



**WAIMAKARIRI**  
DISTRICT COUNCIL

# **Community and Recreation Committee**

## **Agenda**

**Tuesday 19 July 2022**

**1pm**

***Council Chamber  
215 High Street  
Rangiora***

***Members:***

Councillor Niki Mealings (Chairperson)

Councillor Al Blackie

Councillor Robbie Brine

Councillor Wendy Doody

Mayor Dan Gordon (ex officio)

**A MEETING OF THE COMMUNITY AND RECREATION COMMITTEE WILL BE HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA ON TUESDAY 19 JULY 2022 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 Minutes of a meeting of the Community and Recreation Committee held on 31 May 2022**

5-13

*RECOMMENDATION*

**THAT** the Community and Recreation Committee:

- (a) **Confirms** the circulated Minutes of a meeting of the Community and Recreation Committee, held on 31 May 2022, as a true and accurate record.

**4 MATTERS ARISING**

**5 DEPUTATIONS**

**5.1 Kaiapoi Food Forrest – Brent Cairns**

To brief the Committee on the financial benefits of a Food Forest.

**6 REPORTS**

**6.1 Arts Strategy Development Report – Tessa Sturley (Community Team Manager)**

14-23

*RECOMMENDATION*

**THAT** the Community and Recreation Committee:

- (a) **Receives** report No. 220707116011.

- (b) **Notes** that staff acquired \$32,200 from Creative New Zealand to resource Community Development staffing hours, fixed term, to see the project through to its completion in 2023.
- (c) **Notes** the collaborative approach that will be applied to the development of the strategy.
- (d) **Notes** that, in preparing toward this piece of work, staff investigated strategies adopted in other, similarly sized communities across the motu; particularly Whanganui District and Dunedin City.
- (e) **Notes** that Councillor Al Blackie is the appointed portfolio holder for this project
- (f) **Notes** that staff have approached Mahaanui Kurataiao Ltd (MKT) to identify the most appropriate way forward in ensuring a bicultural, partnership approach is applied to the development of the strategy.
- (g) **Notes** progress to date, including a mapping of the local arts sector, establishment of a Project Control Group to guide the process, and development of stakeholder surveys, seeking feedback from both the local arts sector and the wider community.

## 6.2 **Aquatics July 2022 Update – Matthew Greenwood (Aquatics Manager)**

24-31

### *RECOMMENDATION*

**THAT** the Community and Recreation Committee:

- (a) **Receives** Report No. 220627108943.
- (b) **Notes** Aquatic Facilities progress against key performance indicators including Financial results, Water Quality and Customer Satisfaction.
- (c) **Notes** the efforts taken to maintain service levels with the ongoing impact of staff sickness.
- (d) **Notes** updated training practices for Waiswim staff to ensure we continue to deliver a high quality robust programme which meets community need.

## 7 **CORRESPONDENCE**

Nil.

## 8 **PORTFOLIO UPDATES**

- 8.1 **Greenspace (Parks, Reserves and Sports Grounds) – Councillor Robbie Brine.**
- 8.2 **Community Facilities (including Aquatic Centres, Multi-use Sports Stadium, Libraries/Service Centres, Town Halls, Museums and Community Housing) – Councillor Wendy Doody.**
- 8.3 **Community Development and Wellbeing – Councillor Wendy Doody.**
- 8.4 **Arts and Culture – Councillor Al Blackie.**

9 **QUESTIONS**

10 **URGENT GENERAL BUSINESS**

11 **MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED**

Section 48, Local Government Official Information and Meetings Act 1987

*RECOMMENDATION*

**THAT** the public be excluded from the following parts of the proceedings of this meeting.

The general subject of the matter to be considered while the public is excluded, the reason for passing this resolution in relation to the matter and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution, are as follows:

Item N°	Report for Information:	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
11.1	Report from MTO	Report for Information	Good reason to withhold exists under Section 7	Section 48(1)(a)

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987, and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

Item N°	Reason for protection of interests	Ref NZS 9202:2003 Appendix A
11.1	Protection of privacy of natural persons To carry out commercial activities without prejudice	A2(a) A2(b)ii

**WAIMAKARIRI DISTRICT COUNCIL**

**MINUTES OF THE MEETING OF THE COMMUNITY AND RECREATION COMMITTEE  
HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA, ON TUESDAY  
31 MAY 2022, AT 3:30PM.**

**PRESENT**

Councillor Mealings (Chairperson), Mayor Gordon, Councillor Blackie, Councillor Brine, Councillor Doody and Councillor Redmond.

**IN ATTENDANCE**

C Brown (Manager Community and Recreation), G MacLeod (Community Greenspace Manager), M Greenwood (Aquatic Facilities Manager), P Eskett (District Libraries Manager), T Sturley (Community Team Manager), M Burton (Age-Friendly Community Facilitator), G Maxwell (Policy Technician), M Kwant (Community Projects Officer), V Spittal (Senior Policy Analyst) and C Fowler-Jenkins (Governance Support Officer).

**1 APOLOGIES**

Moved: Councillor Doody                      Seconded: Councillor Blackie

**THAT** an apology for early departure be received and sustained from Councillor A Blackie.

**CARRIED**

**2 CONFLICTS OF INTEREST**

There were no conflicts declared.

**3 CONFIRMATION OF MINUTES**

**3.1 Minutes of the meeting of the Community and Recreation Committee held on 15 March 2022**

Moved: Councillor Blackie                      Seconded: Councillor Redmond

**THAT** the Community and Recreation Committee:

- (a) **Confirms** the circulated Minutes of a meeting of the Community and Recreation Committee, held on 15 March 2022, as a true and accurate record.

**CARRIED**

**4 MATTERS ARISING**

There were no matters arising.

**5 DEPUTATIONS**

**5.1 The Hope Trust (the Trust)**

T Sturley introduced Tracy Pirie, the Manager of the Trust, one of the Council's key partners in supporting the community by providing a range of services and support, particularly to those who were more vulnerable.

T Pirie reported that the Trust formally started in July 2012, however, in reality, it was born after the 2010 earthquakes. The mission of the Trust was to

restore hope in families and individuals, and there were no barriers to people wishing to access their services. At the Trust, they believed in wrap-around services that included the physical, the emotional, the spiritual and the family. They did this by educating, upskilling, and empowering. In addition, they provided support and advocacy when and where needed depending on the people's circumstances and what the Trust could offer.

T Pirie advised that the Trust provided professional counselling and ran a community garden, a food bank, and an affordable Opshop. The community garden was open five days a week, and there was a room where people in need could take food, clothing, bedding etc. There was always a Friday barbeque at the community garden, which allowed people to meet each other. The community garden had about 115 regular patrons, and 70% of these individuals had physical or mental health issues. In March 2022, 665 people benefitted from 337 parcels provided by the Food Bank.

T Pirie explained that the Trust also ran other groups, such as a men's breakfast and a painting crew funded through Creative Communities. They also hosted Community Kai, which was a community meal for about 70 people that had to be stopped due to Covid-19. In addition, the Trust visited the Lehmans Road Campground twice a week and distributed food. Until recently, there were 26 families or individuals they supported, which had now increased to about 48 people. The Trust also ran a Fruit and Vege Co-operative providing fruit and vegetables for \$15. They also had a foot clinic every six weeks where people could get their toenails cut when they could not do it themselves.

In conclusion, T Pirie noted that the Trust had 170 volunteers who worked 13,740 hours and 6,300 people attended the Trust's activities last year. She further indicated that February 2022 had been a quiet month because people were isolating due to Covid. However, activities had slowly picked up through March, and the Trust had been very busy during April. She found this quite concerning because there seemed to be a greater need in the community than last year.

Councillor Doody sought clarity on the Lighthouse Programme. T Pirie explained that the programme was aimed at children with behaviour issues. The children were given the opportunity to assist in the community garden and were provided counselling, guidance and empowerment along the way.

Councillor Doody further asked if the people that came to the Trust for assistance became members of the Rangiora Baptist Church. T Pirie responded that the church was separate from the activities of the Trust.

Mayor Gordon commended the Trust for the amazing work they were doing. The Trust was highly valued in the community, and he had referred many people in need to the Trust. The Trust had always been very adaptive to supporting them and finding solutions, housing and food. He believed that the faith-based values they instilled were important, and some came to the Trust because of these values. He did not consider faith-based values as a barrier in his dealings with the church.

Councillor Mealings thanked T Pirie for the work being done by the Trust and for coming and presenting to the Committee.

## 5.2 **Age-Friendly Waimakariri Advisory Group** (the Group)

J Gumbrell acknowledged the help and support the Group had enjoyed from the Council over the past three years and the valued mahi that M Burton had provided to the Group. She extended their appreciation for the contribution and wisdom of Councillor Doody, who was a member of the Group. She noted that they were seeking approval to continue the Council and the Group's work, as there was more to be done to improve our community to enable older

people to stay connected, healthy, active and respected. They were also seeking approval for some changes and refinements in the Group's role as a result of the review they carried out in late 2021, called 'Looking to the Future'. They were confident these changes would make the Group more effective.

J Gumbrell provided the Committee with a brief overview of the Group. She explained that the Council initiated the development of an Age-Friendly Plan in 2018. The Committee received annual reports on progress against the objectives set in the Plan. Because of the impact of the Covid-19 pandemic, the Group narrowed its focus from eight to four areas: community support, health services, respect and social inclusion, communication and social participation. The current Age-friendly Plan had a three-year time frame 2019-2021. She highlighted the future roles that the Group had clarified as part of its review:

- advising on planning,
- Monitoring
- Support and Endorsing
- Advocacy and Accountability
- Networking

The Group had proposed a work programme to give effects to these roles, which specified outcomes that specified what success would look like for each age-friendly team. The work programme also signalled whom the Group would partner or work with to collect data and information to assist future planning. In addition, the Group would initiate ongoing consultation with older people in the organisations that worked with and for them across the district to inform planning and support for the mahi with the Council staff to ensure the delivery of age-friendly outcomes.

Councillor Mealings thanked J Gumbrell for her presentation and the work of the Group.

## **6 REPORTS**

### **6.1 Age-Friendly Plan Progress Report – T Sturley (Community Team Manager) and M Burton (Age-Friendly Community Facilitator)**

T Sturley presented the final review of the Age-friendly Waimakariri Plan, which the Council approved in December 2019. It included recommendations from the Age-friendly Advisory Group to ensure the sustainability of the Group, which the Community Team could comfortably support. She highlighted the evidence-based approach to the development and delivery of the Plan, which was very broad-reaching and had been an excellent mechanism for making the Council and the community think more clearly about the implications of our ageing population. The Age-friendly Waimakariri Plan had been adopted by the Office for Seniors as an exemplar for other communities seeking age-friendly status which was to be commended.

T Sturley thanked M Burton for her thorough and professional approach in researching and developing the Plan and ensuring its delivery. She also acknowledged the work that M Burton had done in picking up the Accessibility Strategy and supporting the Waimakariri Access Group to increase its capability, capacity and reach across the community and starting to facilitate a review of that strategy.

Moved: Councillor Doody

Seconded: Mayor Gordon

**THAT** the Community and Recreation Committee:

- (a) **Receives** report No. 220513077076.
- (b) **Notes** the role of the Age-friendly Facilitator and Advisory Group in overseeing, facilitating and supporting the delivery of the Age-friendly Plan, via the various networks and service providers across the District, and the various teams within the Council.
- (c) **Notes** the proactive role of the Age-friendly Advisory Group in identifying initiatives that facilitate positive outcomes for local senior adults.
- (d) **Notes** the role of the Age-friendly Advisory Group and its partners in the ongoing COVID-19 response and social recovery planning.
- (e) **Notes** the significant work undertaken by the Age-friendly Facilitator to ensure delivery of the Plan and champion the needs and aspirations of local older people.
- (f) **Notes** that, while the Age-friendly facilitator fixed-term contract expired at the end of June 2022, community development support for the Advisory Group could be maintained as part of business as usual under the Community Team's Inclusion and Connection Portfolio.
- (g) **Notes** the aspirations of the Age-friendly Advisory Group to continue working collaboratively with the Council, to represent the collective voices of senior adults in the District.
- (h) **Approves** the continuation of the Age-friendly Advisory Group, with appropriate Community Development staff support provided, as part of business as usual, under the Community Team's Connection and Inclusion Portfolio.

**CARRIED**

Councillor Doody thanked J Gumbrell and J Mather for their presentation and thanked M Burton for all her work in getting the Age-friendly Plan up and running. Councillor Doody commended the other members of the Group for the work being done.

Mayor Gordon supported the motion and acknowledged the work being done by J Gumbrell. He noted that he enjoyed J Gumbrell's regular columns in the newspaper that were a source of keeping the issues she raised at the forefront of people's minds. He believed that J Gumbrell and M Burton's most outstanding was the integration of the age-friendly into the Council's business as usual. He acknowledged the great work done by M Burton for many years, noting that the community was hugely indebted to her for her work. She showed great aroha for our community, and it showed through.

Councillor Redmond thanked the Age-friendly Advisory Group for the work they were doing, he thought the work was essential. He noted that in the next 26-years, 30% of the district's population would be over 65, so it was important to look after people in that age group. He also recognised M Burton's assistance with all the projects she had been involved in.

Councillor Mealings thanked the Age-friendly Advisory Group and noted that M Burton had been a champion of the people, and she would be missed.

In her right of reply, Councillor Doody thanked M Burton for her work and noted it had been lovely working with her and the Age-friendly team. She appreciated the effort and dedication she put into the Age-friendly Plan.



6.2 **2021 Beach User Survey – Northern Pegasus Bay Bylaw – G Maxwell (Policy Technician)**

G Maxwell took the report as read, advising that the 2021 Beach User Survey surveyed approximately 300 randomly selected beach users to measure the respondent's awareness of the Northern Pegasus Bay Bylaw, 2016. This document was a factual representation of the views of those surveyed on the beach between November 2021 and February 2022. The survey was one data source that would be interpreted and collated with other sources to inform the Pegasus Bay Bylaw Review, which the Council was undertaking.

Moved: Councillor Blackie

Seconded: Councillor Doody

**THAT** the Community and Recreation Committee:

- (a) **Receives** Report No. 220321040969.
- (b) **Receives** the results of the 2021 Beach User Survey (TRIM No: 220303030303).
- (c) **Notes** that there has been significant improvement in the public response between the two surveys and we are about to embark in the bylaw review and its effectiveness where this data will be used.
- (d) **Circulates** the 2021 Beach User Survey and 2021 Beach User Survey Infographic, to the Kaiapoi-Tuahivi and Woodend-Sefton Community Boards, and the Northern Pegasus Bay Advisory Group for their information.

**CARRIED**

Councillor Blackie thanked staff for the report. He noted that the awareness of the Bylaw seemed to be increasing. Accessibility, safety and uncrowdedness were the three main factors that attracted people to the district's beaches, and mainly walkers and water sport enthusiasts were the main participants.

Councillor Doody appreciated what staff had done, it was a very important Bylaw and was interesting to see people's thoughts on this matter.

Mayor Gordon commented that he was on the first hearings for this Bylaw and was pleased with its implementation and progress, as it had not been an easy process in the early days. He commended the excellent work done by staff, especially the work being done by the Rangers. He thanked Councillor Blackie for his work on this.

6.3 **Library Update to 6 May 2022 – P Eskett (District Libraries Manager)**

P Eskett provided the Committee with an update on the usage and activities of the district's libraries. She explained that since the pandemic, Borrow Box was the largest digital platform that libraries subscribed to, and their growth had been phenomenal in many public libraries worldwide. The libraries had recently gained access to a world language collection and had been able to enhance their digital collection significantly by adding over 800 titles in six different languages. They had also purchased a small collection of language learning materials, and plans were underway to promote this collection to borrowers for whom English was not their first language. Staff had also reached out to the G.L.O.W Group (Global Locals of Waimakariri) to advise them of the new collection and would welcome them to Rangiora Library soon for a morning tea, question and answer and to showcase the language collections.

P Eskett noted that Storywalks® was a new initiative for Waimakariri and was a partnership between the Greenspace and Libraries Teams. Libraries throughout Aotearoa had been creating Storywalks® with great success. Examples included Gore District Libraries, Hastings District Libraries, and Napier Libraries. With the assistance of a very willing Greenspace Team, Storywalks® would be live at the Northbrook Wetlands next month. The wetlands had been chosen because they offered an inclusive track that had wheelchair access as well as suitable for buggies and prams for whanau and tamariki who may be on bikes. The abundance of wildlife and native trees tied in beautifully with the story of the 2016 award-winning book, 'Little Kiwi's Matariki', which the Council would be using. The project would be launched during Matariki, and boards would be installed along the walkway with icons and language depicting the story.

P Eskett updated the Committee on the Rangatahi Engagement role, which the Committee gave permission for in 2021, and the Council subsequently appointed R Morland in February 2022. She spent the first few months understanding the culture of libraries, establishing and beginning mahi on her core goals for the role, which included lifting the numbers of Rangatahi using the library spaces, building the confidence of the Libraries Team regarding behaviour management and strategies, and building relationships with the local Rūnanga and Rangatahi focused groups. In addition, Eskett elaborated on the work being done by the Rangatahi Engagement Co-ordinator.

Moved: Councillor Doody

Seconded: Councillor Blackie

**THAT** the Community and Recreation Committee:

- (a) **Receives** Report No. 220511075545.
- (b) **Notes** the customer service improvements, community feedback, events, and use of New Zealand Libraries Partnership Programme funding to contribute positively to community outcomes by Waimakariri Libraries, from 3 March to 6 May 2022.
- (c) **Circulates** the report to the Community Boards for their information.

**CARRIED**

Councillor Doody thanked P Eskett for her comprehensive report, noting that she was very interested in the Storywalks® at the Northbrook Wetlands as she believed it was a wonderful initiative.

Councillor Redmond thanked P Eskett for her support of Creative Communities New Zealand.

Councillor Mealings also thanked P Eskett for her report, she noted that she was continually inspired by the initiatives the Libraries Team employed to get people into the libraries. She could not wait to look at the Storywalks® and loved the idea of being a tourist in your own town.

#### 6.4 **Aquatics March Update – Matthew Greenwood (Aquatics Manager)**

M Greenwood spoke to the report noting the purpose was to update the Committee on aquatics year to date progress across a number of their key performance areas. He took the report as read, however, acknowledged the hard work of the Aquatics Team, who had kept the facilities operating with only minor impacts to operating hours over the last few challenging months. He advised that recruitment continued to progress well, and the Kaiapoi Aquatic Facility would be returning to full weekend hours this week.

Councillor Redmond questioned if staff recruitment had been successful and, if so, how many new staff had been employed. M Greenwood reported that this was the third recruitment drive they had done since December 2021. In the most recent drive, they had appointed six lifeguards. Staff were also looking at the possible employment of three learn to swim tutors, some casual customer services staff and lifeguard supervisors. Unfortunately, since the last recruitment process, there had been a couple more resignations, so staffing remained challenging.

Moved: Mayor Gordon

Seconded: Councillor Redmond

**THAT** the Community and Recreation Committee:

- (a) **Receives** Report No. 220509072485.
- (b) **Notes** Aquatic Facilities progress against key performance indicators including Financial Results, Water Quality and Customer Satisfaction.
- (c) **Notes** the impact of Covid on facility attendance across the Council's network.
- (d) **Notes** the efforts taken to maintain service levels with the ongoing impacts of Covid isolation and staffing limitations.

**CARRIED**

Mayor Gordon thanked M Greenwood, on behalf of the community, for his leadership in this incredibly difficult time. He commended the Aquatic Facilities Team for the outstanding work they had been doing to keep the pools open to the public.

Councillor Doody concurred with the Mayor and expressed her for the work done by M Greenwood and his team.

Councillor Mealings commented that M Greenwood had done an exceptional job under extraordinary circumstances, and the Council appreciated his optimism and determination to keep the Aquatic Facilities open to the public.

## **7 PORTFOLIO UPDATES**

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

- Organised a meeting for staff with Future Post, which was an exciting opportunity to look at posts manufactured from various plastics. Staff were following this up to ascertain if the Council could utilise these posts for an upcoming project.
- Winter sports had started and seemed to be going well with no restriction under the Covid orange traffic light setting.
- The Welcome Market had reached out to the Council's Greenspace Team to enquire if there was a possible public option for them to operate a market, this was the early stages of a conversation.
- Staff were looking at timelines for the next 18 months as the main Parks and Reserves Contract was due for retender. The key aspects of this process would be worked through to understand what was needed to ensure the continuity of service through to the end of the contract period.
- Several planting days had been scheduled to plan the 25,000 plants that needed to be planted this season.
- The Victoria Park toilets were again vandalised.
- The Rangiora Airfield was an area of focus, and there were several important meetings coming up.

- The Operations Team had been functioning in the absence of a team leader, however, this role would be advertised in the coming weeks.

Councillor Mealings sought clarity on the proposed location of the Welcome Market. C Brown noted that G MacLeod was meeting with the market representatives, they used to be located the Rangiora Showgrounds, however, for various reasons this location was no longer suitable. Staff would therefore work with them to ascertain if they could be accommodated on Council land. The Market operated on Thursdays from 2pm till late, which was not ideal due to the lack of car parks in central Rangiora, which was where they wanted to be located.

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

- She thanked all the staff, noting that she appreciated being able to talk with them face to face.
- Mainpower Stadium – She appreciated the Council's Community Facilities Team Leader's, A Coker, assistance. There had been problems with rain coming into the stadium, which A Coker was dealing with. Another issue that he was hoping to fix was the condensation after having a sports evening that quite a number of people attended. They had also had trouble with sunstrike.
- It was wonderful to see the Stadium growing with the number of people wanting to use the facility. The Stadium would be hosting the New Zealand Under 19 Basketball Tournament, which would be televised live to a number of other countries.
- The hockey turf – They had to do a deep clean due to the build-up of dirt on the surface, and the premier teams had stopped playing there because they were slipping on it too much.
- The Kaiapoi Museum held its Annual General Meeting, and they had a great team that worked very hard.
- The Aquatic Facilities would be returning to full capacity this weekend.

Mayor Gordon reported that the Stadium won gold at the New Zealand Commercial Project Awards. He acknowledged the team involved and the Sport and Recreation Trust, Council and Councillor Doody as Chair of the project.

**7.3 Community Development and Wellbeing – Councillor Wendy Doody.**

- Oxford Promotions Action Committee were running a weeklong Lights Festival and Matariki event.

**7.4 Arts and Culture – Councillor Al Blackie.**

- Waimakariri Public Arts Trust had various projects in the pipeline.
- Kaiapoi Art Expo would again be held in July 2022.
- The Council's Greenspace Team were working on a Public Arts Strategy to guide art installation in public spaces The Council's Community Team was also working on an overarching strategy for the Arts and Culture Portfolio.

**8 QUESTIONS**

Nil.

**9 URGENT GENERAL BUSINESS**

Nil.

**10 MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED**

Section 48, Local Government Official Information and Meetings Act 1987

Moved: Councillor Blackie

Seconded: Councillor Doody

**THAT** the public be excluded from the following parts of the proceedings of this meeting.

**CARRIED**

The general subject of the matter to be considered while the public was excluded, the reason for passing this resolution in relation to the matter and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution, were as follows:

Item N°	Report for Information:	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
10.1 to 10.2	Report from MTO	Report for Information	Good reason to withhold exists under Section 7	Section 48(1)(a)

This resolution was made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987, and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public were as follows:

Item N°	Reason for protection of interests	Ref NZS 9202:2003 Appendix A
10.1 to 10.2	Protection of privacy of natural persons To carry out commercial activities without prejudice	A2(a) A2(b)ii

**CLOSED MEETING**

The public excluded portion of the meeting commenced at 4.45pm until 4.50pm.

**11 NEXT MEETING**

The next scheduled ordinary meeting of the Council would occur at 1pm on Tuesday 19 July 2022.

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 4.54pm.

CONFIRMED

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date

**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR INFORMATION****FILE NO and TRIM NO:** GOV- 01-04 / CMS-09-10-02 / 220707116011**REPORT TO:** Community and Recreation Committee**DATE OF MEETING:** 19 July 2022**FROM:** Tessa Sturley – Community Team Manager**SUBJECT:** ARTS STRATEGY DEVELOPMENT REPORT**SIGNED BY:**  
(for Reports to Council,  
Committees or Boards)
  
 \_\_\_\_\_  
 General Manager

  
 \_\_\_\_\_  
 ppChief Executive
**1. SUMMARY**

- 1.1 This report provides an overview of progress to date toward the development of a Waimakariri District Arts Strategy. This work is facilitated as part of Community Development, special projects, COVID Recovery, and funded, fixed term, from Creative New Zealand.
- 1.2 The report considers the role of the arts in the District's social and economic recovery from COVID-19, as well as addressing key business as usual priorities for community and wider district development.
- 1.3 It details the collaborative, broad discipline approach applied and anticipated timeline for the project, including consideration of 'Next Steps' to ensure implementation of the strategy.

**Attachments:**

- i. Waimakariri Arts Strategy Development Project Control Group Terms of Reference (Trim # 220706115233)

**2. RECOMMENDATION****THAT** the Community and Recreation committee:

- (a) **Receives** report No. 220707116011.
- (b) **Notes** that staff acquired \$32,200 from Creative New Zealand to resource community development staffing hours, fixed term, to see the project through to its completion in 2023.
- (c) **Notes** the collaborative approach that will be applied to the development of the strategy.
- (d) **Notes** that, in preparing toward this piece of work, staff investigated strategies adopted in other, similarly sized communities across the motu; particularly Whanganui District and Dunedin City.
- (e) **Notes** that Councillor Al Blackie is the appointed portfolio holder for this project

- (f) **Notes** that staff have approached Mahaanui Kurataiao Ltd (MKT) to identify the most appropriate way forward in ensuring a bicultural, partnership approach is applied to the development of the strategy.
- (g) **Notes** progress to date, including a mapping of the local arts sector, establishment of a Project Control Group to guide the process, and development of stakeholder surveys, seeking feedback from both the local arts sector and the wider community.

### 3. **BACKGROUND**

- 3.1. Waimakariri District Council senior management and several elected members have committed to ensuring the facilitation of a community-led, strategic approach to increasing the capacity, capability and reach of the arts sector in the Waimakariri District. This will enable our local arts-centred groups and organisations to adapt, grow and develop in the post-COVID environment.
- 3.2. The Arts Strategy project was conceived out of the 2020 COVID-19 Social Recovery Forum, as one particularly interesting and rather unexpected opportunity. The potential role that the arts could play in the District's recovery and on-going resilience was identified; as well as the potential for the arts to impact economic development and district attraction.
- 3.3. Several trusts are working in the Waimakariri arts, culture, heritage sector; however activity to date has been somewhat siloed. A collaborative, strategic approach that brings together the expertise, experience and ideas of those across the various disciplines will not only strengthen the sector, but will also add significant value to the resilience and wellbeing of Waimakariri Residents.
- 3.4. Following the 2020 forum an initial project group was established to scope the potential and frame a process to get the project underway. This group consists of:
  - Chair of the Waimakariri Arts Council
  - Oxford Arts Trust
  - Council Arts Portfolio holder
  - Community Team Manager
- 3.5. \$32,200 in funding was obtained from Creative New Zealand to provide a few hours per week of fixed term staff resourcing in the form of an Arts Project Facilitator to further progress the project, through to completion.

### 4. **ISSUES AND OPTIONS**

#### 4.1. **Strategic Alignment**

- 4.1.1. This project relates directly to the two of six key social recovery strands outlined in the draft Waimakariri COVID-19 Recovery Strategy, 'Increased Community Development' and 'Increased support for local Community, Voluntary and Recreation Sectors', in that
  - a) a strong and well-resourced local arts sector will facilitate connection, engagement, empowerment and wellbeing for local residents, and
  - b) a well-supported and cohesive local arts sector will have the capacity and capability to attract and retain volunteers, market itself well and have adequate resourcing to retain its talent and operate in an economically viable fashion.

- 4.1.2. In terms of 'business as usual' relevance, this project contributes to delivering on the key objectives of the Waimakariri Community Development Strategy 2015 - 2025:
- ENGAGE key stakeholders to enhance community connectedness and empowerment
  - Facilitate CONNECTION and collaboration across the community
  - Cultivate a more INFORMED community
  - EMPOWER the community to identify and address its issues and opportunities
- 4.1.3. Importantly, the Waimakariri Arts Strategy project directly aligns with the Waimakariri District Council's Community Outcomes for the building of a healthy, resilient, connected and economically strong Waimakariri District, as follows:
- *"There are wide ranging opportunities for people to contribute to the decision making that affects our District"*: The broad engagement applied to the development of a Waimakariri Arts Strategy will capture the voices and perspectives of many across not only the local arts sector, but also the wider community.
  - *"Public spaces and facilities are plentiful, accessible and high quality"*: Assisting with public realm design opportunities to create buildings that are useful and meaningful, identifying integrated art opportunities - to tell the unique stories of our people & region, with public programmes to increase visitation of public spaces.

#### 4.2. Value to the Sector and Wider Community

The Waimakariri Arts Strategy Development offers significant value to both the established local arts sector and the wider community, in that:

- 4.2.1. While the Waimakariri District is well served with a vibrant local arts sector, a strategic approach is needed to identify gaps, increase collaboration and maximise opportunities for local arts to play a significant role in enhancing the lives of local residents.
- 4.2.2. The development and implementation of an overarching strategy will serve as a solid foundation for the growth and enhancement of our local arts sector. It will create opportunities for local artists and associated groups to work more collaboratively, sharing resources and ideas to increase efficiency.
- 4.2.3. The process for the strategy's development will create a mechanism to identify gaps and opportunities to make the arts more accessible and relevant to Waimakariri residents. Furthermore it creates an opportunity to apply an intentional approach to building capacity; and creating increased local awareness and appreciation of the place of Te ao Māori in the local arts.
- 4.2.4. A strategic approach will help us to put Waimakariri Arts 'on the map', creating jobs, increasing visitor numbers and, in turn, contributing to the strength of the local economy.
- 4.2.5. In terms of the District's recovery from COVID-19:
- Socially, a strong, cohesive local arts sector delivers positive social and economic outcomes for the wider community. Generally, taking part in artistic and cultural activity can increase social cohesion, helping people to create networks and find a sense of belonging. This benefits physical and mental health, creates a more highly skilled workforce and ensure retention of local talent.



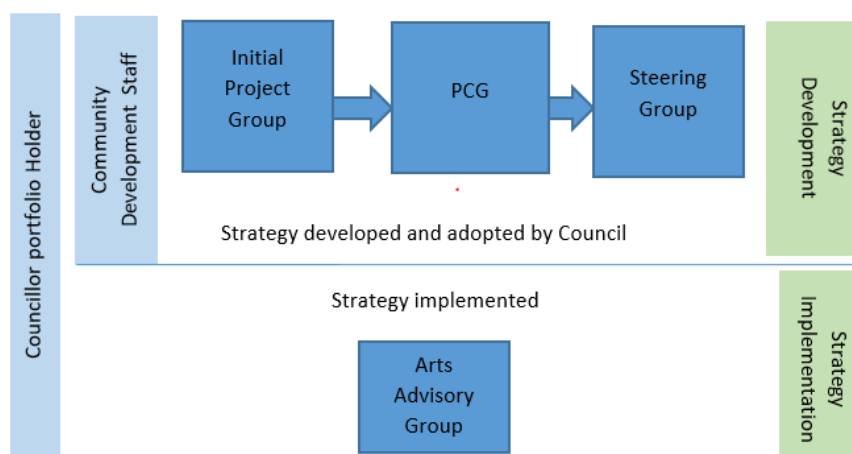
- Economically, a strong, vibrant, diverse local arts scene will not only enhance employment opportunities, but will also contribute to District attraction, increasing visitor numbers and improving the desirability of the district for potential new residents.

#### 4.3. A community-led collaborative response

- 4.3.1. Collaboration is key, allowing shared and maximised resources, collective thinking and opportunities for quality marketing and promotion, ensuring successful delivery of the objectives of the strategy.
- 4.3.2. The project will take place across the whole Waimakariri District and will engage the arts sector as well as the wider community and the supports and services that it offers, including:
- The business sector
  - Grassroots community
  - Health, wellbeing and social services
  - Education
  - District Promotion Associations
  - Community Associations
  - ..and even sport and recreation
- 4.3.3. Furthermore, given its broad scope, the development of the strategy, is relevant to, and involves various Council Teams, including:
- Libraries
  - Greenspace
  - Policy and Strategy
  - Communications
  - Governance
- 4.3.4. Key considerations in considering the establishment of the initial working party, project steering group and advisory group have been:
- Sector knowledge. Local, regional and national
  - Influence and network connections
  - Skillset. E.g. governance, administrative, management, financial, creative, process, funding, marketing and promotion, etc.

#### 4.4. Project Development Diagram

The diagram below illustrates the evolution of the groups responsible for the development and implementation of the Waimakariri Arts strategy, including staff and Councillor portfolio holder roles/oversight



#### 4.5. Preliminary Process

- 4.5.1. The acquisition of 'additional hours' funding from Creative Communities, has allowed the engagement of the Community Team's Social Recovery and Special Projects Facilitator to facilitate the development of the strategy, over an 18 month period, culminating in the formal adoption of the completed strategy, by Council, in June 2023, as detailed in the schedule outlined in 4.5.6, below.
- 4.5.2. It should be noted that, while initially the project was to be completed by November 2022. However, ongoing interruptions related to COVID, along with the pending local body elections have pushed this out. To do this piece of work well, it is important that due process is followed.
- 4.5.3. The initial project group identified a few likely key milestones to take the project forward:
- Mapping of local arts sector contacts
  - Arts Forum, bringing together key stakeholders in the local arts sector to inform strategic priorities
  - Establishment of Steering Group, following on from the Arts forum, facilitate the establishment of a Strategic Steering Group to develop a local Arts Sector Strategy.
  - Strategic Plan Development:
  - Independent Arts Advisory Group establishment, following the adoption of the Arts Sector Strategy, to oversee and support the delivery of the strategic objectives in the strategy.
- 4.5.4. In preparing to undertake this piece of work, staff investigated a number of Arts Strategies already in place. These included:
- Whanganui District Council's Arts and Culture Strategic Plan, 2018: <https://www.whanganui.govt.nz/files/assets/public/strategies/whanganui-district-council-arts-and-culture-strategic-plan-2019-2029-reduced-size.pdf>
  - Ara Toi Otepoti – Our Creative Future- Dunedin's Arts & Culture Strategy, 2015: [https://www.dunedin.govt.nz/data/assets/pdf\\_file/0015/522060/Ara-Toi-Viewable.pdf](https://www.dunedin.govt.nz/data/assets/pdf_file/0015/522060/Ara-Toi-Viewable.pdf)
- 4.5.5. In researching other Arts Strategies, staff have identified a few gaps in this process, particularly in:
- a) Ensuring the application of best practice for strategy development
  - b) Ensuring as broad community and arts sector engagement as possible to inform the strategy development
  - c) Ensuring that the forum centres around the identification and agreement on a clear set of priorities for the framing of the objectives of the strategy
  - d) Ensuring that mana whenua are involved as early as possible and that the strategy reflects true partnership and the unique cultural heritage of our District, along with the rich Maori arts scene.

#### 4.6. Recent Progress

- 4.6.1. Following the meeting with the initial project group, staff worked with Council's Greenspace Team, District Libraries and the Art Council Chair, as well as utilising resources developed by the Community Team, to undertake a thorough mapping of the local visual, performing and literary arts sector. This included not only the

larger or more recognised groups and individuals, but also the 'cottage' arts industry, which may have under-realised potential.

- 4.6.2. With the mapping complete, an engagement plan has been developed in consultation with Council's Communications and Engagement Team. Such engagement includes surveying and consulting with those involved in local arts, local residents and all others that have a stake in supporting the local arts sector; including local business, education, social and wider recreation sectors.

Another key aspect of this engagement will be a District-wide forum aimed at capturing the experience, expertise and ideas of those who can have a stake in contributing to the development of a strong local arts sector.

- 4.6.3. Staff quickly identified the need to establish a Project Control Group, providing appropriately skilled guidance to ensure best practice for the project development, including community engagement and consultation, as well as supporting the development and review of the draft Strategy. This group includes representation from Council's Greenspace, Policy, Communications, and Community Teams. Terms of Reference for the Waimakariri Arts Strategy development Project Control Group (PCG) are attached to this report

- 4.6.4. Working with the Project Control Group, staff have prepared a schedule to timeline the project through to its completion, as detailed in the table in 4.5.5, below.

- 4.6.5. Waimakariri Arts Strategy Development Schedule.

Action	Outcome	Responsibility	Date
Survey distributed and results collated	Foundation information	Rachel Thornton	Ideally surveys back in third week in July
Preliminary discussions with the MKT and the Runanga	Staff to approach MKT to identify the most appropriate way forward in ensuring a bicultural, partnership approach to the development of the strategy.	Tessa Sturley	Early July
Establishment of Steering group	Appropriate representation	Project Team	At conclusion of survey
Steering Group workshop	Vision and Key Themes initial strategy draft	Project team and steering group	Early August
Forum	Presentation of draft Development of objectives under the themes	Project team	Wednesday 31 <sup>st</sup> August 9am – 12pm
Steering group meetings	Finalisation of strategy	Project team and steering group	September - Oct
Draft Strategy to community boards	Permission to go out for consultation	Project team	December
Presentation to Council	Permission to go for consultation	Project team and steering group	February or March meeting
Public consultation of draft strategy	Feedback received, strategy finalised.	Project team and Council Comms team	March/April
Presentation to Council for final strategy to be adopted	Waimakariri Arts Strategy adopted	Project team	May or June meeting

- 4.6.6. The project schedule has been developed in line with the agreed deliverables in the funding contract with Creative New Zealand.
- 4.6.7. At this point, staff have worked with Council's Policy and Communications and Engagement team, as well as the Project Control Group, to finalise two separate, extensive surveys: one aimed at the arts sector practitioners, identified in the sector mapping, and the second aimed at the wider community.
- 4.6.8. The aim of the arts sector practitioner survey is to gather formative information about the challenges, limitations, opportunities and ideas of those operating in the arts 'space'. It also includes a question about potential interest in being involved in a steering group to 'do the mahi' in progressing the strategy development.
- 4.6.9. The survey of the wider community is designed to achieve a clearer understanding of the general public's perception and knowledge of:
- The arts, in general
  - The local arts sector; and their engagement with this sector
  - The relevance of the arts to their lives
  - Any potential opportunities to enhance the local arts sector
- 4.6.10. The two surveys will be promoted and disseminated widely across the local arts sector and the wider District, via Council's 'Let's Talk' function, in local libraries; as well as in galleries and arts spaces across the District. With a few COVID-related hold ups in its development, we anticipate that this process will be complete by the end of July, putting the consultation process back a week or two. This will not impact on the date for the forum, which is expected to take place at the scheduled time.

#### 4.7. **Next Steps**

- 4.7.1. Upon completion of the surveys, staff will collate the responses to frame key issues and opportunities identified through that process
- 4.7.2. Staff will then establish a steering group, with priority given to those who have the good sector knowledge, influence and connections and experience of strategic and project planning.
- 4.7.3. The Steering Group will be responsible for planning and leading a community Arts Forum, at the end of August. Prior to this, steering group members will work with the facilitator to review the survey content and develop a vision, mission and key themes to begin to frame the strategy. These will be presented, alongside an overview of the survey results, at the forum.
- 4.7.4. The aim of the forum will be to 'populate' the strategy, identifying opportunities and possibilities under each of the key themes drafted by the steering group. The steering group can then progress the strategy development under the guidance and ultimate review of the Project Control Group.

It is expected that the draft strategy will be prepared for consultation with Community Boards and Council from early December, be out for public consultation in March/April of 2023 and then be finalised for adoption by Council in May/June of 2023.

#### **Implications for Community Wellbeing**

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

- The application of an evidence-based, community-led approach to social recovery planning ensures the development of sound, relevant initiatives that support and empower local residents.

- The local arts sector will be better resourced.
- A well-resourced local arts sector could play a significant role in the District's recovery and on-going resilience was identified; as well as the potential for the arts to impact economic development and district attraction.

4.8. The Management Team have reviewed this report.

## 5. **COMMUNITY VIEWS**

### 5.1. **Mana whenua**

The content of this report will likely be of interest and have relevance for local iwi.

Staff recognised the importance of ensuring that mana whenua are involved as early as possible and that the strategy reflects true partnership and the unique cultural heritage of our District, along with the rich Maori arts scene. Consequently they have approached MKT to identify the most appropriate way forward in ensuring a bicultural, partnership approach to the development of the strategy.

### 5.2. **Groups and Organisations**

In line with Community Development practice, a wide range of Community Stakeholders continue to be engaged in the Community Development function of the Waimakariri District Council Community Team, fostering a collaborative response to identified community issues and opportunities, including the development of the Waimakariri Arts Strategy.

### 5.3. **Wider Community**

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

## 6. **IMPLICATIONS AND RISKS**

### 6.1. **Financial Implications**

6.1.1. A successful application to Creative New Zealand resulted in the acquisition of \$32,200, including GST, toward facilitation of the development of an Arts Strategy for the Waimakariri District.

6.1.2. Any projects to come out of the development of this strategy will be externally funded. Community Development staff are willing and appropriately skilled to assist with this process, where necessary.

### 6.2. **Sustainability and Climate Change Impacts**

The information in this report does not have sustainability impacts.

### 6.3. **Risk Management**

There is a risk that a degree of longer term facilitation may be required to ensure the effective implementation of the strategy. In that case, staff would look to seek external funding, held in a local Trust, for such provision

### 6.4. **Health and Safety**

Health and Safety considerations are included in all planning.

## 7. **CONTEXT**

### 7.1. **Policy**

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

### 7.2. **Legislation**     N/A

### 7.3. **Community Outcomes**

Community Development aligns with the following Council Community Outcomes:

- *There are wider ranging opportunities for people to contribute to the decision making by local, regional and national organisations that affects our District.*
- *People are friendly and caring, creating a strong sense of community in our district.*
- *People have wider ranging opportunities for learning and being informed.*
- *The community's cultures, arts and heritage are conserved and celebrated.*
- *Public spaces are plentiful, accessible and high quality*

### 7.4. **Delegations**

None

Tessa Sturley  
COMMUNITY TEAM MANAGER

## TERMS OF REFERENCE

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# WAIMAKARIRI ARTS STRATEGY DEVELOPMENT PROJECT CONTROL GROUP

### 1. Purpose

The purpose of the Waimakariri Arts Strategy Development Project Control Group (the “Project Control Group”) is to provide guidance for the development of a Waimakariri Arts Strategy.

### 2. Membership

The Project Control Group includes the following group members:

- Community Development Facilitator – Rachel Thornton
- Senior Business and Centres Advisor - Vanessa Thompson
- Senior Advisor Community and Recreation – Martin McGregor
- Senior Communications and Engagement Advisor – Karen Lindsay-Lees
- Community Team Manager – Tessa Sturley

### 3. Role

The Project Control Group will be responsible for providing high-level guidance for key components of the Arts Strategy development review. This will include guidance on content of the survey and for the external stakeholder workshop, with the eventual intention of providing a recommendation to Council for the adoption of the final Waimakariri Arts Strategy in late 2022 including associated action items and budget requirements.

Tasks will include, but are not limited to, the following:

- Provide feedback on the stakeholder survey and development of the steering group that will define the structure of the draft strategy.
- Support in crafting content for the stakeholder forum, as required.
- Support in crafting content/data inclusions for the draft Strategy, as required.
- Review the draft Strategy and provide feedback
- Advise / provide advice on community engagement and consultation processes and materials, as required.
- Review the final Strategy and provide feedback

### 4. Meeting Frequency

The Project Control Group will meet monthly from June until the Strategy’s proposed adoption in late 2022. This in addition to attendance at any exception meetings or providing feedback on project correspondence/documentation as required. Project Control Group attendance will also be required for the external Stakeholder Form Workshop/s that will be held in August 2022.

### 5. Duration

The Project Control Group will primarily function from May 2022 through to Nov-2022, when the final Waimakariri Arts Strategy will be presented to Council for adoption. Progress on the project may stall if we have any further COVID 19 disruptions.

### 6. Staff Executive (Project Team)

- Community Development Facilitator – Rachel Thornton
- Senior Advisor Community and Recreation – Martin McGregor

**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR INFORMATION**

**FILE NO and TRIM NO:** GOV-01-04 / AQU-02-09 / 220627108943

**REPORT TO:** COMMUNITY AND RECREATION COMMITTEE

**DATE OF MEETING:** Tuesday 19 July 2022

**AUTHOR(S):** Matthew Greenwood, Aquatics Manager

**SUBJECT:** Aquatics July 2022 Update

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

  
\_\_\_\_\_  
General Manager

  
\_\_\_\_\_  
ppChief Executive

**1. SUMMARY**

- 1.1. This report is to provide the Community and Recreation Committee with a summary of the Aquatic Facilities Unit's year to date progress, as measured against the unit's most significant Key Performance Indicators. It includes a summary of Attendance, Water Treatment results and a budget update for the year to May 2022.
- 1.2. This report updates the committee on business continuity efforts and changes to our main Waiswim programme.

Attachments:

- i. Nil

**2. RECOMMENDATION**

**THAT** the Community and Recreation Committee:

- (a) **Receives** Report No. 220627108943.
- (b) **Notes** Aquatic Facilities progress against key performance indicators including Financial results, Water Quality and Customer Satisfaction.
- (c) **Notes** the efforts taken to maintain service levels with the ongoing impact of staff sickness.
- (d) **Notes** updated training practices for Waiswim staff to ensure we continue to deliver a high quality robust programme which meets community need.

**3. BACKGROUND**

- 3.1. The Waimakariri District Council's Aquatic Facilities team deliver strong 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 from October to April.
- 3.2. 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.



- 3.3. The Waimakariri District Council has been part of Recreation Aotearoa's Poolsafe programme since early in its inception as, in lieu of other legislation, the programme offers an independent assessment against key operating criteria, ensuring robust health and safety practices. Recreation Aotearoa enable sharing of best practice examples within the industry while engaging, lobbying and seeking clarification from Government departments on behalf of the industry

#### 4. ISSUES AND OPTIONS

##### 4.1. **Aquatics attendance**

The following table provides a summary of attendance across the two indoor, year-round facilities for the most recent month, to compare with the previous month and previous year.

Attendance type	Kaiapoi Aquatic Centre			Dudley Park Aquatic Centre		
	May-21	Apr-22	May-22	May-21	Apr-22	May-22
Programmes	4,681	1,761	3,623	9,773	3,644	8,773
Recreation	979	1,688	712	6,038	6,582	5,505
Pre-paid	1,164	855	944	3,333	2,406	2,893
<b>Total</b>	<b>6,824</b>	<b>4,304</b>	<b>5,279</b>	<b>19,144</b>	<b>12,632</b>	<b>17,171</b>

Legend:

Programmes – Learn to Swim, Aquarobics and Schools programmes.

Recreation – Incorporates all casual swim types; adult, child, family, lane and leisure swims

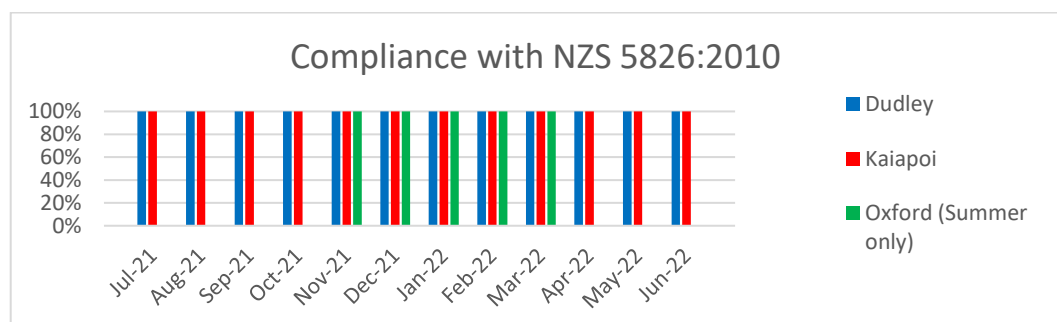
Prepaid – This includes redemption of all concession and membership card types.

In the table above you can see the effects of the school holiday period (Apr-22) heading in to a new school term (May-22) with the balance of activity shifting from Recreation back to Programmes. Actual attendance figures for May remain down slightly against last year. While the lifting of Covid restrictions has seen a positive response within the community, we continue to see numbers impacted by people isolating due to ongoing community spread. Further, our district has a large elderly demographic, which would be predicted to take a more cautious approach in returning to public areas, as is reflected in the statistics.

The June attendance data was not all available when this report was submitted, with more in depth trending and analysis against previous years to come in the next update report.

##### 4.2. **Water Quality report**

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



In the last month we have seen a couple of notable instances where customers have presented with adverse reactions after being in the water at Dudley. The two instances were just under a week apart and saw the individuals present with red itchy skin after having been in the water for under an hour.

In both situations a full water test was completed with all key markers found to be well within their desired ranges. While it is of interest that two similar incidents occurred in such a short space of time, it is also of note that in each of these situations it was only one individual affected, with other users, including staff who had been in the same water for greater periods of time, being unaffected. This leads us to conclude while the pH and chlorine levels were potentially a factor, it was more likely that other personal or external elements contributed to their reactions.

As a safety precaution we performed a full independent lab analysis of all pools, as detailed below. While this tests slightly different markers in the pool water, a failure here would point to issues within our own process, however, all results returned outstanding results. Due to method of testing and equipment used, a result of <1 (less than 1) is the lowest recordable result.

Sample Type: Aqueous			
<b>Sample Name:</b>	Dudley Main Pool 13-Jun-2022 11:15 am	<b>Water Quality Criteria</b>	<b>Outside Limit</b>
<b>Lab Number:</b>	3012475.1		
Swimming Pool Profile			
Standard Plate Count 37°C (48 hrs) cfu / mL	< 1 #1	< 200	No
Faecal Coliforms cfu / 100mL	< 1 #1	< 1	No
Staphylococcus aureus cfu / 100mL	< 1	< 100	No
Pseudomonas aeruginosa cfu / 100mL	< 1 #1	< 10	No
<b>Sample Name:</b>	Dudley Leisure Pool 13-Jun-2022 11:00 am	<b>Water Quality Criteria</b>	<b>Outside Limit</b>
<b>Lab Number:</b>	3012475.2		
Swimming Pool Profile			
Standard Plate Count 37°C (48 hrs) cfu / mL	< 1 #1	< 200	No
Faecal Coliforms cfu / 100mL	< 1 #1	< 1	No
Staphylococcus aureus cfu / 100mL	< 1	< 100	No
Pseudomonas aeruginosa cfu / 100mL	< 1 #1	< 10	No
<b>Sample Name:</b>	Dudley Learners Pool 13-Jun-2022 11:05 am	<b>Water Quality Criteria</b>	<b>Outside Limit</b>
<b>Lab Number:</b>	3012475.3		
Swimming Pool Profile			
Standard Plate Count 37°C (48 hrs) cfu / mL	< 1 #1	< 200	No
Faecal Coliforms cfu / 100mL	< 1 #1	< 1	No
Staphylococcus aureus cfu / 100mL	< 1	< 100	No
Pseudomonas aeruginosa cfu / 100mL	< 1 #1	< 10	No
<b>Sample Name:</b>	Dudley Hydro Pool 13-Jun-2022 11:10 am	<b>Water Quality Criteria</b>	<b>Outside Limit</b>
<b>Lab Number:</b>	3012475.4		
Swimming Pool Profile			
Standard Plate Count 37°C (48 hrs) cfu / mL	< 1 #1	< 200	No
Faecal Coliforms cfu / 100mL	< 1 #1	< 1	No
Staphylococcus aureus cfu / 100mL	< 1	< 100	No
Pseudomonas aeruginosa cfu / 100mL	< 1 #1	< 10	No

The water quality and testing at the Aquatic Facilities has met or exceeded New Zealand and PoolSafe standards for the 2021/22 year

#### 4.3. Business continuity through ongoing business impacts

With no major changes to the Covid guidance since our last update report, services continue to progress steadily. Initially we noticed an increase in customer numbers however with the cold weather and a spike in cold and flu's this has waned again lately.

Customers in the most part have complied with ongoing mask requirements around the reception area, however, these are not required in the warm, damp air of poolside. While we do have the occasional adverse interaction, mask wearing has largely become common practice nationally, leading to overall acceptance.

Bookings have just opened for the Term 3 Learn to Swim programme which has seen increased activity at the facilities. Unfortunately, the timing of the Matariki public holiday was less than ideal, forcing us to split our bookings process, which has caused some

confusion for customers and potentially has led to booking delays. Due to cold weather and winter sport commitments, this term traditionally sees our lowest patronage.

Staffing the facilities continues to have its challenges. While the majority of services and programmes continue to run uninterrupted, the volume of random and short notice staff sickness absences remains high. The leadership team have been working hard to cover these gaps and again our thanks goes out to the wider team, who remain agile and are prepared to adjust their schedules, picking up extra work.

In recent weeks, a news story out of Wellington made the headlines with the Council searching for 12 Lifeguard staff and not having any takers. Their pay rates are on par with ours but notably have a much catchment to draw from. This further reinforces the importance of our work as leaders striving to retain and further develop the talent we already have.

We have now had our first case of long Covid within the team and are working closely with Council's Human Resources and Wellbeing teams to understand how we can best support the individual at this time.

#### 4.4. **Updates to our Waiswim programme to ensure high quality outcomes**

Over the next six months we will be introducing a number of exciting improvements with the aim of further increasing the standard and quality of our Waiswim Learn to Swim programme.

In the last few years the main provider of our staff training and development systems has changed a couple of times. Most recently the best practice system was provided by AustSwim, which was derived from an Australian programme.

Skills Active, our Industry Training Organisation, began working with us and a number of similar facilities to develop an in-house training programme that is unit standard based, delivering high quality consistent results. Skills Active currently manage the Lifeguard award resource development, assessment and recoding programme across the country with this step seeing further alignment.

As with the lifeguard award, once staff are trained and qualified as assessors, we are able to run our own internal training courses that develop the key principles but can also be tailored to our communities' needs while maintaining alignment with industry guidelines. Ultimately all assessment work is moderated by Skills Active to ensure the same consistent national standard.

The training will be developed across five key programme areas:

Parent and Child – often a child's first introduction to water tuition and how to best support the parent to help nurture their child's skills

Entry level Learn to Swim – fostering a love of water and an understanding of the key principles of floating and moving through water

Stroke Mechanics – developing coaching level swimmers who have the basics locked in and are focused on the finer points to improve stroke times

Adults – Programmes which can span a variety of experience levels and are pitched appropriately for a more mature audience

Access and inclusion – programming designed to overcome a variety of physical and mental barriers to ensure inclusion for all.

As part of the wider team's ongoing development, apprenticeships are available to senior staff who wish to help us deliver this programme through training and assessing new staff.

Ali Gills, who recently won the coveted Skills Active Apprentice of the Year, was our first candidate, with a number of others also training up to assist. By keeping the training programme in-house we can help build career pathways and also keep the cost down as we don't have to bring in an external person to train and assess the qualifications.

This apprenticeship will result in the team member attaining a Level 4 qualification opening up further development opportunities and potential pathways into leadership roles.

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

#### **Implications for Community Wellbeing**

While there are no specific implications raised by the issues above, Community Wellbeing continues to be a key driver for all activities within the district's Aquatic Centres. From the sharing of knowledge, developing key life skills, fellowship and the opportunity for recreation, rehabilitation and recovery, the wellbeing of our community is central to our ongoing relationship with our customers.

### **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 no groups and organisations likely to be affected by, or to have an interest in the subject matter of this report. Aquatics staff continue to work closely with our key community partners and wider industry organisations, including North Canterbury Swim Club, Water Skills for Life, Waimakariri Access Group, Recreation Aotearoa and the North Canterbury Sports and Recreation Trust, to name a few.

#### **5.3. Wider Community**

In our most recent customer satisfaction survey the Aquatic Facilities achieved an overall customer satisfaction rating of 91%. While this is down from our previous result of 96%, it exceeds the target of 90%, especially when considering the challenging environment that we are operating in.

Aquatics staff continue to engage with our community, through developments such as SwimDesk, the website, Facebook pages and emails to members. Further, we invite feedback through our in-house surveys, customer feedback boxes, staff interaction 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 2021/22 year as at May 2022.

<b>Aquatic Facilities Budget Summary</b>	<b>YTD Actual \$'000</b>	<b>YTD Budget \$'000</b>	<b>Variance \$'000</b>
Operational Income	1,057	1,598	(541)
Rates Funding	2,964	2,953	11
<b>Total Income</b>	<b>4,021</b>	<b>4,551</b>	<b>(530)</b>

Operation Expenses	2,952	3,114	162
Maintenance	200	254	54
Overheads	617	607	(10)
Internal Interest	236	237	1
Depreciation	463	497	34
<b>Total Expenditure</b>	<b>4,469</b>	<b>4,709</b>	<b>240</b>
<b>Total Surplus (deficit)</b>	<b>(448)</b>	<b>(158)</b>	<b>(290)</b>

Covid continues its impact on Operational Income. With no changes to the underlying Government guidance this period saw us continue under the Orange setting of the Covid Protection Framework. As noted in previous reports, the final income deficit, currently 541,000, continues to not align with the activity as anticipated for the Long Term Plan budget. This will require a future adjustment against the Covid loan.

The income result was balanced in part by savings in Operational expenses through careful management and decreased resource usage. Direct staffing costs remained on budget due to the need to continue to meet contractual obligations for staff and paying for time spent supporting other areas within Council.

Staff are following up on a number of maintenance items across the network with works due for completion by the end of the financial year and, as such, not represented in these figures. Items such as pump servicing at the summer pools are scheduled to occur out of season to minimise impact on customers.

There are no financial implications of the decisions sought by 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 land, our 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 ensure efficient use of resources, minimising the overall energy required to operate.

## 6.3 Risk Management

Staff continue to monitor and comply with all Ministry of Health guidance. While further Covid guidance changes are not expected, the leadership team now has a lot of experience and a range of plans to draw on for different scenarios. If needed these can

be put into play at short notice. Staff continue to meet with neighbouring councils and the wider Aquatics industry to discuss, plan and share industry best practice solutions.

As detailed in 4.3 & 6.4 with a decreased but ongoing community Covid spread and a rise in cold and flu cases, Aquatics' greatest risk continues to be the ability to fully staff the facilities. Our Business Continuity Plan (BCP) ensures we will be able to maximise the available space and activity, while maintaining safe staffing levels with a potentially limited staff resource.

Staff availability and sickness continue to put pressure on both Aquatics leadership and the other operational staff. This requires a heightened awareness by the leadership team of the individual team member's wellbeing.

Impacts on the global supply chain continue to create issues for the supply of key products and chemicals. While there are often alternatives and a number of other potential suppliers, this is a growing concern which is beginning to impact upon delivery times and overall product cost.

While we have completed a number of recent recruitment activities the market continues to be fluid and ongoing movement threatens to further impact services. We are currently working with staff to ensure the optimisation of our current resource before we once again seek externally for new candidates.

Fluctuating attendance affects the revenue split between ticket sales and rates revenue. Staff will continue to monitor revenue and expenses closely, working to 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.

#### 6.4 **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, Recreation Aotearoa, SportNZ, and other key groups to ensure our ongoing operation continues to comply with Ministry of Health instructions and guidance.

As detailed in 4.3 & 6.3 the increase in cold and flu cases and the ongoing covid situation risks impacting staffing levels and our ability to safely staff programmes and services. Our Aquatics BCP outlines how we will manage staffing pressures to ensure we continue to operate a safe and secure environment for our customers.

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.

The safe management of our Pool treatment and chemical management systems is governed by NZ Standard 5826:2010 and forms part of our annual Poolsafe assessment. Accreditation of this aspect requires both consistent and robust procedures.

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 and facilities are plentiful, accessible and high quality, reflecting our cultural identity.

People are friendly and caring, creating a strong sense of Community in our District.

There is a healthy and sustainable environment for all.

There is a safe environment for all.

The community's cultures, arts and heritage are conserved and celebrated.

There are wide ranging opportunities for people to contribute to the decision making that affects our District.

People needs for mental and physical health and social services are met.

Businesses in the District are diverse, adaptable and growing.

People have wide ranging opportunities for learning and being informed.

## 7.4. **Authorising Delegations**

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