloading e-books, with opening and saving documents, with typing, or even with the basics of using a mouse and keyboard.

It is patient, time-consuming work that the library would not be able to deliver without the mentors.

The newcomer mentors love the work. "They can put it in their CV to show they have helped us, but they also get to meet Kiwis who are looking for their help. So they get to know and be part of the community. It's a great thing for everyone.

Computer-related tasks that seem small often end up expanding", says Lisa.

"Someone might say they just want to apply for work online, and then you realise they don't have a CV or an email address."

Lisa's volunteers come to her from the not-forprofit volunteer recruitment and placement agency Volunteering Waikato or from word-ofmouth recommendations. Each has passed a library-arranged police check and been through a 90-minute interview.

Lisa's ideal candidate is customer-focused, writes and speaks everyday English, and has some computer skills.

Of these, it is the customer focus that Lisa seeks; computer skills can be learned along the way.

"It is really important for us to get the right person for the role."

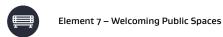


Element 7 Welcoming Public Spaces

Overarching outcome

Newcomers and receiving communities feel welcome in and comfortable using public spaces.





Case study - Welcoming Public Spaces



Palmerston North City Library goes out of its way to welcome newcomers. Close by the entrance is a seat surrounded by national greetings and, a few metres away, an almost two-metre-tall book of photographs from around the world, which is turned to a new page each day.

Like many libraries, this library also offers an extensive foreign language collection, English language resources, and online services such as Pressreader, which gives same-day access to full-page replicas of newspapers and magazines from around the world.

But it is the library's role as a venue and gathering place – it calls itself the Living Room of the City – that distinguishes it. Throughout the year, the library offers a line-up of cultural and language-related events and exhibitions, often complementing events that are occurring

in the wider city. From multicultural book groups to free Chinese language lessons, Latin American film screenings and cultural performances, the library hosts them all.

"Libraries are one of the last non-commercial spaces," says Joanna Matthew, Executive Director of the Library and Information Association of New Zealand (LIANZA). "You don't have to buy a coffee to make use of a library. There is no cost or barrier to entry. They are places that migrants and newcomers gravitate to naturally."



What success looks like

Overarching outcome

Newcomers and receiving communities feel welcome in and comfortable using public spaces.

Outcomes

- The design and operation of public spaces and facilities are culturally appropriate and reflect the diversity of the community.
- Welcoming public spaces provide opportunities to build trust and relationships between newcomers and members of the receiving community.
- Public spaces and buildings create a sense of community ownership and inclusion for all, including newcomers.



Welcoming activity ideas

Talking with members of your community to create public spaces that are relevant, fit for 21st century users and make both newcomers and locals wish to visit and explore is the way forward.

There are a number of things you could include in your Welcoming Plan to make sure your public spaces are inviting to all. We've listed some ideas below to help get you thinking.



The design and operation of public spaces and facilities are culturally appropriate and reflect the diversity of the community.

- > Consult with all residents, including newcomers, on the design and operation of council-owned public spaces and facilities
- > Make sure council-owned buildings are attractive and welcoming diverse groups
- > Keep public spaces free of entry fees where possible
- > Invite newcomers and migrants to speak with town planning teams
- Involve relevant safety agencies when designing or upgrading public spaces to identify a list of desired and appropriate safety features – for example, safety and emergency signage in different languages with images and symbols that everyone understands
- Ensure council buildings have multi-lingual signage and consider displaying art from different cultures
- Make sure welcome brochures and information materials are available at transport hubs for newcomers. For example, you could work with airport authorities to create specialised newcomer welcoming signs or desks
- Work with educational and volunteer groups to make potentially dangerous public spaces safer for newcomers who may be unfamiliar with the risks. For example, hold water safety days at beaches and popular fishing or boating spots
- Increase promotion of public spaces to ensure newcomers are aware of what is available and know they are welcome to use them

Examples:

Tauranga City Council has opened up access to the beach for people with a range of mobility issues; Nelson and New Plymouth are promoting access to cycling paths. **See:** Tauranga City Council's Facebook site: https://www.facebook.com/ TaurangaCityCouncil/photos/a.605491909495546.1073741828.600749256636478/1 421363551241707/?type=3

Nelson runs an urban cycleways programme. See: https://www.nzta.govt.nz/walking-cycling-and-public-transport/cycling/for-people-involved-in-cycling-programmes-and-projects/urban-cycleways-programme/nelson-urban-cycleways-programme/

New Plymouth also runs an urban cycleways programme. See: https://www.nzta.govt.nz/walking-cycling-and-public-transport/cycling/for-people-involved-incycling-programmes-and-projects/urban-cycleways-programme/new-plymouth-urban-cycleways-programme/?





Welcoming public spaces provide opportunities to build trust and relationships between newcomers and members of the receiving community.

- > Design public spaces that are open and inclusive, and encourage people to connect
- > Provide accessible information about public spaces and facilities
- > Encourage activities like 'mini fun runs' for families (particularly newcomers), alongside more major events
- > Create 'multicultural days' where people can experience different cultures and learn about each other's cultures
- > Encourage newcomer groups to meet in council-owned buildings and host newcomer events in council buildings
- Promote public spaces for gatherings between newcomers and the receiving community
- > Host intercultural exercise events in public parks so members of different cultures can share exercises and games from their cultures; or encourage regular 'exercise days' run by different cultural groups
- > Use public transport networks to display migration stories and welcoming messages across the city for example, Milan Bus Stories⁷
- Create storytelling street corners where visitors or passers-by can stop and hear stories from different cultures (same can apply to parks, shopping malls and even council buildings)
- Enable newcomers to tell their stories in public spaces, parks, facilities and libraries through art and photographic exhibitions, cultural festivals etc. For example, Christchurch Public Library hosted a photography exhibition for Islam Awareness Week and Wellington's Portrait Gallery hosted an exhibition on refugee stories.
 See: http://www.newswire.co.nz/2017/10/refugee-stories-larger-life-new-exhibition/
- > Encourage schools to use 'walking school buses'

Example:

In Auckland, the 'Walking School Bus' is a great way of getting children safely to school, while at the same time encouraging them to mix with children of other cultures and backgrounds as it picks up more and more children along the way. The 'bus' provides opportunities for them to connect and strengthen neighbourhood ties and puts the neighbourhood's diversity on display every day. The idea has even made it onto Canada's 'Cities of Migration' website.

See: http://citiesofmigration.ca/building-inclusive-cities/spatial-inclusion/

⁷ http://citiesofmigration.ca/good_idea/milan-bus-stories/





Public spaces and buildings create a sense of community ownership and inclusion for all, including newcomers.

- > Run a competition to design newcomer-friendly public spaces. Involve schools and community groups. Hold an event where newcomers can safely discuss the entries and provide feedback. Use the event to connect newcomers with existing residents and encourage the sharing of ideas and needs
- Hold a 'decorate your space day' where newcomers and existing residents can decorate public spaces in the colours and symbols of their culture – for example, decorate trees or pillars, fences and walls
- > Hold tours of public buildings and spaces for newcomer groups to explain their purpose and history and make them feel comfortable in these spaces
- > Encourage the use of public spaces and buildings to reflect and accommodate the diversity of the community through their design, art work, promotion, symbols, signage and usage
- Hold a competition to create signs and posters for public spaces that communicate a sense of shared ownership and inclusiveness and tell stories about the history, design and purpose of the space
- > Create areas where people can share stories, maps, cultural games, arts and activities
- > Support neighbourhoods to hold 'play on the street' days

Example:

In some cities, parents organise regular street closures for the purpose of children's play. The parents share food on picnic tables while supervising their children. This is a great way to help break down cultural barriers between neighbours, both children and adults. One example is Westmount Street in Edmonton, Canada. **See:** http://www.edmontonsun.com/2017/05/31/westmount-street-being-closed-so-children-can-play-for-one-day

Encourage newcomers to take part in volunteer activities that improve public spaces, such as community planting and beach clean-up days, community garden projects, and Department of Conservation volunteer activities. See: http:// conservationvolunteers.co.nz/

Example:

Project Island Song is a project to bring back birdsong and restore ecological balance to the seven main islands in the Eastern Bay of Islands (Ipipiri). Thousands of trees have been planted, and five rare and endangered species have been reintroduced. Project Island Song is a unique partnership between the community group Guardians of the Bay of Islands, Te Rawhiti hapū (Ngati Kuta and Patukeha) and the Department of Conservation. **See:** http://www.terawhitimarae.maori.nz and http://www.doc.govt.nz/

There are many ways to get involved, including volunteering, becoming a friend and adopting a tree. **See:** https://www.projectislandsong.co.nz/index.php



> Run a 'Placemaking' project

Example:

Placemaking is about reinventing public places to make them people-centred, interactive and attractive to the people who live, work and play in the space. Placemaking inspires people to collectively reimagine and reinvent public spaces as the heart of every community. It begins with small-scale, do-able improvements that can immediately bring benefits to public places and the people who use them. **See:** Placemaking Waikato District Council: https://www.waikatodistrict.govt.nz/services-facilities/community-development/placemaking

An example of placemaking with a Pacific flavour. See: http://ourauckland.aucklandcouncil.govt.nz/articles/news/2017/07/people-at-the-heart-of-placemaking/



Case study - Welcoming Public Spaces



With golden summers, mild winters and a 3,100 kilometre coastline, Auckland is a paradise for recreational water users – if they know how to stay safe. Newcomers often don't.

Aquatic Educator Alan Chow of WaterSafe
Auckland explains that many migrants come
from landlocked countries or from regions that
are distant from the sea or have little in the way
of swimmable waters.

"You often have people who haven't been brought up around water or had much experience of the dangers you come across in natural settings," he says.

One of WaterSafe Auckland's long-running successes is the West Coast Rock Fishing Safety Project, which began in 2006, following a spate of rock fishing fatalities on Auckland's West Coast and continues today.

When the project was launched as a joint venture between WaterSafe Auckland, Surf Life Saving Northern Region and Auckland Council,

4 per cent of fishers regularly wore lifejackets; by 2015, the figure was 40 per cent and rockfishing drowning fatalities had declined to less than one per annum.

Today the project includes practical workshops, public service notices, and visits by rock fishing safety advisors to popular fishing spots to speak personally with fishers. "A key focus of the campaign", says WaterSafe Auckland Regional Promotions Manager Barbara Venville-Gibbons, "is getting the message out to the wives, mothers, sisters and daughters, who may be able to influence the fishers' behaviour."

For more information about WaterSafe Auckland, visit: www.watersafe.org.nz.



Element 8

Culture and Identity

Overarching outcome

There is a shared sense of pride in being part of a culturally rich and vibrant community. People feel their culture is respected and valued by other members of the community. There are opportunities to learn about each other's cultures.





Case study - Culture and Identity



In Whanganui, the International Women's Group hosted by English Language Partners has been bringing locals and newcomers together for more than 30 years.

When Leila arrived from Iran, she was miserable. Other than her husband, she knew no-one. Her English was hesitant, and she missed her home and family. She spent a lot of time in tears.

But things have changed. "Now I think she is happy," says Rana Ghamri.

Rana and Leila are at the International Women's Group, which has met at English Language Partners for more than 30 years, creating a community of locals and newcomers.

"I have morning tea with Leila every Tuesday and she goes to English language classes too," says Rana, who arrived in Whanganui with her husband and her family about nine years ago from Abu Dhabi.

"As part of the group, we all try to help one another, because all of us are far away from our countries and our families and we are all learning to live with another language. It can be hard," says Jane Blinkhorne, the Whanganui English Language Partners Manager.

The group is partly about improving people's English, says Jane, and partly about building the

community bonds that help migrants and their families settle successfully.

Many of the women are the partners of the skilled migrants that smaller communities like Whanganui need: migrants like Rana's husband, a doctor at the local hospital.

"For settlement to be successful, every member of the family has to be happy," says Jane.

The weekly meetings follow a set structure: people introduce themselves in their own language; Jane talks about what is going on around town; there is a speaker or activity and the meeting ends with tea, coffee and home baking.

Nine years into her settlement journey, three of Rana's children are at university: one studying towards a PhD in genetics, another studying medicine, and a third studying health sciences in preparation for medical school.

For Leila too, life is getting better. She has made friends and has found a network of friends and supporters like Rana through English Language Partners.



What success looks like

Overarching outcome

There is a shared sense of pride in being part of a culturally rich and vibrant community. People feel their culture is respected and valued by other members of the community. There are opportunities to learn about each other's cultures.

Outcomes

- Receiving communities and newcomers share and celebrate their cultures with each other, facilitated by the council and others in the community.
- 8.2 Newcomers and the receiving community understand what values they each hold dear.



Welcoming activity ideas

Cultural identity can be defined as the feeling of belonging to a group. It is part of a person's self-perception and relates to nationality, ethnicity, religion, social class, generation, locality or any kind of social group that has its own distinct culture.

There are a number of things you could include in your Welcoming Plan to ensure there are opportunities to learn about each other's cultures. We've listed some ideas below to help get you thinking.



Receiving communities and newcomers share and celebrate their cultures with each other, facilitated by the council and others in the community.

- Support workshops, exhibitions and engagement summits that promote cultural awareness
- > Identify and encourage opportunities for local Māori to provide and support regular powhiri and noho marae experiences for newcomers
- Partner with mana whenua to provide ongoing opportunities to engage with local Māori and their cultural practices in a meaningful and sustainable way
- Provide or support a calendar of events that creates opportunities for sharing and celebrating cultural diverse activities
- > Set up a Newcomers Network if you don't already have one in your region. Newcomers Networks have an active forum page and organise regular get-togethers that are open to both newcomers and non-newcomers – for example, coffee groups, walking groups, knitting and crafts groups. See: http://www.newcomers.co.nz/ Boomerang bags is just one fun event promoted on the Newcomers Network event calendar. See: http://www.newcomers.co.nz/events/sewing-crafts-club-2017-09-28/
- Attend and help to promote Neighbours' Day Aotearoa. See: http://neighboursday. org.nz/
- > Use existing networks, like Neighbourly, to help organise neighbourhood events for example welcome parties for newcomers, Communities Got Talent, or food events like Neighbour Days street BBQs and Welcoming dinner projects. **See:** https://www.facebook.com/TheWelcomeDinnerProject/ and http://hapori.co.nz/
- > Work with mainstream organisation in areas such as sport, arts and youth, to encourage them to do outreach work with newcomer groups. For example, organisations that hold open days to encourage new members (such as YMCA, GirlGuiding New Zealand, Scouting New Zealand or local sport clubs) could extend the invitation to newcomers
- Develop a booklet of basic information about the newcomer cultures in your community and distribute this throughout neighbourhoods and council-run offices and facilities
- Organise council-run annual activities that recognise the cultural identity of newcomers
- > Create a 'Diversity Wall' or area that can be regularly updated with images, information and other works that represent the different cultures in the community, for example, flags, drawings, poetry etc



> Encourage and support newcomers and existing residents of all cultures to hold events to celebrate significant cultural occasions

Example:

In the Spanish town of Badalona, a request from its Sikh community to hold a religious procession through town streets was first denied, and then approved after town officials suggested they meet with local residents to gain their support. Formal bridge-building meetings ensured the request was approved, with public officials and neighbourhood residents participating in the parade. See: http://citiesofmigration.ca/building-inclusive-cities/spatial-inclusion/

> Support community groups to create cultural festivals within your region – for example, Diwali, Islam Awareness Week, Chinese New Year and Africa Day. Some councils support these events with funding or the use of facilitates such as libraries or community halls. Creating these opportunities for communities to celebrate and share their culture helps bridge gaps between communities

Example:

Africa Day celebrations, Wellington 2016: The African Communities Council Wellington (ACCW) and Wellington City Council (WCC) collaborated to run a family-focused cultural festival that showcased African music, arts, dance, language, fashion, food and fun for the whole family. **See:** http://www.africancommunity.org. nz/events/africa-day/

> Support cultural shows or festivals that showcase the talents and skills of newcomers

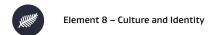
Example:

Christchurch's Culture Galore Festival has been running since 2001 and is still going strong. It is a multicultural festival celebrating the city's diversity through food, arts and crafts, music and dance performances from more than 80 cultures who call Christchurch home. It also features food stalls and 'have-a-go' activities, such as stone carving, flax weaving, origami, face painting, baseball hitting, story time etc. The event is supported by community boards and entry and activities are free. See: https://ccc.govt.nz/news-and-events/events/show/193



Newcomers and the receiving community understand what values they each hold dear.

- Provide information on a range of local topics to help newcomers become part of the wider community. Topics could cover areas such as regional history, the local labour market and sectors, the local cultural community and sporting icons, and local kiwiisms
- Offer tikanga Māori lessons for newcomers to help them understand the basics of Māori traditions, customs and history
- > Use Immigration New Zealand information sources for migrants that refer newcomers to appropriate agencies and information about wider national topics, such as New Zealand's education, health, laws and justice systems. See Helpful links



- > Encourage migrant communities to hold events that reflect their values, promote understanding of their culture or faiths, and show a positive contribution to the community. For example, some Muslim communities hold Mosque open days
- > Encourage libraries to host ethnically-themed book clubs and other events that promote ethnic themes and bring communities together

Example:

Opportunities to learn about each other's cultures abound at the Palmerston North Public Library. One recent event was the Global Festival organised by Global Parent Support: six migrant women from different countries and professions who have set out to promote cultural awareness, understanding and respect in their community.

From 1.00pm, when the Festival launched with a karakia until 4.00 pm, the ground floor of Palmerston North City Library was packed with quietly focused children and their parents, moving from activity to activity.

The children coloured in self-portraits, or located famous sites – maybe the pyramids or the Leaning Tower of Pisa – on a world map. They played the Māori stick games known as tī rākau or took part in building a model wharenui or meeting house. And each activity they completed earned them a stamp in a printed **Global Passport**.

"We hope to motivate children to find out more about the wider world and broaden their horizons. If we understand and respect each other's differences, it will be good for everyone," said Angel Kwan of Global Parent Support.

Palmerston North City Council Multicultural Services Officer Jeremie Corroenne, who is based at the library, praises the event.

"This is what libraries are about. Events like the Global Passport make it clear that libraries are places that belong to everyone in the community and that everyone in the community is welcome." **See:** https://www.eventfinda.co.nz/2017/global-passport-enrolment-station/palmerston-north

 Use existing models, such as 'Age friendly communities', to help people tell their stories

Example:

Wellington City Council uses a mobile caravan to tell peoples' wartime and other stories. There are a number of other examples on the global network website. **See:** http://www.who.int/ageing/projects/age_friendly_cities_network/en/





The **OEC Language Celebration Guidelines** provide advice on language celebration events for those who wish to celebrate their cultures.

See: http://ethniccommunities.govt.nz/sites/default/files/files/LanguageCelebrationGuidelines.pdf

Welcoming America, the American version of Welcoming Communities, acknowledges the value and importance of storytelling to reinforce positive welcoming experiences and to help build understanding and empathy among the receiving community. Stephanie Ali, Civic Engagement Manager, New American Pathways in Atlanta believes that storytelling is a powerful tool and very effective in both local media and for reaching new audiences. "Storytelling has been great...creating opportunities for people to tell their own story is even better". (Source: Welcoming America, New American Campaign).

See: https://www.welcomingamerica.org/sites/default/files/wp-content/uploads/2014/12/Immigrant-Nation-Webinar-Slides.pdf

The New Zealand Now regional pages provide information on services that support and include newcomers.

See: https://www.newzealandnow.govt.nz/regions-nz/marlborough/healthcare and https://www.newzealandnow.govt.nz/regions-nz/marlborough/community-services



Case study - Culture and Identity



Crossing the Bridge is a photographic, video and web-based exploration of identity and belonging among 22 people from 20 countries who have made Ashburton their home.

Sophie-Claire from Mauritius and her Kiwi partner moved to Ashburton in 2011. By 2014 they had established a skydiving business and Sophie-Claire had graduated with a degree in anthropology.

But breaking into the local community was more difficult – and Sophie-Claire knew there were other people like her.

It was then that the idea of creating a multimedia exploration of the lives of Ashburton's newcomers came to her. She even had a name in mind – Crossing the Bridge.

Backed by Safer Ashburton, the project obtained funding from Creative New Zealand's Creative Communities Scheme and the Ashburton Trust Lion Foundation, followed by smaller grants from a number of other sponsors.

Each migrant was photographed in temporary studio, videoed in surroundings of their choice, and given a disposable camera to document their daily life. "It was great to give a camera to Yep, who had been in Ashburton for more than 50 years, and to Jack, aged 14 who has been in Ashburton for less than a year, and to then compare the images they captured and the reasons they called Ashburton home."

The studio photographs were displayed in an open-air square and a short documentary compiled from the video interviews played in a portable cinema.

Printed booklets drew on the migrants' collections of photographs, and each participant's biography was released on an online gallery featured on the project's website.

See: http://crossingthebridge.co/

Notes:

Welcoming Communities Te Waharoa ki ngā Hapori

'Putting out the welcome mat'

- a resource for developing your Welcoming Plan

Te Whāriki

– he rauemi e whanake ana i tō whāriki

Published January 2018

By Ministry of Business, Innovation and Employment

15 Stout Street PO Box 1473 Wellington 6140

More information: www.immigration.govt.nz www.mbie.govt.nz 0800 20 90 20

ISBN 978-1-98-853552-4 (print) ISBN 978-1-98-853553-1 (online)

Photos courtesy of:

- > Education New Zealand (pages 2 and 41)
- > Chris Williams (page 15)
- > Petra Mingneau (page 70)

© Crown copyright 2018

The material contained in this report is subject to Crown copyright protection unless otherwise indicated. The Crown copyright protected material may be reproduced free of charge in any format or media without requiring specific permission. This is subject to the material being reproduced accurately and not being used in a derogatory manner or in a misleading context. Where the material is being published or issued to others, the source and copyright status should be acknowledged. The permission to reproduce Crown copyright protected material does not extend to any material in this report that is identified as being the copyright of a third party. Authorisation to reproduce such material should be obtained from the copyright holders.



Waimakariri Welcoming Communities Stocktake report

| 2025

Contents

(Report in draft form awaiting finalization of layout and formatting)

Aim	2
Method and scope2	2
Background and context	3
Why Welcoming Communities4	1
Quantitative Results5	5
The 8 elements of the Welcoming	
Communities Standard10)
Qualitative Results10)
Next steps in Plan development 29)

Waimakariri Welcoming Communities Stocktake

Aim

The objective of the stocktake is to produce a snapshot of initiatives and services that promote welcoming activities in the district. Guiding what "welcoming is" is the Welcoming Communities Standard, comprised of 8 elements (e.g. Welcoming Communications) and the stocktake provides a means of benchmarking the Waimakariri District against these elements. The stocktake will inform the development of the Welcoming Communities Plan for the Waimakariri District, the aim of which is to shine a light on existing activities, avoid duplication and identify areas of focus for being welcoming to migrants and newcomers.

Method and scope

An exploratory mixed methods design was used to identify programmes and initiatives that support welcoming newcomers. Newcomers are defined as newcomers from overseas (recent migrants, former refugees, international students and returning citizens) and people relocating from other parts of New Zealand. Support for the development of the survey was given by a steering group. What is "welcoming" is determined by the results of the survey and data collection and through benchmarking against the Welcoming Communities standard.

Qualitative data collection

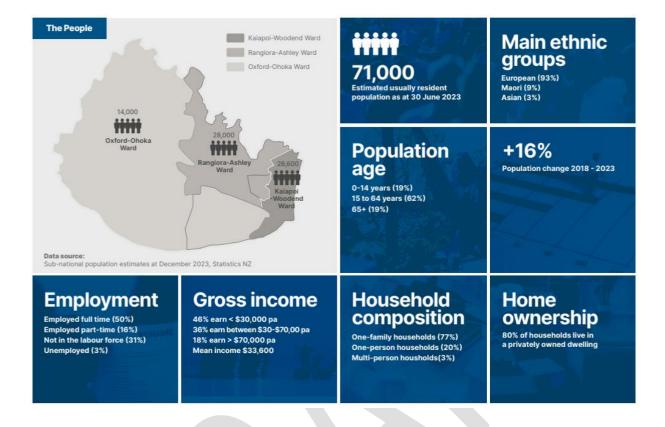
- Internal socialising of project in Council and community partners
 - WDC: Greenspace, Libraries, Service Centres, Strategy and Policy, HR and Health and Safety
 - Community partners: Age Friendly, Social Services Waimakariri, Youth Council, community network forums, Global Locals of Waimakariri (GLOW)
- Sector meetings
 - Schools, healthcare, farming (rural support networks), business, faith-based organisations, social services, and sports
- Community survey: 81 responses
- Focus groups: 2 focus groups were held, 1 with the Migrant Agency Group and 1 with a mixture of those who represented the above sectors.

Quantitative data collection

- Desk review of Council policies and strategies
- Community survey: 81 responses
- Previous Council/Community surveys
- Stats NZ Census results.

Background and context

Waimakariri at a glance



The Waimakariri District covers some 225,000 hectares, bordered by the Waimakariri River in the south, the Puketearaki Range in the west, Pegasus Bay in the east and the Hurunui District boundary to the north. The major urban towns of the Waimakariri District are Rangiora and Kaiapoi, Oxford, Woodend and Pegasus. The district is a mix of urban and rural with 65% of the Waimakariri population is within the urban areas.

Data Sources: NZ Stat, MBIE Modelled Territorial Authority GDP, Census 2023

Industry

The largest contributors to growth in employment the region (1.4%pa over the year to September 2024), were education, healthcare, and other services. <u>Infometrics Quarterly Report</u>

Growth

Waimakariri is a fast-growing area, with a population of 66,246 in 27,456 households (Census 2023). The district has seen a 11% increase in population since the last census in 2018 and 45% GDP growth over the same period (-0.9% GDP growth over the year to March 2024). Mid-level projections estimate that Waimakariri will have a population of 77,100 by 2033.

Why Welcoming Communities

In July of 2023 the WDC joined 34 other Councils to be a part of Welcoming Communities and to be funded for 3 years to develop a plan.

The Welcoming Communities programme recognises communities are healthier, happier and more productive when newcomers are welcomed and can participate fully in society and in the local economy. Welcoming Communities actively seeks to mobilise and involve members of the local communities in welcoming activities, along with newcomers.

The Waimakariri District Council (WDC) mission is "to pursue with the community a high quality physical and social environment, safe communities, and a healthy economy." Within the Council's Community Team are portfolios dedicated to social inclusion – older persons, disabilities and migrant inclusion. As the district is growing and there is increasing diversity, Welcoming communities represented an opportunity to add to the social inclusion work with a strategic framework supported by a national network. The vision of the migrant portfolio is that "All cultures are respected, and everyone has a sense of belonging." The benefits that have been shown in established Welcoming Communities Councils align with the strategic outcomes of the Council and the Community team that aim to facilitate a stronger, safer, vibrant community.

The key themes from the Waimakariri 2048 District Development Strategy (2018) are highlighted below and are in line with the 8 elements of the Welcoming Communities Standard. Being a part of Welcoming Communities is seen as being in line with vision for the Waimakariri District Council.





Stocktake limitations

The stocktake is a snapshot of the district. Time and resourcing means that a comprehensive analysis of the district is limited. The plan will be adapted as new information and relationship building occurs.

Community involvement

A small steering group of 4 has assisted the part time facilitator in 2024 in developing the survey and keeping on track. A Council Project Control Group will be established to refine the development of the plan in concurrently with an Advisory Group that will support future developments and roll out of initiatives

Quantitative Results

Public survey (81 responses)

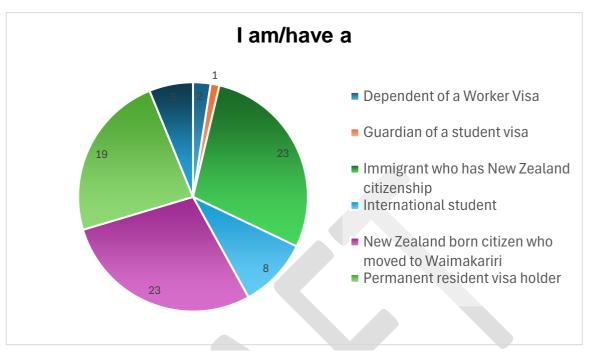


Figure 1 Visa status/citenship

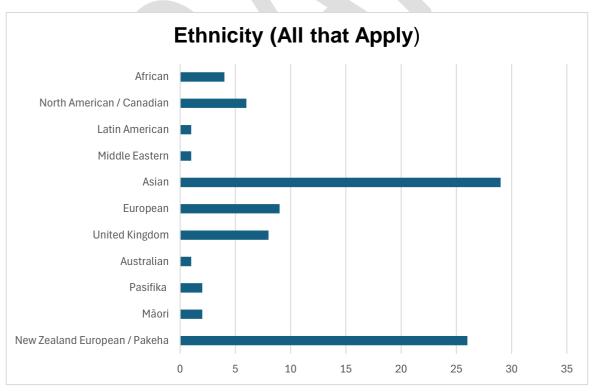


Figure 2 Ethnicity

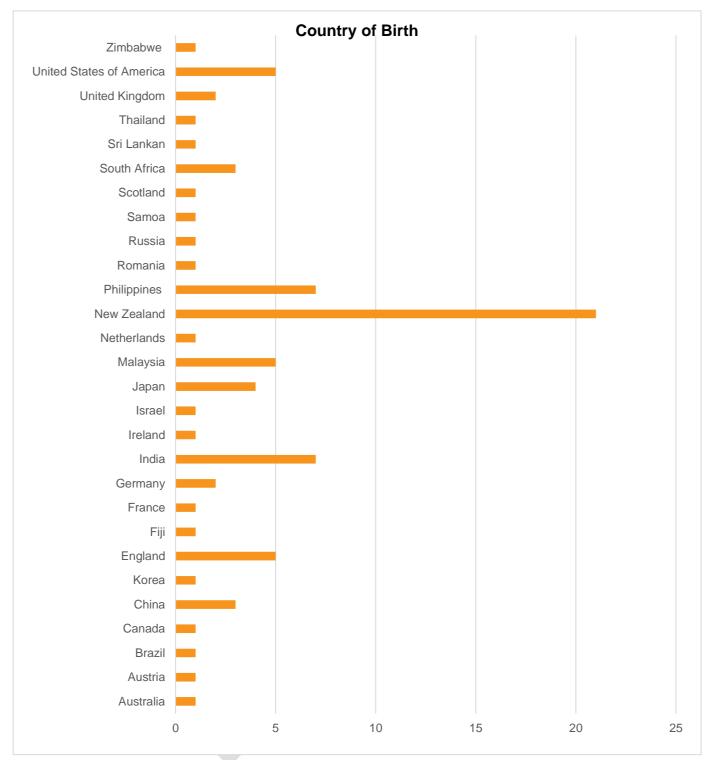


Figure 3 Country of birth

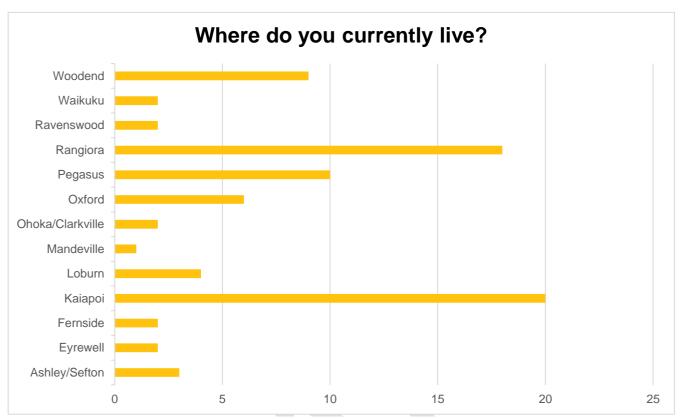
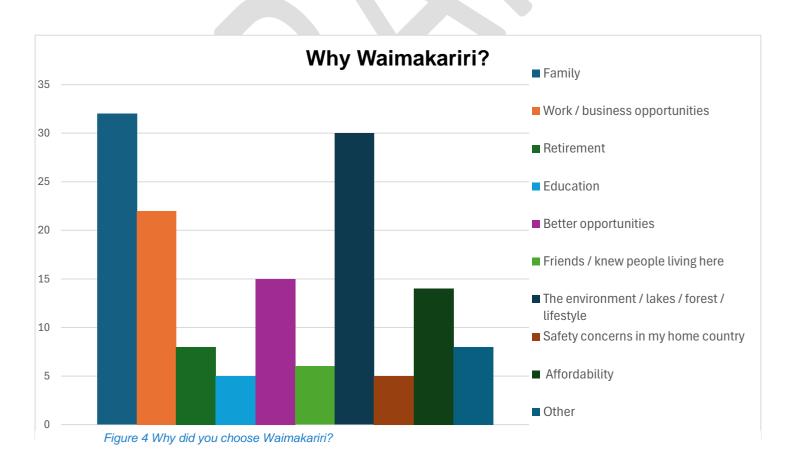


Figure 5 Residential area



Those who selected other noted size - "Goldilocks" not too big, not too small, joining a partner, the river of Kaiapoi, the peace and quiet and being earthquake refugees from Christchurch.

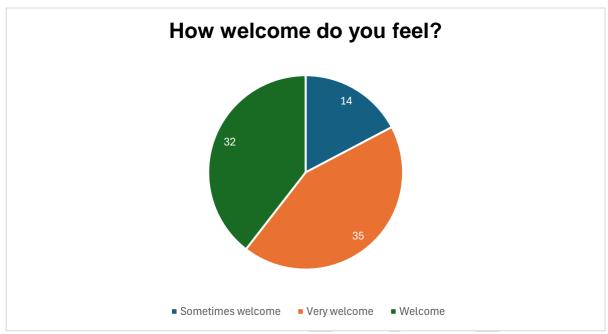


Figure 6 How welcome did you feel?

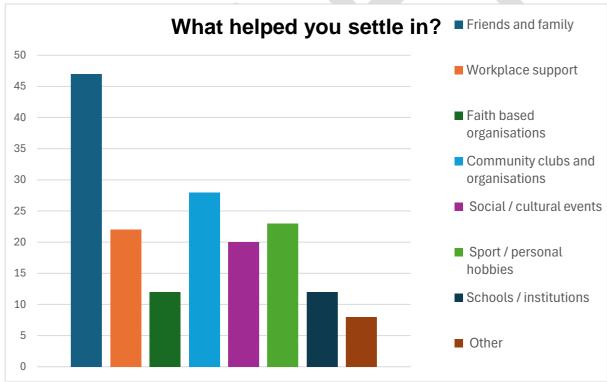


Figure 7 What helped you settle in?

Those who selected "other" mentioned:

- Plunket group really helped to feel connected as well as family.
- GLOW (Global Locals of Waimakariri)
- Exercise classes at the local gym.
- Volunteer work, but still took a long time to be accepted and didn't translate into friendships outside.
- Neighbours
- The weather

Job involves being out in the community

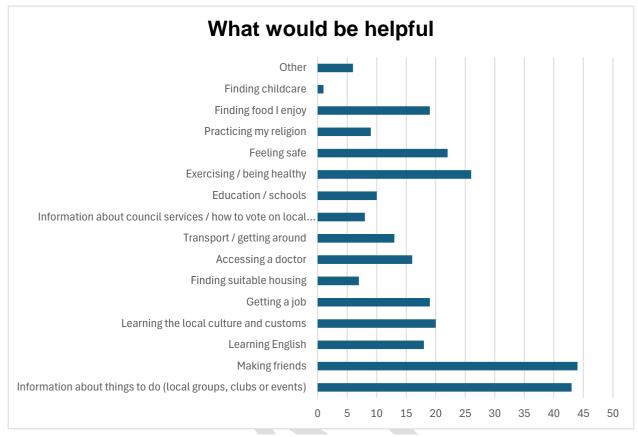


Figure 8 What would be helpful?

The open-ended questions from the survey have been integrated into the thematic analysis with the focus groups and sector meetings. The resulting notes and opportunities identified from the thematic analysis have been used to benchmark against the Welcoming Communities Standard, made up of 8 elements and 30 sub-outcomes.

Results from previous Council Surveys

- Migrant Survey 2022
- Migrant Employers and Stakeholders 2022
- Community Development survey Q6

The 8 elements of the Welcoming Communities Standard

The 8 elements make up the framework for benchmarking and identifying what promotes being welcoming and where the gaps are. Each element has an overarching statement and sub-outcomes. In total there are 36 sub-outcomes. The stocktake helps to decide which of these outcomes needs more focus and some may not be relevant to this district.

The results of the thematic analysis and points on opportunities make up the bulk of potential opportunities for the Welcoming Plan. Council policies and strategies, activities in Council departments and activities of community groups are identified in the "existing columns.

Working with the Project Control Group and the findings will be refined to working on specific activities relevant to the district.



Qualitative Results

Thematic analysis of internal Council discussions, sector meetings, public surveys (81) and 2 focus groups identified 8 overall themes. These were:

- **Newcomers** (identifying who is new, different ethnic groups and pull factors to Waimakariri)
- Challenges of integration and inclusion (people feel welcome but there are themes of challenges: communication, cultural differences, "us and them", isolation, and racism)
- **Community-led initiatives** and support (importance of community groups and the role of local initiatives)
- Infrastructure and services (public transport and the importance of community facilities)
- The natural environment
- Healthcare accessibility
- Council roles (need to be proactive connecting to newcomers and breaking down barriers)
- Information provision (need for accessible information)

These have been aligned to the 8 elements of the plan to form the stocktake



Inclusive Leadership

Local government, tangata whenua and other community leaders work together to create, advocate for and continue to foster a welcoming and inclusive community. They lead a shared plan to increase connections between newcomers and existing residents.

Outcomes	Existing	Potential opportunities for Welcoming Plan
1.1. As the indigenous peoples of Aotearoa New Zealand, Māori — represented by tangata whenua, mana whenua, iwi and hapū and/or other hapori Māori — have a prominent role in Welcoming Plan activities.	the Welcoming Communities Plan is in development. In February 2024, Rūnanga declined information or involvement in the programme due to lack of resources and a need to be discerning of which projects to be involved in.	 The Annual Plan 2023/2024 highlights the Council partnership with Te Ngāi Tūāhuriri Rūnanga, shared decision making through the Mahi tahi Joint Development Committee and consultation. There is an opportunity for the Welcoming Plan is to have guidance and involvement from mana whenua. It should be raised again to present Welcoming Communities to the Rūnanga. The results of the data collection express a desire to showcase the local cultural significance of Ngāi Tūāhuriri. This, alongside the awareness of te Tiriti o Waitangi being a welcoming document (as reiterated through other Welcoming Communities Councils with mana whenua guidance) should be expressed to Rūnanga. Under the guidance of tangata whenua there is an opportunity to share bi-cultural and te Tiriti resources for new to New Zealand families and locals. There is an opportunity to connect newcomers to the "Getting to know us" days at the Marae via Ngai Tūāhuriri Education. Providing a Council discount. Involvement of mana whenua at the citizenship ceremonies. Due to low resourcing propose developing a video as there is one shown by the Dame Cindy Kiro, Governor-General on behalf of the Crown, if this is deemed relevant by mana whenua.

		Working with Global Locals of Waimakariri (GLOW) to revive the "Cultural day at the Pa", a multicultural event at Tuahiwi Marae.
1.2. Leaders – both designated and unofficial – reflect the diversity in the local community, as does the council workforce.	 The ethnic split of the district is 93% New Zealand European, 9% Māori, 3% Asian, %1 Pacific peoples and MEELA. The ethnic split of the Council is not captured. Equal Employment Opportunity Policy: The Council strives to ensure its workforce is reflective of the community which it serves, encouraging diversity to improve quality. Diversity training is included in the licence to recruit training 	Profile the diverse workforce - using a map of the world.
1.3. Leaders model the principles of inclusiveness, openness, tolerance, respect and acceptance of all cultures in the community.	 Community Board portfolio that includes International Relationships At Citizenship Ceremonies: The speech by the Mayor includes the significance of Ngai Tūāhuriri. There is appreciation and recognition of new citizen home cultures being a part of making up the community expressed through the ceremony. The Cultural Inclusion Facilitator is present at the ceremonies to share how the Council supports migrants and newcomers. 	Connect with the Governance team regarding leadership involvement in welcome days at schools when international students are welcomed.
1.4. There are clear roles, responsibilities and ownership within council and in the wider community for the Welcoming Communities programme.	 A Welcoming Communities facilitator has been employed for a 3-year period. Welcoming Communities is in the Long-Term Plan (LTP) 2024-2034 as a key project under Community Development. The Welcoming Communities Plan is still in development and ownership in the wider community still being established. 	 Connecting Welcoming Communities actions to Council departments where appropriate e.g. Libraries and Greenspace. With the PCG formalise a Welcoming communities Advisory Group to promote sustainability of the programme after funding is ceased. Plan for sourcing additional external funding to continue the Welcoming Communities programme

		beyond the funding allotted by Immigration New Zealand for the facilitator (ending 2026).
1.5. Council internal and	The WDC Community Team as a Cultural Inclusion portfolio.	Continue the Cultural Inclusion portfolio and increase
external policies, services, programmes and activities recognise and address cultural diversity.	The Portfolio: Facilitates a Migrant Agency Group that meets quarterly. Partners with The Salvation Army to promote the mentor driver program for migrants. Supports and promotes a multicultural social group Global Locals of Waimakariri (GLOW). Supports and promotes GLOW Multicultural Cooking Classes. Partners with local faith-based group Bahá'i Community to run an annual Race Unity Art competition for local students and schools to participate in. This is in conjunction with Unity Week. Is a central place for connection/networking and establishing cultural groups (e.g. the Chinese Ladies group). Curates mailing lists to keep newcomers and migrants informed. Arranges the funding, advertising and coordination of the Council sponsored English Language Classes. Supports cultural group events e.g. Lunar New Year and Chinese Language week. Facilitated collaboration with InCommon to run an Inclusivity Poster Campaign and to support "Shared Kai and Korero" evenings. The LTP highlights that the district be a place serving changing demographics, fostering inclusivity and expression of diversity. The Strategic priorities in the LTP include inclusivity and connectedness. Community Development Strategy	hours from 20 per week. Include cultural competency training as part of the professional development within Council. Include cultural competency training as part of the capacity building offerings to community groups from the Community Team. Diversity in languages: Showcase the range available in front facing council staff. Translation of important information in welcome bags/sites to dominant languages. Celebrating language weeks. Showcase Sister and twin cities: Enshi (China) Zonnebeke (Belgium). Support with school's sister cities/international student welcoming messaging Work on future initiatives with InCommon

	 Staff cross team building – world cups, Olympics, learn more about food and culture Humans of Waimakariri – Shelly Topp
	No specific function that specifically targets newcomers for
1.6. A range of leadership opportunities in the council and the wider community are available to and taken up by newcomers.	this outcome. Leadership is elected members that is a democratic process





Welcoming Communications

People of all cultures and backgrounds feel included, listened to and well informed through a range of ways that take into account their different communication needs.

Outcomes	Existing	Opportunities for Welcoming Plan
2.1. The community is well informed about the local benefits of immigration and the Welcoming Communities programme, including success stories.	 The programme is still in development. A brochure and messaging for survey page on the council's consultation platform "Let's Talk" was developed. 	 Develop the Welcoming Communities messaging on the New to District page Profile Welcoming Champions - e.g. Oxford Area School. Profile "local legends" stories of immigrants who are part of the district landscape e.g. Artisan Bakery, The Woodpecker. Commit to supporting/instigating activities for Welcoming Week, developing an awareness campaign in the lead up to the week.
2.2. The council is well informed about newcomers to their region and proactively seeks data about newcomers from relevant sources.	 The council is aware of newcomers who collect Welcome Bags, but this is minimal. Newcomers are invited to request Welcome Bags from the Community Team/Service Centre and this has been promoted by the Communications Team on social media. Newcomers may contact the Cultural Inclusion Facilitator directly. The Cultural Inclusion facilitator manages the Migrant Agency Group quarterly meetings who raise issues from their various sectors. Libraries had 873 signups June 2023 to June 2024 and are putting together their own Libraries information pack. 	 Making use of naturally welcoming spaces - schools, faith-based organisations, health centres, libraries, to connect newcomers to Council. Look at revitalising and adapting the "Community Connectors" programme that was in place for COVID response. Support Libraries/streamline Welcome Bag information. Create incentives for Newcomers to join "mailing lists". Connect with lions "Welcome to Waimakariri" packs.

2.3. The council's engagement with all residents is two-way, culturally appropriate and fit for purpose.	Service requests online and at centres Website: Public notices Snap send Solve Public has access to meeting minutes and agendas "Let's Talk" surveys ENews – He Panui The LTP Significance and Engagement Policy reiterates that Public input into significant decisions, policies or programmes undertaken by Waimakariri District Council is essential to ensure they reflect the aspirations and priorities of our community. Recognises the importance of involving diverse communities in the Council's work Social media is used to inform the public.
2.4. Council communication materials and messages are inclusive and reflect the diversity of the local community. Council encourages other agencies, businesses and organisations to follow this model.	 Council brand guidelines call for plain and concise English with less Council jargon. The district's ethnic split is dominant in New Zealand European (93%). Lay down the infrastructure/foundation for being responsive to increasing diversity: Include a plug in on Council site for text to speak options, for those with visual disabilities or dyslexia or have English as a 2nd language Making information visual, using "international symbols" Offer other language options for surveys and main information pages/make it easier to use Google translate for official documents (E.g. word vs PDF). Inform of translation services Support communication for messages around culturally significant periods. Work with Enterprise North Canterbury (ENC), School Boards and volunteer groups to provide examples of "Best Practice" for inclusive messaging.



Equitable Access

Opportunities to access services and activities and to participate in the community are available to all, including newcomers.

Outcomes	Existing	Opportunities for Welcoming Plan
3.1. Council partners with local businesses, organisations and sectors to identify and address barriers for newcomers to accessing services and participating in the community.	 The Cultural Inclusion portfolio is a central place for connection/networking and tapping into groups that identify possible barriers for newcomers. The Migrant Agency Group meets quarterly, facilitated by the Cultural Inclusion Facilitator. Council supports Social Services Waimakariri (SSW) and the development and dissemination of the Next Steps Website which is a repository of support services and includes a dedicated tab for newcomers. The Next Steps resource is a joint initiative with the Hurunui District Council, which is also a Welcoming Community. The Council provides an office space for the local Citizen's Advice Bureau (CAB), a service that was noted several times in data collection as being an important source of support for newcomers, information and immigration clinics The Community Team connects with various advisory groups and networks- Accessibility, Age Friendly, Youth Council, Food Secure, Violence Free North Canterbury Network, Wailife Action Group suicide prevention), Waimakariri Health Advisory Group. 	 Profile the services provided by Council and Community Team as part of a greater campaign of "did you know" with a newcomer lens. Highlight the Cultural Inclusion Portfolio through stories. Continue the Cultural Inclusion role and increase 20 hours per week. Continue the relationship with SSW supporting with newcomer lens – Next Steps and in meetings. Continue to support CAB Council sponsored ENC is in a prime position to connect with newcomers (through businesses and tourism) and identify and address barriers (through their own reporting structures). There is an opportunity to involve ENC with both the Hurunui and Waimakariri Welcoming Communities development and activities through providing messaging and resources that support newcomers. Mainpower Stadium and Sport North Canterbury are connected to the council through Facilities Management. The programmes and activities based at the stadium and through their outreach promote inclusion and connection and these can be profiled by the Council. Offer more "casual sports team opportunities. Making use of the various Advisory groups – check ins as part of the agenda items around issues for newcomers.

3.2. Council and other
organisations in the
community research, design
and deliver services that
take account of the different
circumstances (for example
rural/urban) and cultural
backgrounds of all service
users, including
newcomers.

- The Council offers free English Language Classes (ESOL) on a Saturday.
- Through partnership with The Salvation Army a driver mentor programme has been instigated to support migrants to connect with driver mentors and get their licence. This is particularly needed in the rural areas.
- CAB supports immigration queries and hold immigration clinics.
- The 3 libraries are fit for purpose for their towns. There
 is a Community Connections librarian who connects with
 community and build networks.
- Service delivery is core Council Business across different departments and there is a process for lodging requests.

- Continue to support and promote ESOL classes. (these classes are now well subscribed and may need to be further developed?).
- Continue to support and promote the driver mentor programme.
- Connect in and support CAB immigration clinics.
- Support farms with material for their own welcome folder for information of district and farm operations.
- Work on targeted programmes with the Community Connections Librarian that are mutually beneficial for both teams and newcomers.

3.3. All community members are well informed about the services available in the community. Newcomers are made aware of and are using these services.

- "<u>Living in Waimakariri</u>" Council Page includes a tab for "<u>Groups and Networks</u>" that links to resources for migrants and newcomers. This link includes information about:
 - Support for People New to NZ
 - Useful links and Websites
 - Events
 - Workshops
 - Classes
 - Storytelling and exhibitions (Newcomer experiences)
 - Welcoming Communities
 - Hobbies and recreation booklet
 - o <u>Volunteer Booklet</u>
 - o Waimakariri Youth Council Facebook.
 - Staying socially Connected Document
 - Getting Advice Shows Strength.
- There is a <u>New to District</u> page that links to visitor sites and Neighbourhood Support.
- Chatter is a monthly publication that is distributed to members of the public in print and digital format. The

- Share a "how to Kiwi" guide/videos from INZ and Ministry of Ethnic Communities (MEC).
- Streamline information on Council community pages to make it collated and easier to find.
- Have the "New to District" tab prominent on the main page of the Council website.
- (Make information available in different dominant languages where possible).
- Add a "I'm feeling new button to Next Steps
- Simplify/use visual communication for important Council info.
- Sharing knowledge of what is available. Have online access to community directories that are easy to find e.g. the volunteer and hobbies directories, make them more accessible and promote them wider
- <u>Inform of translation services</u> in health settings and council.
- Share information about health navigators (Waitaha and Pegasus Health)

- content is comprised of services and events that promote community connection and support.
- <u>Visit Waimakariri</u> connected with ENC is an informative site for recreation and tourism.
- Next Steps Website newcomer tab.
- Community Team and Council Social media pages provided updates and information about events, support, civil defence and general Council information.
- Libraries are a main source of information, onsite and digitally. Libraries sends out a newsletter. Across the libraries there are boards for medical, community and Council information.
- The Community team helps community groups with Welcome Bags. The bags are decorated by school children in the district, welcoming newcomers. Oxford Service centre combines this information with their own Welcoming Pack. Ray White in Kaiapoi distribute the bags to newcomers. Pegasus Community Centre to Woodend/Pegasus.

- Advertising the library offerings and sharing information on support and skills development offerings.
- Share more about the services that support migrant employment e.g. farm post, CAB.
- More accessibility for migrants struggling to adjust help lines and making resources known e.g. CAB, Next Steps website, wellbeing booklets Council pages and social media.
- Connecting newcomers to different digital community groups e.g. local Filipino Facebook Group.
- Highlight the value of volunteering and getting involved with community groups to newcomers (Volunteer Expo, messaging on newcomer page).



Connected and Inclusive Communities

People feel safe in their identity and that they are connected with and belong in the community. There are high levels of trust and understanding between members of the receiving community and newcomers.

Outcomes	Existing	Opportunities for Welcoming Plan
4.1. Coordinated, comprehensive and appropriate initial welcoming support services are available from council, other agencies and community organisations.	 The Community team helps community groups with Welcome Bags. The bags are decorated by school children in the district, welcoming newcomers. Oxford Service centre combines this information with their own Welcoming Pack. Ray White in Kaiapoi distribute the bags to newcomers. Pegasus Community Centre to Woodend/Pegasus. Next Steps Website Naturally Welcoming spaces: schools. Libraries, faith-based organisations, work inductions. Libraries are open over the weekends and act as local ISites and share Council information. Kaiapoi Promotions planned Welcome to Kaiapoi Day Kainga Ora Welcome Days supported by multiple agencies and the Community Team. Waiora Links Community Cuppa 2nd week of every month. 	 Making use of naturally welcoming spaces; faith-based organisations, schools, libraries to connect newcomers to Council newcomer pages and resources like welcome bags. Make use of rural vets and rural post and farming groups to connect with newcomers. Finding out about different cultural support groups and connect newcomers into those groups. Increasing welcome bags distribution, localising welcome material. Newcomer Seminars in the libraries that include immigration, CAB, elected members. Share Welcoming Communities messaging for staff inductions, internally and through ENC to businesses and through school boards for schools.
4.2. The receiving community is well equipped and supported to welcome and interact with newcomers.		 Connect with groups and schools already reaching out to newcomers to support them and connect them with other schools/businesses/event coordinators to promote initiating activities. Support more activities that bring people together Foster Community Partnerships: Strengthen partnerships between community organizations, government agencies, and businesses to address the needs of newcomers, e.g. CAB. Include elected members at school welcome days.

		Contribute to inductions in schools and workplaces with Welcoming Communities messaging.
4.3. Members of the receiving community and newcomers build relationships and are at ease with connecting and learning about and from each other.	Global Locals of Waimakariri Driver mentor programme Race Unity Poster competition Libraries: Matariki showcases and during te Wiki o te Reo activities involved local schools and the council Waiata group Chinese Language Week Lunar New Year Diwali School inductions Oxford Area School Filipino evenings Staying Social Connected brochure Collaboration with InCommon produced posters showing shared connections across diversity. InCommon also ran "Shared Kai and Korero" evenings in Kaiapoi to promote learning about different cultures and cuisines.	Support for youth and children new to the district: Support schools and international student department extend pastoral support to domestic international students. Guidance counsellors reaching out Culture and connection support especially breaking into a friend group at school. encourage formation of new to school clubs or multicultural clubs. Support for parents (2nd gen migrants) and children in connecting with their own culture — cultural days at schools. Promote Mayor's Task Force for Jobs to new to district families/young people Continue to support GLOW and Cultural Inclusion initiatives (driver Mentor programme, Race Unity Poster Competition etc.) Connect with school inductions and offer more involvement to Oxford Area School for the Filipino Evenings.
4.4. Different cultures are celebrated and people are supported to express their cultural beliefs and customs, including language and religious practices.	 Libraries: Chinese Language Week Lunar New Year Diwali World collection E-resources Lote4Kids – other world language book options online Mayo languages. 	 Highlight the unique history with Ngai Tūahūriri – Māori identity of the district. Promote the rich cultural presence in cuisine covered in the towns (Visit Waimakariri site included). Diverse artists help to create art to express themselves e.g. murals. Using local media to tell local and community migrant stories.

- Holi festival in Rangiora ISCC (Christchurch based organisation)
- School cultural days

- Promote welcoming places (e.g. schools) as place of connection for new families and their cultural events.
- Support cultural exchange events and workshops to foster understanding and appreciation of different cultures e.g. St Joseph's multicultural evening.
- Highlight and promote existing events and activities that promote cultural exchange: free ESOL classes, GLOW, Festivals, School events, events in food forests, newcomer group.





Economic Development, Business and Employment

Communities maximise and harness the economic development opportunities that newcomers can offer. Councils work with business associations to promote the contribution that newcomer business owners and skilled migrants make to the region's economy.

Outcomes	Existing	Opportunities for Welcoming Plan
5.1. Newcomers, including international students, are supported to access local employment information, services and networks.	Libraries are a space where newcomers can access computers, CV templates and on the website is a Jobseekers page.	 More information about the services that support migrant employment e.g. farm post, CAB, Rural Support Farms could be encouraged to share the welcome packs or their own welcome folder for information of district and farm operations
5.2. Newcomers, including international students, are supported with local knowledge and skills to ensure they can operate successfully in the New Zealand work environment, either as a business owner or an employee.	 CAB, Employment Clinic. The clinic is hosted in conjunction with the Ministry of Social Development (MSD). MSD provides an Early Response Work Broker who holds one-on-one sessions with clients supporting to help find employment, advice on interview tips, or to speak about employment seeking goals. Rural Support Trust offers employee and employer advice and support including connecting rural migrant spouses to online English Language classes. Dairy Women's Network primary focus is creating events and initiatives for members to learn and grow their connections, knowledge and skills in the farming sector. Through ENC the Council provides support existing Small to Medium businesses by providing training, coaching, mentoring services and networking opportunities. 	 Council supporting migrants to own/start their own business (through ENC) info evenings Promote Mayor's Task Force for Jobs to new to district families/young people Promote community partner offerings through Community Team platforms.

	For young people the Council has a role for Mayors Task Force for Jobs that supports young people from getting a driver's licence to connecting with potential employers.	
5.3. The receiving community recognises the value of diversity in the workplace, of newcomers' contribution to the region's growth and of the resulting wider economic benefits.		Promote the rich cultural presence in cuisine covered in the towns (Visit Waimakariri site included).
5.4. Local employers and workforces develop their intercultural competency.		 Work with ENC to develop messaging to encourage workforces to support diversity to ensure cultural competence within organisations. DWN has expressed interest in cultural competency training
5.5. Mutually beneficial connections and initiatives are set up with migrant businesspeople by the local business community and professional networks	The North Canterbury MOVE ON UP project is designed to assist employers and recruitment agencies attract talent to work in North Canterbury by positioning North Canterbury as an attractive place to work and live. The project also develops and maintains a strong regional identity.	Continue to support ENC



Civic Engagement and Participation

Newcomers feel welcome to fully participate in the community. Newcomers are active in all forms of civic participation.

This element did not garner results in terms of themes from the data collection. It may reflect that it is not of as high a priority in yet or that more data collection in the Civics space is needed. Receiving community members didn't feel there was a lot of drive for interaction with council.

Outcomes	Existing	Opportunities for Welcoming Plan
6.1. The council's elected members and staff effectively communicate with newcomers to promote their engagement in local government processes.	Community Board members have a variety of portfolios including for example community wellbeing, international relations, business development, social services. They are therefore part of a variety of groups and advisory boards to connect to and promote their engagement to newcomers.	 Support newcomer welcomes at schools, not just Year 9 inductions. Connect elected members – international students, new employees. Host newcomer evenings that include elected members.
6.2. Newcomers are encouraged and enabled to get involved in local government and civil society	There are wide ranging opportunities for people to contribute to the decision making that affects our District.	 Showcase public access to Council decision making as part of newcomer messaging. Students, migrants, international students meeting with council members, could be at newcomer evenings. Civics day for schools.
6.3. Newcomers' efforts and achievements in civic participation and community life are acknowledged and celebrated.		Actively looking for knowledge of and involving community leaders and leadership opportunities for migrants.



Welcoming Public Spaces

Newcomers and receiving communities feel welcome in and comfortable using public spaces.

Outcomes	Existing	Opportunities for Welcoming Plan
7.1. The design and operation of public spaces and facilities are culturally appropriate and reflect the diversity of the community.	 Libraries are places for information, connection and are used as community centres where cultural gatherings and events take place. Annual Plan 2023/2024 and LTP Plan Community Outcomes – Public spaces and facilities are plentiful, accessible and high quality, and reflect cultural identity. Community buildings provide opportunities for local people and visitors to the District to experience and participate in recreation, the arts, cultural activities, service to others and life-long learning. The libraries engage with, and connect people to their community, their cultures, their heritage, their futures and the world in which they live in Public spaces express our cultural identities and help to foster an inclusive society. All members of our community are able to engage in arts, culture and heritage events and activities as participants, consumers, creators or providers. 	Opportunity to help promote and collaborate with Libraries advising a newcomer lens. Showcase the recreation, arts and cultural activities in the public spaces that promote social inclusion and celebrate diversity.
7.2. Welcoming public spaces provide opportunities to build trust and relationships between newcomers and members of	 There is a list of all the parks on the Council website. There is access to public parks/reserves and conservation of it. The food forests can potentially grow different cultural produce, but are also places of connection and events, e.g. Hanami (cherry blossom festival). 	 Opportunity to help promote and collaborate with Greenspace to provide a newcomer lens. Highlight the progress of the Youth Council Dudley Park project to create more spaces for youth (moulded seating, play area, BBQs) is in process. Sharing more about public walks and the environment

the receiving community.	 Community gardens were noted and parks as a place to have gatherings and events. Good Street lunchtime music Libraries: Matariki showcases and during te Wiki o te Reo activities involved local schools and the council Waiata group Chinese Language Week Lunar New Year Diwali Hold regular events for social connection, e.g. games nights, movie nights, slice and dice, Rainbow connect for young people, crafts and family times. "Sister City" or way to acknowledge other cultural gardens like Halswell Quarry. Bi-lingual signs. More community events to the park to just relax and connect, e.g. tai chi A How to "Park" document, showcase what we have, tell the C&R story. Pictorial signage "international language"
7.3. Public spaces and buildings create a sense of community ownership and inclusion for all, including newcomers.	 Public consultation Town halls, meeting spaces and indoor court facilities are provided across the district for the community to use. Providing sports grounds neighbourhood reserves and natural reserves for the community to use. The regular social connect events through libraries are connected to and involve community groups and needs. Welcoming documentation can be divided into villages/towns – "Living In"



Culture and Identity

There is a shared sense of pride in being part of a culturally rich and vibrant community. People feel their culture is respected and valued by other members of the community. There are opportunities to learn about each other's cultures

Outcomes	Existing	Opportunities for Welcoming Plan
8.1. Receiving communities and newcomers share and celebrate their cultures with each other, facilitated by the council and others in the community.	GLOW and GLOW multicultural cooking classes Libraries: Matariki showcases and during te Wiki o te Reo activities involved local schools and the council Waiata group Chinese Language Week Lunar New Year Diwali The Waimakariri Public Arts Trust administers the Council's Art in Public Spaces policy and meet the community outcome of "the community's cultures, arts and heritage are conserved, developed and celebrated."	 Additional language weeks Diverse artists help to create art to express themselves e.g. murals. Using local media to tell local and community migrant stories. Promote the rich cultural presence in cuisine covered in the towns (Visit Waimakariri site included). More activities that bring people together Support cultural exchange events and workshops to foster understanding and appreciation of different cultures. In general, more community/family events were called for.
8.2. Newcomers and the receiving community understand what values they each hold dear.	Collaboration with InCommon produced posters showing shared connections across diversity. InCommon also ran "Shared Kai and Korero" evenings in Kaiapoi to promote learning about different cultures and cuisines.	

Next steps in Plan development

- Working with PCG to confirm which potential opportunities can be translated into activities and initiatives for the Plan
- Present draft Welcoming Communities Plan for consultation (internally and externally) July and August 2025
- > Work with PCG to formalise a Welcoming Communities Advisory Group
- Final consultation with Council in November 2025/February 2026 (election dependent) to sign off Plan
- > Public launch of Welcoming Communities Plan TBC 2026.
- > Roll out of earmarked activities and initiatives of the Plan.





Issue: Approved xx May 2025

Page: Page 1 of 1

TERMS OF REFERENCE

WELCOMING WAIMAKARIRI STEERING GROUP

1. Purpose

To ensure a community-led approach to Waimakariri being a welcoming district for newcomers.

2. Membership (10 - 12)

Representative of following sectors:

- Tangata whenua representatives
- Migrant community members
- WDC elected member
- International migration support services
- Community partners
- Youth
- Business/farming
- Health
- Education
- · Sports and recreation
- WDC Community Team

3. Role and objectives

- Finalising, prior to consultation, the Waimakariri Welcoming Communities Plan.
- Provide advice on community engagement and consultation processes, as required.
- Implementation
 - Promote Waimakariri Welcoming Communities
 - Action priority initiatives of the Plan
 - Be champions for the Plan
 - · Contribute a newcomer lens to advise Council.
 - Utilise National Welcoming Week in September as a platform to lead a Welcoming activity.

4. Meeting Frequency and Duration

As required and to be determined by the steering group.

5. Staff Support

Aimee Claassens - Community Development Facilitator Welcoming Communities

6. Quorum

Any 5 members.

7. Delegation

Only Council staff can authorise work to be undertaken and for the issuing of orders for services/supplies and the authorising of invoices for payment.

8. Decision Making

Decisions will, in so far as it is possible, be reached by consensus. Where this is not achievable, decisions will be made by voting with a simple majority being required.

9. Outcomes

- The completion of the Welcoming Communities Plan.
- Community oversight in the implementation of the plan objectives.

Providing the newcomer voice to Council to achieve community outcomes.

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR INFORMATION

FILE NO and TRIM NO: RES-08/250305036260

REPORT TO: COMMUNITY & RECREATION COMMITTEE

DATE OF MEETING: 20th May 2025

AUTHOR(S): Justine Rae (Senior Advisor, Assets & Capital)

SUBJECT: Progress Update on Capital Work Renewals Programmes and Sports

Ground Growth Programme for Greenspace

ENDORSED BY:

(for Reports to Council, Committees or Boards)

General Manager

Chief Executive

1. SUMMARY

- 1.1. The purpose of this report is to provide the Community & Recreation Committee with an update to the original Greenspace Capital Works Renewal Programmes and Sports Grounds Growth Programme report presented in July 2024. This report covers the first year of the programme's delivery 2024/2025, outlines progress achieved, and highlights challenges encountered.
- 1.2. The Greenspace Capital Works Renewal Programmes and the Sports Grounds Growth programmes cover general allocations provided for in the Council's Long-Term Plan (LTP) and focus on asset renewal and enhancement based on condition, age, and future use across the Waimakariri District.
- 1.3. Programmes considered within this report include:
 - Play Safety/Surface Equipment Renewals
 - Non-Specific Reserve Enhancement
 - · Roads and Carparks Renewals
 - Future Sports Ground Development
 - Hard Surface Renewals
 - Public Toilet Renewals
 - Community Facilities Renewal
- 1.4. Staff recently provided updates to all Community Boards on the status and performance of both district-wide and local capital projects within their respective areas for the first year of the programme. While also identifying upcoming year 2 projects. These updates also included one-off capital projects not covered in this report. No changes to the 2025/2026 Annual Plan were proposed following these presentations. However, the Woodend-Sefton Community Board has requested a review of the timing for the Waikuku Beach toilet renewal. They intend to consult the community to determine local priorities, which could result in adjustments to the 10-year programme, including bringing funding forward or seeking additional budget. A separate report will be submitted to the Community & Recreation Committee and Council at a later date.
- 1.5. The Greenspace Capital Works Renewal Programmes and Sports Grounds Growth Programme are managed as a total network across the entire District, and as such, decisions in the creation of the programmes within this report are at a District-wide level based on asset condition, age and anticipated future use.

- 1.6. At the time of writing this report, 69% of 2024/2025 year projects are either complete or on track for completion by year-end. Notable progress includes full completion of several pathway and carpark renewals under budget, successful community engagement on playground renewals, and advancement of condition assessments for community facilities to guide future work. However, some sports ground and major infrastructure projects have been delayed, with efforts underway to reallocate resources and maintain momentum into the next financial year.
- 1.7. Throughout the year, staff have regularly reported to the Audit & Risk Committee as part of the standard capital project reporting system. While the Audit & Risk Committee's report focuses on financial oversight of capital projects as a whole programme, this report offers a detailed view of each individual project within the Greenspace Capital Works Renewal Programmes and Sports Grounds Growth Programme for the 2024/2025 financial year. These programmes were approved by the Community & Recreation Committee in July 2024. This report provides detailed updates on the progress of each project within these programmes, including specific comments on the status and work undertaken.

2. RECOMMENDATION

THAT the Community and Recreation Committee:

- (a) Receives Report No. 250305036260
- (b) **Notes** that staff recently updated the Community Boards on the status and performance of District-wide and community capital projects within their boundaries for the first year of the programme. The Board updates also included information on projects not covered in this report, such as one-time capital projects.
- (c) **Notes** staff have provided regular reports throughout the year to the Audit & Risk Committee. The Audit & Risk report presents these projects as a whole programme, while this report breaks the programmes down into individual projects.
- (d) **Notes** that the General Reserves Landscape budgets that are delegated to the local Community Boards are not considered within this report.
- (e) Notes that growth budgets for land development and land purchase have not been included in this report due to the changing nature of how and when the budgets are needed. These budgets need to be flexible to react to growth and ongoing negotiations with developers.
- (f) **Notes** that the full capital works scheduled outside of programmes are not considered within this report; for example, one-off capital works projects that are not part of a wider Greenspace programme.
- (g) **Circulates** this report to all Boards for their information.

3. BACKGROUND

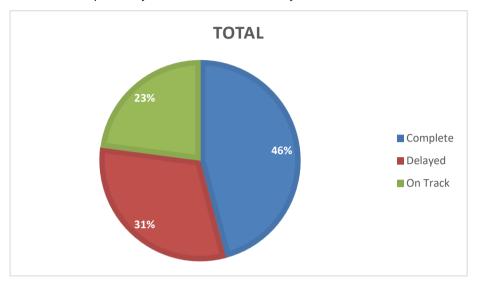
- 3.1. In July 2024, a report (TRIM 240711113837[v2]) was presented to the Community and Recreation Committee seeking approval for the Greenspace Capital Works Renewal Programmes and the Sports Grounds Growth Programme.
- 3.2. This report provides an update to the original report on the first year of the programme's delivery, outlines progress achieved, and highlights challenges encountered.
- 3.3. Renewal expenditure is major work which does not increase the asset's design capacity but restores, rehabilitates, replaces, or renews an existing asset to its original or less required service capacity.

- 3.4. The Greenspace Capital Works Renewal Programmes and Sports Grounds Growth Programme discussed within this report are for those categories where a general allocation is provided for within the Council's Long Term Plan (LTP). Asset deterioration is gradual which means that there is a small level of flexibility within these budgets to bring forward or delay specific projects where required depending on the level of deterioration and community interest.
- 3.5. All other projects that are specifically listed as standalone items in the LTP are not considered within this report., as these are consulted on through the LTP process such as the 154 East Belt cricket oval.
- 3.6. Programmes considered within this report include:
 - Play Safety/Surface Equipment Renewals
 - Non-Specific Reserve Enhancement
 - Roads and Carparks Renewals
 - Future Sports Ground Development
 - Hard Surface Renewals
 - Public Toilet Renewals
 - Community Facilities Renewal
- 3.7. Over the course of the year, staff have provided regular updates to the Audit & Risk Committee as part of the routine capital project reporting process. While the Committee's reports primarily offer financial oversight of capital projects at a programme level, this report presents a detailed breakdown of individual projects within the Greenspace Capital Works Renewal Programmes and the Sports Grounds Growth Programme for the 2024/2025 financial year. These programmes were approved by the Community & Recreation Committee in July 2024. This report includes comprehensive updates on the status of each project, highlighting progress made and specific activities undertaken.

4. <u>ISSUES AND OPTIONS</u>

- 4.1. This report is for informational purposes and does not propose multiple alternative approaches. Although the programmes are being presented for committee discussion, the primary intent is to provide an update on delivery progress. However, if the committee wishes to explore modifications to project timelines, staff can prepare and submit supplementary reports or memorandums.
- 4.2. The first year of the 2024/2034 LTP Greenspace Capital Works Renewal Programmes and Sports Grounds Growth Programme has had some internal resourcing issues due to shifting workloads and reprioritisation within Greenspace.
- 4.3. Staff have provided an update to the community boards regarding the status of Greenspace capital projects within their March-April 2025 meetings. The presentation provided an overview of District-wide projects and community-specific projects for year 1 of the programme. All Greenspace capital projects were presented, not only those included in this report. This aimed to give the boards a clear understanding of the status and performance of capital projects within the community boards' boundary. Following the presentation to all community boards there were no changes to the 2025/2026 annual plan suggested. However, the Woodend Sefton Community Board would like timing of the Waikuku Beach Toilet renewal to be reviewed. The board seeks to gather feedback from community consultation to determine user priority for the area. The result may require the 10 year programme to be reallocated, budget to be brought forward or additional budget to be requested. A specific separate report will come to the Community & Recreation Committee and Council in the future.

- 4.4. Staff have provided updates on the Greenspace Capital Works Renewal Programmes and Sports Grounds Growth Programme throughout the year to the Audit & Risk Committee as part of the standard quarterly capital project reporting system.
- 4.5. The accompanying graph illustrates the status of the programmes covered within the scope of this report. At the present time 69% of the projects are either complete or ontrack to be completed by the end of the financial year.



4.6. The table below presents an overview of the Greenspace Capital Works Renewal Programmes and Sports Ground Growth Programme for the 2024/2025 financial year. It outlines the budget allocations, project stages, status, and predicted completion timelines for a range of projects across several categories including play equipment renewals, reserve enhancements, roads and carparks renewals, public toilet upgrades, and future sports ground developments. The table highlights significant project delays, with many initiatives still in the investigation or tender phases, and only a few marked as complete or on track. This summary serves as a status snapshot to inform stakeholders of current progress and scheduling challenges across various greenspace infrastructure projects.

Key areas covered include:

- Play Equipment Renewals and Reserve Enhancements, where all active projects are currently delayed and are primarily in the design or tender phases.
- Roads and Carparks Renewals, with a mix of completed and delayed projects, especially where investigations are still ongoing.
- Public Toilets and Sports Ground Developments, all of which are experiencing delays with expected completion dates mostly in mid-2026.
- Community Facilities, where all projects have reached the "Project Complete" stage.
 Many are either marked as "Complete" or "On Track," with most on-track projects due by June 2025.

The table highlights significant delays in several programme areas, particularly in early-phase projects such as investigations and tenders. However, the Community Facilities section demonstrates stronger performance, with all projects completed and either on track or already finalized.

Greenspace Capit	al Work	s Renewal Programmes	and Sports Ground Growth Prog	gramme	
	l		2	2024/2025	
Dynain od Marina		Durdonat	Year 1		
Project Name		Budget	Project Stage - Predicted at FYE	Status	Predicted Project Complete
	Р	lay Safety/Surface Equip	ment Renewals		
Kaiapoi NCF Park /Community Hub Playground	\$	235,000.00	Tender	Delayed	Oct-25
Currie Park/ Norman Kirk	\$	191,816.00	Tender	Delayed	Oct-25
Canterbury Street Reserve	\$	100,000.00	Design	Delayed	Jun-26
* Note playground projects have budgets within Play Safe	ty/Surfa	ace Equipment Renewals and	d Non-Specified Reserve Enhancement	ent.	
		Non-Specified Reserve	Enhancement		
Kaiapoi NCF Park /Community Hub Playground	\$	165,000.00	Tender	Delayed	Oct-25
Currie Park/ Norman Kirk	\$	108,184.00	Tender	Delayed	Oct-25
Canterbury Street Reserve	\$	100,000.00	Design	Delayed	Jun-26
Pines Beach Relocation	\$	35,000.00	Project Complete	Complete	Complete
		Roads & Carparks	Renewals		·
Baker Park - Footpath	\$	45,000.00	Project Complete	Complete	Complete
Waikuku Beach - Central Area: Path	\$	5,000.00	Project Complete	On Track	Jun-25
Woodend Beach Domain: Carpark Surface	\$	100,000.00	Investigations	Delayed	Jun-26
Woodend Beach Domain: Carpark	\$	100,000.00	Investigations	Delayed	Jun-26
Waikuku Beach - Central Area: Carpark	\$	240,000.00	Investigations	Delayed	Jun-26
Ashgrove Park: Driveway Surface	\$	5,000.00	Project Complete	Complete	Complete
Darnley Square- North: Carpark	\$	100,000.00	Project Complete	Complete	Complete
		Hard Surface Re	newals		1
No programme of works within the first three year	ars			N/A	N/A
		Public Toilets Re	newals		
Ashley Picnic Grounds- Cones Rd	\$	357,980.00	Construction Underway	Delayed	Oct-25
	<u> </u>	Future Sports Ground D	Development		
Kaiapoi River Sport User Hub	\$	250,000.00	Investigations	Delayed	Jun-26
Coldstream Road Sporting Precinct	\$	50,000.00	Investigations	Delayed	Jun-26
Maria Andrews irrigation investigation and field upgrade	\$	105,000.00	Investigations	Delayed	Jun-26
Southbrook Park Field Upgrade	\$	100,000.00	Investigations	Delayed	Jun-26
Gladstone Drainage	\$	120,000.00	Investigations	Delayed	Jun-26
A&P lighting Upgrade	\$	120,000.00	Investigations	Delayed	Jun-26

Green	space Capital	Works Renewal Progra	ammes and Sports Ground Growth Pr	ogramme		
		2024/2025				
Project Name		Budget	Year 1			
			Project Stage - Predicted at FYE	Status	Predicted Project Complete	
		Commu	nity Facilities			
Cust Community Centre	\$	6,100.00	Project Complete	Complete	Complete	
Dudley Park Pavillion	\$	6,600.00	Project Complete	On Track	Jun-25	
Kendall Park Pavilion	\$	1,500.00	Project Complete	On Track	Jun-25	
Loburn Domain Pavilion	\$	1,000.00	Project Complete	On Track	Jun-25	
MainPower Stadium	\$	7,000.00	Project Complete	Complete	Complete	
Ohoka Domain Pavilion	\$	9,600.00	Project Complete	Complete	Complete	
Oxford Centennial	\$	11,000.00	Project Complete	On Track	Jun-25	
Pearson Park Pavilion	\$	10,300.00	Project Complete	Complete	Complete	
Rangiora Town Hall	\$	8,500.00	Project Complete	Complete	Complete	
Reactive Furniture/Equipment	\$	10,000.00	Project Complete	On Track	Jun-25	
Sefton Domain Pavilion Wastewater	\$	180,000.00	Project Complete	Complete	Complete	
Waikuku Beach Hall	\$	35,200.00	Project Complete	On Track	Jun-25	
Woodend Community Centre	\$	61,070.00	Project Complete	On Track	Jun-25	

Further detail for each specific programme is included in the following sections.

4.7. Play Safety/Surface Equipment Renewals

Internal resource challenges during the first year of the programme have significantly delayed most of the Play Safety and Surface Equipment Renewals programme. This budget sits alongside the Non-Specific Reserve Enhancement budget to enhance betterment of the assets and bring them up to current level of service.

Staff are confident that the projects scheduled for 2025/26 will be successfully completed despite these carryovers. This is due to there being one play space programmed for renewal within the 2025/26 financial year, and it is scheduled to be completed by the Project Delivery Unit.

The following projects within year 1 has budget allocations within both the play safety/surface equipment and non-specified reserve enhancements, amounting to project totals of:

- Kaiapoi NCF Park /Community Hub Playground \$400,000
- Currie Park/ Norman Kirk \$300,000
- Canterbury Street Reserve \$200,000

Greenspac	e Capital Works Rene	ewal Programmes ar	nd Sports Ground Gro	owth Programme - Proposed Programme 2024/25- 2026/27
				24/25
Project Name				Year 1
, , , , , , , , , , , , , , , , , , , 	Project Stage - Predicted at FYE	Status	Predicted Project Complete	Comment
		Play Sa	afety/Surface Equipm	nent Renewals
Kaiapoi NCF Park /Community Hub Playground	Tender	Delayed	Oct-25	Consultation is complete and the Kaiapoi Tuahiwi Community Board have approved the design for implementation. Work is underway on detailed design/tender documentation with PDU planning construction to begin in Spring.
Currie Park/ Norman Kirk	Tender	Delayed	Oct-25	Consultation is complete and the Kaiapoi Tuahiwi Community Board have approved the design for implementation. Work is underway on detailed design/tender documentation with PDU planning for the construction to begin May/June. While construction will be underway, this project will not be completed prior to the end of the financial year.
Canterbury Street Reserve	Design	Delayed	Jun-26	This project has been scoped and work is starting on initial community engagement and design in May 2025.

4.8. Non-Specific Reserve Enhancement

As noted above, this budget sits alongside the Play Safety/Surface Equipment renewal budget for reserves and is intended to provide the difference between the renewal of existing playground assets and the expectations/needs of the community to meet current levels of service.

				24/25			
Project Name				Year 1			
	Project Stage - Predicted at FYE	Status	Predicted Project Complete	Comment			
Non-Specified Reserve Enhancement							
Kaiapoi NCF Park /Community Hub Playground	Tender	Delayed	Oct-25	Consultation complete, Kaiapoi Tuahiwi Community Board has approved implementation.			
Currie Park/ Norman Kirk	Tender	Delayed	Oct-25	Consultation complete, Kaiapoi Tuahiwi Community Board has approved implementation.			
Canterbury Street Reserve	Design	Delayed	Jun-26	This project has been scoped and work is starting on initial community engagement and design.			
Pines Beach Relocation	Project Complete	Complete	Complete	This project has been completed and is in use with a happy community.			



Pines Beach Playground Relocation

4.10.4.9. Roads and Carparks

Although this programme is named Roads and Carparks, it also encompasses the renewal of pedestrian pathways within reserves. This programme has achieved a 57% completion rate.

The project delays within this programme are due to staff planning and incorporating the renewal or replacement of assets into a detailed master plan for the wider area. This strategic approach aims to ensure that the updates are well-coordinated and aligned with the overall goals of the project. This includes assets such as the central carpark at Waikuku Beach Domain and two carpark assets at Woodend Beach Domain.

A significant proportion of the projects that have been finalized were successfully completed while staying within the financial limits that were initially set.





Darnlev Square- carpark renewal

Baker Park- path renewal

Greenspac	e Capital Works Rene	wal Programmes a	and Sports Ground Gr	owth Programme - Proposed Programme 2024/25- 2026/27
				24/25
Project Name				Year 1
, , , , , , , , , , , , , , , , , , , 	Project Stage - Predicted at FYE	Status	Predicted Project Complete	Comment
			Roads & Carparks R	enewals
Baker Park - Footpath	Project Complete	Complete	Complete	Footpath renewal has been completed and under budget.
Waikuku Beach - Central Area: Path	Project Complete	On Track	Jun-25	Footpath renewal is on track for completion by the end of June 2025.
Woodend Beach Domain: Carpark Surface	Investigations	Delayed	Jun-26	This asset has become part of a master plan for the area. This project is delayed in order for all assets in the area to be completed at the same time.
Woodend Beach Domain: Carpark	Investigations	Delayed	Jun-26	This asset has become part of a master plan for the area. This project is delayed in order for all assets in the area to be completed at the same time.
Waikuku Beach - Central Area: Carpark	Investigations	Delayed	Jun-26	This asset has become part of a master plan for the area. This project is delayed in order for all assets in the area to be completed at the same time.
Ashgrove Park: Driveway Surface	Project Complete	Complete	Complete	Driveway renewal has been completed and under budget.
Darnley Square- North: Carpark	Project Complete	Complete	Complete	Carpark renewal has been completed and under budget.

4.11.4.10. Hard Surface Renewals

There are no hard surface renewals scheduled for year 1 (2024/25) of the programme.

4.12.4.11. Public Toilet Renewals

The Public Toilets Renewal budget is a bi-annual budget smoothed over the 10 years of the Long-Term Plan.

Ashley Picnic Grounds - Cones Rd:

A report for the approval of concept plans for Ashley Picnic Grounds toilet went to the Rangiora-Ashley Community Board on the 9th April 2025. The report and plans were approved with the request to consult the Waimakariri Access Group around door sizing. This was completed the next day with the Waimakariri Access Group who agreed the designs were well above the 760mm building standard requirements, however preferred the larger door size of 1000mm with an opening of 890mm as within the Ashley Picnic Grounds toilet design. The Waimakariri Access Group suggest staff confirm this is an appropriate size for larger chairs with the Chris Ruth Centre. Staff made contact and received confirmation the design size was appropriate to proceed. The project is being implemented by the Project Delivery Unit and is in the procurement phase. Completion date is expected in the first quarter of the 2025/26 financial year.

Greenspace Capital Works Renewal Programmes and Sports Ground Growth Programme - Proposed Programme 2024/25- 2026/27							
			24/25				
Project Name			Year 1				
	Project Stage - Predicted at FYE	Status	Predicted Project Complete	Comment			
Public Toilets Renewals							
Ashley Picnic Grounds- Cones Rd	Project Complete	Delayed	Sep-25	The design has been completed, concepts plans have been approved by the Rangiora Ashley Community Board, PDU completing procurement and project management which are underway.			

4.13.4.12. Future Sports Grounds Development

The future sports grounds development programme encountered a notable challenge due to resource constraints with 5 of 6 projects currently delayed. Staff are addressing challenges by looking at delivery options and streamlining project management processes.

This is to ensure that projects delayed this year are completed next year, maintaining the programme's commitment to enhancing sports infrastructure and supporting community engagement in sports activities.

Staff are confident that the projects scheduled for 2025/2026 will be successfully completed despite these carryovers. There are no new projects scheduled for this category within the 2025/2026 financial year.

			24/25	
Project Name			Year 1	
r roject name	Project Stage - Predicted at FYE	Status	Predicted Project Complete	Comment
Future Sports Ground Deve	lopment		_	
Kaiapoi River Sport User Hub	Design	Delayed	Jun-26	This project is combined with the Murphy Park Kaiapoi River Access project located at 78 Raven Quay, Kaiapoi., for redevelopment of the existing rowing precinct area. The Kaiapoi-Tuahiwi Community Board has approved the concept plan.
Coldstream Road Sporting Precinct	Investigations/ Design	Delayed	Jun-26	The design and engagement with key stakeholders are well underway with preliminary concept plans almost completed. Once they are completed this will be workshopped and go through report procedure. Project delayed as this may not be completed by the end of the financial year.
Maria Andrews irrigation investigation and field upgrade	Investigations	Delayed	Jun-26	Project yet to start due to resourcing issues.
Southbrook Park Field Upgrade	Investigations	Delayed	Jun-26	Project yet to start due to resourcing issues.
Gladstone Drainage	Investigations	Delayed	Jun-26	Investigation of sports field drainage has been completed for Gladstone park. The next stage is the development of a drainage plan and consultation with the user groups.
A&P lighting Upgrade	Investigations	Delayed	Jun-26	Project is in the investigation phase.

4.14.4.13. Community Facilities Renewals

The community facilities programme was initially proposed for the first three years based on Greenspace's knowledge and the limited data available on the age and condition of assets within facilities. Therefore, Greenspace engaged Aecom Services to complete a condition assessment on community facilities. The assessment has now been completed, delivering detailed data on the condition of each facility's individual components. This detailed information will significantly enhance our asset management system and inform future maintenance and development plans.

The Community Facilities programme is performing well, with 64% of projects completed and 36% on track to be finished by the end of the financial year

The completed projects include various facility upgrades across the district including appliance replacements and building systems improvements.

Greenspace Capital Works Renewal Programmes and Sports Ground Growth Programme - Proposed Programme 2024/25- 2026/27								
		24/25						
Project Name				Year 1				
,	Project Stage - Predicted at FYE	Status	Predicted Project Complete	Comment				
			Community Facilit	ties				
Cust Community Centre	Project Complete	Complete	Complete	All renewals complete				
Dudley Park Pavillion	Project Complete	On Track	Jun-25	3 renewals complete, 1 on track				
Kendall Park Pavilion	Project Complete	On Track	Jun-25	1 item on track				
Loburn Domain Pavilion	Project Complete	On Track	Jun-25	1 item on track				
MainPower Stadium	Project Complete	Complete	Complete	All renewals complete				
Ohoka Domain Pavilion	Project Complete	Complete	Complete	All renewals complete				
Oxford Centennial	Project Complete	On Track	Jun-25	2 items on track				
Pearson Park Pavilion	Project Complete	Complete	Complete	All renewals complete				
Rangiora Town Hall	Project Complete	Complete	Complete	All renewals complete				
Reactive Furniture/Equipment	Project Complete	On Track	Jun-25	On track				
Sefton Domain Pavilion Wastewater	Project Complete	Complete	Complete	All renewals complete				
Waikuku Beach Hall	Project Complete	On Track	Jun-25	3 items complete, 2 items on track				
Woodend Community Centre	Project Complete	On Track	Jun-25	3 items complete, 1 item on track				

5. Summary of Carryovers and Projects for Year 2 of the Programme.

The capital programme planned for year 2 is considered achievable, even when accounting for carryovers from the previous year. This assessment takes into consideration the financial and operational impacts of any uncompleted projects or budget allocations that have been deferred to the current year. By carefully managing these carryovers and integrating them into the overall planning staff can ensure that the programme for year 2 is met. This approach involves making sure resources are well-allocated, diligent project management, and communicating clearly with everyone involved.

The following table summarises the Greenspace capital project carryovers from Year 1 (2024/25) in blue, and the planned activities for Year 2 (2025/26) in green. As explained above the table shows that there is capacity within each programme to combine both years.

years.		24/25	25/26
Programme	Project Name	Year 1	Year 2
Play Safety/Surface Equipment Renewals & Non-Specified Reserve Enhancement	Kaiapoi NCF Park	Carryovers	Program
	/Community Hub Playground		
	Currie Park/ Norman Kirk		
	Canterbury Street Reserve		
	Woodend Beach Domain		
Roads & Carparks Renewals	Woodend Beach Domain: Carpark Surface		
	Woodend Beach Domain: Carpark		
	Waikuku Beach - Central Area: Carpark		
	Rangiora Airfield - Driveway		
	Kaiapoi Boat Club Reserve: Carpark		
Hard Surface Renewal	Swannanoa Domain: Sport - Court		
Public Toilets Renewal	Ashley Picnic Grounds- Cones Rd		
	Woodend Beach Domain		
Future Sports Ground Development	Kaiapoi River Sport User Hub		
	Coldstream Road Sporting Precinct		
	Maria Andrews irrigation investigation and field upgrade		
	Southbrook Park Field Upgrade		
	Gladstone Drainage		
	A&P lighting Upgrade		
Community Facility Renewals	Darnley Square South building		
	Darnley Square- toy library		
	Fernside Reserve Hall		
	Jaycee Hall/ Museum		
	Kendall Park Pavilion		
	Oxford Town Hall		
	Pearson Park Pavilion		
	Rangiora Town Hall		
	Waikuku Beach Hall		
	Woodend Community Centre		
	Wylie Park		

Implications for Community Wellbeing

5.1. There are implications for community well-being from the issues and options that are the subject of this report.

The programmes contribute directly to addressing safety and meeting levels of service, all of which have an impact on the community. Although some projects have been delayed until the next financial year, no assets have been taken out of use.

The assets within the programmes are diverse and provide opportunities for recreation, sporting and health and wellbeing. The planning and management of a diverse and accessible range of open spaces and facilities is considered important by the community as they contribute to the social, cultural, and environmental well-being of Waimakariri. The network of open spaces supports and enhances the natural cultural values of the district, creating opportunities for the local community and visitors to experience a wide range of recreational activities.

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

6. COMMUNITY VIEWS

6.1. Mana whenua

Te Ngāi Tūāhuriri hapū are not likely to be affected by or have an interest in the subject matter of this report. If an individual project has an interest, it will be engaged directly.

Staff will liaise with Te Ngāi Tūāhuriri regarding specific projects within the programme as required. Where individual projects are agreed upon, then the appropriate groups and residents will be consulted.

6.2. Groups and Organisations

There are groups and organisations likely to be affected by, or to have an interest in the subject matter of this report. Each project identified will have an engagement plan and process that invites groups or interested parties to be involved or receive information, depending on where the project sits on the engagement spectrum.

6.3. Wider Community

The wider community is likely to be affected by or to have an interest in the subject matter of this report. Each project identified will have an engagement plan that invites or includes the wider community where necessary, and often this is established through discussion with the relevant community boards.

The wider community will benefit from community space improvements as renewal of community spaces results in an increased level of service for the community.

The programmes within this report were part of the consultation process of the 2024/34 Long Term Plan.

7. OTHER IMPLICATIONS AND RISK MANAGEMENT

7.1. Financial Implications

There are no financial implications of the decisions sought by this report. However, there are financial implications associated with the delayed completion of some projects within this report. Projects that are unable to be completed this financial year will require existing budget to be carried forward into the following 2025/2026 financial year. This report solely provides information on the status of projects.

20 May 2025

7.2. All projects and budgets identified in this report have been approved through the Long Term Plan and Annual Plan processes. Capital budgets have been made available through

this process in the 2024/2025 financial year. Other than the proposed carryovers, there are no changes to the Annual Plan budgets for the projects covered within this report.

7.3. If projects receive tenders that are beyond the budget assigned and outside of the remaining budget within the approved programme, staff will report this back to the Community & Recreation Committee with a list of recommendations and options to be considered.

7.4. Sustainability and Climate Change Impacts

The recommendations in this report do not have sustainability and/or climate change impacts. Each project will be mindful of this and look to ensure it aligns with the Council's expectations.

When creating the capital renewal and sports grounds growth programmes, consideration was made whether climate change will have an impact on assets' useful life. Such as, will weather conditions reduce the useful life with increased temperature.

6.3 Risk Management

There are risks arising from the adoption/implementation of the recommendations in this report.

There is a risk that the programme may not meet community expectations due to some projects not being delivered on time. Community and interest groups will be kept informed on project progress through the Councils projects communication channels.

Staff updated the community boards on Greenspace capital projects during their March-April 2025 meetings. The presentation covered both District-wide and community-specific projects for year 1, including all capital projects, not just those in this report. This provided a clear status and performance overview. No changes to the annual plan were suggested following the presentations

6.3 Health and Safety

There are not health and safety risks arising from the adoption/implementation of the recommendations in this report.

Health and Safety risks associated with individual projects will be addressed through Safety in Design workshops, and appropriate procurement processes.

8. CONTEXT

8.1. Consistency with Policy

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

8.2. Authorising Legislation

Local Government Act 2002

Reserves Act 1977

Resource Management Act 1991

8.3. Consistency with Community Outcomes

The Council's community outcomes are relevant to the actions arising from recommendations in this report.

The relevant community outcomes are:

Social:

A place where everyone can have a sense of belonging...

- Our community has equitable access to the essential infrastructure and services required to support community wellbeing.
- Public spaces are diverse, respond to changing demographics and meet local needs for leisure and recreation.

Environmental:

- ...that values and restores our environment...
- The natural and built environment in which people live is clean, healthy and safe.
- Our communities are able to access and enjoy natural areas and public spaces

Economic:

- ...and is supported by a resilient and innovative economy.
- Infrastructure and services are sustainable, resilient, and affordable.

Cultural:

- ... where our people are enabled to thrive and give creative expression to their identity and heritage.
- Public spaces express our cultural identities and help to foster an inclusive society.

Authorising Delegations

The Community & Recreation Committee has the delegated authority to receive this report. If budget changes are requested from the Committee this will need to go to Council for approval.

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR INFORMATION

FILE NO and TRIM NO: LIB-04-01 /

REPORT TO: COMMUNITY AND RECREATION COMMITTEE

DATE OF MEETING: 20 May 2025

AUTHOR(S): Luke Sole – District Libraries Manager

SUBJECT: Libraries update to 8 May 2025

ENDORSED BY:

(for Reports to Council, Committees or Boards)

General Manager

Chief Executive

1. SUMMARY

1.1. This report provides an update on services, programmes and experiences offered to our hapori (community) by Waimakariri Libraries from 25 February 2025 to 8 May 2025. The report references a recent partnership between Digital Inclusion Alliance Aotearoa (DIAA) and Ministry of Social Development (MSD) involving the placement of local job seekers in libraries to provide digital learning and support to seniors. It also details the completion of shelving replacement at Trevor Inch Memorial Library and the resulting increases in visitation and book lending following from reopening and extending to the April school holiday period.

2. RECOMMENDATION

THAT the Community and Recreation Committee

- (a) Receives Report No. 250214023903.
- (b) **Notes** the community benefits of the below initiatives, particularly the completion of the shelving replacement project and the resulting increases in visitation for events and programmes and book lending this has enabled.
- (c) **Circulates** the report to the Community Boards for their information.

3. BACKGROUND

- 3.1. Waimakariri Libraries promote literacy and lifelong learning to support healthier and more resilient communities, support pathways to vocational learning, contribute to economic and social wellbeing, and deliver excellence in public service.
- 3.2. Since the last update report there have been several programmes and events which have been undertaken which are described in more detail below.

4. <u>ISSUES AND OPTIONS</u>

4.1. Digi-Coach Pilot Programme highlights demand for digital support offerings

4.1.1. Waimakariri Libraries were invited to participate in the nationwide Digi-Coach Pilot Programme in February 2025. Developed by Digital Inclusion Alliance Aotearoa (DIAA) and funded by the Ministry of Social Development (MSD), the 13-week programme placed suitable local jobseekers into paid employment to provide digital support in libraries and other community spaces.

- 4.1.2. Beginning in March, two Digi-Coaches were based at Rangiora Library for 20 hours Monday to Friday. Each Digi-Coach spent two hours per day at a helpdesk in the middle of the library, and outside of that, they worked through vocational skills modules to increase their work-readiness. However, both of our Digi-Coaches completed their modules quickly and have chosen to spend most of their time working directly with the community. To date, both Digi-Coaches have addressed over 200 specific queries related to technology that have ranged from accessing central government services, to accessing locked out email accounts.
- 4.1.3. Through participation in the programme, Digi-Coach Josh Switalla has learnt about issues seniors face with technology firsthand – something that he hadn't fully considered previously.
- 4.1.4. "In my role, I've watched many retired people really struggle with digital technologies and the isolation that can come with being unable to transact online. It's been great getting to know our community and learning where they've come from. They've learnt from me, but I've also learnt a lot from them," says Josh.
- 4.1.5. Seniors are grateful to have initiatives like the Digi-Coach programme where they deal with humans who understand their struggles and take the time to help in a patient and calm manner. Those aged 65 and older make up over 20 per cent of the Waimakariri District's population which is why Waimakariri Libraries continues to prioritise digital equity, making sure no one is left behind.



Figure 1: Digi-Coaches Quintin Hood and Josh Switalla (right) at Trevor Inch Memorial Library.

- 4.1.6. Waimakariri Libraries have a long-established relationship with DIAA to deliver Stepping Up, a range of digital skills classes, and Skinny Jump, an affordable internet service designed to connect households without broadband. Demand for these services and other digital support offerings at Waimakariri Libraries is increasing. Stepping Up classes are often fully booked, and we have waitlists in case a spot becomes available.
- 4.1.7. For the Digi-Coaches, the programme is a steppingstone toward future employment – helping them build confidence, customer service skills, and an understanding of their own strengths. When troubleshooting problems on the

- helpdesk, they're determining how best to teach people and gaining knowledge about the technology alongside the patron.
- 4.1.8. During their time away from the desk Switalla and his colleague Quintin Hood have discovered more about spreadsheets and other technology and have spent their time upskilling on Microsoft 365 products and gaining knowledge of Windows and Mac operating systems.
- 4.1.9. Learning and Heritage Team Leader Janina Good was thoroughly impressed with their performance throughout the programme. "It is great to see how patient they are with our customers seeking digital support as we often cannot spend as much time with our community/hapori on digital queries as we would like. Both Quintin and Josh have gone beyond what is required, helping our digital skills classes and Better Digital Futures programme when classes were fully booked."
- 4.1.10. Waimakariri Libraries have provided feedback on the national pilot programme to support DIAA to secure funding for a second phase. Until more is clear about the future of the programme, staff are supporting both Digi-Coaches to find suitable employment in the district, including through the Mayors Taskforce for Jobs.

4.2. Trevor Inch Memorial Library shelving replacement and refurbishment complete

4.2.1. The Trevor Inch Memorial Library's shelving replacement project was completed in March, when the library was closed for a fortnight while this work was undertaken. The closure was a busy period for staff, with many assisting contractors with the movement of around 85,000 items to clear the way for the new shelving and furniture. With the floor completely empty the building was extensively cleaned and acoustic panelling was added to walls to mitigate noise.



Figure 2: Members of the Rangiora Team on completion of the shelving refit.

- 4.2.2. Staff welcomed over 6000 visitors during reopening week, including two days when visitation exceed 1000 people. Around 10,000 books were issued at Rangiora over the course of the week, which is double business as usual volumes. Book issuing has remained consistently strong since reopening, with many patrons commenting that they are finding the new layout easier to navigate and find what they need.
- 4.2.3. As part of this refresh, the existing shelving was removed and replaced with modern, robust and fit-for-purpose shelving that both houses the collection of

- books and resources better and improves the adaptability of the space to host and support a growing number of community events and offerings.
- 4.2.4. During the closure, a mobile 'pop up' library was utilised for the first time, which proved to be successful with many community members commenting that they appreciated the ability to collect and browse books and newspapers and access computers and Wi-Fi. The team intend to utilise the Department of Internal Affairsfunded Mobile Community Hub vehicle further in future, with plans to use it to support outreach initiatives in the community. Staff noted that some community members chose to visit Kaiapoi and Oxford libraries during the closure, with visitation significantly higher than average at both sites. Some community members noted that they were pleasantly surprised by the quality of the other libraries and would continue to visit in future.
- 4.2.5. In addition to new shelving, some items of furniture that have suffered significant wear and tear were, a new accessibility-friendly front desk was installed, remedial autex panels were fitted, and wayfinding signage was upgraded. The focus areas for the furniture refresh included the children's area which sees the most physical use and interaction by our community.
- 4.2.6. Budget was secured for this project in 2024, using existing funds from the Resource Purchases budget which was underspent and had carried over due to book supply issues post-COVID-19 pandemic, and an allocation from the Rangiora Library Furniture and Fittings Renewals budget.



Figure 3: The 'pop up' mobile library in use during the temporary closure of Trevor Inch Memorial Library.

4.3. First permanent StoryWalk launches at Northbrook Wetlands

- 4.3.1. Waimakariri Libraries worked alongside their Greenspace colleagues to deliver the first permanent StoryWalk in Waimakariri, which was officially launched on 2 April with around 350 people in attendance for a special reading and BBQ.
- 4.3.2. The StoryWalk follows the children's book *Five Wee Pūteketeke* by North Canterbury author and Forest & Bird CE, Nicola Toki. Pages of the book have been printed onto large signage boards and installed at different points along the 1.5km trail loop. Children can make their way around the wetlands, reading the story as they go. Toki attended the launch, commenting that she appreciated the

- work of Waimakariri District Council in the restoration and development of Northbrook Wetlands a site she was familiar with as a local resident in her teenage years.
- 4.3.3. Waimakariri Librarian Anna Paterson said StoryWalks were popping up in other areas of New Zealand, so she was keen to have one in Waimakariri. "StoryWalks are a great opportunity to build literacy skills whilst being physically active. With the easy-to-follow story and beautiful illustrations, as well as the added bonus of the wildlife in the story being found at Northbrook Wetlands, Nicola Toki's 'Five Wee Pūteketeke' fitted the brief," says Paterson.
- 4.3.4. The StoryWalk Project began in the United States by Anne Ferguson and the Kellogg-Hubbard Library. The idea became popular in New Zealand during the Covid-19 lockdown when libraries put up temporary signage boards with book pages laminated to them for people to read on their walks.
- 4.3.5. Greenspace Design and Planning Team Leader Grant Stephens said StoryWalks are a great way to encourage families to get out and enjoy our great network of parks and reserves in Waimakariri. "This is our first permanent StoryWalk and highlights a special bird, the pūteketeke/crested grebe. As well as a fantastic reserve which is accessible and great for walking, you can enjoy native birds and plants within central Rangiora. We hope that this will be the first of a number of StoryWalks across the District over the coming few years."



Figure 4: Libraries staff with author and Forest & Bird CE, Nicola Toki.

4.4. Easter school holidays full of opportunities for learning and creative play

4.4.1. Easter school holidays turned out to be the busiest on record for Waimakariri Libraries with over 15,000 people visiting the libraries over the fortnight.

4.4.2. A range of activities were on offer for children and their families, including a very special session with Canterbury Museum examining tools and technologies Māori used to solve everyday challenges in Aotearoa | New Zealand. Participants were encouraged to have a go with a tūwiri | stone drill and use a kaunoti | fire stick.



Figure 5: Children attempt to master kaunoti | fire stick under the supervision of Canterbury Museum staff.

- 4.4.3. Staff ran our very first 'escape room' sessions which were developed as a fun and educational activity and proved to be popular with children and teenagers across each of the three libraries. To complete the escape room, participants were required to solve a series of challenges and clues, which included a light-hearted video cameo from Mayor Dan Gordon, which was well received.
- 4.4.4. Rangatahi Engagement Coordinator, Rebecca Morland commented on the range of activities on offer for teenagers/rangatahi. "We had some fabulous feedback from our teens, including an offer to work together on future escape room events. Some caregivers also got in touch to let us know that they really appreciated the opportunity to spend some time with their teens in a fun and positive setting," says Morland.
- 4.4.5. The additional space provided by the shelving refit at Trevor Inch Memorial Library enabled staff to facilitate several children-centred events including an active family Zumba session which was booked out ahead of time. The event proved to be popular with carers and children, with many grandparents in attendance.

4.5. Customer Survey Results 2024/2025

4.5.1. Waimakariri Libraries conducted their annual customer survey between 18 November 2024 and 31 January 2025. This year, 581 people responded, which is an increase of 200 responses on the previous year.

- 4.5.2. The survey contained a range on questions relating to services, customer satisfaction, and the quality of library-provided books and resources across physical and digital mediums.
- 4.5.3. Customer satisfaction remained strong, with the following responses demonstrating an overall high level of customer service:
 - "Staff make you feel welcome" 540 agree
 - "Staff actively seek to help you" 400 agree
 - "Staff help you find you next reads" 200 agree
 - "Staff help you use the computers" 210 agree
 - "Staff were not welcoming or helpful" 20 agree
 - "Staff didn't interact with you" 35 agree

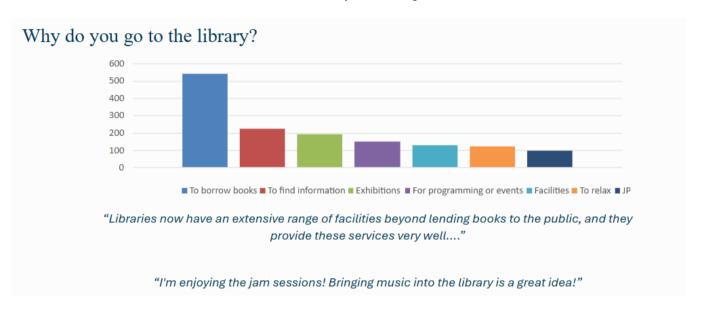


Figure 6: Graph highlighting multiple reasons people visit libraries in person.

- 4.5.4. Multiple comments referred to the aging interior of Trevor Inch Memorial Library, which were partly addressed by the shelving replacement and refurbishment in March 2025. Consistent with previous results, lack of space and challenges with accommodating large attendance at Rangiora was a strong theme.
- 4.5.5. The survey also invited respondents to provide feedback on current opening hours. These responses will form part of a formal assessment of opening hours which will be conducted in September 2025. 75 respondents requested that libraries are open longer hours, with a common theme of weekend hours being perceived as restrictive. 23 respondents requested later evening hours due to factors such as work hours and time spent commuting reducing their ability to visit libraries within weekday hours.
- 4.5.6. For reference, current hours are weekdays 9:00am 5:00pm at all three locations,
 Saturday 10:00am 12:00pm at Oxford (closed Sunday), Saturdays 10:00am –
 2:00pm and Sundays 1:00pm to 4:00pm at Rangiora and Kaiapoi.

Implications for Community Wellbeing

There are various initiatives that promote positive community wellbeing outcomes in the issues and options that are the subject matter of this report. Notably, and the Trevor Inch Memorial Library shelving refit presents opportunities to meet increasing community demand for library services and physical spaces. These improvements will enable Waimakariri Libraries to better accommodate

the community for a range of programmes and services which are centred around social and economic capacity building.

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

5. COMMUNITY VIEWS

5.1. Mana whenua

Te Ngāi Tūāhuriri hapū are likely to be affected by or have an interest in the subject matter of this report.

5.2. Groups and Organisations

While there are no specific groups or organisations affected as a result of the recommendations in this report, the Waimakariri Libraries service provides events and programmes for a number of groups and organisations. The events and programmes vary however all provide significant benefit for the groups and individuals involved.

5.3. Wider Community

Waimakariri Libraries has growing visitor numbers, attendance at events and programmes, and borrowing across physical and digital collections.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

The below summary report is dated to March 2025. Please note that actual YTD spend is currently tracking below budget.

Library					
Summary Report March 2025					
	Actual	Budget			
Revenue					
Revenue	94,2	92 809,361	4		
Rates	3,839,7	3,819,519	=>		
	3,934,0	79 4,628,880			
Operating Expenses	1,983,6	35 2,362,644	1		
Maintenance	379,3	626,094	介		
Overheads	857,0	54 891,324	\Rightarrow		
nternal Interest	10,8	27 10,116	Φ		
Depreciation	827,4	91 771,939	•		
	4,058,3	72 4,662,117	•		
Surplus/ (Deficit)	(124,2	92) (33,237)	•		

6.2. Sustainability and Climate Change Impacts

The recommendations in this report do have sustainability and/or climate change implications. Libraries promote sustainability by providing wide-ranging collections and

resources that are borrowed extensively, including digital resources that carry a reduced carbon footprint. In addition, as public libraries act as providers of information, libraries play a role in teaching environmental literacy by educating communities to learn about climate change. The availability of emergent technologies and equipment such as sewing machines in a library setting reduce the need for community members to purchase their own technology and enable the community to repair and repurpose their own items.

6.3. Risk Management

There are no specific risks arising from the adoption/implementation of the recommendations in this report. Given the

6.4. **Health and Safety**

There are no Health and safety risks arising from the adoption/implementation of the recommendations in this report.

7. CONTEXT

7.1. Consistency with Policy

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

7.2. Authorising Legislation

7.3. Consistency with Community Outcomes

The Council's community outcomes are relevant to the actions arising from recommendations in this report.

7.4. Authorising Delegations

The Community and Recreation Committee have the delegation to receive this report.

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR INFORMATION

FILE NO and TRIM NO: GOV-01-04 / AQU-02-09 / 250505077832

REPORT TO: COMMUNITY AND RECREATION COMMITTEE

DATE OF MEETING: 20 May 2025

AUTHOR(S): Matthew Greenwood, Aquatics Manager

SUBJECT: Aquatics May Update

ENDORSED BY:

(for Reports to Council, Committees or Boards)

General Manager Chief Executive

1. SUMMARY

- 1.1. The purpose of this report is to provide the Community and Recreation Committee with a summary of the Aquatic Facilities year to date progress, as measured against the unit's most significant Key Performance Indicators.
- 1.2. The report contains a break down of customer attendance data to 30 April 2025 and budget results for the year to 31 March 2025.
- 1.3. It details the outcome of our Poolsafe assessment and a summary of our recent collaboration with Aqualand at Dudley over Anzac weekend.

Attachments:

i. Nil

2. **RECOMMENDATION**

THAT the Community and Recreation Committee:

- (a) Receives Report No. 250505077832.
- (b) **Notes** that attendance across all types remains very consistent with the previous year.
- (c) **Notes** the Aquatic Facilities achieved Poolsafe accreditation.
- (d) **Notes** that the collaboration with Aqualand was a success with 722 tickets sold.
- (e) **Circulates** this report to the Community Boards for their information.

3. BACKGROUND

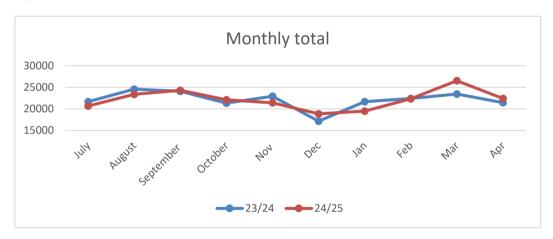
- 3.1. The Waimakariri District Council's Aquatic Facilities team deliver best practice aquatic programmes and enjoyable recreation opportunities for the ongoing wellbeing of our community and visitors. We do so from four sites: two indoor, year-round facilities and two seasonal summer pools, which operate over the summer period.
- 3.2. Oxford summer pool operates from late November to mid March each year to take advantage of the warmer, more calm weather in that part of the district. Oxford residents are spoilt for choice with a number of amazing outdoor recreational opportunities available locally. As an outdoor facility, weather can play a large part in the overall success of the season.

- 3.3. The Aquatic Facilities team work closely with partner organisations, clubs, trusts and interest groups to support water safety programmes, grow and develop swimming and Aquatic exercise initiatives, and works with the Council to ensure our facilities are inclusive places, accessible to all members of the community.
- 3.4. Poolsafe accreditation represents an industry best practice standard for operating a public aquatic facility. Waimakariri District Council have been part of the Poolsafe scheme since its inception. Assessment criteria include staff training, robust policy and process, effective supervision, emergency procedures and safe water quality and treatment standards.
- 3.5. With the facilities open 15 hours per day, 7 days a week we work hard to plan and schedule maintenance activities to minimise disruption to our customers. A number of tasks can be completed during normal activity through scheduling and space management however programmed maintenance closures are generally completed on a three year cycle. During these closures detailed maintenance is completed on key systems which would preclude operation such as circulating pumps. HVAC and heating systems.

4. ISSUES AND OPTIONS

4.1. Aquatic customer attendance

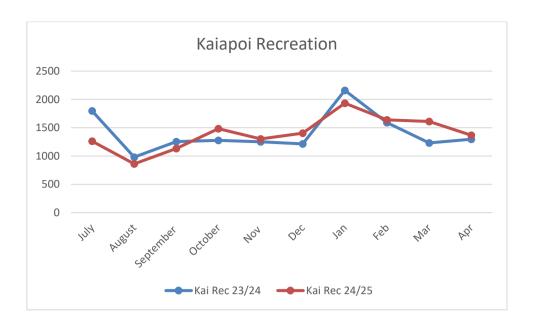
The following tables provide a summary of attendance across the facilities to date as at 30 April 2025.

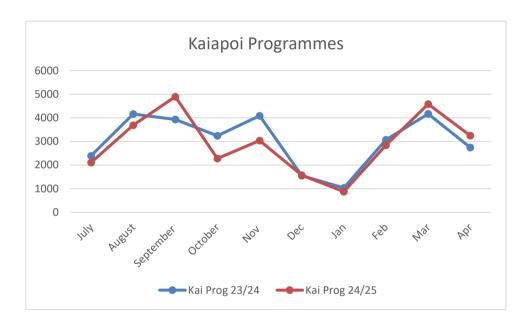


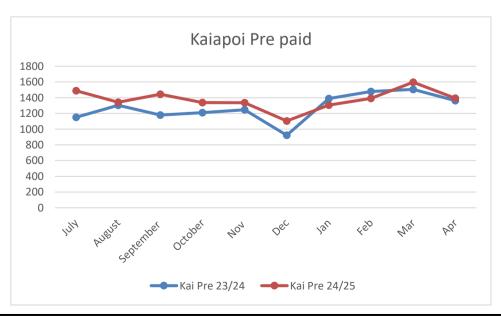
Attendance in 24/25 has been somewhat steadier that the highs and lows of 23/24 which sees the overall total visits being closer than expected. Despite the greater variance, total overall visits remain relatively consistent with slightly less than a thousand swimmers through the doors to date when compared with last year.

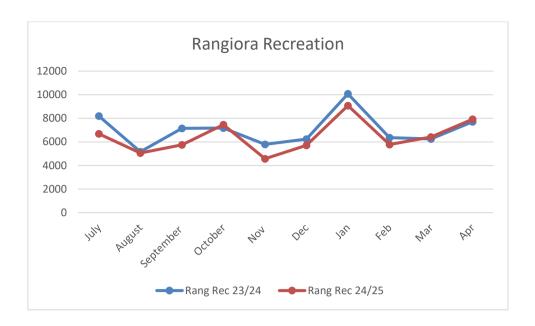
The following tables break down the three core activities Recreation (Casual swims, Leisure and Lane swimming) Programmes (Learn to Swim, Schools and Aquarobics) and Prepaid entries (Concession and Memberships) across the 3 facilities.

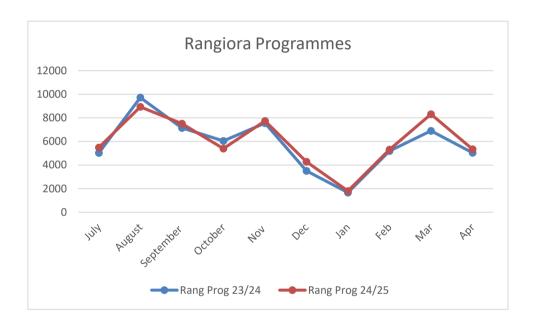


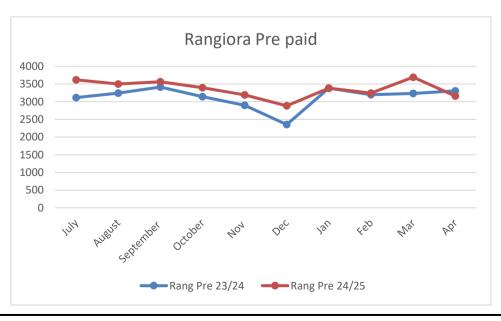


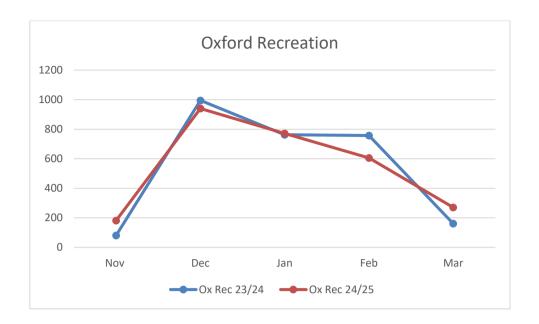


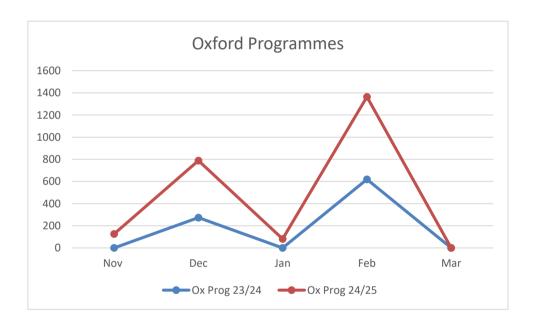


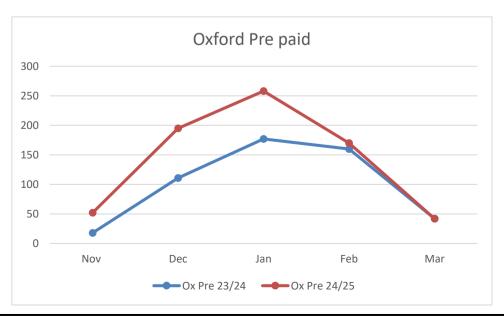




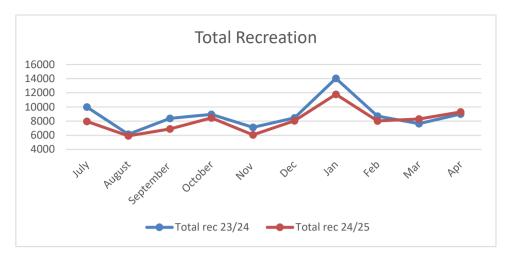




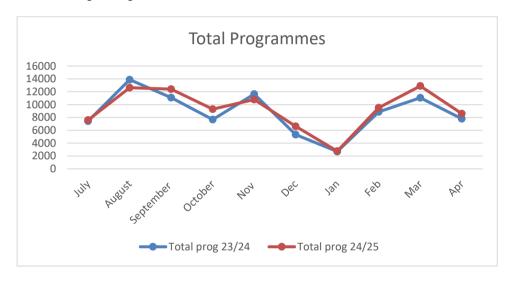




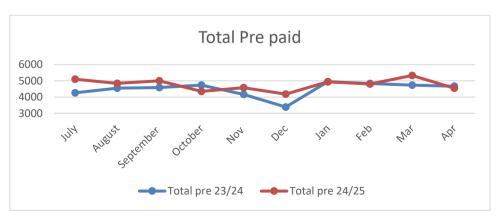
Activity totals and summary



Recreation swimming recovered in March and April, with numbers slightly down against the previous year for first half of this year. We have been further refining our advertising and promotion strategies with a number of activities to draw customers in and ideally keep them coming as regulars.



Programmes attendance was up slightly over March and April but remains comparable to last year. A large degree of variance in this table comes from the schools programme, with Learn to Swim and Aquarobics numbers staying fairly consistent. The schools programme attendance can vary as we work in with the attending schools who are balancing swimming within their curriculum and other school activities. Additionally the dips in October, Dec/January and April coincide with the school holidays with the main learn to swim programme being term based



Pre-paid attendance via concession or membership cards, was up for March but down in April. As many did, the Easter Anzac holidays would have seen a number of regular customers take the opportunity to travel. Aqualand taking over the main pool at rangiora on Anzac weekend will have had some impact on lane swimmer numbers, despite alternatives being advertised. Pre-paid attendance rates stay fairly consistent with attendance peaks around the school holiday periods when customers have a little more time on their hands.

It is also important to note the economic impacts both currently in play and across the last few years, with a surprisingly strong economy initially, post covid outbreak, through to the current economic situation, cost of living pressures and global financial uncertainty impacting on discretionary spending.

4.2. Poolsafe accreditation and its importance within the industry

Our facilities were recently accredited as part of the annual assessment against the Poolsafe standards. The Poolsafe Quality Management Scheme is designed to uphold high standards of safety, hygiene, and operational excellence in public pools across New Zealand.

The following are some of the key reasons why compliance with Poolsafe standards demonstrate high operating standards and ensure robust outcomes for our community.

The primary goal of the Poolsafe programme is to ensure the safety of all pool users. By adhering to Poolsafe standards of through staff training and process planning, councils can significantly reduce the risk of accidents, injuries, and drownings. This includes proper lifeguard training, effective supervision, and maintaining safe water quality treatment standards.

When pools are Poolsafe certified, it instils confidence in the public that the facility is well-managed and safe to use. This can lead to increased patronage and community engagement, as people feel more secure bringing their families to a certified pool. Meeting Poolsafe requirements helps councils comply with national safety regulations and standards.

Poolsafe certification involves regular assessments and continuous improvement processes. This encourages councils to maintain high operational standards, which can lead to more efficient and cost-effective pool management. The assessors themselves often have experience with a variety of facility and operating types and are able to share their knowledge of industry best practice to identify better solutions and operating outcomes for customers.

Public swimming pools play a vital role in promoting recreation, physical activity social connection and overall health and wellbeing in the community. By ensuring these facilities are safe and well-maintained, councils support the health and fitness of their residents.

The Poolsafe programme was jointly developed in 2001 by the New Zealand Recreation Association (NZRA) and Water Safety New Zealand (WSNZ). It was initiated in response to concerns about incidents in public pools, prompting the aquatics sector to come together and create an industry-led quality management system. Since its inception, Poolsafe has been recognized as a benchmark for best practice in pool safety and management. The Poolsafe programme is an invaluable tool for councils to ensure their facilities are safe, reliable, and welcoming for all users.

4.3. Aqualand event over Anzac weekend

The recent Aqualand event at Dudley Pool was a notable success, drawing in a crowd of over 700 attendees over the recent Anzac weekend. This was a surprisingly good turn out

considering the weather and with many choosing to link the easter and anzac holidays to travel, due to how they fell. We took a percentage of ticket sales which offset the cost of extra staff and the full booking of the pool making just over \$4,000 gross for the weekend.

This event featured a selection of Aqualand's popular inflatable water park, offering a fun and engaging experience for families and thrill-seekers alike. The inflatable park included various water-based activities and obstacle courses, providing a unique and exciting way for participants to enjoy the pool. The high turnout reflected the community's enthusiasm for such interactive and adventurous events, making it a highlight of the holidays.

The event was not without its challenges with seven recorded injuries. Six of these were minor abrasions or sprains. The other involved a dislocated ankle and broken tibia when an adult customer put his weight awkwardly on his foot as the inflatable moved under him. He was helped from the pool by staff and taken to hospital for further treatment. When we last spoke he was recovering well and wished to thank the staff for their great treatment of him and clear communication during what was a difficult situation.

Customers are informed of the risks prior to participating and are required to wear a lifejacket throughout their session. The equipment and its setup within the facility complied with the Australian standard (in lieu of any New Zealand standard) for this equipment and its robust operating instructions concerning the depth of water and distance to the poolside. These accident figures are in line with the operation of this equipment elsewhere.

The overall feedback from attendees was positive, with many praising the event's organization and the enjoyment it brought to their families. There will be opportunities to do this again in the future, with Aqualand touring the equipment around different regions in the future.



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

5. COMMUNITY VIEWS

5.1. Mana whenua

Te Ngāi Tūāhuriri hapū are not likely to be affected by, or have an interest in the subject matter of this report.

5.2. Groups and Organisations

There are a number of groups and organisations who are affected by, or to have a vested interest in the ongoing operation of the districts Aquatic Facilities. Aquatics staff continue to work closely with key community partners and wider industry organisations, including North Canterbury Swim Club, Water Skills for Life, Waimakariri Access Group, Recreation Aotearoa, Swimming NZ and the North Canterbury Sports and Recreation Trust, to name a few.

5.3. Wider Community

In our most recent General Customer Satisfaction survey run April 2023, Aquatics achieved an overall customer satisfaction rating of 95%. This is up from our previous result of 94% six months prior and ahead of our targeted ≤90%. The next survey is scheduled to run in May 2024.

A review of the District Aquatics plan in 2023 reinforced the outcomes of the original document, with growing community demand for Hydrotherapy a key area of opportunity, additional leisure space at Kaiapoi and the integration of the Pavilion into the main facility at Dudley and what this would mean for current changing spaces.

Aquatics staff continue to engage with our community, through platforms such as SwimDesk, the Councils website, Facebook pages and emails to members. Further, we invite feedback through our in-house surveys, customer feedback boxes, staff engagement and social media channels.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

The following table summarises the Aquatic Facilities operational financial position in the 2024/25 year as at 31 March 2025.

Aquatic Facilities Budget Summary	YTD Actual \$'000	YTD Budget \$'000	Variance \$'000
Operational Income	1,338	1,304	34
Rates Funding	3,413	3,428	(16)
Total Income	4,750	4,732	18
Operation Expenses	2,947	3,151	203
Maintenance	246	300	54
Corporate overheads	678	685	7
Internal Interest	258	267	9
Depreciation	760	662	(98)
Total Expenditure	4,890	5,065	176
Total Surplus (deficit)	(140)	(333)	193

Overall income remains up on budget likely due to programme efficiencies. With the higher demand for lessons we are better positioned to fill out class numbers which see's a stronger income result.

The Learn to swim programme continues to operate at capacity with a number of new staff coming onboard in the new year to help address increased demand and bolster numbers with inevitable staff movement.

Of the three main activities, income results remain on budget for pre-paid entries, recreation just under budget and learn to swim income higher than forecast due to the recent increased numbers.

Direct staffing costs remained on budget due to the need to continue to meet contractual obligations and safe operating requirements.

There are no significant financial implications of the information within this report.

This budget is included in the Annual Plan/Long Term Plan.

6.2. Sustainability and Climate Change Impacts

While the recommendations in this report do not have a direct sustainability or climate change impact, the impact our operation has on the community and environment are key drivers for the delivery of services and our planning processes.

As explored in the District Aquatic Strategy, ensuring the efficiency of our operation is key to managing the sustainability of current and future offerings. This ensures that facilities will be well utilised and continue to be good value for money for future generations.

Aquatic staff continue to investigate more sustainable and climate conscious alternatives with examples including switching to LED lighting, closely monitoring our water quality to reduce the need for additional chemical balancing and switching products to prioritise less impactful chemicals for cleaning and filtration.

To further minimise its environmental impact, our pool plant utilises systems to recirculate water and recover heat, which decrease the overall energy required to operate.

6.3 Risk Management

Changing attitudes around the risks from communicable diseases and colds continue to impact on both our staffing ability but also on customers attendance for recreation and programmed activities.

The treatment systems and processes around the ongoing monitoring of water quality are designed to minimise risk to customers from water borne illness and communicable disease. Staff will continue to work closely with Te Whatu Ora to address situations as we are made aware of them and take the appropriate steps.

Fluctuating attendance affects the revenue split between ticket sales and rates revenue. Staff will continue to monitor revenue and expenses closely, reporting regularly, identifying new initiatives such as visiting attractions and partnering with Big Swim, refine the business model to identify efficiencies and meet the community demand for low cost, safe and enjoyable recreation opportunities.

There are no risks arising from the adoption/implementation of the recommendations in this report.

6.3 **Health and Safety**

Customer and staff safety is key to the ongoing success of the facilities with leadership staff working closely with Council's Health and Safety team, SportNZ, and other key groups to ensure our ongoing operation continues to comply with Ministry of Health instructions and guidance.

Staff worked closely with the team from Aqualand in planning their visit and throughout the event weekend. This included an assessment of the pool space, its depth and distance to the sides to ensure compliance with operating instructions. While a number of accidents

were recorded, it is important to view these in context of increased admission. Further all were minor but one, which this individual described as a "freak accident" and is well on his way to a full recovery.

Community spread from colds, viruses and notifiable diseases can impact our availability to safely operate facilities. The Aquatics Standard Operating Procedures and Pool Water Quality Risk Management Plan outline the steps taken around effective treatment of pool water to ensure we provide a safe environment for our customers. Our Aquatics BCP outlines how we will manage staffing pressures to ensure we continue to operate a safe and secure environment for our customers at all times.

Poolsafe accreditation requires robust practices around reporting, investigation, trending and management of both staff and public accidents. This is on top of the Council's Health and Safety requirements and ensures a comprehensive overview.

There are no health and safety risks arising from the adoption/implementation of the recommendations in this report.

7. CONTEXT

7.1. Consistency with Policy

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

7.2. Authorising Legislation

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. Consistency with Community Outcomes

The Council's community outcomes are relevant to the actions arising from recommendations in this report.

Public spaces are diverse, respond to changing demographics and meet local needs for leisure and recreation.

Council commits to promoting health and wellbeing and minimizing the risk of social harm to its communities.

Our community has access to the knowledge and skills needed to participate fully in society and to exercise choice about how to live their lives.

People are able to enjoy meaningful relationships with others in their families, whanau, communities, iwi and workplaces.

Our community has equitable access to the essential infrastructure and services required to support community wellbeing.

Public spaces express our cultural identities and help to foster an inclusive society.

People are supported to participate in improving the health and sustainability of our environment.

Our district transitions towards a reduced carbon and waste district.

The natural and built environment in which people live is clean, healthy and safe.

There is access to meaningful, rewarding, and safe employment within the district.

Infrastructure and services are sustainable, resilient, and affordable.

Our district readily adapts to innovation and emerging technologies that support its transition to a circular economy.

There are sufficient skills and education opportunities available to support the economy.

7.4. Authorising Delegations

This committee has delegated authority for the governance of the Aquatic Facilities.

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO: RGN-05-30/250227032768

REPORT TO: KAIAPOI-TUAHIWI COMMUNITY BOARD

DATE OF MEETING: 14 April 2025

AUTHOR(S): Isibeal Clark – Project Manager

SUBJECT: Murphy Park – Approval of Preliminary Concept Plan

ENDORSED BY:

(for Reports to Council, Committees or Boards)

General Manager Chief Executive

1. SUMMARY

- 1.1. The purpose of this report is to seek approval from the Kaiapoi-Tuahiwi Community Board on the concept plan in relation to the Murphy Park Kaiapoi River Access development located at 78 Raven Quay, Kaiapoi.
- 1.2. The current area at Murphy Park which is utilised by a number of sport codes is not suitable for long-term use due to limited manoeuvring space for vehicles with large trailers and difficult launch access at the 'beach' area.
- 1.3. For a number of years, staff have been working on viable solutions to resolve the health and safety issues experienced at Murphy Park in relation to the beach access as well as the overall concept plan for the site to cater to the multiple users. However, due to cost restraints and the complexity of working within the river, a viable cost-effective solution has not been able to be confirmed until recently for the river access, preventing the project from progressing.
- 1.4. In March 2025 staff brought a report to Council seeking approval to enter a Memorandum of Agreement with Woody B Ltd for the procurement of the design and installation of a pontoon as the first stage of the works. This was approved with Council's contribution capped at \$100,000.
- 1.5. The manufacturing of the pontoon is currently underway, along with the Resource Consent processing. It is expected that installation of the pontoon will occur in the period starting 1 June 2025 and will be completed by 15 August 2025 to ensure no impact to spawning or whitebait season.
- 1.6. Staff have updated the concept plan to include the relocation of the Kaiapoi Croquet Club and the new pontoon. The proposed sheds for river users or community groups are located where the Croquet Club is currently situated. The proposed Concept Plan includes formalised carparking, space for storage sheds (relocated and future), improved pedestrian access and safety, and a new esplanade walkway along the river's edge
- 1.7. The concept plan seeks to improve safety for all park users by addressing the issue of large overhanging trees around the old bowling site, which have been contributing to antisocial behaviour. This plan has been shared with the primary user groups on site to ensure it meets everyone's needs.
- 1.8. Consultation occurred with the wider public in 2018 (on a previous concept masterplan) with feedback mostly in support of the proposal. Whilst the concept plan was slightly

- upstream of the current concept plan, staff expect that the sentiments are still likely to be similar with the updated plan.
- 1.9. The high-level cost estimate for these works (excluding the pontoon) is \$767,619.80. This does include several provisional items and 20% contingency. Due to several unknown factors regarding drainage and roading, further assessment by an engineer is required to during the detailed design, and conduct additional value engineering. To streamline the process and avoid the expense of repeated cost estimates, we propose adding these provisions to the contract and tender. Once this is done, staff will be able to confirm if all of the provisional items can be included.

Attachments:

Murphy Park Concept plan – 250219027438

2. **RECOMMENDATION**

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 250227032768.
- (b) **Approves** the Murphy Park concept plan for implementation (Trim: 250219027438).
- (c) **Notes** staff will now look to value engineer and complete a detailed design to confirm if the provisional items can be included.
- (d) Notes costs in association with relocation of sheds or construction of sheds will be met by the user groups and are not included in the cost estimate. Establishment of sheds will also rely on a new or updated Licence to Occupy being formalised with each resident club.
- (e) Notes that staff conducted detailed consultations with the community regarding the concept design in 2018 and have met with all stakeholders within the last twelve months to discuss the updated concept design with all immediate stakeholders supportive of the design.
- (f) **Circulates** the report to the Community and Recreation Committee for their information.

3. BACKGROUND

- 3.1. The current rowing and paddle sports area at Murphy Park, Kaiapoi, is not considered suitable for long-term occupancy due to a lack of manoeuvring space for vehicles (with large trailers), and difficult launch access at the 'beach' area. There has also been a compliance issue raised by ECan with the 'beach' anchor concrete blocks in the river and the current location of the Union Rowing Club shed which is within the esplanade strip and very close to the river edge. The current rowing and dragon boat / waka ama area was always intended as a post-earthquake, temporary solution until the space could be developed properly into a rowing and paddle sports base.
- 3.2. A number of sport codes currently utilise Murphy Park, a sport and recreation reserve in Kaiapoi. The park is home to the Northern Bulldogs Rugby League Club, the Kaiapoi Croquet Club, and several rowing and paddle sports entities (St Margarets Rowing Club, Union Rowing Club, Waimak Dragon Boat Club, Waka Ama, and Kiwi Outdoor Resilience Education). A number of private/non-affiliated rowers and other paddle sports enthusiasts also use the area.
- 3.3. In 2018 a preliminary draft concept plan was developed for a proposed permanent rowing base. At this time the Kaiapoi Croquet Club was not in a position to leave Murphy Park. This influenced the location of the proposed Rowing Precinct to be upstream of its current location, on land previously occupied by the Riverside Bowling Club.

- 3.4. From 16 April to 4 May 2018, several public communications were conducted to gather community feedback. These included direct communication with affected groups, signage, and information published on the Councils Facebook channel. In addition, three editorials were published in the Kaiapoi Advocate, Northern Outlook, and North Canterbury News.
- 3.5. In June 2018, a report was presented to the Kaiapoi-Tuahiwi Community Board regarding the consultation feedback. Overall, the feedback supported, in principle, the establishment of a permanent rowing base at Murphy Park. However, several broader issues were raised during the consultation, including providing for non-Waimakariri-based clubs, alternative locations for the rowing base, and the overall use of Murphy Park. The Board approved staff to progress the draft concept plan for the permanent rowing base at Murphy Park, noting that the expenditure on the proposed rowing base would require Council approval.
- 3.6. The Kaiapoi Croquet Club had approached the Council about the damage to their facility following the earthquakes in 2011, and Council staff and elected members had been working with them to help plan for their future. Due to ongoing conversations and the uncertainty around the future of the Kaiapoi Croquet land, alternative locations and options for the rowing precinct began to be explored.
- 3.7. On 20 March 2023, staff presented a Workshop on Murphy Park Rowing Precinct to the Kaiapoi-Tuahiwi Community Board with the options for beach access they had investigated. Staff updated the Board on all of the information and explained the issues around the budget and what available options the board has moving forward.
- 3.8. Staff then refined the cost estimate to give the Community Board and Council a clear and confident figure on how much budget was required to achieve a concrete ramp and earthworks/landscaping and it was clear the project had insufficient funds to achieve the proposed draft plan which included the removal of Kaiapoi Croquet Club, general earthworks / landscaping to Murphy Park and the Rowing area, and a rowing launch facility. The assessment showed a shortfall of approximately \$210,000.
- 3.9. In April 2023 staff sought approval from Council to bring forward to 2023/24 Annual Plan and reassignment of \$160,000 from Kaiapoi Railway Heritage Precinct (from 2024/25 year) for the purposes of the Murphy Park & Rowing Precinct project, with the condition that clubs to fundraise the additional \$50,000 to meet the budget shortfall.
- 3.10. During this process, more information came to light regarding the users at Murphy Park. Waimak Dragons used the boat ramp near the bridge, which they stated required upgrading for their needs, with 290 members they also needed space to grow. In addition, there were other dragon boat users, as well as waka ama groups that utilise the general area. The Council referred the matter back to the Kaiapoi-Tuahiwi Community Board to ensure that staff held a discussion with all boat users.
- 3.11. At the end of 2023 and throughout 2024, staff met with representatives from St. Margaret's College and Waimak Dragons to understand their concerns and discuss the project's scope and also had correspondence with KORE and Union Rowing. Following these discussions, staff refined the concept plan to ensure that all users had input into the concept plan.
- 3.12. Development of the concept plan has continued over the years; however, the upgrade of the current beach has consistently been difficult to resolve due to the high potential costs. The St Margarets Rowing Club proposed a public pontoon to the Community Board initially in 2018, and this is seen as the ideal option for launching for rowers; however, cost was a barrier.

- 3.13. In August 2024 staff were approached by Woody Blakely of Woody B Limited, who is a parent from St Margarets College offering his services to build a pontoon at a significantly reduced cost. Woody Blakely has experience within the marine and civil construction field and offered to contribute his time to the Council at a very minimal cost compared to the Council procuring the pontoon through standard channels.
- 3.14. In November 2024 staff presented a workshop to the Kaiapoi-Tuahiwi Community Board around the above proposal as well as updated concept plan to seek feedback from the Board. The Board was supportive of staff continuing to explore the proposal offered by Mr Blakely. Woody Blakely and Trudy Keys from St Margarets also presented a separate workshop.
- 3.15. In March 2025 staff brought a report to Council seeking approval to enter a Memorandum of Agreement with Woody B Ltd for the procurement of the design and installation of a pontoon as the first stage of the works. This was approved with Council's contribution capped at \$100,000.
- 3.16. The manufacturing of the pontoon is currently underway, along with the Resource Consents applications having been lodged. It is expected that installation of the pontoon will occur in the period starting 1 June 2025 and will be completed by 15 August 2025 to ensure there no impact to spawning or whitebait season.
- 3.17. The Kaiapoi Croquet Club have worked with Council on the establishment of new lawns and a new base for the club at the Kaiapoi Community Hub site off Courtenay Drive. The Croquet Club will begin playing at the new facility in mid 2025 and council will then take ownership of the former Croquet Club site at Murphy Park.

4. ISSUES AND OPTIONS

- 4.1. Staff have updated the concept plan to include the relocation of the Kaiapoi Croquet Club and the new pontoon which is due to be installed. The proposed sheds for river users or community groups are located where the Croquet Club is currently situated. Staff have spoken with all groups onsite to produce a concept plan that meets everyone's needs. The plan includes the following (refer plan included in Attachment i):
 - A floating pontoon (approx. 22m x 3.2m) The pontoon position is set off the bank, with the launching face approximately 13m from the top of the bank, The pontoon will be placed parallel to the riverbank and will be a proprietary floating polythene system.
 - Space for storage sheds (relocated and future), and backbone utility services provision to the general site
 - A central (hardstand area) for easy access to the pontoon and rigging/wash down purposes
 - Formalised car parking x 22 spaces
 - Realigned vehicle access, with potholes and drainage repaired and new surfacing.
 - Connecting path down stopbank
 - Turnaround areas for trailers
 - Removal of Croquet lawns and facilities, and making good the site
 - Installation of bollard and wire fencing along Revell Street.
 - Construction of new esplanade walkway along the rivers edge
 - Landscaping

4.2. Central compound

A central area is proposed between the storage sheds and pontoon. This would consist of a gravel surface. This area could be used for boat rigging and wash down and for the manoeuvring of vehicles and trailers but would also be shared access for the public.

The storage sheds would be accessed from this area. This ensures that the majority of vehicle movements are contained and are separate from the informal walkway along the riverbank. It is not intended that the central compound be fenced, although this could be easily achieved if desired.

St Margarets Rowing Clubprefer for this area to be sealed and surfaced with Asphaltic concrete. The extra asphalt works (when implemented) will be done at the clubs own cost.

4.3. Car parking

Twenty-Two formed car parks are proposed adjacent to the proposed St Margarets rowing shed. These car parks would be accessed from Revell Street. The car parks have been located to enable sufficient manoeuvring space onto Revell Street. Should additional car parking be required for the rowing activities there is the existing informal car parking around the rugby league clubrooms, and it is expected that at times vehicles may park within the central rowing compound area.

4.4. Safety

A known issue at Murphy Park is that the old bowling site is often used by people engaging in undesirable behaviour. To address this, the area will be made safer by trimming trees and clearing vegetation, providing a clearer and safer view for the public.

4.5. Sheds

It is proposed that the community groups cover the costs of relocating or building all sheds. The current cost estimate includes site clearing and providing central water and power to the general site. All other expenses are expected to be covered by the groups. Discussions with St. Margaret's have resulted in their commitment to moving their shed as part of the project.

The existing Union Rowing Club shed will need to be relocated, at the clubs own cost. This may either be removed by them, or relocated into the new rowing sheds area. There may be opportunities for other groups or societies to take over ownership of the relocated building if the Union Rowing Club opt to no longer retain a facility in Kaiapoi.

4.6. Based on the above, staff recommend that the Board approve the attached concept plan to advance to the developed design stage and implement the plan. If the Board approves the plan, staff will commence further onsite investigations and proceed to the developed design stage to determine which of the provisional items can be included. The provisional items have been prioritised and will be removed based on contract prices until we meet the budget available. The path around the outside being one of the major provisional item easily removed and could easily be added in the future if budget becomes available.

Implications for Community Wellbeing

- 4.7. There are implications on community wellbeing by the issues and options that are the subject matter of this report. The provision of quality greenspaces within our district are important to the health and wellbeing of our residents. This also provides additional wellbeing options for rowers within the existing clubs.
- 4.8. The Management Team has reviewed this report and support the recommendations.

5. COMMUNITY VIEWS

5.1. Mana whenua

Te Ngāi Tūāhuriri hapū are likely to be affected by, or have an interest in the subject matter of this report.

Earlier consultation with Ngai Tuahuriri was undertaken in 2018. At that time the Kaitiaki advised there were no concerns with the proposal for development of a rowing precinct. This included consideration of the rowing base, car parking and pontoon. They were recorded as supportive of the proposal going ahead as it will be of benefit for Kaiapoi and the wider community. There hasn't been much change to the scope since 2018, however the location has changed. Due to the time lapse since that consultation the updated plan, location and associated wider concept plan would be consulted again and further input would be sought. Whitiora have been consulted around the pontoon procurement and are currently engaged on this part of the project.

5.2. Groups and Organisations

There are groups and organisations likely to be affected by, or to have an interest in the subject matter of this report.

St Margarets

Staff have been working closely with St Margarets Rowing Club over the last 5 or more years. This includes onsite meetings, email updates, and consultation/feedback on the draft plans. This club will be the main user groups of the rowing area and Woody Blakely who is designing and constructing the pontoon has been identified as a parent within this school. St Margarets have indicated that they find the current arrangements challenging and have identified issues with the flooding of their compound.

St Margarets have completed three workshops to Kaiapoi-Tuahiwi Community Board over the years, expressing their health and safety concerns of the area.

Kaiapoi Croquet

The Kaiapoi Croquet Club are an interested party in this project. For this project to go ahead, it relies on the croquet club relocating. The Croquet Club are in agreement to relocate to the Community Hub site and staff are currently working through the final settlement of the sale and purchase agreement which should be signed within the next few months. The Croquet Club were supportive of the plan back when it was consulted in 2018.

Waimak Dragons/Waka Ama

Staff have contacted the current owners and users of the fenced storage compound near the existing boat ramp, who use the area for launching and retrieving waka and dragon boats. Staff met with Waimak Dragons in 2024, presenting the overall plan and incorporating their needs for an extended compound and organised for safety improvements of their current boat ramp. They will benefit from the general civil works and landscaping upgrades to the rowing area. Some initial works were undertaken in 2024 to provide minor surface upgrades to the existing boat ramp that dragon boat clubs use.

KORE

KORE provides water sport programs to schools, groups, and individuals, offering activities such as sailing, stand-up paddleboarding, kayaking, and other water-based outdoor activities, including water skills and safety training. While there are no plans to change the location of KORE's activities on the Kaiapoi River, a meeting was held with the group to ensure that the creation of a pontoon would not adversely affect their activities. KORE has confirmed they are comfortable with the existing design.

Page 6 of 10

Northern Bulldogs Rugby League

In 2024, staff met with the Northern Bull Dogs Rugby League to present the concept plan. The members were not opposed to the concept and appreciated the proposed safety improvements. Staff assured them that they would be kept informed to prevent any safety or communication issues. The preliminary draft concept plan does not affect the current field layout, clubrooms, parking, or toilets/changing rooms.

Union Rowing

Staff have been working with Union Rowing since 2018. In 2023, the club officially withdrew from the project due to financial constraints related to relocating a shed at Kerrs Beach. However, in 2024, staff presented them with an updated concept plan, and the club has requested additional time to consider their future at Murphy Park. The club has confirmed they are willing to work with us and remove the shed as part of the project. If they decide to stay at Murphy Park, there is space available for them.

ECan

Staff have met with an Environment Canterbury representative to seek preliminary feedback on the proposed Murphy Park works. No major issues were raised in relation this; however, it was noted that the proposal would be subject to the standard resource consenting process.

Identified stakeholders, including the relevant Community Board, will be advised of these works by way of a Start Work Notice to be distributed prior to establishment on site.

5.3. Wider Community

The wider community is likely to be affected by or to have an interest in the subject matter of this report.

In 2018 a consultation process was carried out on the 2018 Draft Plan. Forty-three pieces of feedback were received, mostly in support of the proposal.

Feedback	Support	Oppose	Neutral	Total
Online	9	4	1	14
Email	7	-	-	6
Letter	-	1	-	1
Facebook*	15	-	6	21
	31	5	7	43

The following public communications were undertaken from 16 April to 4 May 2018 to seek community feedback;

- Emails were sent on 16 April 2018 to; St Margarets Rowing Club, , Northern Bulldogs Rugby League Club, KORE – Kiwi Outdoors Resilience Education and Union Rowing Club
- Signage was installed at Murphy Park
- Project web page on waimakariri.govt.nz/regeneration
- Latest news item on home page of Council's website
- Advertisements in the Kaiapoi Advocate and Northern Outlook
- Facebook posts
- Flyers in the Ruataniwha Kaiapoi Civic Centre
- Digital slide on the Regeneration display in the Ruataniwha Kaiapoi Civic Centre
- Article in the April 2018 Regeneration e-newsletter
- In addition, three editorials were published in the Kaiapoi Advocate, Northern Outlook and North Canterbury News.

It should be noted that staff have engaged with all directly affected groups on the new concept plan in the last 6 months and that the wider public consultation was based on the 2018 plan. However, staff expect that the sentiments are still likely to be similar with the updated draft plan.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

There are financial implications of the decisions sought by this report.

The budget below shows the available budget for the site works spread over multiple budgets. This budget is for all works, including the pontoon, demolition, civil works, and drainage.

Budget Name	Murp	hy Park	Kaiapo Riverb Rowing		Gree Carpa Rene			oi River User Hub	тота	L
PJ Number	1002	78.000.5224	100275	5.000.5224	10029	93.000.5224	10118	5.000.5225		
Total Budget ^a	\$	208,900	\$	289,900	\$	100,000	\$	250,000	\$	848,800

	TOTAL	
Total Budget ^a	\$	848,800
Spent to date (including carry over) ^b	\$	45,745
Other project commitments c *This figure includes the pontoon	\$	166,725
Total existing commitments ^d (=b+c)	\$	212,470
Remaining Budget g (= a - d)	\$	636,330

This leaves an available budget of \$636,300 for the remaining site works shown in the concept plan. These works include site clearance, croquet facility demolition, road/hardstand areas rebuilds, new parking, Murphy Park esplanade walkway, general landscaping and safety improvements, and drainage. The high-level cost estimate for these works (excluding the pontoon) shows an estimate of \$767,619.80. This does include several provisional items and 20% contingency.

The provisional items included are:

	The providental terms included are.				
NO.	ITEM	TOTAL			
	Pathing				
	Item 17 - Crusherdust path with timber edge around river				
1.	edge	\$54,600			
	Trees				
2.	Item 18 - Tree planting NW corner	\$3,600			
	Fencing				
3.	Item 15 – Bollard and Cable Western Edge	\$12,192			
	Roading –				
4.	Item 13 – New chipseal surface	\$93,600			
	TOTAL - Less Contingency – 20%	\$131,193.60			

The below shows the estimated amount for the remaining site works if the provisional items did not proceed:

TOTAL

Total without Provisional Item 1	\$713,019.80
Total without Provisional Items 1 and 2	\$709,419.80
Total without Provisional Items 1, 2, and 3:	\$697,227.80
Total without Provisional Items 1, 2, 3, and 4	\$610,127.80

We plan to start work on resource consent and detailed design/investigations within this financial year. Our goal is to begin physical construction this year and complete the project by the 2026/27 financial year.

This budget is included in the Annual Plan/Long Term Plan.

6.2. Sustainability and Climate Change Impacts

The recommendations in this report do have sustainability and/or climate change impacts.

The recommendations in this report do have sustainability and/or climate change impacts. One of the impacts of climate change is more severe weather patterns which has a correlated effect on flooding within the Kaiapoi River. St Margarets College would move their container further from the river onto a permanent and fixed location which would help prevent them being carried away in a flood and damaging things downstream. However, the area will still be susceptible to flooding. To address this, the design will accommodate with the site sitting slightly higher than the current base, therefore the flood risk would be potentially reduced. However, it should be noted that all proposed asset (either Council or club) would be located in an area subject to flooding. The pontoon is designed to accommodate the design flood levels in the area.

6.3. Risk Management

There are risks arising from the adoption/implementation of the recommendations in this report.

Resource consent from Environment Canterbury and the Waimakariri District Council will be required for the construction of the storage sheds, and earthworks. Building consent is also likely to be required for the storage sheds.

It is expected that these consents would be granted (subject to appropriate conditions), however, there are time and cost implications in gaining these consents. Rather than each individual user group applying for resource consent staff propose to manage this by applying for consent which covers all associated work on site.

Each Club will be responsible for the deconstruction and relocation of their own sheds and the construction of any future sheds.

6.4. Health and Safety

There are health and safety risks arising from the adoption/implementation of the recommendations in this report.

As this area is a public reserve with many members of the public staff would require any building contractors to submit an appropriate health and safety plan (Site Specific Safety Plan – SSSP). This would need to be approved by Council staff before construction begins on-site.

7. CONTEXT

7.1. Consistency with Policy

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

Authorising Legislation

Reserves Act, 1977:

- The proposed site works are consistent with the anticipated use of Recreation Reserves under the Act (Section 17).
- The proposed works are consistent with the Sport and Recreation Reserves Management Plan (Section 41).

Resource Management Act, 1991:

The storage sheds and storage compound will require resource consent from Environment Canterbury and the Waimakariri District Council for works in or near a river.

7.2. Consistency with Community Outcomes

The Council's community outcomes are relevant to the actions arising from recommendations in this report.

Environmental

- ...that values and restores our environment...
- The natural and built environment in which people live is clean, healthy, and safe.
- Land use is sustainable; biodiversity is protected and restored.
- Our district is resilient and able to quickly respond to and recover from natural disasters and the effects of climate change
- Our communities are able to access and enjoy natural areas and public spaces.

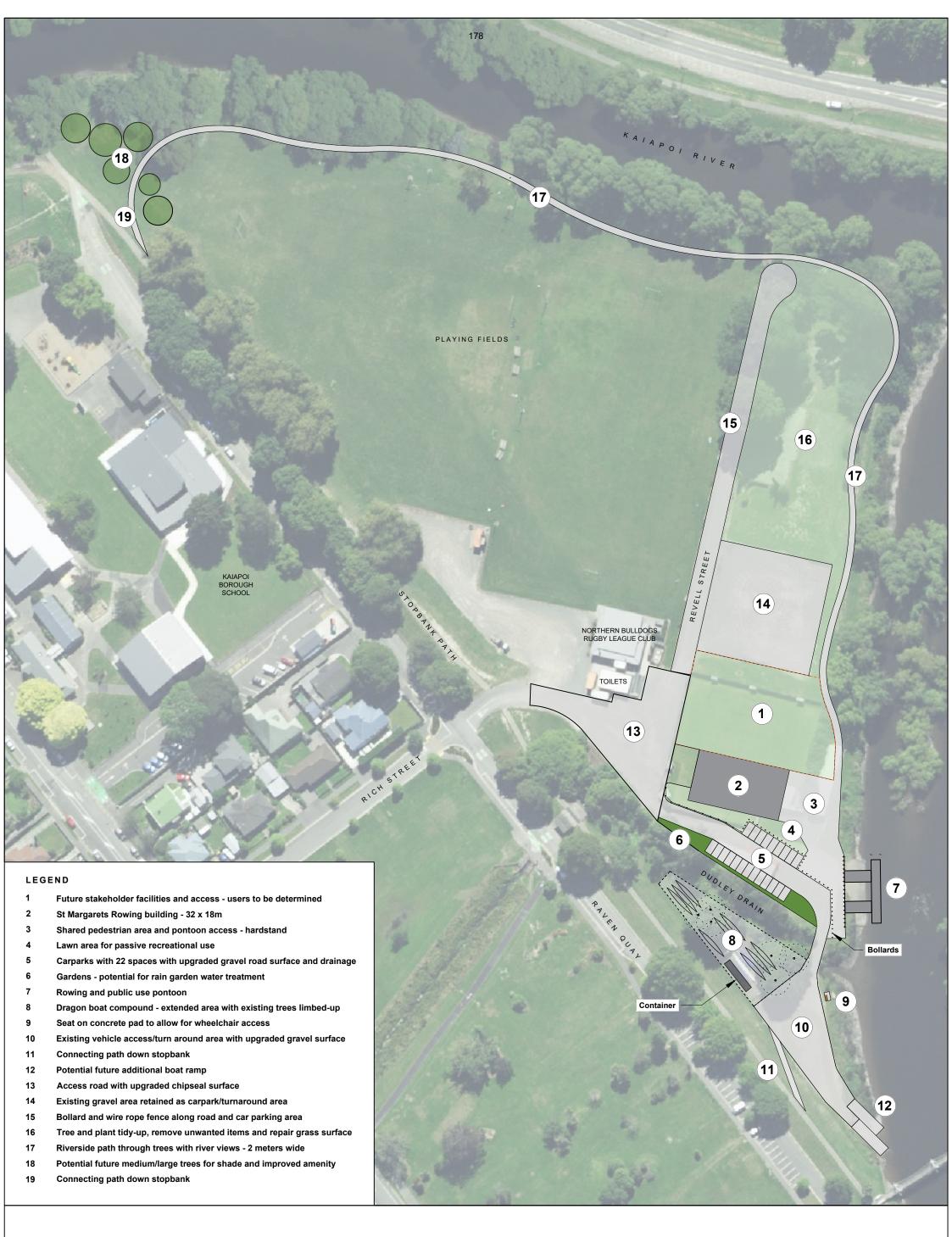
Social

A place where everyone can have a sense of belonging...

 Public spaces are diverse, respond to changing demographics, and meet local needs for leisure and recreation.

7.3. Authorising Delegations

The Kaiapoi-Tuahiwi Community Board have delegation to approve the overall concept plan.







MURPHY PARK - KAIAPOI DRAFT OVERALL CONCEPT PLAN

SCALE NTS @ A3 DATE 19 FEBRUARY 2025

REVISION 0

