



# Waitaki

DISTRICT COUNCIL  
TE KAUNIHERA Ā ROHE O WAITAKI

Notice of a meeting of the

## *Community Services Committee*

in the

**Council Chamber, Third Floor, Waitaki District Council  
Headquarters, 20 Thames Street, Oamaru**

**on Wednesday 15 March 2017**  
(Following Finance, Audit and Risk Committee)

### **MEMBERSHIP:**

Cr Perkins (Chair)  
Cr Wheeler ( Deputy Chair)  
Cr Holding  
Cr Kingan

Mayor Kircher (ex Officio)  
Cr Garvan  
Cr Hopkins  
Cr Wollstein

***In the interests of the environment and to help reduce photocopying costs,  
please bring your Committee agenda with you to the meeting***

# Community Services Committee Meeting

**Wednesday 15 March 2017**  
(Following Finance, Audit and Risk Committee)

**Council Headquarters, Council Chambers**  
**3<sup>rd</sup> Floor, 20 Thames Street, Oamaru**

- **Apologies**
- **Declarations of Interest**

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<b>4. Otematata Tennis Court Fence</b>	
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## **Community Services Committee:**

Cr Perkins (Chair)  
Cr Wheeler ( Deputy Chair)  
Cr Holding  
Cr Kingan

Mayor Kircher (ex Officio)  
Cr Garvan  
Cr Hopkins  
Cr Wollstein

## Waitaki District Council

### Community Services Committee

#### Minutes of Community Services Committee Meeting of the Waitaki District Council held in the Empire Room, Oamaru Opera House, Thames Street, Oamaru on Wednesday 1 February 2017 at 9.25am

<b>Present</b>	Mayor Kircher (Chair), Garvan, Holding, Hopkins, Kingan, Wollstein, Wheeler
<b>Apologies</b>	Cr Perkins
<b>In Attendance</b>	Cr Dawson Cr Percival Cr Tavendale Dr Cloete (Acting Chief Executive) Mr Jorgensen (Assets Group Manager) Mr Hope (Chief Financial Officer) Mrs Baillie (Customer Services Group Manager) Mr Roesler (Policy & Communications Manager) Mrs Tanner (Policy Officer – Governance)

#### **Declarations of Interest**

There were no declarations of interest.

#### **Apologies**

RESOLVED  
CSC17/001

Crs Wollstein/Wheeler  
"The Committee accepts apologies for absence from Cr Perkins."

CARRIED

#### **1. Community Services Group Activity Report Period Ending 15 January 2017**

The purpose of this memorandum is, for the period ending 15 January 2017, to inform the Committee about the activities of the Community Services Group.

RESOLVED  
CSC17/002

Mayor Kircher/Cr Dawson  
"The Committee thanked Ahuriri Community Board, Carson Welsh, Council officers and the fire brigade for their efforts following the flooding event at Omarama River."

CARRIED

RESOLVED  
CSC17/003

Mayor Kircher/Cr Dawson  
"The Committee approve:  
1. That season pass holders who are unable to continue using their passes, due to the Boat Harbour flooding, receive a 50% refund for the 2016/17 season."

CARRIED

RESOLVED  
CSC17/004

Crs Wollstein/Tavendale  
"The Committee receives the information."

CARRIED

There being no further business the Chairman declared the meeting closed at 9 59am.

Confirmed on this day, Wednesday 15 March 2017 at Waitaki District Council Chambers, Oamaru.

Chairman \_\_\_\_\_

# Community Services Committee Memorandum

**From** Community Services Group Manager

**Date** 15 March 2017

## Community Services Group Activity Report – Period Ending 26 February 2017

### Recommendation

The Community Services Committee receives the information.

### Summary and Purpose

The purpose of this memorandum is, for the period ending 26 February 2017 (16 January to 26 February), to inform the Committee about the activities of the Community Services Group. It includes the latest financial period report discussed at the last Finance, Audit and Risk Committee.

### Background

The Community Services Group is a diverse group that have a varied impact on the community. This report process is the only direct reporting line to Councillors for some of the Community Services units.

Advance notice of any questions would be gratefully received.

#### 1. Forrester Gallery, North Otago Museum and Archive (January 2017)



Holiday Programme summer 2017



Ron and Margaret Parker gift: LtoR McCahon (muriwai, kurow hill), Pat Hanly.

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#### 1.1 Cultural Facilities Development Project

In January the Director and Community Services Group Manager attended a meeting at Otago Museum with Director Ian Griffin and Commercial Director Murray Bayly to discuss various matters. The Otago Museum has provided the project with a positive Letter of Support.

Most of the work being done for the CFDP in January (and through February and March) is in support of funding applications due February and March: including gaining letters of support, expert and peer reviews and reports and writing detailed collection significance statements.

The Committee is developing a draft Cultural Facility strategy to be workshopped with our stakeholders for final approval by Council.

## 1.2 **Public Facing Outputs**

The Gallery's summer tourist season has been slow to start, despite the gallery being open over the break – only closed Christmas, boxing and New Year's day). The total Gallery Visitor Numbers for January was 1269. (Jan 2016 = 1521). However the gallery experienced one of its biggest visiting days over a summer on 3 January 2017 with 80 visitors over a four hour period.

The Archive received 63 enquiries (22 phone, 5 written, 36 in person).

There was no change in January to the exhibitions reported in the last Community Services Report. Exhibition roll over takes place in February.

In January the Gallery delivered a school holiday programme with 52 attendees.

Staff have been focussed upon planning for the rollout of the autumn/winter programmes including exhibits from across the collections. Staff have also continued with detailed collection and collection documentation work, including audit and update of the Vernon database, and retention, disposal and migration of Museum administrative and collection related digital files to the Sharepoint system from the Old Museum/Archive drive.

Stakeholder and Community Engagement: as noted above, the focus has been upon gaining letters of support for the CFDP funding applications, working with Whitestone City (object loans, and provision of images) and with (North Otago Early Settlers Association) NOESA on their portrait digitisation project.

### Digital Engagement

An update was given to end of December 2016. The next update is quarterly and at end March 2017.

## 1.3 **Other News**

In January, Margaret Parker contacted the Museum to finalise a proposed bequest which was first proposed over 13 years ago. The Gallery is now the proud owner of eight artworks gifted by Ron and Margaret Parker including two Colin McCahon works on paper: of Kurow Hill and Muriwai. This means that the gallery has a representation by McCahon from each decade of his life up to 1970 and works from important series unique to this district – the North Otago Landscape series (there are 3 works already in the collection) and the Kurow series of works. The accession also includes works by Pat Hanly, Robert Ellis, Toss Woollaston and Robin White – all very important works in telling the story of NZ painting. More detail will be available following the works physical arrival and a detailed conservation assessment (some works will need stabilising and reframing before going on display). Margaret Parker (nee Innes) grew up on a farm on Fortification Road, Totara, and attended WGHS.

## 2. **Oamaru Opera House**

### 2.1 **Venue Usage** – Comparative Year to Date MICE statistics July 2016 to 24 February 2017

Venue Hire Statistics	2016/17		2015/16	
	Bookings	Pax	Bookings	Pax
Not for Profit/Free of Charge	45	802	54	946
Commercial (Incl Sponsorship JV)	94	5514	82	2943
Community (Incl WDC)	74	5546	44	5990
Total bookings	<b>213</b>	<b>11,862</b>	<b>180</b>	<b>9879</b>

**18 % increase in venue hire comparatively**

Not for Profit groups that utilise the venue include Alzheimers Support group, Oamaru Newcomers Group, Day of Delights (Cancer patient support), Friends of Forrester, and the Wriggle & Rhyme preschool programme.

## 2.2 Venue Hire

Venue officially re-opened 9 January 2017

Amazing start to the show season with our first performance of the year, Fiona Pears, **SOLD OUT**

Five new clients secured: So far two have requested re-occurring bookings

- Raising Achievement Ltd – 6 seminars moved from Timaru to Oamaru for 2017
- Webb Farry Lawyers Dunedin
- Farm IQ
- Centre for Dairy Excellence
- Dairy NZ
- Conferencing Radio Campaign now running – 22 February through 14 March
- 30 second advertisement playing on Newstalk ZB, The Hits and RadioSport  
" So much more than an opera house... meeting rooms, training, workshops, conferences, lectures, presentations, special functions. Full technical and catering support. Bar and Café open Monday-Friday or as required for functions".

Have begun capturing data on how clients hear of our venue for conferencing purposes

## 2.3 Online Activity

### • **Mailchimp**

The monthly e-newsletter is tracking steadily. These go out to approximately 2,398 subscribers. An average of 35.09% open and engage with the newsletter. The average industry open rate is 14.1%.

### • **Facebook**

Average post reach, across 20 posts for the period is 668.1, which is steady compared with previous reporting period. Average engagement with clicks/likes/shares, is 26.65. Page likes increased from 1,386 likes to 1,393.

### • **Website Analytics**

In the reporting period the website was visited 135 times. Of these visits, 65.2% (88) are new visitors and 34.8% (47) are returning visitors. On average, visitors view 2.65 pages in sessions of just under two minutes.

The website continues to be primarily used as a What's On guide. Most visitors are coming from Organic Searches (65.9%) or Direct Searches (21.5%), which means these are visitors actively searching for our website, rather than being referred to through other websites such as eventfinda.co.nz, Facebook or Mailchimp. We can build on this by more actively promoting the website through our social media.

As usual, most visitors are from elsewhere in NZ – Dunedin (26.67%), Christchurch (21.48), Auckland (12.59%), Queenstown (6.67%), Wellington (2.03%). Which indicates that the site is primarily used by tourists planning visits to Oamaru. Just 5.19% of visitors are from Oamaru. Our local advertising is focused on directing people to the website.

## 2.4 Show attendance

3/2/17 – Fiona Pears: Sold Out

## 3. **Recreation**

### 3.1 **General**

- We continue to have regular rainfall and warm conditions which has resulted in greater grass and weed growth than normal. Downer have mowing largely in hand and have retained temporary staff to refine/ improve their garden maintenance routine.

### 3.2 **Aquatics**

- Squad – At the South Island zone, 2017 New Zealand Junior Swim Festival held in Timaru on the weekend of 10-12 of February, the Oamaru Swim Club pipped JASI Swim

Team (Christchurch) and Wharenui Swim Club on 1767.5 (Christchurch) in the last race to be the top swim club in the South Island – a great achievement and something that hasn't happened before.

- Narcis Gherca (Coach) is once again a finalist in the Sport Waitaki sports awards on Monday 6 March 2017.
- Squad numbers are at an all-time high – our year to date figure - which includes a month of closedown - is 250% higher than it was 2 years ago.
- Swim School - The new swim school programme introduced in Term 4 last year is firmly established and getting 'kids swimming further, earlier' – feedback from customers has been very good.
- Our 'outreach swim programme' went up the Valley in Term and delivered swim lessons to the kids at Duntroon and Waitaki Valley Schools. We have secured funding through Sport Otago to continue delivering this programme in 2017.
- Gary the Dragon made another appearance in the Harbour on 26 February as part of the Friendly Bay Community Day - even though the weather wasn't as good as last year we estimated around 3 times as many people had fun on the dragon as compared to last year.

### 3.3 Lakes Camping Grounds

- Otematata Flood – The Otematata River rose from a normal flow of 6-10 cumecs to 570 cumecs (ECan's revised figure) in the space of 3-4 hours on the evening of Sunday 22 January 2017. Campers were evacuated and approximately 15 caravans have been damaged by the events. Council is offering a 50% rebate to season pass holders that have been affected and are unable or unwilling to spend the remainder of the season using another campground. 20 have accepted this offer. The boat ramp has been undermined and the boating channel is full of debris. Council has approved a budget to carry out the remedial work and we are in the process of obtaining tenders and resource consent. We hope to get the river works completed in March but due to contractor availability we may not be able to get the boat ramp and channel reinstated in time for Easter.
- Sailors Cutting and Falstone Waste Water Upgrades – Officers have modified the design for Sailors Cutting to take into consideration lwi concerns and continue to work to respond to Environment Canterbury requests for additional information.

### 3.4 Forestry

- Officers are obtaining prices to remove debris and plant the banks of 'Little Kuri' stream (south side of Hampden beach area).
- Strong South Westerly winds in mid-January caused minor wind-throw in Hampden stands causing damage to fence and power lines. Network Waitaki have repaired lines damaged. We have confirmed the majority of the damage was caused by trees on Kiwirail land.
- Harvesting of the 'Sailors Cutting' block near Macraes is likely to be completed and scheduled for February/March subject to contractor availability and log prices.

### 3.5 Parks

- Kurow Domain – Offer received for 12 Ranfurly Street. This is lower than valuation so we have asked them to revise their offer.
- Kakanui Erosion – Work is expected to be completed by mid-March. As part of this work members of KRAIS and officers supported an expert on trap door spiders to relocate some that would have been affected by the protection work.
- Macraes Domain Drainage – Officers met onsite to discuss the storm water drain from the Pavilion that is affecting the domain. Macraes Community Incorporated will reinstate the storm water drain from the pavilion and Council will reinstate the drain between the carpark and northern side of the field.
- Dunback Tennis Pavilion – The New Zealand Motor Caravan Association are installing solar lights in the Dunback Tennis Pavilion which they lease.
- Palmerston Showgrounds – The A&P Association has requested \$1,250 to pay invoices associated with repairs to the damage that arose from the field-days. This is being discussed by the Waihemo Community Board.
- Moeraki Beach Reserve – Piles of dirt are being dumped at the Beach Reserve in Moeraki. Officers are making enquiries on where it has come from and why it is there.



- Streetscapes – Meetings with interested parties are scheduled for Hampden Hall (5pm on 27 March), Dunback Hall (7pm on 27 March) and Vanished World - Duntroon (6pm 16 March). Dates have yet to be arranged for Maheno and Herbert. Meetings will comprise of a discussion of the scope before providing concepts intended to generate discussion. A timeframe will be provided for community to come back to officers with ideas/ comments. These comments will be used to generate a final concept for approval.
- Kakanui shower - The shower has been reinstalled and Downer are cleaning the pad and the sump each time they service the toilet. (Currently twice weekly).
- The Learn to Ride area at the Harbour is progressing well with landscaping underway. We expect an opening to be held early April.
- Friendly Bay - Oamaru Lions have completed the installation of the timber path to the Moana deck as well as the installation of seating on the deck.
- Oamaru Public Gardens - Shade sail installed over paddling pools. We thank Streetscape Building and Te Pari products for their donations.
- Craig Fountain – Officers are currently finalising lighting design and power supply with Network Waitaki, methodology and timing with the stonemason and plumbing fixtures with the engineer. The timeline will be finalised once we can bring these pieces together and interested parties approached for support with lighting cost. Council approved \$75,000 from the PT Mulligan fund with fundraising for the lights component with support of Rotary. As two pieces need to be replicated from marble imported from Italy work is unlikely to be able to be completed until May.
- RSA Garden of Memories - Work to repair the leaning walls has been completed. The gardens will be replanted in the next two weeks.
- Glen Eden and Glen Warren – As our previous grazer has surrendered their lease we are currently advertising for expressions of interest for grazing this land. We have sheep from Silver Fern farms grazing this area in the interim.
- Tennis Lease – One submission was made to Council's intention to lease the grass tennis courts and pavilion to the North Otago Tennis Club. The submitter does not wish to be heard and the submission relates to the hard surfacing of some courts. Officers will arrange for the submission to be considered by Council prior to issuing a lease.
- Hampden Camp lease – No submissions were made on Council's intention to lease the camp. Officers are working through the lease details with the lessee.

### 3.6 Toilets

- Hampden Hall New Toilets – Painting of the toilets is expected to be completed in February/ early March. We are waiting to hear back from Trevor Norton on developing some form of garden.
- All Day Bay – These toilets are normally emptied twice a year but have had to be emptied monthly over the summer period as camping numbers at this location have increased compared to previous years.
- Palmerston Toilets – The all abilities toilet in Palmerston has been targeted for the second time as venue for a limited edition display of 'Sticker art'. Other vandalism at Palmerston has included, rolls of toilet paper stolen, clothing blockages and a fire in the all abilities unit.



**Vandalism at Palmerston Toilets**

### 3.7 Cemeteries

- Oamaru – We have received plans from Rosanne Sheridan for the improvements she would like to see made to the children's area. We will arrange a time for Councillors to meet on site to hear her plans.
- Headstones – Officers will be progressively checking headstone stability. Any that are considered high risk will be laid down and attempts will be made to contact families to inform them. Headstones are owned and maintained by the families of the deceased.

### 3.8 CRM Comment

Parks CRM completion rate for 2016/17 is respond 85% and resolve 61%. These CRM's are mostly work been generated by officer inspections and entered into CRM's to ensure that these tasks are on Downers radar. Officers are meeting weekly to go over the CRM list and the trend is positive.

## 4. Waitaki District Libraries and Archives

### 4.1 Displays

Macleon Barker created a range of eye-catching displays for the holiday season that included:

- A selection of the Library's latest non-fiction titles.
- Vibrant new large print reading.
- Maps: History of cartography, travel stories and crafting with maps.
- February's display was an informative one with details of the Library's forthcoming refit and temporary closure. Patrons were advised to make use of the extended issuing period and ensure that they had sufficient reading and watching material to cover their needs until the Library reopened.

### 4.2 Reference and Digital Services

#### RFID Implementation and Library Reconfiguration Project

Staff worked hard and long hours to ensure the 21 page pre-installation checklist and software required for RFID installation, was completed within the allocated timeline.

#### **Twitter**

We received 6 new followers which puts our total follower count at 713.

#### **Facebook**

Our Facebook page received 8 new likes making our total number of likes 629.

Some of our most popular posts were:

- Toddler time is back on February 22
- Wriggle and Rhyme February 8
- Outdoor libraries
- The Oamaru library will temporarily close

### 4.3 Youth Report

Toddler Time: Fiona was pleased to welcome some new families as well as children, caregivers and families who come along regularly. Sessions this month have included stories about reading, as well as colours and counting.

Wriggle & Rhyme: Wriggle & Rhyme welcomed a number of new and old families. Kerrie Gamble and Samantha Gibbons managed the programme on February 10 when Fiona was away on leave: Sam, previously from Auckland, is trained to conduct this programme and provided great support.

School Holidays: The library has been busy with young people and their families in choosing books, making use of the Wi-Fi, colouring-in, puzzle making, block building and relaxing together.

In terms of formal school holiday activities, Fiona and Kerrie ran two sessions of penguin related activities. The children could make their own card penguin and origami penguin as well as complete mazes and colouring-in.

Fiona hosted Tom from Oamaru Robotics with a keen group of three boys. These sessions always generate a lot of interest from others. Tom also shows children taking part in these activities books about computer coding available in the children's non-fiction collection.

A major activity for the school holidays this year has been the Summer Reading programme with the theme of 'The penguins take over'. Children found 'penguins' hidden in the children's area of the library with a number of spot prizes handed out. This year, Fiona was very pleased to receive 45 cards back from children who took part in Oamaru and Palmerston. Although, cards were sent to the other branches, no children took part there. This year the main prizes were \$10 vouchers from Paper Plus and thanks to the Waitaki Aquatic Centre, Oamaru Blue Penguin Colony, Gordon Handy Farm Machinery: Oamaru, and Warehouse Stationery, Fiona was able to present a prize to every child who returned their summer reading card.

#### 4.4 Branches

Several visits were made by staff to the branches and RFID tagging of material were done after a long overdue deselection of dated and under-utilised material was conducted.

Palmerston: On February 14, Fiona visited the Palmerston branch and presented stories about animals to the Palmerston Preschool and Nursery. A number of the children are turning five soon, so Fiona enjoyed the opportunity to see these children before they start school.

Omarama: The Omarama team is going from strength to strength, with the team initiating an evening opening on Tuesdays from 7 to 8 pm. The automation that was implemented is working well, so plans are afoot to expand that to other branches.

#### 4.5 Statistics

##### Visitors per annum

Measure	Year to January 2017	Year to January 2016
Door Count Hampden	545	498
Door Count Kurow	1714	2157
Door Count Oamaru	81885	86471
Door Count Omarama	277	0
Door Count Otematata	488	562
Door Count Palmerston	2746	2313
<b>Door Count totals 2015-16 &amp; 2016-17</b>	<b>87655</b>	<b>92001</b>

##### Items borrowed (issues) per capita

Measure	Year to January 2017	Year to January 2016
Issues Hampden	1224	1145
Issues Kurow	2758	3113
Issues Oamaru	96181	99178
Issues Omarama	354	18
Issues Otematata	1046	1248
Issues Palmerston	4477	4145
E-Books	807	531
SelfCheck	15857	15852
<b>Total Issues</b>	<b>122704</b>	<b>125230</b>
<b>Issues per capita</b>	<b>5.89</b>	<b>6.01</b>
Telephone renewals OAM	828	782
Registered borrowers	96533	95987
New members	549	507

##### Additional statistical reporting

Measure	Year to January 2017	Year to January 2016
Total Events held in Waitaki District	127	121
Total Number of people attending events in Waitaki District	2776	4139
Enquiries - Oamaru	3716	3970
Enquiries - Other Branches	245	218
<b>Total Enquiries</b>	<b>3961</b>	<b>4188</b>
Reserves - Oamaru	986	857
Reserves - Other Branches	82	32
<b>Total Reserves</b>	<b>1068</b>	<b>889</b>
Interloan items borrowed from other libraries	58	104
Interloan items supplied to other libraries	22	40
Volunteer hours	1429	1518

## Web Statistics

Website - Open Public Access Catalogue (OPAC)	Year to January 2017	Year to January 2016
New Visitor - (number of new visitors to site)	3791	3359
% New Visitor - (number of new visitors to site)	36%	35%
Total Users - (that have visited at least once)	5424	5149
Total Pageviews - (number of pages viewed)	39806	39848
<b>Total Sessions</b> - (number of sessions users are engaged in)	<b>9451</b>	<b>9073</b>

## Aotearoa People's Network Kaharoa (APNK) Statistics

Measure	Year to January 2017	Year to January 2016
Total - Computer User Sessions	9847	1349
Total Wi-Fi - Unique user/device (Connected to)	16590	2288

## Ancestry Statistics

Measure	Year to January 2017	Year to January 2016
Citation Image Searches	1295	593
Text Searches	3700	1671

## General

The Information Services Leadership Team (now the Business Development Leadership Team) approved a proposal to join a national consortium, managed by Catalyst (a development company specialising in Open Source platforms). Koha (Our Open Source Library Management System) will now be hosted on a cloud based platform resulting in financial, access, collaborative and IS staff efficiencies. We will also be able to incorporating Waitaki Valley School as part of Koha.

The planning for the implementation of RFID and the reconfiguration of the library is on target, with testing of RFID equipment, the Koha upgrade, sourcing and ordering of furniture, arranging for recovering of serviceable furniture, finalising the layout, and the extended loan of material. Support from the Information Services team, Property, Marketing and the volunteers will result in a great outcome. Library staff have stepped up, some working extra hours and has had to reprioritise routines to focus on explaining the changes to the customers.

## 5. Community Safety and Development

### 5.1 Safer Waitaki Project

2017 is shaping up to be the busiest yet for the Safer Waitaki Coalition. There has been an increase in membership across all groups and enquiries about how the project works continue to come from outside the region.

The Governance Group now has a full complement of Governors with the addition of Councillor Bill Kingan and Prevention Manager. They reviewed the Results Based Accountability Reporting framework on the 23 February. Official Information requests have been logged for data across key activity areas including drink driving convictions, alcohol – related harm, volunteerism, employment rate, work related injuries, alcohol related injury, and family violence. These statistics are provided by NZTA, NZ Police, Ministry Justice, ACC and the Ministry of Education. Tertiary data will inform the activities of the project as we move forward into the 2017/18 year. Below is the current report card. This will be updated with the new data when it is provided.





## Summary RBA Report Card

**Outcome:** All people in Waitaki are healthy and safe

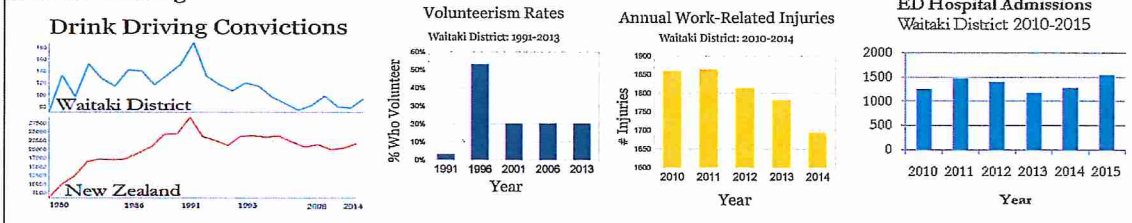
**Population Overview:** Among the 20,826 residents in Waitaki District, there is a strong representation of elderly (22%) and rural (48%), as well as a growing multicultural (15%) population. While 71% of the labour force is in full-time employment, the median income is only \$25,300 per year. The sale price of houses is rising and it can be difficult to find a rental property in Oamaru. The geographic density of residents is one of the lowest in the country.

**Partners Who Can Help Us:** ACC, NZ Police, Waitaki District Council, Waitaki Road Safety, Waitaki Safer Communities Trust, Aoraki Polytechnic, Ministry of Education, NZTA, St. John's, Southern DHB, PHO, Waitaki District Health Services, Corrections, Ministry of Justice, Stats NZ, Venture Waitaki Inc, every local community group & organisation, local employers & District schools

### Data Development Agenda

1. Annual # people who receive prescription drugs for anti-depression/anxiety
2. Local organisations: member numbers & volunteer hours
3. Recidivism Rate for drink driving offenders

### How are we doing?



### Story Behind the Baseline

Prior to the establishment of Safer Waitaki in 2013, there were a lot of local providers promoting Community Safety, but there was no mechanism to support collaboration and sharing of information, data, training opportunities and resources. Then, in 2013, *Safer Waitaki* was established as a whole of community approach to community safety & development. The community initiative is evidence based and focused on community priorities.

### Collective Impact

Safer Waitaki has collected district data from participating organisations and community to identify key areas of need and prioritise community-led projects. For example, Waitaki Youth Line was established in response to data gathered from the Waitaki Youth Survey, the demand on Youth Line call centre from this district, and feedback from the mental health sector. The working group model addresses specific priority areas and enables organisations working in those fields to collaborate and share best practice. For example, Industry Link has organised a series of workplace safety workshops and facilitate shared opportunities for practical, local training. Due to the collective, action-based approach of the Safer Waitaki Coalition, our advocacy has been more effective in retention and augmentation of local services. Overall, participating agencies have found the framework beneficial.

The Results Based Accountability: Annual Report Card Strategy is attached for your information

### Family Violence Awareness

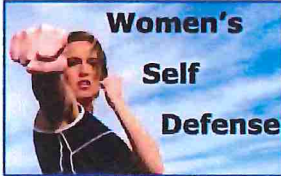
Planning has been undertaken to enable a week of activities beginning the 21 March. These are aimed at schools, workplaces and community. This work has been made possible with support from Its Not OK Campaign and outcomes will be included in my next activity report.

**Self Defense for Women:** Sandra Tonkin of the Waitaki Multicultural Council in partnership with Safer Waitaki Family Violence Network, coordinated a very successful day on the 25 February. Seventeen women of all ages and ethnicities attended.

**A Safer Waitaki Provider Family Violence Network**, has been established in response to an identified need for a forum where providers can come together to; network, share resources, professional development opportunities and work collectively to identify gaps and opportunities to better support people living with, or affected by, family violence in our community. To date this group has met twice 18 October and 23 February.

**WOMEN'S SELF DEFENCE COURSE**

Taught by an accredited member of  
Women's Self Defence Network Wāhine Toa



**Women's Self Defense**

Are you culturally and/or geographically isolated?

Do you ever feel unsafe?

Would you like to learn basic self-defence?

We can offer you a free course in Self Defence where you will learn some key skills to keep yourself safe. This is for you no matter what your fitness or physical abilities.

**Date: 25th February 2017**

**Time: 10am-5pm**

**Venue advised on Registration**

**Cost: FREE Course**

Lunch and Refreshments provided.  
Any special dietary requirements please advise.  
Please let us know if transport is required.

To register call, text or email before 22<sup>nd</sup> February 2017

Sandra Tonkin email: [swtonkin@xtra.co.nz](mailto:swtonkin@xtra.co.nz) phone or text 027 7789753  
Helen Algar email: [hualgar@waitaki.govt.nz](mailto:hualgar@waitaki.govt.nz) phone or text 021 307747

Organised by: Waitaki Multicultural Council  
Safer Waitaki

**Older People**, a meeting for older people to explore the potential of a Safer Waitaki working group in this area is scheduled for the 27 March. The outcome will form part of my next report.

**Drug and Alcohol Coalition** met on the 21 February. This group is chaired by Public Health South and has excellent support from all four High Schools in the District. Students are well represented and we were delighted to welcome East Otago High School to the meeting. Priority areas for action in 2017 are:

- Linking activities with Health Promoting Schools
- Building on the culture of collaboration that has been established
- Supporting Youth led activities i.e. alcohol free events/role modelling

- Working with the NZ Drug Foundation – to raise awareness of the impact of Methamphetamine
- Promote one for one campaign
- The relationship between alcohol and sport
- Professional development workshops

**Mental Health and Addictions Network** met on the 8 February. Membership of this group is rapidly increasing with representation from over 30 organisations attending each meeting. This includes local and regional organisations working in the area of mental health. There is also representation from families and service users. This collective is proving very effective in identifying gaps and advocating for additional service where appropriate. I believe this is one of the reasons for the high level of participation. The number of organisations involved also provides an excellent opportunity for networking. A priority for the group currently is the development of an online directory of Waitaki Mental Health and Addiction services which will assist both providers and service users.

## 5.2 Community Liaison:

**In addition to the above the officer also participated in:**

- A two day Strategic Planning Session with Waitaki Multicultural Council on 18 and 19 of February.
- Civil Defense Welfare Meeting 24 February
- Facilitated DCC Survivor 2020 Safer Journeys Meeting 7 February
- Fale Pasifika
- Met with Bryan Cadogan Clutha District Mayor regarding Safer Waitaki Model
- Met with Health Promotion Agency Stuart Dodd and Public health South 21 February
- Safer Waitaki Management and Governance Meetings
- Waitaki Road Safe Cycle Skills day for children aged 4 – 12 years, 18 February which was attended by 53 children.

## 6. Financial Report for Period

Please find attached the Community Services Group Period 6 financial report with variance comments from Unit Managers.



Thunes Cloete

**Community Services Group Manager**

### Attachments:

Results Based Accountability: Annual Report Card  
Community Services Group Period 6 Financial Report  
CRM report



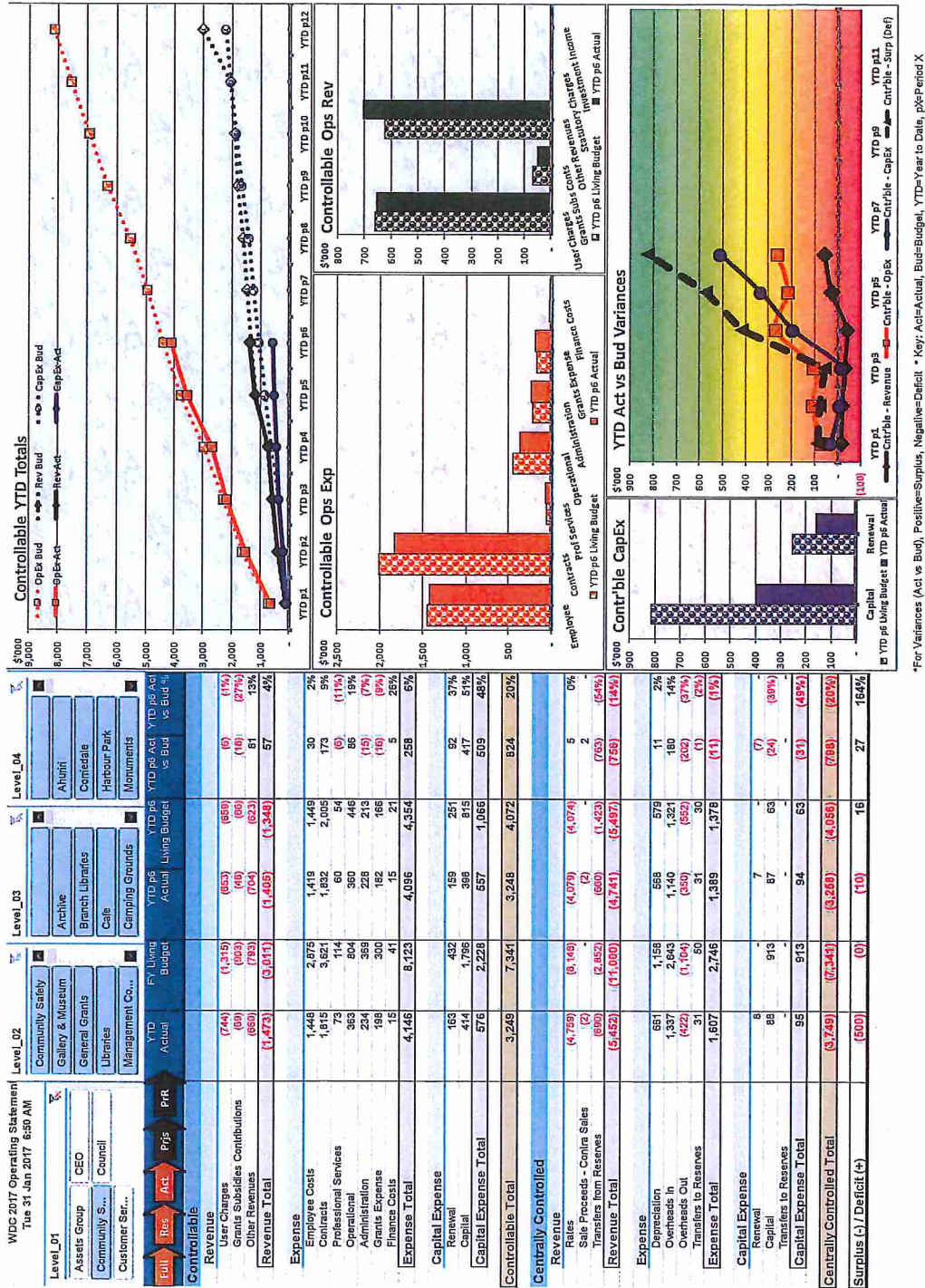
## Results Based Accountability: Annual Report Card Strategy

	Headline Outcomes by Working Group			
Safer Waitaki Overall	All people in Waitaki are healthy and safe			
Family Whānau	All families in Waitaki are thriving			
Mental Health & Addiction	All vulnerable people in Waitaki are supported by appropriate services			
Drug & Alcohol	All people in Waitaki are safe from alcohol and drug related harm			
Industry Link	All people in Waitaki are safe at work			
Older People	All older people in Waitaki are valued and safe			
Family Violence Prevention	All families in Waitaki are safe and free of violence			
	Headline Indicators by Strategic Outcome			
RBA Report Card by Working Group	1: Reduction of harm from alcohol, drugs & violence	2: Increase social engagement of over 65s and under 25s	3: Environmental change that makes the safe way the easy way	Additional Headline Indicator
Safer Waitaki Coalition Overall	Annual # drink driving convictions	% Population that volunteers	Annual # work-related ACC injury claims	Annual # ED admissions
Family Whānau	Annual # family violence callouts	% Youth that volunteers	Annual # ED admissions	Annual # Year 8 students with chronic lateness
Mental Health & Addiction	Total # support services available within Waitaki District	Annual # calls received by Waitaki Youth Line	Annual # referrals to mental health & addiction support services	Average waiting time for referrals
Drug & Alcohol	Annual # drink driving convictions	Annual # alcohol-free events in Waitaki District	Annual # crashes involving alcohol	Annual # family violence callouts with alcohol consumed prior
Industry Link	Annual # days lost productivity due to alcohol-related injury	Census employment rate for under 25 and over 65	Annual # work-related ACC injury claims	
Older People	Annual # drink driving convictions among over 65	Annual # participants in Safe with Age driving course	Annual # participants in Aged Concern's Gentle Exercise class	Annual # reported elder abuse/neglect to Aged Concern
Family Violence Prevention	Annual # and % Year 12 students attending Love Me Not	Annual # reported elder abuse/neglect to Aged Concern	Annual # businesses, individuals & white ribbon riders who advocate family violence is not ok	Annual # participants in family violence awareness education workshops



## Appendix (b) – Variance Reports and Commentaries (continued)

## Community Services

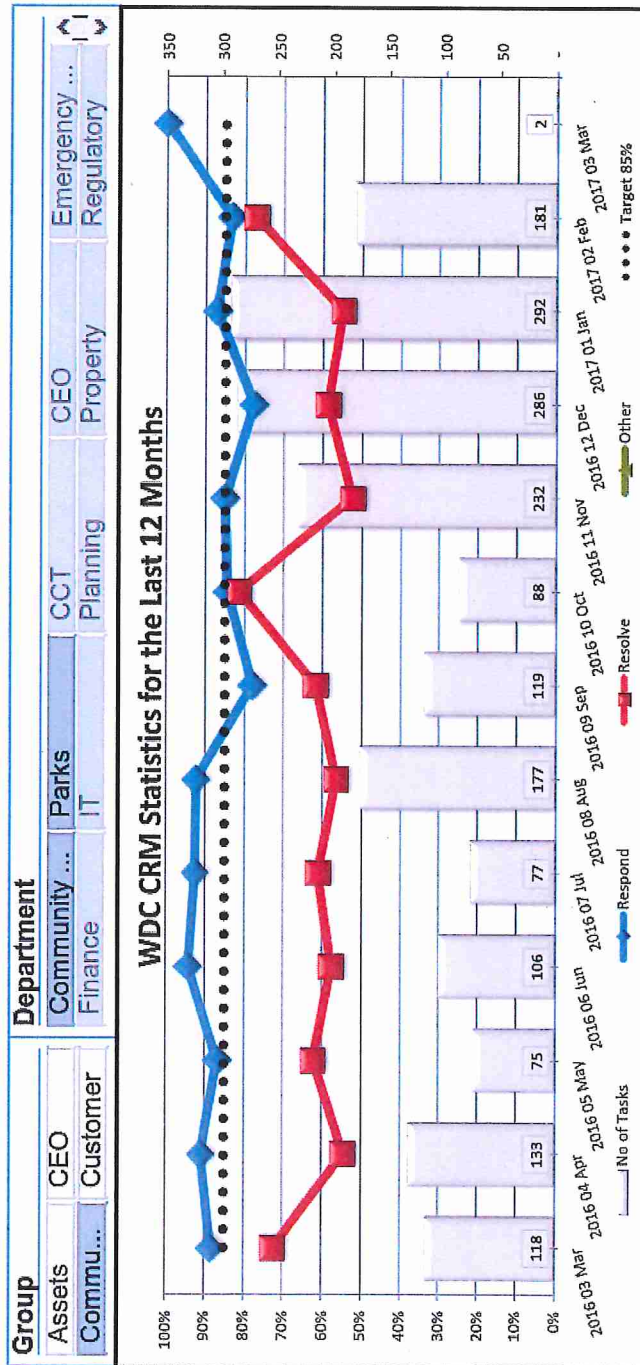




## Appendix (b) – Variance Reports and Commentaries (continued)

### Community Services - commentary

Community Services Group	this year		budget		variance		Manager/Activity(s) Overview:	Solutions/Actions Overview:
	YTD	YTD	YTD	YTD	YTD	YTD		
	3,126	3,125	4,072	948	23%		Parks: \$355,000 is project related and a small amount is attributed to finalising the Whitestone contract. The Opera House have a few local, NZ, international and school shows coming up to the end of the financial year. The Aquatic Centre shows a 10% positive variance due to employee savings during the close down and a \$21,000 Capital underspend in this period. The Rest of the variance is related to timing of projects, expenditure and revenue.	Monitoring the activities. Employing a Projects Manager for Parks will minimise the project back log.
Community_GM	291	313	287	(26)	(8%)		Timing of grants, will even out over year.	No action required
Aquatic_Centre	235	329	368	39	10%		Revenue 4K under budget as Aquatic centre closed one month and Budget evenly distributed over year. Expenses 21K under budget due to employee savings during closedown. Capital expense 22K under budget.	No Action
Community_Safety	48	39	68	30	43%		Reduced expenses due to timing of projects.	No action required.
Gallery_Museum	479	367	447	81	16%		Reduced income due to focus upon revenue raising through grants being focus of Cultural Facility Development Project (CFDP) and focus of output also related to CFDP rather than revenue at this time.	No action required.
Library	405	478	507	29	6%		We have started paying for the RFID equipment	Continue to monitor
Oamaru_Opera_House	162	154	177	23	13%		The Opera House has had a quiet start to the financial year with no touring productions over the first two months. Room bookings have been on a par with previous years and the winter months are generally quieter. Influenza outbreak has increased demands on staffing.	Leading into the end of the year OOH was busy with 3 local productions, 5 international shows, 2 NZ touring shows and a full heritage week programme, including school tours. Two full houses over Heritage weekend and one near full house on the following Tuesday for the Russian Ballet.
Parks_and_Recreation	1,506	1,445	2,218	773	35%		Camping - Revenue 20K up due season passes. Capital 26K down as Salors & Falstone discharge fields to be completed in Autumn 17. Cemetery - Capital 81K under budget as landscaping for Cemetery extension to be completed in Autumn. Forestry - Revenue 137K over budget as 'Milligans Block' harvested earlier than budget. Management Parks - Revenue 51K behind budget as reserve transfers for film set demolition not needed. Expenses 22K behind budget due to valuation and toilet strategy phasing - completion in Autumn. Public Gardens - Revenue 7K up with increase in Depot Lease. Expenses 72K lower due to December contract claim payment delay. Capital Expenses 15K less due to deferral of work. Parks - Contractors 85K behind budget due delayed December claim. Capital 48K underspent - to discuss work with new community boards and work delayed on Waiheke walkways. Toilets - Expenses 51K behind budget due delayed December claim. Capital 114K under budget due to phasing Sportsfields - Revenue 10K down as sponsorship not being invoiced. Capital 115K behind budget. Work on Mill Domain scheduled after Cricket season. King	Camping - Monitor Cemetery - Monitor revenue. Rephase Capital. Forestry - No Action. Management Parks - No Action. Public Gardens - No Action. Parks - Rephase capital. Toilets - Rephase capital. Sportsfields - Invoice sponsorship in April. Rephase Capital.



# Community Service Committee Report

From Recreation Manager

Date 15 March 2017

## North Otago Hockey Turf Funding

### Recommendations

The Community Services Committee recommends Council:

1. Direct staff to include \$36,000 in the 2017/18 draft budgets for the North Otago Recreational Turf Trust (NORTT) playing surface replacement project.
2. Notes approval of any contribution to this NORTT project will occur at the 21 June 2017 Council Meeting at which the Annual Plan 2017/18 is adopted.
3. Direct staff to write a letter of support for NORTT application to lotteries for replacement of the playing surface stating that Council is proposing a \$36,000 financial contribution in its Annual Plan consultation.

### Objective of the Decision

To provide a playing surface and venue suitable for Hockey use in North Otago.

### Summary of Decision Making Criteria

	No/Moderate/Key		No/Moderate/Key
Policy/Plan	No	Environmental Considerations	No
Legal	No	Cultural Considerations	No
Significance	No	Social Considerations	Moderate
Financial Criteria	Key	Economic Considerations	No
Community Views	Moderate	Community Board Views	No
Consultation	No	Publicity and Communication	Moderate

### Background

NORTT built a water based Hockey Turf at Centennial Park in 1999 to replace the 3-5 grass fields that were provided by Council on Awamoa Park. While built primarily for use by North Otago Hockey the Trust have made the facility available for others, however few take up this opportunity. Construction of this facility was encouraged by Council and partially funded by Council loan of \$75,000 which has subsequently been repaid.

In 2013, NORTT approached Council for permission to construct a Pavilion alongside the Hockey Turf. Council approved this request and new lease was signed. During the construction period, Council approved \$20,000 from RMA towards the construction of the pavilion and a \$4,000 annual grant towards maintenance.

NORTT have managed to maintain and prolong the original Hockey turf for 17 years and it requires replacement. NORTT have managed to acquire funding from a number of source and intend to apply for funding from the lotteries commission but in order to do so require support from Council and continue to have a shortfall of \$36,000. The total project cost is \$461,000.

As the project is replacement of existing facilities and does not increase provision, it is officer's view that use of RMA reserves is inconsistent with the purpose for which contributions are required and a grant is more appropriate. It is therefore proposed that this is included into Council's Annual Plan for consultation and a letter stating this in support of NORTT lottery application be sent.

### Summary of Options Considered

**Option 1** – The Community Services Committee recommends Council:

1. Direct staff to include \$36,000 in the 2017/18 draft budgets for the North Otago Recreational Turf Trust (NORTT) playing surface replacement project.
2. Notes approval of any contribution to this NORTT project will occur at the 21 June 2017 Council Meeting at which the Annual Plan 2017/18 is adopted.
3. Direct staff to write a letter of support for NORTT application to lotteries for replacement of the playing surface stating that Council is proposing a \$36,000 financial contribution in its Annual Plan consultation.

**Option 2** – The Community Services Committee recommends Council:

1. Decline to contribute funds towards the North Otago Recreational Turf Trust (NORTT) playing surface replacement project

**Option 3** – The Community Services Committee requests further information.

**Assessment of Preferred Option**

Option 1 is the preferred option as;

1. It supports recreation in the community.
2. NORTT have a history of providing for themselves.
3. Hockey in North Otago will suffer without an improved playing surface.

Erik van der Spek  
**Recreation Manager**



Thunes Cloete  
**Community Services Group Manager**

**Appendices**

Additional decision making considerations  
Letter from NORTT

## **Appendix One: Additional Decision Making Considerations**

The following matters have been considered in making the decisions.

### **Outcomes**

This project will contribute to the following community outcomes:

- Our Communities are safe places to live, work and play;
- Our green-spaces, sports fields, libraries and recreational facilities are well managed and encourage healthy, active lifestyles and learning
- We recognise, value and respect Waitaki as a great place to live, visit, work and play
- Our infrastructure services are reliable and affordable

### **Policy and Plan Considerations**

There are no policy or planning considerations

### **Significance**

The decision is considered to be of low significance and a level of engagement of 'Inform' is appropriate.

Consistency	Is consistent with support provided to community sporting facilities in the past.
Financial Consequences	Has low financial consequences for Council and community.
Community Impact	Lack of an appropriate playing surface will have a detrimental effect on our sporting community.
Controversy	Is unlikely to be controversial and community views are generally known.
Reversibility	Will not be reversible.
Uncertainty	There are no elements of uncertainty with this decision.
Strategic Asset	A strategic asset is not part of this decision.

### **Community Views**

No specific community views have been sought.

### **Financial Considerations**

The RMA fund is available for Parks and Recreation improvements that extends provisions and cater for increased users. As the project is replacement of existing facilities and does not increase provision, it is officer's view that use of RMA reserves is inconsistent with the purpose for which contributions are required and a grant is more appropriate.

### **Legal Considerations**

Use of the RMA reserves for this purpose could be challenged as replacement of existing facilities is inconsistent with the purpose for which the contributions were taken.

### **Environmental Considerations**

There are no environmental considerations.

**Appendix Two:****Request from NORTT**

Good afternoon Mandy,

Following my visit with Gary and phone call to you, the trust is asking WDC for financial assistance to complete the funding to replace the turf at centennial park. As you know this was originally built in 1999 with a life expectancy of 10 years. Through I believe good management and being well maintained we have achieved some 17 years.

In going forward we got advise and quotes from two companies to replace the surface and Polytan we believe has provided the best solution although being the dearest, for the long term goal of supplying a international playing facility for the Waitaki community.

We applied for grants late last year and got support from all except NZ lotteries as they felt it was only for hockey and not multi sport and also noted lack of support from local council.

We intend Appling again, due 8th March and now are able to show commitment from other funders and have letters of support by other sport clubs, as you can see from attached budget we are still \$36000.00 short and are asking If WDC can support us to cover this shortfall.

I have also attached a report done by Polytan showing the scope of work and giving a guarantee that if we're asphalt now it will give the shock pad a 30year life which given the history would be a minimum.

To meet 8th March deadline I understand that timeframe is too short for council but a letter indicating support at this stage would be great.

The trust has worked very hard over the past 17 years building up funds of \$75000 to put towards the recently built complex and also having \$155000 to put towards this project.

Look forward to a positive reply.

Regards  
Ray Simpson  
NORTT Chairman





21 October 2016

Ray Simpson  
Chairman  
North Otago Recreational Turf Trust  
PO Box 352  
Oamaru

Dear Ray,

**RE: NORTH OTAGO RECREATION TURF TRUST RESURFACING**

Thank you for the opportunity to meet and discuss the future upgrade of your existing hockey pitch at North Otago Hockey. Accordingly, please find herewith our detailed submission for your perusal.

In our submission document we will demonstrate that Polytan, as the exclusive Preferred Supplier for FIH, has the expertise, local track record and capability to deliver a world class facility.

Polytan are proud to be considered the leading supplier of hockey fields in Australasia and globally; producing over 4-million square metres of synthetic grass each year with a strong focus on innovation and product development that allows us to ensure long-term success for our hockey customers.

Hockey in Oamaru and the greater North Otago Region will benefit from the exclusive technical developments made possible through our in-house manufacturing. These advantages – coupled with the experience of Polytan in the highly competitive European market – have been implemented to directly increase longevity, maximise expected life and minimise the cost of future resurfacing.

All manufacturing is undertaken in our ISO9001:2000 certified manufacturing facility in Melbourne, to provide global quality with local experience, understanding & representation.

The high level of vertical integration that exists through Polytan and our European sister-companies allows us to drive the quality of the installed products early with the production of the required raw materials as well as the installation. Being the only New Zealand based company that manufacture, supply and install our own products (elastic layer shockpad materials, yarn, backings, adhesives) will give the North Otago Recreation Turf Trust and its stakeholders a level of comfort in their warranty that simply cannot be matched by others.

Polytan provides expertise to our clientele with design, engineering, construction, manufacture and installation of synthetic sports field facilities in New Zealand and the Asia-Pacific region and has proven history in the upgrade of existing facilities to first class wet fields making us ideally positioned to partner North Otago Recreation Turf Trust and its stakeholders in this project.

Polytan have designed, constructed, manufactured, installed and maintained International standard synthetic sports surfaces over the past two decades from regional hockey/multi-sport facilities right through to Olympic and Commonwealth Games, Champions Trophy and World Cups with the quality of products, workmanship and performance preferred at three of the last four Olympic Games.

Underpinning our exclusive Preferred Pitch Supplier with FIH is the confirmation that our recently released Poligras Platinum COOLplus system for Rio 2016 performed outstandingly and has been confirmed for the 2018 Commonwealth Games and 2020 Tokyo Olympics. We are pleased to offer this as part of our submission, giving the local hockey fraternity the opportunity to train and play on the exact surface that will be installed for these tournaments.



***Based in New Zealand***

We're local but our global experience and expertise is available right here which means you get the best of international best practice construction processes executed by local personnel.

What we do and why that's better:

- ✓ We manufacture and install our own globally recognised sports surface products;
- ✓ We have an enviable proven track record and experience with identical wet field conversion;
- ✓ We have all the relevant plant and equipment needed to carryout your project;
- ✓ We have specialist in-house engineers, project management and site supervision staff; and
- ✓ No third parties!

This experience has provided us two significant capabilities:

1. An understanding of the requirements associated with upgrading aged hockey facilities. Most notably when reconstruction work is required to meet FIH requirements and importantly client's expectations. This experience is a result of many years and hundreds of hockey pitch construction projects. This means that with Polytan you are assured of a team that has the correct experience when it comes to hockey pitch conversion and construction.
2. To constantly upgrade our manufacturing facility in the production of polyurethane sports coatings, adhesives, acrylic sports surface coatings and backings for our own synthetic grass products. Designing and manufacturing all our own hockey pitch components means that every part of our FIH certified hockey systems fit perfectly. We ensure that we use materials that are suitable for our environment.

The upgrade of the existing surface at North Otago Hockey is a highly desirable reference for our company as we focus on quality synthetic hockey surfacing systems delivered across New Zealand.

We will be pleased to discuss any aspect of this submission to ensure both parties have a clear understanding of the added value provided by Polytan.

Kind regards,

A handwritten signature in black ink, appearing to read "Cody Linton".

Cody Linton

General Manager

[cody.linton@polytan.co.nz](mailto:cody.linton@polytan.co.nz)





## Surface Upgrade

We have provided a separate document outlining the condition of the existing surface and substrate. As discussed, in this document, we strongly recommend installation of a new asphaltic concrete layer which will rectify all of the current issues with slow drainage, mud or fine material pumping up through the surface and moss and algae growth.

It is our opinion that completion of these works followed by our Poligras Platinum COOLplus on a 10mm elastic layer will provide a world class surface to the North Otago region.

Having said that, Polytan are able to provide solutions with our insitu elastic layer that will correct level deviations in the existing substrate. We would be pleased to discuss any of the options provided in further detail.

## Pricing

### 1. Remove existing surface

- ✓ Provide lead technician to site to provide guidance on removal of existing surface and shockpad to prevent damage to underlying substrate including flights, accommodation, rental car etc.
- ✓ North Otago Recreational Turf Trust and North Otago Hockey to provide all labour and machinery to undertake these works.

Price: \$3,300.00 + GST

### 2. Supervision of Asphalt Installation

- ✓ Establishment of Polytan Project Manager to site to supervise asphalt installation including all laser equipment, jobsite consumables etc.

Price: Free of Charge

### 3. Surfacing Option 1 – Supply and install sand dressed surface (99.6m x 59.2m)

- ✓ Supply and installation of 10mm insitu elastic layer over new asphalt layer;
- ✓ Supply and installation of Poligras Platinum COOLplus 11mm hockey surface (Rio2016 surface) in green or blue with alternate coloured surrounds including line marking for hockey and training dashes if required, full stick adhesion, glued seams;
- ✓ FIH testing and certification (complimentary).

Price: \$342,000.00 + GST

### 4. Surfacing Option 2 – Supply and install sand dressed surface (99.6m x 59.2m)

- ✓ Supply and installation of 15mm insitu elastic layer over existing chip seal layer and correct levels where required;
- ✓ Supply and installation of Poligras Platinum COOLplus 11mm hockey surface (Rio2016 surface) in green or blue with alternate coloured surrounds including line marking for hockey and training dashes if required, full stick adhesion, glued seams;
- ✓ FIH testing and certification (complimentary).

Price: \$371,200.00 + GST



### Clarifications

- Pricing excludes GST
- We require storage for 3 x 40 foot containers on site and access for a standard forklift
- Current lead time on shockpad materials to Oamaru is 8 weeks
- Current lead time on synthetic grass to Oamaru is 10 weeks
- Alternate surround colours include Rio Blue, Rio Green, Baby Blue, Rust/Terracotta, Bright Orange, Field Green, Olive Green

### Potential Cost Saving Initiatives

Polytan would be pleased to discuss the following cost saving initiatives that have been utilised on previous projects to make surfacing works more cost effective. All amounts will be deducted from final payment claim:

#### *Provision of Accommodation*

Provision of accommodation during resurfacing works as follows:

- One week for elastic layer installation crew (three technicians requiring single room each for six nights)
- Two weeks for synthetic grass installation crew (three technicians requiring single room each for 10 nights)
- Minimum 3-star accommodation required

**Potential Cost Saving: \$6,000.00 + GST**

#### *Provision of General Labour*

Provision of labour during resurfacing works is as follows:

- Two general labours to assist with elastic layer installation (two general labourers for seven days)
- Four general labourers to assist with synthetic grass installation (four general labourers for 11 days)
- Works to be seven days per week as weather allows
- Extended hours may be required to make up for wet days

**Potential Cost Saving: \$13,920.00 + GST**

#### *Provision of Forklift*

Provision of forklift during resurfacing works is as follows:

- Provision of forklift for entire project (18 days) with five metre mast suitable for lifting 1,250kg bulk bags and rolls of grass

**Potential Cost Saving: \$2,200.00 + GST**

#### *Provision of Generator*

Provision of generator during resurfacing works is as follows:

- Provision of 50 KVa generator for completion of elastic layer
- 2 x 32 Amp outlets required (or suitable distribution box)

**Potential Cost Saving: \$3,500.00 + GST**



20 October 2016

Ray Simpson  
Chairman  
North Otago Recreational Turf Trust  
PO Box 352  
Oamaru

Dear Ray,

**RE:      CONDITION ASSESSMENT OF EXISTING HOCKEY SURFACE – NORTH OTAGO  
         RECREATION TURF TRUST**

#### *Introduction*

This report has been prepared at the request of the North Otago Recreational Turf Trust.

Polytan representative Cody Linton inspected the North Otago Hockey facility in Oamaru on the 19<sup>th</sup> of October 2016 with North Otago Recreational Turf Trust Chairman, Ray Simpson and North Otago Hockey representative Shaun Cunningham.

This report details the findings of this inspection and provides recommendations on necessary rectification work to be undertaken during proposed resurfacing works.

The facility consists of consists of a single "wet-field" synthetic grass hockey pitch which was installed in approximately 2001. It has reached the end of its serviceable life and is due for replacement.

#### *Findings*

It is our understanding based on discussion with North Otago Recreational Turf Trust and North Otago Hockey representatives that the existing synthetic surface is due for replacement prior to commencement of the 2017 hockey season.

While there is no doubt this is required, Polytan were asked to attend site and discuss the possibility of rectification of some of the undulations in the underlying substrate using our paved insitu elastic layer shockpad.

While this is entirely possible through our sensor controlled paving equipment, it became evident upon further investigation that there were other issues relating to the substrate that needed to be addressed.

Removal of a section of the grass and roll out shockpad indicated that the surface had been installed over what looked to be a single coat chip seal with either a grade 4 or 5 roading chip.

In addition to this, the sealed surface was noticeably lower than the surrounding plastic drain.

While this method of construction was not uncommon at the time when this surface was constructed/installed, it was certainly not industry standard and was generally installed in lieu of a preferred asphaltic concrete substrate due to budget constraints.

Given the construction of wet fields was relatively new around that time it was not known what the long term repercussions were of not installing asphaltic concrete – something which is very much now the accepted construction method.

Subsequently, the majority of wet fields installed on a chip seal substrate are upgraded to asphalt during more recent resurfacing works.





Upon further discussion with North Otago Recreational Turf Trust and North Otago Hockey representatives it seems that a lot of the common issues we see with non-asphalted bases are present in this situation. These are as follows:

- Slow or poor drainage during heavy or constant rain;
- Pumping up of mud or fine material through the synthetic surface from the underlying substrate where the chip seal has broken down or is inconsistent in thickness;
- Minor settlement of underlying substrate due to penetration of water;
- Movement of roll out shock pad due to it not being adhered to the substrate.

This situation is exasperated by the fact that in some places the sealed surface is sitting 15-20mm below the perimeter edge drain (it is not known whether this may have been caused by settlement or was constructed like this to allow the shockpad and grass to finish flush with the drain). This issue in itself has led to moss and algae growth on the edge of the field and a constant wet feel underfoot.

#### **Recommendations**

It is our experience and strong recommendation that during resurfacing works, most facilities take the opportunity to install a 25mm (minimum) asphaltic concrete substrate and bring it into line with current industry standards.

While we can install an insitu elastic layer directly over the existing substrate to correct minor level imperfections (which are visible on the current surface), this will not improve the drainage or pumping up of fine material over time.

Insitu elastic layers will bond to a chip sealed surface to an extent resulting in no lateral movement or separation; however, correction of imperfect levels will dictate that an inconsistent thickness will be installed, adversely affecting the performance of the surface.

In summary, the following benefits can be expected if an asphaltic concrete substrate is installed directly over the existing chip seal:

1. Improved and faster drainage resulting in reduced saturation of the surface during heavy or constant rain;
2. Reduced susceptibility to moss and algae growth at the edge of the pitch and therefore reduced maintenance;
3. No pumping up of mud or fine material through the surface;
4. Guaranteed reuse of insitu elastic layer during future resurfacing and no risk of remedial works to substrate for 20 – 30 years (unless further settlement occurs);
5. Consistent 10mm depth of insitu elastic resulting in better performance and reduced resurfacing costs today;
6. Correction of existing levels and any settled areas today and reduced risk of further settlement over time.

Polytan have recently completed resurfacing works at Anderson Park in Central Otago who were faced with a similar situation. Their existing sand filled field was converted to a wet field and they took the above points on board when making the decision to install 25mm of asphaltic concrete over their existing chip seal.

#### **Indicative Pricing**

The existing substrate should have no issues handling construction machinery required to complete asphalt surfacing works based on our discussions on site.

On that basis, the surface will need to be swept following removal of the existing surface. There may be some pre-levelling work required by hand followed by placement of 25mm of asphalt concrete over the existing chip seal.



We do not have current asphalt rates in the North Otago region however based on a recently completed project in Rangiora we would anticipate these works would cost approximately \$110 - \$120,000 + GST.

It is important that high level of accuracy is achieved in these works to ensure a consistent 10mm insitu elastic layer is able to be installed.

While this initial outlay may seem excessive it should be weighed up against the current issues and the cost to fix these; all the while still not producing the best result for the facility.

It is our understanding that a budget of \$50,000 has been set aside for rectification works however, this will not address the issues relating to drainage, mud or fine material pumping through the surface, or moss and algae growth. Notwithstanding that, an insitu elastic layer would likely need to be installed at 12-15mm, adding considerable additional cost to resurfacing works.

#### **Conclusion**

While it would be possible to install a similar surface over the existing substrate we foresee similar issues occurring over time with drainage, mud or fine material pumping through, moss and algae growth and settlement.

It is our strong recommendation that the opportunity is taken to rectify all of these issues at this time and bring the facility into line with current industry standard.

By doing that, North Otago Recreational Turf Trust and North Otago Hockey will future proof the facility for generations to come.

We would be pleased to discuss any aspect of this condition report in further detail if required.

Kind regards,

A handwritten signature in blue ink, appearing to read "Cody Linton".

Cody Linton  
General Manager  
[cody.linton@polytan.co.nz](mailto:cody.linton@polytan.co.nz)

North Otago Recreation Turf Trust  
Budget for turf replacement

Polytan	\$341,000.00
Remedial work on ground	\$120,000.00
Whitestone Contracting	\$461,000.00

Proposed funds

NORTT Contribution	\$155,000.00
Otago Community Trust	\$95,000.00
NZ Lotteries	\$125,000.00
Lion Foundation	\$15,000.00
NZ Community Trust	\$15,000.00
Alexander McMillian Trust	\$20,000.00
WDC	\$36,000.00
	<u>\$461,000.00</u> ?

# Community Services Committee Report

**From** Recreation Manager

**Date** 15 March 2017

## Otematata Tennis Court Fence

### Recommendations

The Committee recommends that Council:

Declines to fund \$5,000 from the RMA Fund with the balance of funds required to come from the 'Ahuriri Recreation Reserves Fund'.

### Objective of the Decision

To determine funding for Otematata Tennis Court fence.

### Summary of Decision Making Criteria

	No/Moderate/Key		No/Moderate/Key
Policy/Plan	No	Environmental Considerations	No
Legal	Moderate	Cultural Considerations	No
Significance	No	Social Considerations	No
Financial Criteria	Key	Economic Considerations	No
Community Views	No	Community Board Views	Moderate
Consultation	No	Publicity and Communication	No

### Background

The tennis court fence at Otematata is in need of repair. Depreciation on the fence has not been set aside.

### Ahuriri Community Board meeting, 30 January 2017.

In a report to the Ahuriri Community Board, officers identified the following;

Maintenance options;

- \$1,000 to patch holes and fix gate catch
- \$15,000 to repair damaged posts and replace netting.
- \$21,500 for full fence replacement.

Funding options;

- Application to Meridian fund.
- ORAI (Otematata Ratepayers Association Incorporated) contributions.
- This year's minor Recreation Improvements fund (\$12,000)
- Council Ahuriri Recreation Reserves (\$25,637 as at 30 June 2016)

The Ahuriri Community Board made the following recommendation;

RESOLVED

ACB17/004

Mrs Munro/Mr Sullivan

"The Ahuriri Community Board approves:

1. A \$15,000 repair of Otematata Tennis Courts fence;
2. Ahuriri Community Board asks Council to fund \$5,000 from RMA Reserves Fund;
3. \$6,000 out of the Improvements Fund;
4. Balance to come out of the Ahuriri Recreation Reserve Fund."

CARRIED

**Council Meeting, 15 February 2017.**

Councilors resolved;

RESOLVED

WDC17/012

Crs Hopkins/Wheeler

"That the Ahuriri Community Board's request for \$5,000 from RMA Reserves fund to assist with repairs to the Otematata Tennis Courts fence, be referred to the next Community Services Committee for consideration."

CARRIED

**RMA Contributions**

Section 14.5 *Financial Contributions*, of the Waitaki District Plan notes that –

*'The rules in this section of the Plan enable the Council to impose a condition on a subdivision consent or land use consent for a development, for a financial contribution to ensure the subdivision or development is provided with services, areas and facilities for open space and recreation.'*

Section 14.5.4 *Financial Contributions for Open Space and Recreation – Subdivision*

**Purpose**

*A financial contribution may be included as a condition of a subdivision consent for the purposes of providing or upgrading land and/or facilities for open space and recreation, including streetscaping.*

As repairs to the fence is maintenance of existing facilities and does not upgrade existing or provide additional facilities, it is officers view that use of RMA reserves is inconsistent with the purpose for which contributions are required. As there are funds available in the 'Ahuriri Recreation Reserve Fund' and there is likely to be requests for additional facilities in the future where use of the RMA reserve is appropriate, officers recommend the 'Ahuriri Recreation Reserves Fund' be used.

**Summary of Options Considered**

**Option 1** – Declines to fund \$5,000 from the RMA Fund with the balance of funds required to come from the 'Ahuriri Recreation Reserves Fund'.

**Option 2** – Resolves to fund \$5,000 from RMA Reserves Fund.



Erik van der Spek  
**Recreation Manager**

Thunes Cloete  
**Community Services Group Manager**

**Attachments**

Additional decision making considerations



**Additional Decision Making Considerations**

The following matters have been considered in making the decisions.

**Community Board Views**

The Ahuriri Community Board wishes to see the Otematata Tennis Court fence repaired and has requested \$5,000 from the RMA fund.

**Financial Considerations**

The use of RMA funds for repairs of existing infrastructure is inconsistent with the purpose for which Council requires the contribution.

**Legal Considerations**

Use of RMA funds for this purpose could be challenged by contributors.