



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 26 April 2017

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 26 April 2017

**Council Headquarters, Council Chambers
3rd Floor, 20 Thames Street, Oamaru**

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

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Community Services Committee:

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Waitaki District Council

Community Services Committee

Minutes of Community Services Committee Meeting of the Waitaki District Council held in the Council Chamber, Council Headquarters, 20 Thames Street, Oamaru on Wednesday 15 March 2017 at 10.50am

Present Crs Perkins (Chair), Garvan, Holding, Hopkins, Kingan, Wollstein, Wheeler, Mayor Kircher

Apologies

In Attendance Cr Dawson
Cr Tavendale
Mr Ross (Chief Executive)
Dr Cloete (Community Services Group Manager)
Mr Jorgensen (Assets Group Manager)
Mr Hope (Chief Financial Officer)
Mr Roesler (Policy & Communications Manager)
Mrs Finnerty (Committee Secretary)

Declarations of Interest

There were no declarations of interest.

1. Confirmation of Meeting Minutes

RESOLVED
CSC17/005

Crs Kingan/Hopkins
"That the Community Services Committee confirm minutes of 1 February 2017 meeting, with amendment."

CARRIED

2. Community Services Group Activity Report Period Ending 26 February 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
CSC17/006

Cr Kingan/Mayor Kircher
"That the Community Services Committee receives the information."

CARRIED

3. North Otago Hockey Turf Funding

The purpose of this report is to request Council to assist with the provision of a playing surface and venue suitable for hockey use in North Otago.

RESOLVED
CSC17/007

Crs Garvan /Wollstein
"The 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."

CARRIED

4. Otematata Tennis Court Fence

The Committee were requested to consider options for funding for the Otematata Tennis Court fence.

RESOLVED
CSC17/008

Crs Hopkins/Dawson

"That the Committee recommends Council declines to fund \$5,000 from the RMA Fund with the balance of funds required to come from the 'Ahuriri Recreation Reserves Fund'."

CARRIED

There being no further business the Chairman declared the meeting closed at 11.24am

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

Chairman

Community Services Committee

Memorandum

From Community Services Group Manager

Date 26 April 2017

Community Services Group Activity Report – Period Ending 9 April 2017

Recommendation

The Community Services Committee receives the information.

Summary and Purpose

The purpose of this memorandum is, for the period ending 9 April 2017 (26 February to 9 April), 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. Oamaru Opera House

1.1 Venue Usage

<u>Year to Date Comparative Statistics</u>	2016/17		2015/16	
Venue Hire Statistics	Bookings	Pax	Bookings	Pax
Not for Profit/Free of Charge	52		67	
Commercial (Incl Sponsorship JV)	116		101	
Community (Incl WDC)	93		55	
Total	294	14,033	265	11,278

11 % 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.

Venue Hire

Full venue capacity reached on 5 individual business days (excluding below conferences)

New World South Island Conference
67 delegates over 1 day event

Foodstuffs NZ: "Just wanted to flick a note to say thank you for your help with this week's meeting. Our New World owners really enjoyed the venue and the hospitality".

Asia Pacific Geoscience Technology Conference presented by American Association of Petroleum Geologists (AAPG)
First pitch made in March 2016 – OOH won the bid inhouse and have been working on the project solidly for 11 months with multiple parties.
80 delegates over 4 day Event. The majority of these delegates were international and Mayor Gary Kircher spoke at the official welcome.

AAPG Management: "I am writing to thank you for your great effort to make sure that our Geosciences Technology Workshops (GTWs) was all covered for the planning stage. I have said it before and I will say it again. Dealing with Sarah as a representative of the venue was

really pleasant. I wish all my venue dealings could be like this. It was very nice to meet Sarah, Bev, and Gregg, who sorted us out on stage! It was a really unique experience doing our workshop onstage; I will always remember that. You have such a charming little town. Adrian and I will always think of it fondly”.

University of Canterbury Management: “I just wanted to say that our recent conference at the Opera House (AAPG GTW) was a huge success. The venue was terrific, the technical support was great, catering was just right and the whole thing went very, very smoothly. I know all of the delegates enjoyed themselves tremendously”.

1.2 Marketing/Audience Development Activity

The term Audience Development describes activity which is undertaken specifically to meet the needs of existing and potential audiences and to help arts organisations to develop on-going relationships with audiences. Audience development focuses on finding audiences outside the mainstream i.e. new audiences and communities. Audience development focuses on the long term and places the audience at the heart of everything we do, creating positive theatre experiences.

We have begun developing our Audience Development Framework with the support of The Performing Arts Network of NZ (PANNZ). PANNZ have, in the last week provided the Opera House with a “toolkit” comprising a suite of new audience development resources to build our framework and inform our planning.

The Arts Ambassador programme had its first meeting for 2017 on Wednesday 5 April. We'll be focussed on planning for the year, getting ambassadors more involved with shows backstage and getting the word out about Anzac Eve on 24 April.

1.3 Online Activity

Mailchimp: The monthly e-newsletter is tracking steadily. These go out to approximately 2,350 subscribers. An average of 28.9% open and engage with the newsletter. The average industry open rate is 14.1%.

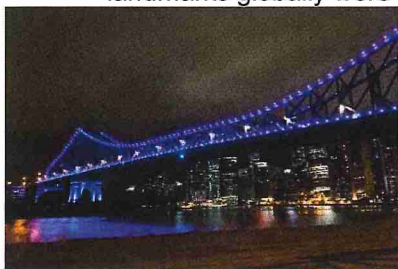
Facebook: Average post reach, across 32 posts for the period is 531.5, which is a bit down compared to the previous reporting period. Average engagement, however, is up with clicks/likes/shares at 30.4.

Page likes increased from 1,393 likes to 1,402.

Website Analytics: In the reporting period the website was visited 1,046 times. Of these visits, 62.3% (652) are new visitors and 37.7% (47) are returning visitors. On average, visitors view 2.55 pages in sessions of just over one and a half minutes.

The website continues to be primarily used as a 'What's On' guide. There has been a substantial increase toward our venue hire page (121 sessions), likely in response to our advertising campaign. Most visitors are coming from Organic Searches (64%), which means these are visitors actively searching for our website, rather than being referred to us 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.

Community: March tickets to events provided for fundraising towards Oamaru Multisport Club, Maheno School and Palmerston Playcentre.
20/3/17 – 26/3/17 – Opera House lights up purple in support for World Epilepsy – significant landmarks globally were lit up for this cause.



Brisbane's Story Bridge



The Kelpies, Scotland



Oamaru Opera House

Show attendance

Whitestone Contracting Auditorium

2/3/17 – The Angels, Midnight Oil & The Divinyls Tribute Show: 132

This show attracted new audiences and while the numbers were low, attendees all had an excellent evening dancing and singing.

12/3/17 – Grumpy Old Women: Game of Crones: 75

Nationally this show had very poor attendances. The content was out of context for the demographic attending Geraldine Brophy shows – predominantly female 50+. If they had not viewed the TV series Game of Thrones then it would not draw them to the show.

24/3/17 – Sue Nicholson: Answers from the Other Side: 180

The audience were all based in the stalls and it was a successful evening and the promoter is returning in June for a second show.

Inkbox Theatre

22/3/17 – The Nukes: 51

Upcoming Shows

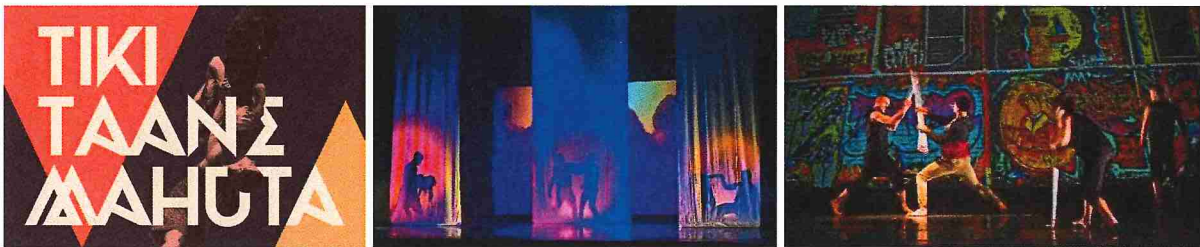
The Opera House is hosting two significant New Zealand productions where full support in promoting these shows would be appreciated. The fact that they are coming to Oamaru is significant – we are the envy of NZ venues as we have the production of Anzac Eve being performed here on Anzac Eve! The second production is Tiki Taane Mahuta – this is a massive collaboration of NZ's top producers for dance, aerial theatre and renowned musician Tike Taane.....and they are coming to Oamaru!!

Anzac Eve – 24 April 2017, 7.30pm – Duration 1 hour – Inkbox Theatre

Suited to adults and youth 13 years+ - with elements of humour, romance combined with history and politics, this work highlights historical events in a relatable way – particularly relevant for youth that attend the Anzac services.

Tiki Taane Mahuta – 14 June, 7pm

This production depicts two generations of New Zealand families and tragedy, hope and redemption which connects them.



Repairs & Maintenance

Replacement Empire Room projector – this room has high usage and the new projector ensures that our equipment is up to date and compatible with the latest technology.

Updated sponsors signage has been installed in the Foyer for the Whitestone Contracting Auditorium.

2. Recreation

2.1 Aquatics

- Officers are investigating a peer review by private operator Community Leisure Management to determine any improvements that might be made to our operations.
- Taking into account 1 month closedown, this financial years numbers to date are 109,098 – up 4.7% on last year at the same time.
- Officers are in the process of finalising our 'Poolsafe' accreditation for another year. This is seen as the benchmark for aquatic facility safety.

2.2 Lakes Camping Grounds

- Protection work for Otematata Boat Harbour from the Otematata River has been completed. This was overseen by Environment Canterbury river protection engineers and incorporates additional rock armoring. Work to reinstate the boat ramp and clear the channel at the Boat Harbour were delayed while we obtained necessary consent from various parties. This will now occur in May.
- Sockeye Salmon have been seen spawning in many tributaries of the Waitaki Lakes including the Otematata River. These are landlocked Salmon that were thought to have died out in the 1980's that have recently made a comeback.
- Officers continue to work with interested parties to obtain consent for Sailors Cutting wastewater. This has taken a back seat to other projects while we recruit a Projects and Assets Officer and may be postponed while officers discuss the future of Council management of these campgrounds with Council and community next year, as the next financial year is the last year of Council's moratorium on leasing.
- Electrix has approached Council to remove trees that will threaten transmission lines at Parsons Rock. The power lines and pylons require 10m clearance on all sides through this site. They will remove and mulch any that threaten the lines and provide 1,000 replacement plants that will be more suitable. In the past, these trees have been topped but this has resulted in poor tree structure and higher costs. As these trees age they will present a risk to campers. The proposed work will reduce costs to both Electrix and Council. It will also provide a sustainable solution with more appropriate tree species. A reasonable amount of the trees will be left untouched. Indicative clearance lines are indicated in attachment 1.

2.3 Forestry

- Officers have been waiting for the necessary operator with a long reach boom to be in the vicinity to remove debris and plant the banks of 'Little Kuri' stream (south side of Hampden beach area). Unfortunately they have not been in the area so we will need to look at paying for establishment to get this work completed.
- We are planning to harvest the small forestry blocks in Hampden that could potentially damage Network Waitaki transmission lines in conjunction with the neighbour's forestry blocks.
- We are waiting to hear from our contractor regarding timing of harvesting the 'Sailors Cutting' block near Macraes. We have informed them we require this harvested before winter.

2.4 Parks

- We have established that in order to use 12 Ranfurly Street, Kurow, for residential purposes we will need to remove the Reserve status. We have made enquiries with Department of Conservation regarding this.
- Work has been completed on the erosion near the Kakanui River mouth. Officers will work with KRAIS to plant the bank and issue a license to occupy for KRAIS to maintain the old toilet block that is unused and dilapidated.
- Council has purchased the land known as 'Larnock Lane'. Officers intend to have a workshop with the Waihemo Community Board in April to discuss walking improvements.
- Meetings have been held with local communities (Dunback, Duntroon, Hampden, Maheno, and Herbert) over streetscape concepts. The initial concepts are available on the Council website under 'consultation'. Feedback is expected to be completed by 14 April. Comments will then be included where possible (subject to the various constraints) to generate a final concept for approval by Community Board and Council.
- The Learn to Ride area at the Harbour has been opened with lots of use and favorable feedback. Additional items including a climbing frame, picnic tables and bike racks are in the pipeline.
- Work to reinstate power to the Craig Fountain is planned to commence in May and it is hoped that work on the fountain itself will begin in late May. Timing is subject to delivery of marble to replicate the griffin heads and one of the stem pieces. This is the preferred approach by the stone mason and heritage advisors. Officers have written to Rotary requesting support for the lighting component of the proposed work.
- Officers are waiting to receive a report on the proposed BMX track site that would support a resource consent application. We have advertised Council's intentions in the 'link' and placed fliers in the letter boxes of houses adjacent to the proposed site. We have

prepared a draft MOU for the BMX club and they have indicated they are comfortable with this. We hope that work may be able to commence June/July.

2.5 Toilets

- Painting of the toilets in Hampden has been completed. Officers have directed Downer to spray off the garden areas in preparation for the agreed plantings. The art work on the Harbour Playground toilets is included on the project list the Projects and Assets Officer will be responsible for once appointed.
- Engineering design for the lintel of the Weston toilet have been received and these are being incorporated into the draftsman's design ready for tenders.
- Officers have applied to the 'Regional mid-sized facilities fund' to support;
 - A new Duntroon Toilet and improved parking near the Alps to Ocean Trail head.
 - A new Dunback Domain Toilet with pay shower facilities.
 - Some 'portaloo' style self-contained toilets that can be relocated around the district where demand/need arises to manage problems while a long term solution is assessed.

2.6 Cemeteries

- Councillors are invited to meet Rosanne Sheridan in the children's area of the Oamaru new Cemetery at 2pm on Monday 1 May where she would like to discuss her ideas for refurbishing this area.
- 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.

2.7 Sports

- Work to improve drainage on Mill Domain has begun. This should be completed in the next few weeks with the new grass established in time for next seasons cricket matches.
- The sporting community's views on a new recreation center have been obtained and Sport Otago is currently canvassing the views of the general community. Officers expect a draft report to be provided to Council in a workshop on 12 June.

2.8 CRM Comment

Parks CRM completion rate for 2016/17 is 73%. There was a problem with the CRM system missing quotes requested off the contractors list. These CRM's (internal) are not customer related.

3. Waitaki District Libraries

The Library reconfiguration and installation of the RFID equipment was completed on time due to hard work and careful project management. This had to be managed within Health and Safety parameters. All material had to be tagged (included Branches), moved to one half of the building, before half of the carpet was laid, the process was then repeated before all the shelves returned to the library and reconfigured in the new layout. Material was then placed back on the shelves, signage mounted, artwork reinstated, furniture and lampshades replaced. To date, library customers are finding the transition easier than we predicted. Feedback has been 99% positive and through observing users we are able to report that they are using the living rooms as they were intended: subject area arrangement with browser focus and lots of face out display of library items (books, DVD's, magazines, etc). All staff has been out on the floor supporting the public with the adjustment and guiding them with using the self-check kiosks.

The Consortium cloud hosting has worked extremely well and teething problems were addressed across technical teams. There are still some outstanding jobs, such as the Multi-purpose room, signage and final reconfiguration of the Library workroom. Morale is high and boosted by the accolades from the public.

Many thanks to the Information Services team, Property, Communications and the volunteers for all the support given to get this project completed on time.

- 3.1 Events:** Jean and Maclean facilitated a BookChat at the Oamaru Opera House due to the closure of the Library, which was attended by 8 members.

3.2 Reference and Digital Services

Collection Management: The living room placement was successful during the shift and Debbie is now working on completing the retrospective labelling required. From there she will be able to tweak the living rooms so that the collections continue to make sense to everyone who uses them.

Twitter

We received 2 new followers which puts our total follower count at 715.

Our most popular tweets were:

- Popular children's books
- Young adult reading
- Cross stitch patterns

Facebook

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

Some of our most popular posts were:

- Toddler Time announcements
- Wriggle and Rhyme
- Posts around the reconfiguration
- Poetry at the Forrester

Culture Waitaki

We continued with our blog contribution during March, while the Library was closed

Our social media links:

- **Twitter:** <https://twitter.com/WDLibraries>
- **Facebook:** <https://www.facebook.com/WaitakiDistrictLibraries>
- **Pinterest:** <https://www.pinterest.com/WaitakiLibrary/>
- **Current Reads on Culture Waitaki:** <http://www.culturewaitaki.org.nz/waitaki-district-libraries/blog/current-reads>

3.3 Youth Report – July

Toddler Time: Although the library was closed during March, Fiona continued to run her children's activities. The team at the North Otago Toy Library kindly agreed to host Fiona and Toddler Time in their upstairs space.

Wriggle & Rhyme: Wriggle & Rhyme continued as usual at the Oamaru Opera House.

Branches: On March 14, Fiona visited the Palmerston branch and presented stories about questions to the Palmerston Playcentre followed by a session for the Palmerston Preschool and Nursery.

Friendly Islands Playcentre: After a long absence due to the leaders visiting Tonga, the library was pleased to see the Friendly Islands Playcentre back on Tuesdays.

3.4 Statistics

Measure	Year to February 2017	Year to February 2016
Door Count Hampden	591	599
Door Count Kurow	1870	2588
Door Count Oamaru	92846	97160
Door Count Omarama (Omarama was not open 2016)	291	0
Door Count Otematata	500	647
Door Count Palmerston	2746	2767
Door Count totals 2015-16 & 2016-17	98844	103761

Items borrowed (issues) per capita

Measure	Year to February 2017	Year to February 2016
Issues Hampden	1367	1275
Issues Kurow	3168	3734
Issues Oamaru	110140	112036
Issues Omarama	381	18
Issues Otematata	1047	1447
Issues Palmerston	4936	4643
E-Books	904	601
SelfCheck	18181	17984
Total Issues	140124	141738
Issues per capita	6.73	6.81
Telephone renewals OAM	828	882
Registered borrowers	14,030	13,353
New members	549	591

Additional statistical reporting

Measure	Year to February 2017	Year to February 2016
Total Events held in Waitaki District	144	135
Total Number of people attending events in Waitaki District	3097	4467
Enquiries - Oamaru	4240	4580
Enquiries - Other Branches	289	218
Total Enquiries	4529	4798
Reserves - Oamaru	1101	972
Reserves - Other Branches	90	67
Total Reserves	1191	1039
Interloan items borrowed from other libraries	68	118
Interloan items supplied to other libraries	25	44
Volunteer hours	1639.25	1689.45

Web Statistics

Website - Open Public Access Catalogue (OPAC)	Year to February 2017	Year to February 2016
New Visitor - (number of new visitors to site)	4063	3772
% New Visitor - (number of new visitors to site)	275	291
Total Users - (that have visited at least once)	6206	5818
Total Pageviews - (number of pages viewed)	45327	45387
Total Sessions - (number of sessions users are engaged in)	10856	10341

Aotearoa People's Network Kaharoa (APNK) Statistics

Measure	Year to February 2017	Year to February 2016
Total - Computer User Sessions	11048	9769
Total Wi-Fi - Unique user/device (Connected to)	20853	12658

Ancestry Statistics

Measure	Year to February 2017	Year to February 2016
Citation Image Searches	1553	661
Text Searches	3871	1904

Facebook & Twitter Statistics

Measure	Year to February 2017	Year to February 2016
New Likes - (number of people who have 'Liked' your page)	95	111
Total Likes - (number of people who have 'Liked' your page)	4814	3580
Total Weekly Reach - (number of people who have seen any content associated with your page)	8502	5532
Total Twitter Followers	5507	4225

4. Community Safety and Development**4.1 Safer Waitaki Project/ Community Development**

Vision "Waitaki District is a safe community in which to live work and play"

Strategic Outcomes of the Safer Waitaki Project are:

01. Reduction of harm related to alcohol, drugs and violence
02. Increased social engagement of the under 25 and over 65's
03. Environmental Change that makes the safe way the easy way

Goals are:

- Target effective programmes and implement measures that keep our community safe
- Promote and foster a collaborative approach
- Build and promote a culture where people of Waitaki think safe and act safe

All activities relate back to the vision, strategic outcomes and goals.

Strategic Outcome 01

Alcohol & Drug Coalition: Group has been active with representation from all four high schools attending alongside community, Waitaki District Council, health and road safety. The group meets monthly and has begun to work on key projects for 2017, including the impact of alcohol in sport, mindfulness, empowerment, school and community events relating to brain development and the impact of drugs and alcohol. Projects will incorporate the Waitaki District and funding will be sourced externally to enable activities.

Mental Health & Addictions: Working group met on 22 March and was attended by 23 organisations. Along with a Presentation on Peer Support, population based data and professional development were some of the topics explored. Funding for collation of a local directory of Mental Health & Addiction Services being sourced

Violence Prevention: March 21, 22, and 23 saw a number of Family Violence/relationship education and awareness events in our district. These opportunities were coordinated by Safer Waitaki through 'It's Not OK' and three presenters travelled to Oamaru to facilitate a variety of sessions. Vic Tamati spoke to boys at Waitaki Boys High School, East Otago High School and St Kevins College. Feedback from these presentations has been excellent with Vic providing additional follow-up and support.

Stephanie Edmond and Judd Baker ran sessions for health professionals, and police staff. They were available for industry and met with individuals and the library. The outcome of this is a number of opportunities have arisen for later in the year. These include a men's hui, library project, industry training and one on one sessions as required. Funding for these initiatives has been provided by 'It's Not OK'.

Provider Group: On the 23rd of February 20 organisations attended the 2nd Family Violence Forum for 2017. This forum was initiated in response to identified need and is coordinated/facilitated by the Community Safety & Development Officer. Membership includes, providers, police, lawyers, Non-Governmental Organisations (NGO's), health, and is representative of the sector. Outcomes include education and awareness, ie professional development opportunities. An example of this is a session with Rob Veal discussing Strangulation in the Domestic Violence Context, traumatic brain injury and risk assessment. We are working with the Waitaki Safer Community Trust who are seeking funding for a series

of workshops with Rob. These will occur on the 18th of May. Other outcomes are; knowledge of who is operating in the space and what they can provide, new and innovative programs, advocacy and a mechanism to avoid duplication/replication of service. All contributing to better outcomes for people experiencing violence.

Strategic Outcome 02

Over 65's: On 27 March a forum was held to consider the potential of Waitaki becoming an age friendly community and what mechanisms could make a difference in getting us there. The meeting was attended by 24 people representing organisations and individuals. In the first analysis there is a desire for two areas of focus 1: fragile/vulnerable elderly 2: active older people. A first step for the most vulnerable was identified and will be further developed via a provider group. The best process for the remaining group is yet to be clarified and will need further consultation. The key is not to replicate the functions of existing groups in the community but rather to support them.

Under 25: Planning for Youth Activities to take place on 20 and 21 May are underway with Youthline Otago.

SKIP (Strategies for Kids Information for Parents) project is going well. The initiative is enabled by Ministry of Social Development (MSD) through SKIP funding which is targeted toward initiatives that aim to increase positive community involvement for families with tamariki five years and under. SKIP's six Principles of Effective Discipline are:

- Love and Warmth
- Talking and Listening
- Guidance and Understanding
- Limits and Boundaries
- Consistency and Consequences
- A structured, secure world.

The Waitaki project is administered through the Safer Waitaki Family Whanau Group and Literacy North Otago. A worker has been engaged for up to 16 hours a week for 12 months for the purpose of developing a network of family/whanau who are raising children five years and under, to lead a variety of no cost, low cost activities that will enhance their parenting and influence change to make parenting in Waitaki a great experience. Fully funded externally.

Strategic Outcome 03

CCTV Surveillance system has been augmented with the installation of an additional pan, tilt, zoom camera (PTZ). This addition to the network is in line with the network plan and camera purchase, installation and technical costs have all been funded by a local business.

Road Safety

Over the week beginning 13 March the officer successfully delivered a contract with the Dunedin City Council (DCC) to coordinate a road safety event 'Safer Journeys' the event was attended by 1,600 students from 17 schools throughout Otago. It was held over three days at the Edgar Centre and involved 50 staff and volunteers.

4.2 Youth Council

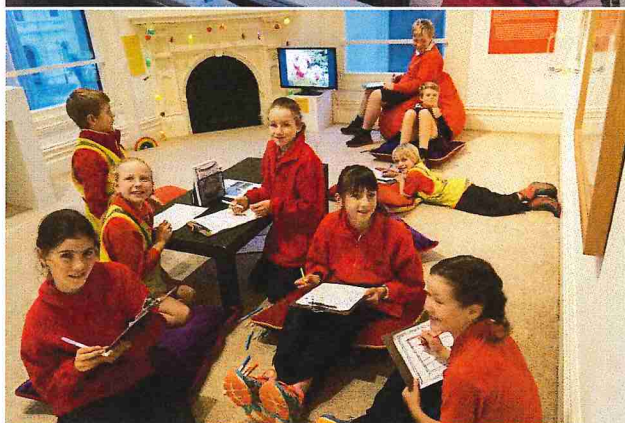
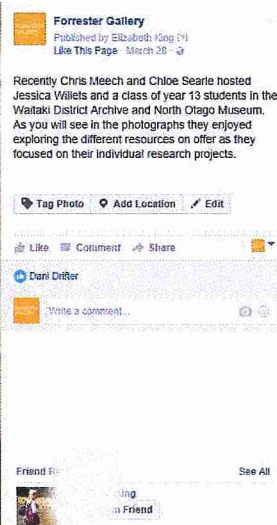
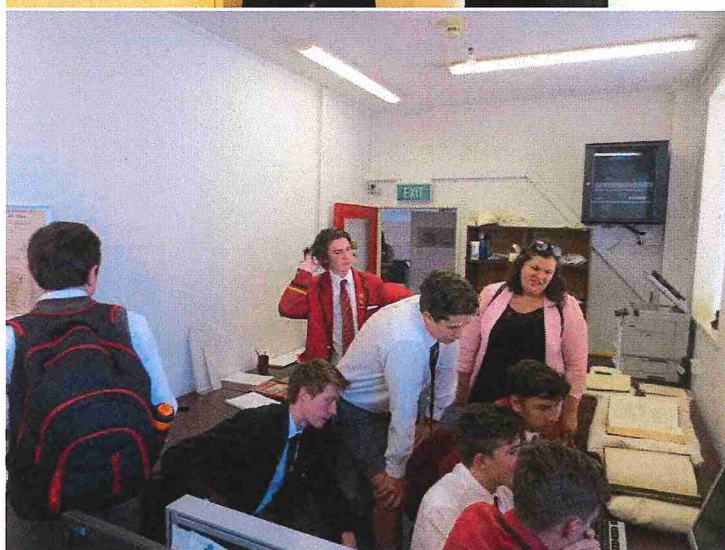
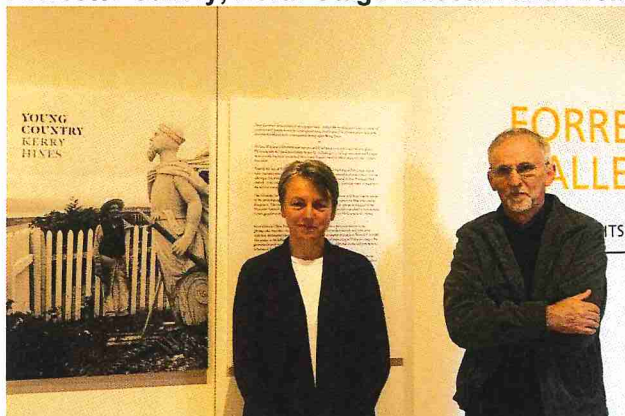
Youth Council has a full contingent of student and young working youth. Subcommittees have commenced their activities and planning is underway for a retreat and Youth Forum.

4.3 Community Liaison:

During the reporting period the officer also participated in:

- Safer Waitaki meetings: Alcohol & Drug, Management Group, Safer Waitaki Mental health & Addictions Working Group and Industry Link Working group
- Waitaki Roadsafes monthly meeting
- Waitaki Multicultural Council monthly meeting and Strategic Planning
- Clued Up Kids
- Pasifika Fono
- Safer Waitaki Violence prevention Working Group
- SKIP/MSD Teleconference
- Age Concern

5. Forrester Gallery, North Otago Museum and Archive (Jan- Mar 2017)



Images:
Kerry Hines and Wayne Barrar
– at Young Country: Kerry
Hines, poetry reading, 21 Feb

Facebook post about WBHS visit to
Archive, 17 March

Five Forks School visit Nigel Brown:
ICON in the wonderlab, 29 March

Ready for Courier, the funding
application to Ministry of Culture
& Heritage – Regional Heritage
and Culture Fund, Helen
Strachan and Niamh Shaw.

Note: Images are NOT cleared for republishing or onward use beyond this report – please do not republish.

5.1 Cultural Facilities Development Project (CFDP)

In March funding applications for Community Trust Otago, NZ Lotteries (Environment & Heritage), NZ Lotteries (Significant Projects) and the Ministry of Culture and Heritage Regional Culture and Heritage Fund (RCHF) were submitted. The RCHF was sent in hard copy and consisted of two very full lever arch files containing the application, supporting document and 76 appendices including letters of support, experts reports, detailed collection significance statements – all prepared by or under the supervision of Gallery and Museum staff.

CFDP Committee workshops were held on 30 January, 13 February, 22 February and 13 March specifically to review funding and work on the CFDP Strategy.

5.2 Public Facing Outputs

The total Gallery visitor numbers for February and March were
February 1,000 (Feb 2016 – 1597) March 1,103 (Mar 2016 – 1521)

The Archive received a total of 162 enquiries including some detailed research enquires from PhD candidates.

February (12 phone, 19 written, 45 in person)

March (10 phone, 25 written, 51 in person)

We continue to receive more visits from youth – mostly to our Wonderlab space. This is excellent but does raise a whole range of resource issues around effective monitoring of spaces which we will need to bear in mind with our CFDP.

Exhibitions and Events:

Staff delivered the newly formatted programme brochure for the CFDP facilities with more emphasis on a combined delivery at the Gallery with a range of events across Autumn and Winter.

Young Country: Kerry Hines, an exhibition of Victorian era photographs and poetry, ran from 18 February to 26 March. A poetry reading event took place on 21 February 2017.

Nigel Brown: I am/we are opened on Saturday 1 April, with an artist talk event scheduled for Saturday 6 May.

Nigel Brown: Icon - an education programme and display drawing from across the gallery, museum and archive collections opened in the Wonderlab in support of the Nigel Brown exhibition.

The community gallery hosted **On the Verge, photographs by local artist Jenny Hope** from 4 February to 26 March.

ANZAC 2017 opened in the community gallery in April displaying the iconic Red Cross Quilt from the Museum Collection and artworks by Michael Shepherd.

Stakeholder and Community Engagement: The Archive hosted the NZ Society of Genealogists meeting on 20 February. Museum Curator Chloe Searle convened the regional Museums meeting on 17 March in Temuka. Chloe Searle reported on her attendance at the Museum Continuous Improvement Wananga at Rehua Marae in Christchurch and Jane Macknight talked about the CFDP.

Education: Staff hosted an offsite education afternoon at the Janet Frame house, and two onsite education programmes – Fenwick School 15 March and Five Forks 29 March.

Digital Engagement:

NOM Facebook likes at 31 March 2017 – 1923 (up 40 since 31 Dec 2016)

FG Facebook likes at 31 March 2017 – 749 (up 23 since 31 Dec 2016)

Culture Waitaki website user diagnostics (December- March 2017)

Users: 3,245

Average Time Duration: 1.88 minutes

6. Financial Report for Period

Please find attached the Community Services Group Period 8 financial report with variance comments from Unit Managers.



Thunes Cloete
Community Services Group Manager

Attachments:

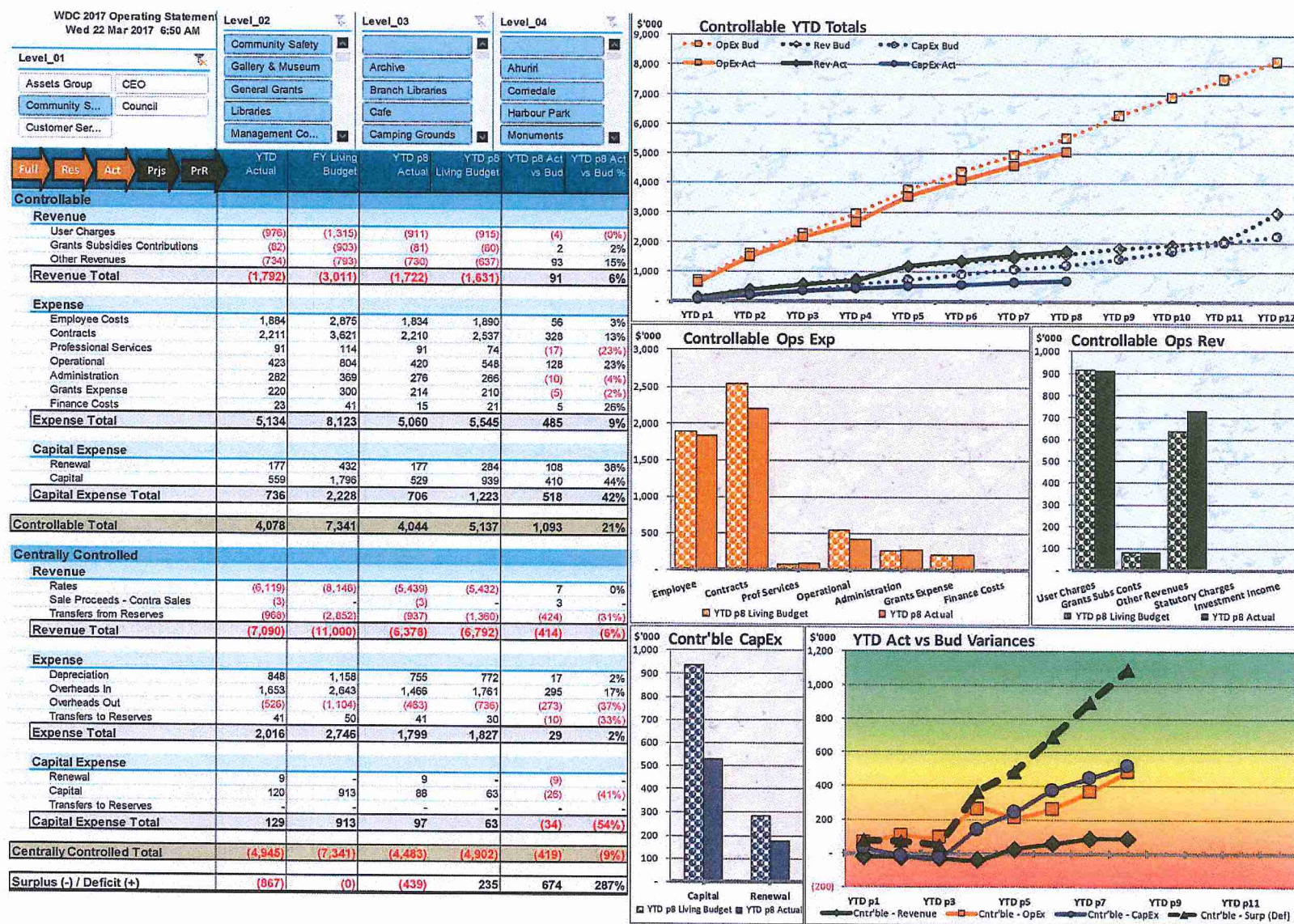
Parson Rock – tree clearance
Community Services Group Period 8 Financial Report
CRM report

Attachment 1

Parson Rock – tree clearance. Power lines and pylons require 10m clearance from yellow line



Appendix (a) – Variance Reports and Commentaries (continued) Community Services



Appendix (a) – Variance Reports and Commentaries (continued)

Community Services - commentary

	last year YTD	this year YTD	budget YTD	variance YTD	Variance YTD%	Manager/Activity(s) Overview:	Solutions/Actions Overview:
Community Services Group	3,910	4,037	5,137	1,100	21%	Parks: \$523k is project related and \$93k is attributed to savings on the Parks maintenance contract. The Opera House have several show bookings before the end of the financial year. The Aquatic Centre shows a 13% positive variance due to employee savings during the close down and a \$24k 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. The savings from the new Parks Maintenance contract is positively affecting the Parks budget.
Community_GM	324	377	373	(4)	(1%)	Unbudgeted Waitaki Heritage Fund Grant funded from special reserve	No action required
Aquatic_Centre	272	357	406	49	12%	Revenue 9K behind budget due to timing of swim school revenue. Expenses 32K under budget due to employee savings during closedown. Capital expense 26K under budget.	No Action
Community_Safety	61	53	90	37	41%	Reduced expenses due to timing of projects.	No action required.
Gallery_Museum	593	459	577	119	21%	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	515	603	655	53	8%	We have started paying for the RFID equipment	Continue to monitor
Oamaru_Opera_House	223	201	225	23	10%	Performing well as a meeting hub and the number of attendees at meetings and events is growing. Upcoming show bookings include 5 international tours, 5 national tours and a Youth orchestra booking. Concentrated marketing on conferencing and meetings has yielded good results, with significant increases in bookings and successful delivery of the AAPG conference hosting approx 80 international delegates.	The Opera House will continue to support local community groups and schools providing meeting and performance space, and expertise of event staff. Programme work and meeting opportunities through industry networks and advertising to increase occupancy. Consistent management of controllable finance to keep operational costs down.
Parks_and_Recreation	1,921	1,988	2,812	824	29%	Camping - Revenue 52K over budget due season passes sold. Capital 41K down as Sailors & Falstone discharge fields deferred pending camping review. Cemetery - Plot sales 20K down on budget. Operational costs 21K down due to contract savings. Capital 98K down as landscape works for Cemetery extension to be completed in Autumn. Forestry - Revenue 152K over budget due to harvest of 'Milligans Block'. Management Parks - Revenue 51K under budget as recovery of film set costs still to finalise. Expenses 34K under due to valuation and toilet strategy phasing - completion in Autumn. Public Gardens - Revenue 13K over budget with increased Depot Lease. Expenses 100K under due to contract savings. Capital 15K less due to deferral of work. Parks - Revenue 21K over budget with higher leased camp revenue and memorial seat sales. Operation expenses 89K under due to contract savings. Capital 61K underspent - Kurow preschool and Hampden camp discharge system deferred. Waiting on invoice for Kakanui erosion, minor improvements delayed pending approval of projects. Toilets - Expenses 40K behind budget due to contract savings. Capital 228K under due to phasing and budgets for future years work in current financial year. Sportsfields - Revenue 14K behind budget as sponsorship not invoiced. Capital 106K behind - Mill Domain schedule after Cricket season, King George Park now to do next year.	Camping - Review to start in July 2017. Cemetery - Monitor revenue. Rephase Capital. Forestry - No Action. Management Parks - No Action. Public Gardens - No Action. Parks - Rephase capital. Toilets - Rephase capital and carry forward future years budgets. Sportsfields - Invoice sponsorship in April. Rephase Capital and carry forward budget for King George Park.

