



Waitaki

DISTRICT COUNCIL
TE KAUNIHERA A 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 7 June 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 7 June 2017

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

- Apologies
- Declarations of Interest

	Page
1. Confirmation of Meeting Minutes	
• Community Services Committee 26 April 2017	3-4
2. Parsons Rock Tree Removal	
• Memorandum and Recommendation	5-11
3. Community Services Group Activity Report	
• Memorandum and Recommendation	12-25

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 Council Chamber, Council Headquarters, 20 Thames Street, Oamaru on Wednesday 26 April 2017 at 11.54am

Present Crs Perkins (Chair), Garvan, Holding, Hopkins, Kingan, Wollstein, Wheeler, Mayor Kircher (from 12.25pm)

Apologies

In Attendance Cr Dawson
Cr Tavendale
Mr Ross (Chief Executive)
Dr Cloete (Community Services Group Manager)
Mr Hope (Chief Financial Officer)
Mr Roesler (Policy & Communications Manager)
Mrs Tanner (Policy Officer – Governance)

Declarations of Interest

There were no declarations of interest.

Apologies

RESOLVED
CSC17/009

Crs Hopkins/Dawson
"That the Community Services Committee accepts an apology for lateness from Mayor Kircher."

CARRIED

1. Confirmation of Meeting Minutes

RESOLVED
CSC17/010

Crs Hopkins/Garvan
"That the Community Services Committee confirm minutes of 15 March 2017 meeting."

CARRIED

2. Community Services Group Activity Report Period Ending 26 February 2017

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.

RESOLVED
CSC17/011

Cr Garvan/Wollstein
"That Community Services Committee receives the information."

CARRIED

There being no further business the Chairman declared the meeting closed at 12.30pm

Confirmed on this day, Wednesday 7th June 2017 at Waitaki District Council Chambers, Oamaru.

Chairman

Community Services Committee Memorandum

From: Recreation Manager

Date: 7 June 2017

Parsons Rock Tree Removal

Recommendation

The Community Services Committee receives the information.

Summary

In order to ensure reliability of electricity supply and protect public safety, willows have been removed at Parsons Rock campground. This has caused concern with some members of the community while others have commented on the improved views. Removal of the willows was considered the best long term option for the ratepayer. Most campsites will be unaffected and 1,000 plants of more appropriate species will be replanted in locations that will not threaten the transmission lines.

Purpose

The purpose of this memorandum is to present information on tree removal at Parsons Rock campground.

Background

Vegetation management around transmission lines is required in order to ensure the reliability of electricity supply and to protect public safety. The Electrical Hazards Regulations 2003 defines the safe separation distance and specifies who is responsible for ensuring distances are maintained. Lines companies pay for the first cut of a tree and then responsibility passes to the landowner. Failure to maintain clearance can result in the landowner being fined up to \$10,000, an addition \$500 per day on which the offence continues and potential liability for supply disruptions or public safety.

The trees surrounding the transmission lines at Parson Rock have been periodically trimmed in the past by Transpower contractors. In March 2017, Council was approached by Electrix (maintenance contractor for Transpower) to remove trees that had potential to threaten the lines. Officers along with Community Board members met on site with Electrix to discuss the project. Electrix offered to meet the cost of removing the trees that were of concern, to mulch the debris and provide 1,000 replacement plants. As the potential cost to ratepayers in the future for Council to take responsibility for maintaining vegetation clear of the lines, would be tens of thousands of dollars and continual trimming has resulted in poor tree form, rot and weak branches that threaten campers, removal of the trees was determined to be a best option.

The Ahuriri Community Board and the Community Services Committee were advised of the planned work in papers at their respective 1 May 2017 and 26 April 2017 meetings.

Comment

The work has caused concern to some members of the community over the visual impact and impact (loss of shelter) on some camp sites. These concerns have not been raised directly with Council. Other members of the community (including some that were initially concerned) have commented on the improved views. Most camp sites have not been affected with the majority of the tree removals being around the main entrance and in areas where the terrain prevented camping.

Removal has provided additional opportunities with improved access along the camp through a gully, improved access to the lake with space that can be used for picnicking and boating from. As well as an area where we are discussing a dedicated swimming area with the Harbour Master similar to those at other camps.

In recognition of the problems caused by poor species and site selection in the past and to prevent these issues in the future, a number of policies were included in the 'Waitaki policy for Council trees' adopted in 2014 to guide current practices. This includes;

Policy 3

The effects on adjacent properties and underground and overhead services will be considered when planting trees on Council administered land and reserves, and the relevant property owners will be consulted by Council.

Consultation and notification is determined on a case by case basis. In this case, Community Board members met on site and both the Community Board and the Community Services committee were advised prior to the work being carried out.

Erik van der Spek
Recreation Manager



Dr Thunes Cloete
Community Services Group Manager

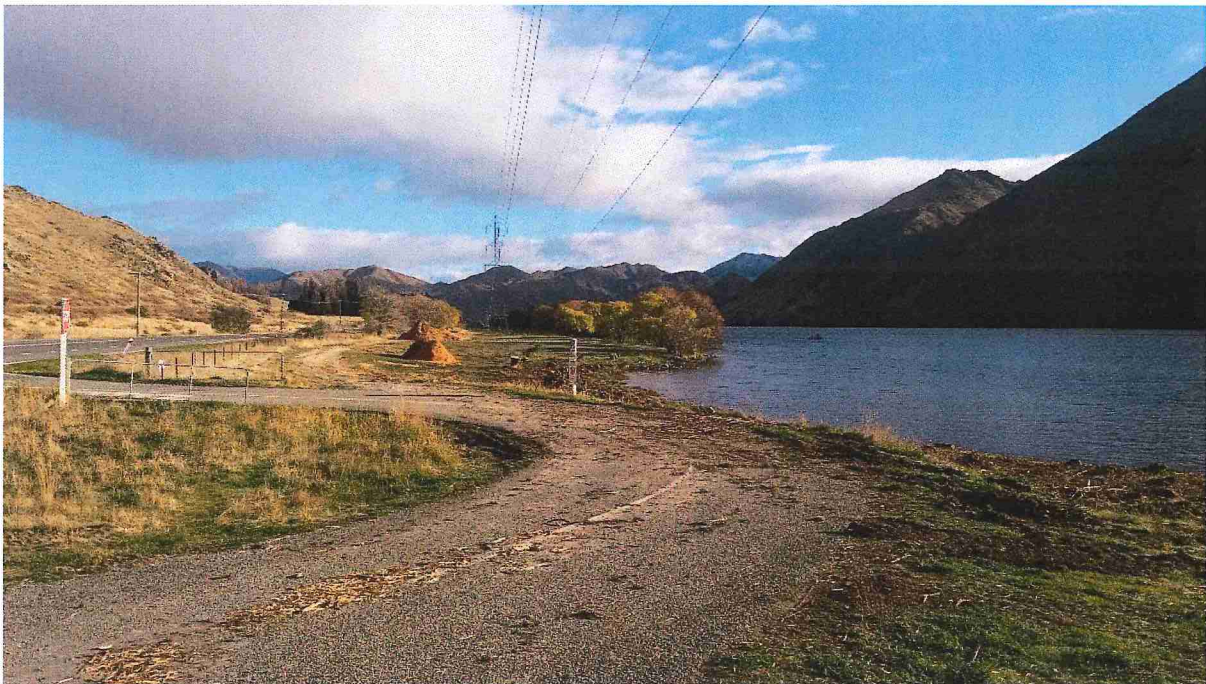
Attachments:

Appendix One: Photos of the sites

Appendix Two: Aerial of where trees have been removed

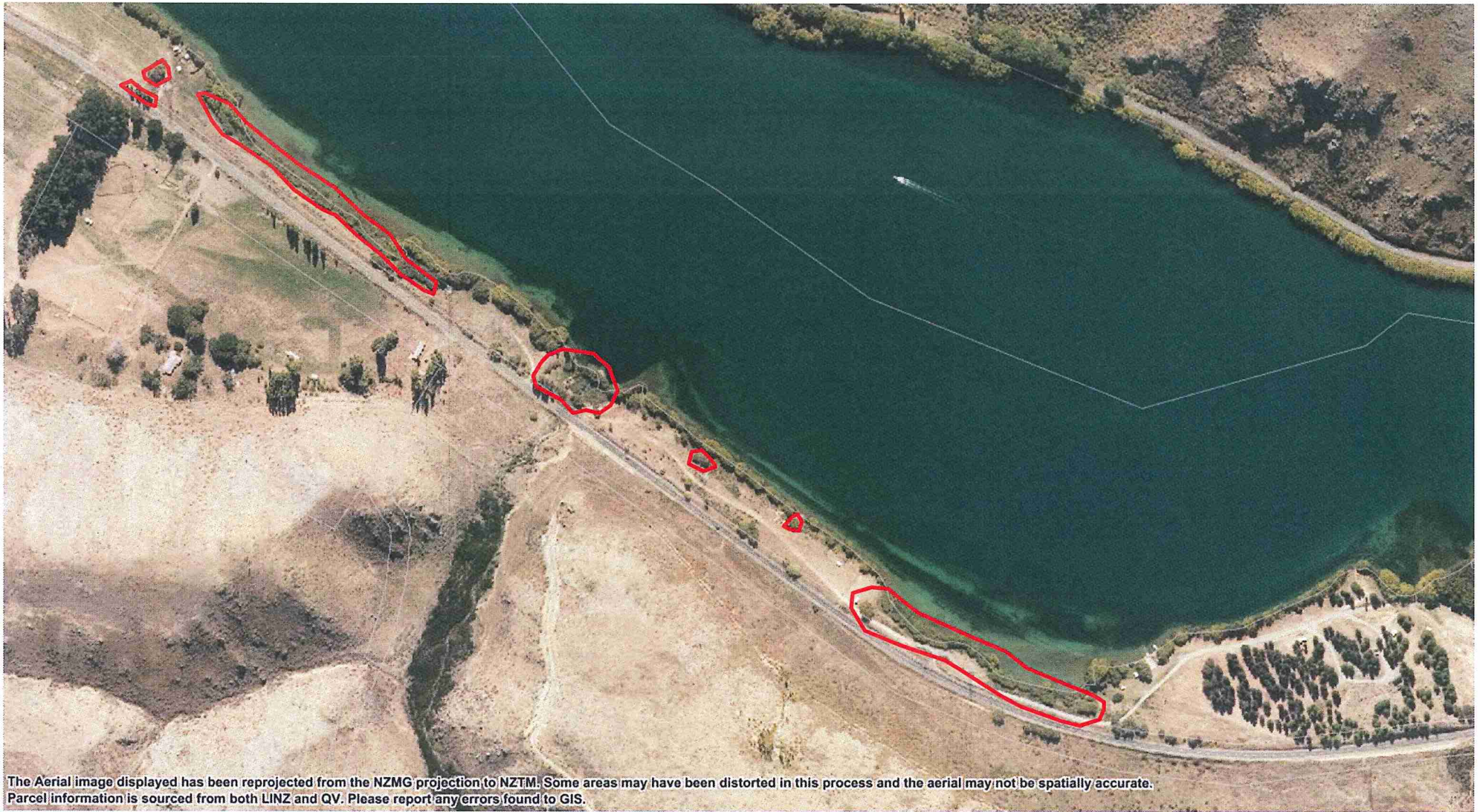
Appendix Three: Transpower Information Sheet

Appendix One: Photos of the sites





Appendix Two: Aerial of where trees have been removed



The Aerial image displayed has been reprojected from the NZMG projection to NZTM. Some areas may have been distorted in this process and the aerial may not be spatially accurate. Parcel information is sourced from both LINZ and QV. Please report any errors found to GIS.

Appendix Three: Transpower Information Sheet

How much needs to be cut from a tree?

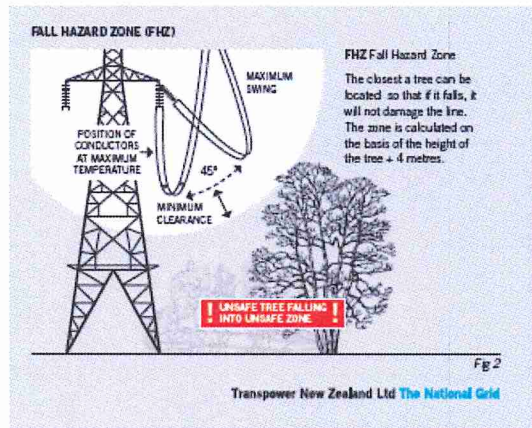
Transpower's utility arborists will consider the tree's size, shape and growth rate prior to pruning, however their main priority is maintaining the minimum safe distances between the transmission line and the tree(s).

Our utility arborists will attempt to prune branches to redirect future growth away from power lines so that the natural shape and the health of a tree can be preserved. However, if a tree requires such a degree of trimming that it would become unavoidably disfigured or presents a safety risk, it may be more appropriate to remove the tree and replant with a more suitable specimen.

Other situations where trees may need to be completely removed include, where trees are diseased or are on unstable ground, and at a distance from the line which would cause damage to the line if they fell.

What should I consider when planting near power lines?

Trees and shrubs are an important living part of our environment and community. Transpower recognises that in some cases it is desirable to plant trees close to lines for a number of practical reasons however, it is very important to think beforehand about the mature height and spread of the tree to ensure enough space is available for it to grow without impacting the lines. By considering these matters in advance, future conflicts between trees and power lines can be avoided.



If you plan to plant near power lines, consider low-growing species/cultivars (up to 4m maximum height) of the following trees and shrubs:

Examples of natives:

Clianthus puniceus, *Coprosma*, *Corokia*, *Dodonaea*, *Flax*, *Fuchsia*, *Hebes*, *Hoheria*, *Leptospermum*, *Lophomyrtus*, *Macropiper excelsum*, *Oleria*, *Pittosporum*, *Psuedopanax*, *Sophora*

Examples of exotics:

Apple Blossom, *Crab Apple*, *Dogwood*, *Maples*, *Prunus*, *Rowan*, *Viburnum*, *Wattles*

Planting directly under lines should not exceed 2m in height.

If establishing commercial forestry near lines, Transpower can help calculate practical planting distances from the line. Early planning will avoid trees having to be trimmed or removed prior to maturity later on.

Where trees have been removed, you can stop regrowth or sprouting by applying environmentally-friendly herbicides to the stumps. It may then be possible to plant other 'power line-friendly' shrubs in their place.

We recommend you contact your local nursery for advice.

In all cases, it is very important to check the mature growth height of trees and shrubs before planting.

Transpower has more 'Frequently asked questions' relating to tree and vegetation trimming and power lines available at www.transpower.co.nz

REMEMBER:

Transmission lines are carrying electricity at very high voltages. Getting too close to transmission lines and towers, or holding something close to a live conductor (wire), is **EXTREMELY DANGEROUS**.

Call us toll free on

0508 526 369

For advice on working near Transpower's transmission lines.

Contact us

Transpower New Zealand Limited
Transpower House, 96 The Terrace
PO Box 1021, Wellington 6140
www.transpower.co.nz

TRANSPOWER

TREES AND POWER LINES

THE RESPONSIBILITIES OF TREE OWNERS AND TRANSPOWER NEW ZEALAND LIMITED

Keeping the energy flowing



Data collected: August 2000

TRANSPOWER

Transpower New Zealand Ltd The National Grid

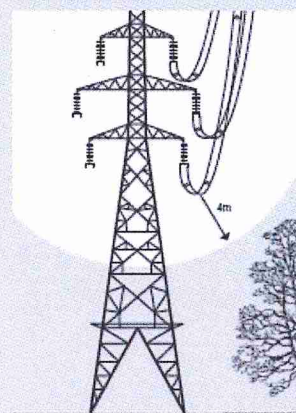
About Transpower and this brochure

Transpower is the state-owned enterprise that owns and operates the National Grid - or high voltage transmission network - that carries electricity around New Zealand. Our network is made up of nearly 12,000 km of high-voltage transmission lines and more than 170 substations and switchyards.

This brochure provides important information to landowners on managing vegetation (particularly trees) near overhead power lines. Vegetation management is needed around Transpower's overhead transmission lines because of the potential for vegetation to threaten:

- the reliability of the electricity supply (for example, through trees touching or falling on lines)
- public safety through the presence of hazardous voltages around trees that contact transmission lines.

GROWTH LIMIT ZONES (GLZ)



GLZ The no-go zone around the conductors.

Trees must be trimmed to not encroach on this zone.

NOTE for Transpower lines this distance is 4 metres from the closest part of the conductor (the wire). This includes the point of conductor swing (ie horizontal movement in high winds) or sag (ie vertical movement as the conductors warm up). See fig 2.

Fig 1

Keeping the energy flowing

Why prune or remove trees?

Trees growing too close to power lines may cause:

- a fault which will affect the operation of the line;
- injury or death to someone near the tree; or
- damage to land and property.

If trees touch high voltage conductors (or wires), or electricity "jumps" the gap to a tree, then dangerous voltages may arise in the area around the tree, or on the tree itself. These voltages have the potential to cause serious injury or death. High voltage electricity flowing into trees can also cause trees to ignite. The effect of a tree fire can be very severe in forest areas, as well as threatening human and animal life.

Transpower is legally required to maintain its lines to minimise any tree-related interruptions to the supply of electricity.

What is Transpower's legal authority for tree maintenance?

The Electricity (Hazards from Trees) Regulations 2003 came into effect on 1 July 2005. Copies of these Regulations are available from www.transpower.co.nz.

The Regulations:

- define safe separation distance between trees and overhead lines;
- specify who is responsible for ensuring separation distances are maintained;
- place potential liability on tree owners if the Regulations are breached; and
- provide an arbitration system to resolve disputes relating to tree trimming.

Compliance with these Regulations is mandatory.

How often does Transpower inspect lines?

Transpower's contractors carry out routine inspections of the lines every six months. These inspections include checking if trees are growing too close to lines and may cause a line fault.

Transpower's priority in tree trimming is public safety. If you have concerns that a tree is growing too close to a Transpower high voltage overhead line, please contact us toll free on 0508 526 369.

Can I prune the trees myself?

No. You should not attempt to prune any vegetation growing near any overhead high voltage power line. Only specially-trained line clearing professionals should work around power lines.

There is significant risk to persons carrying out such an activity because of the risk of electrocution through getting too close to a live conductor.

If trees owned by you come into contact with, and cause damage to the electricity network, including contact during the act of tree trimming, you may be liable for that damage including any damage caused to third parties.

Please contact us toll free 0508 526 369 to arrange for a tree contractor to come and prune your tree.



Who pays for the trees to be cut or trimmed?

Transpower is responsible for the maintenance and operation of its transmission lines.

Transpower will pay the costs associated with the first cut of a tree under the Tree Regulations. After the first cut of a tree, the cost of maintaining the tree passes to the owner of the tree. As the tree owner, if you do not want to take the responsibility for the tree, you can send us a written "no-interest tree notice" which means that we will take responsibility for the tree, including removing or trimming the tree if we decide this is the best course of action.

No-Interest Tree Notice

Transpower has a standard "no-interest tree notice" form and freepost envelope that can be sent to landowners to fill out and return. If you would like to be sent a copy, please call us toll free on 0508 526 369.

If you accept tree ownership then you are responsible for meeting the ongoing vegetation management costs to comply with the Tree Regulations (other than the first cut which by law Transpower must pay). However, for safety reasons we would still prefer to arrange for qualified people to undertake the trimming. In these situations, Transpower may seek to recover from you all reasonable costs incurred in managing the threat posed by the vegetation.

Transpower New Zealand Ltd The National Grid

Community Services Committee

Memorandum

From Community Services Group Manager

Date 7 June 2017

Community Services Group Activity Report – Period Ending 21 May 2017

Recommendation

The Community Services Committee receives the information.

Summary and Purpose

The purpose of this memorandum is, for the period ending 21 May 2017 (9 April to 21 May), to inform the Committee about the activities of the Community Services Group.

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. Recreation

1.1 Aquatics

- At the last Community Services Committee meeting, Councillors requested additional detail on Aquatic Centre statistics. Most of the data varies little from month to month so frequent reporting is unlikely to provide any benefit. Following the end of the 2016/17 financial year officers will use this data to provide an annual report to the July 2017 Community Services Committee meeting.
- The software the Aquatic Centre uses will cease to be maintained by the provider from 2019. We are investigating options for its replacement with other Councils to determine the best solution.
- We have passed our 'Poolsafe' accreditation for another year. This is seen as the benchmark for aquatic centre safety.
- At the last committee meeting officers were asked how much Council might save if the Aquatic Centre was to close for a month each year. As a large proportion of our costs are fixed and a month's closure would affect the swim school revenue for a term we estimate we would lose up to \$35,000 and goodwill.

1.2 Lakes Camping Grounds

- Camping has now closed for the season. Despite the poorer weather conditions numbers have been good. Anecdotally this may be the result of the Kaikoura quake resulting in holiday makers coming to Waitaki.

1.3 Forestry

- Contractors are scheduled to tidy up debris in the Little Kuri creek in Hampden during May. This was delayed due to difficulties in getting a contractor with a long enough boom. Once this has been done we will re-plant this area in appropriate natives.
- The forestry block at Macraes known as 'Sailors Cutting' is currently being harvested. Once this has been completed we will harvest some small forestry blocks around Shrewsbury Street in Hampden, as trees in this area threaten transmission lines in storm events.

1.4 Parks

- Rabbits are causing damage to the new bedding plants in the Oamaru Public Gardens. We have publically notified that the gardens will be closed two evenings (5pm to 9pm on

Wednesday 31 May and Thursday 1 June) to enable a cull to take place. This is something we only do when absolutely necessary.

- The section of the Moeraki Millennium Track at Millar's Bay remains closed while we have the leaning pines assessed and removed.
- There is a high rabbit population around Moeraki. ORC understand the problems with pest control in residential areas. They have tested the population and advise resistance to Rabbit calici virus is very low. A release of a new strain of the virus is anticipated in March 2018.
- Poplars have been removed in the Kurow Rail Reserve without consent. Officers will work through this with the individual concerned.
- The Awamoa Archaeological site near 'Old Bones' is being damaged by 4WD vehicles. Three rocks will be placed to restrict movements over the site.
- We are still seeking a new grazer for Glen Eden and Glen Warren. We publically advertised for interest but those that have expressed interest only have small numbers of animals. In the interim we are working with Silver Fern Farms to have stock destined for the freezing works graze it periodically.
- Whitestone contracting have been engaged to re-metal the tracks on Cape Wanbrow.
- Two planting days at Cape Wanbrow were successfully run by Forest and Bird supported by Downers and Council staff. Approximately 1,000 new plants were planted. Previous plantings are establishing well due to the damp summer. Naturally regenerating Ngaio trees are also growing rapidly.

1.5 Projects

Project:	Comment
Falstone Film Set Removal	Completed.
Contract Review	New contractor currently performing at satisfactory level.
Hampden Camp Lease.	Completed.
Bike Skills Park	Bike track, seating area and pirate tower complete. Waiting for recycling bins to be supplied and pursuing company that had expressed interest in contributing bike stands and picnic tables.
BMX Track	MOU with BMX club signed. HAIL report received with no contamination issues. Intentions were publically notified with a few submissions which will be considered by Council in a workshop before finalising layout. Council is currently sourcing necessary clay.
Rec Centre Feasibility/ Sporting needs assessment	Draft report being reviewed with workshop planned with Council on 7 June.
Toilet Strategy and tourism infrastructure funding application.	Responded to questions from the MFF. Met with KiwiCamp hosts and have given them 4 locations (Campbell's Bay, Dunback, Duntroon and Sailors Cutting to come back to us with a proposal).
Kakanui Erosion	Completed. KRAIS are working with Max Crowe regarding planting.
Otematata camp river protection	All works planned for completion by end of May.
Paddling pool shade-sail.	Completed with support from Te-Pari Products and Streetscape Building.
Streetscape Designs (Dunback, Duntroon, Hampden, Herbert, Maheno)	Submission period has closed, although there was very little response. NZTA are going to implement monitoring of traffic in each town to verify behaviours of 85% of drivers. Comments will be incorporated into a draft report for approval by Community Boards and Councillors.
Craig Fountain	Working through the complexity of bringing together a number of contractors with differing availability and of incorporating the functioning fountain, lighting and heritage requirements. Timing will be reliant on availability of supply of materials and contractors. Our new project manager is working on timeframes. Officers have written to Rotary formally requesting support for the lighting component of the proposed work.

Project:	Comment
Sailors Cutting Discharge	This project will be put on hold pending Council's review of camping in 2017/18.
Falstone Discharge	This project will be put on hold pending Council's review of camping directing in 2017/18.
Roberts Park toilet	Completed.
Weston Toilet	Chasing draftsman for plans.
Omarama Dump station	Minor improvements to the water tap location/ height planned. Planting to be completed.
Hampden Toilet	Toilet installed and painting complete. Downer directed to do planting. Survey of easement to be completed.
Palmerston Walking Improvements	'Larnoch Lane' purchased. Options and costs for improvements to be workshopped with Waihemo Community Board.
Weston Water Bore	Drilling company estimate 75% chance of finding water at a cost of \$17,190 excl GST. Option of supply through irrigation company likely to be \$10,000 for two points. Need to establish likelihood of irrigation company going ahead.
Oamaru New Cemetery Extension	Standard beams and ash garden completed ready for use.
Lost Graves Memorial	Contact made with Geoff Pye. He will contact us when he requires assistance.
Unsafe Headstones – Oamaru Old Cemetery	Assessment completed for rows along Greta Street and list of plot owners provided to archives who are now researching contacts of descendants. Further assessments carried out west of driveway and these will be ongoing until Cemetery completed.
Mill Domain Drainage Project	Drains installed. Problems with the high clay content in soil placed back over drains preventing water movement. This material is to be removed and replaced with higher sand content. Additional sand trenching may be required to aid water movement.
Penguin statue relocation	Statue has been relocated to Friendly Bay walkway site.
Garden of Memories	Completed.
Friendly Bay Irrigation	Murray Linwood has secured additional funding and has installation of pipework arranged at costs as well as organising volunteer labour for installation of system as designed by Water Force. The total cost for installation is approx. \$22,000 including voluntary component. Anticipate installation to be done in May.

1.6 CRM Comment

As part of the implementation of a new reporting tool for 'Authority', we will look at how we can separate community customer requests from contractor work instructions for better clarity. See attachment.

2. Waitaki District Libraries

The Library hosted the SouthLib Consortium meeting in Council Chamber and afterwards gave the eight Southern Librarians a guided tour of the refurbished library. They were all very impressed with the transformation and we fielded several enquiries the following week.

The re-opening of the newly refurbished library was a highlight throughout the month of April. Many people came through to view the modern layout and to renew their library memberships. Positive feedback on the changes is still coming in, but we are acting on suggestions for improvements, such as additional signage and small changes in the layout, such as changing the newspaper reading area. The Library team is working to create a space to replace the original display area.

2.1 Events

- Wednesday 5 April saw the first evening event in the new-look library. P.D.R Lindsay-Salmon launched her new historical novel "Bittersweet". There was an audience of 37 people, many of whom had travelled south from Timaru to celebrate the launch. An excellent supper was served and the evening was most enjoyable.

- Another book launch took place in the Library on Tuesday 11 April. Greg Hall launched his novel "Good sons". The author has firm Oamaruvian roots and this novel, set in WW1, features three Waitaki Boys High School (WBHS) students who go away to serve King and Country. This was a timely event that reflected the observance of Anzac Day. The Rector and Prefects of WBHS attended the event together with an audience of approximately 30+.
- BookChat, scheduled to meet in the Library on Tuesday 18 April, had to be diverted to the Opera House due to the exceptional busyness of the Library on its first day of opening following Easter.
- On Wednesday 19 April the Library set aside a computer for use by the local branch of the NZ Society of Genealogists to facilitate online training.
- Toastmasters is using the Event space for their bi-weekly meetings, extending the community ownership of the library further.

2.2 Reference and Digital Services

OPAC (On-Line Catalogue): statistics (1 April – 30 April, 2017)

Google Analytics for OPAC (On-Line Catalogue):

Total Number of Sessions (A session describes active use, such as the activity of searching for a book, or renewing books, etc): 1,322.

New Visitor Sessions: 495 (37.4% of all sessions).

Returning Visitor Sessions: 827 (62.6% of all sessions). It is important to see a higher ratio of returning visitors to new visitors.

Pages Viewed: 6,087



Culture Waitaki Website: Debbie Price-Ewen has begun talking with Chris Meech about the digitization of heritage items. At the end of April Debbie attended the Te Puna forum held by the National Library of NZ in Christchurch. From this she learnt that she could harness a free hosting service offered by OCLC (a global cataloguing and data gathering service) that allows for the digitisation of library collections and primary sources. This service also allows the community to contribute their own content and control how it is used.

Collection Management: The retrospective labelling is ongoing, with at least another month of work to do. We have received some more feedback about the living rooms, and we are working on solutions for some of the problems highlighted, namely shelves too low to the ground, specific searching on our catalogue being impeded by a perceived lack of flexibility in the Koha framework and that the living rooms for the location of books are only showing up on one screen of the online catalogue.

RFID Implementation and Library Reconfiguration Project: We are continuing to focus on ironing out any creases brought about by the new RFID technology and working closely with Information Services (IS) and Catalyst to ensure a smooth bedding in period.

IT Issues and Digital Initiatives: The classroom, now officially named the Community Space, to also reflect non-training activities, is close to completion. Debbie will be setting up the 20/20 Stepping Up modules so that library customers can book in to do a course of their

choosing from the dozen or so modules available. Staff training, as a first priority, is also being finalised with another survey planned.

Twitter: We received 8 new followers which puts our follower count at 723. Our most popular tweets were:

- 12 Hardest Harry Potter: "Would you rather?" questions
- Tips and tricks for how to read more
- 30 children's books about non-traditional families

Facebook: Our Facebook page received 16 new likes making our total number of likes 652. Some of our most popular posts were:

- Which series should you start? - quiz
- Rainbow Rosalind performing
- 30 Literary Pins for Booklovers

Culture Waitaki: We continued with our blog contribution:

<https://culturewaitaki.org.nz/waitaki-district-libraries/blog/welcome-our-new-look-library>

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>

2.3 Youth Areas Monthly Report April 2017

Toddler Time: It was wonderful to welcome families back to Toddler Time to the refurbished library. Children and adults alike commented on the colours and the space in the children's area. The first session back at the library was full of stories and songs about reading with an Easter focus as well as stories about cats and dogs.

Wriggle & Rhyme: Wriggle & Rhyme continued as usual at the Oamaru Opera House, after taking a break over the school holidays. This month we focused on songs, rhymes, and finger plays, developing language and developing self-esteem.

Branches: On 11 April, Fiona Kerr visited the Palmerston branch and presented Easter themed sessions to the Palmerston Playcentre followed by a similar session for the Palmerston Preschool and Nursery.

School Holidays: The children's area has been steadily used over the school holidays with families reading, colouring-in and doing puzzles. It has been pleasing to see the number of books going out and coming back over this period. On 20 April, the library hosted 'Rainbow Rosalind', a children's entertainer from Dunedin. A large crowd of young children and their parents enjoyed her energetic show, testing the new events space in the Children's area. There was plenty of dancing, jumping and singing along to her catchy songs.



2.4 Statistics

Measure	Year to April 2017	Year to April 2016
Door Count Hampden	824	773
Door Count Kurow	2,226	3,276
Door Count Oamaru (estimate due to a faulty electrical gate switch – now fixed)	150,718	122,599
Door Count Omarama (Omarama was not open 2016)	352	0
Door Count Otematata	627	823

Door Count Palmerston	3,386	3,651
Door Count totals 2015-16 and 2016-17	111,686	131,122

Items borrowed (issues) per capita

Measure	Year to April 2017	Year to April 2016
Issues Hampden	1,787	1,588
Issues Kurow	3,977	4,621
Issues Oamaru	127,657	141,351
Issues Omarama	461	18
Issues Otematata	1,210	1,762
Issues Palmerston	6,184	5,784
E-Books	1,055	769
Total Issues	160,512	178,532
Telephone renewals OAM	1,074	1,086
Registered borrowers	14,136	13,469
New members	99	79

Additional statistical reporting

Measure	Year to April 2017	Year to April 2016
Total Events held in Waitaki District	124	163
Total Number of people attending events in Waitaki District	3,372	5,284
Enquiries - Oamaru	5,167	5,790
Enquiries - Other Branches	346	282
Total Enquiries	5,513	6,072
Reserves - Oamaru	1,294	1,230
Reserves - Other Branches	0	142
Total Reserves	1,294	1,372
Interloan items borrowed from other libraries	81	143
Interloan items supplied to other libraries	27	56
Volunteer hours	1,945	2,024

Web Statistics

Website - Open Public Access Catalogue (OPAC)	Year to April 2017	Year to April 2016
New Visitor - (number of new visitors to site)	4,778	5,134
New Visitor - (number of new visitors to site)	495	741
Total Users - (that have visited at least once)	7,482	7,717
Total Pageviews - (number of pages viewed)	54,828	58,396
Total Sessions - (number of sessions users are engaged in)	12,968	13,541

Aotearoa People's Network Kaharoa (APNK) Statistics

Measure	Year to April 2017	Year to April 2016
Total - Computer User Sessions	12,345	12,428
Total Wi-Fi - Unique user/device (Connected to)	18,524	16,881

Ancestry Statistics

Measure	Year to April 2017	Year to April 2016
Citation Image Searches	2,097	920
Text Searches	4,270	2,879

3. Community Safety and Development

3.1 Safer Waitaki Project

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 65s
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:

Meeting held 2 May. Group has undertaken funding application to facilitate 'Game On'. This is a programme run with rugby clubs involving guest speakers on four topics

- Club culture and pride
- Injury prevention and recovery
- Sports nutrition
- Mental Game

Funding is being sought from the Health Promotion Agency

Mental Health & Addictions:

No meeting held during the reporting period but the group has shared training opportunities and resources.

Violence Prevention:

Following an invitation from Police we have prepared a power point for submission to Police POP (Problem Oriented Policing) awards. This presentation is reflective of the SARA Model (Scanning, Analysis, and Assessment). This has been a good process as it has shown the robustness of the Safer Waitaki process, structure, evidence base and collaboration. The presentation incorporates the Safer Waitaki violence prevention work undertaken to date.

Strangulation in the Family Violence Context Workshops were held on 18 May. These workshops provided free professional development for providers from across the community. They were attended by a total of 57 people from a range of agencies including Police (Oamaru and Dunedin) Ministry of Social Development (MSD), Plunket, St John, Waitaki District Health Services, Southern District Health Board (SDHB), Mental Health to name just a few. Facilitator Rob Veale is a former Police detective, national and international advisor and member of the Family Safety Team National Steering Committee and NZ Family Violence Death Review Committee. Stakeholder feedback has been excellent.

One agency said *"we felt so inspired afterwards thinking about ways of improving our current assessment and practice"*



Strategic Outcome 02

Over 65s:

Safer Waitaki Older Person's Forum has been established with a membership of 24, and has met twice. At the meeting held on 23 May the group agreed a structure which is: a collaboration of service provider and community organisation representatives. A work plan for the year was developed. This encompasses workshops on a range of things affecting older people living in the Waitaki District. These include Enduring Power of Attorney, cultural competency, grief and loss, St John services, rural initiatives, community transport. Other opportunities were identified to seek input from older people, reduce isolation and support social interactions, volunteering and employment. Some options for active elderly were also explored.

Under 25:

Youth forum planning well underway for event on 14 June.

Youth Survey to be considered for July

SKIP (Strategies for Kids Information for Parents) project

Two community consultation meetings held in Hampden on 2 May. These were attended by seven families and six providers. The outcome: a Community led local playgroup established one session per week.

SKIP Coordinator has been working alongside OamaruRocks founder Mary-Jane Kirkman, who is a local parent. SKIP is providing support and assistance in gaining sponsorship and further promoting the affordable family activity in and around Oamaru. The vision of OamaruRocks is:

'To bring families and neighbourhoods closer together by creating a safe and fun activity that people of all ages and abilities can participate in. Rock painting sparks our imagination and fosters creativity. It gets us outdoors and interacting with our community.'

Strategic Outcome 03

CCTV system being expanded with camera to be installed to monitor safety at the Cycle Skills Park.

Youth Council

With the support of the Youth Centre planning is well underway for the Youth Forum to be held on 14 June.

Successful Quiz night held at Northstar on 22 May



Some Youth Councillors attended Youthline's Good 2 Great youth development event at the Brydone Hotel on 20 and 21 May. Feedback was excellent with one youth attendee commenting "Was awesome, great learning experience. Pretty motivational"

Good2Great Oamaru – see 26 minute mark onwards.

<https://www.tvnz.co.nz/shows/seven-sharp/episodes/live>

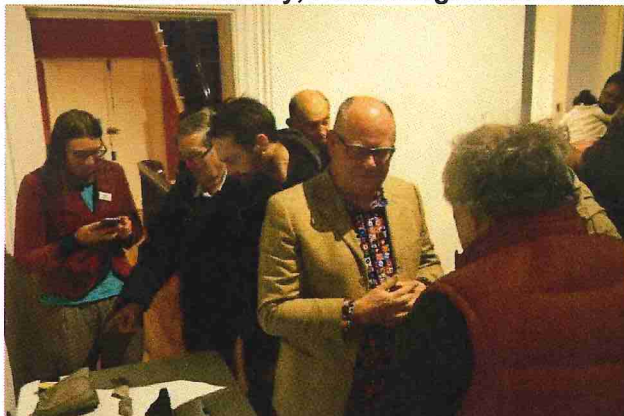
3.2 Community Liaison:

During the reporting period the officer also participated in:

- Safer Waitaki meetings: Alcohol & Drug, Management Group, Safer Waitaki Governance Group, Safer Waitaki Family Whanau Working Group, Alcohol and Drug Working Group and Industry Link Working group
- Waitaki Multicultural Council monthly meeting and Annual General Meeting
- Met with Presbyterian Support Otago/Family Works
- ACC
- Public Health South
- Sport Waitaki
- Police
- Waitaki Safer Community Trust
- Newcomers Network
- Ministry of Business, Innovation and Employment (MBIE) Migrant Services
- Attended Emergency Management Workshop 1 May

- Met with Otago Community Trust 4 May
- Facilitated debrief session for Survivor 2020 Road Safety Expo DCC 4 May

4. Forrester Gallery, North Otago Museum and Archive (May 2017)



Images:

Wednesday 5 April – Evening Talk at Forrester Gallery: Professor Richard Walter, Otago University and the Willetts' Collection

Saturday 6 May – Artist talk by Nigel Brown at Forrester Gallery

Monday 15 May – Archive 30th anniversary celebrated at the Forrester Gallery

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

4.1 Cultural Facilities Development Project

The CFDP Fundraiser – Long Lunch – was held on 1 April, 2017. Another community fundraiser is currently being planned for September 2017.

We are currently waiting for the outcome of our major funding applications to Otago Community Trust, Lotteries Commission and Ministry of Culture & Heritage.

Behind the scenes staff are busy continuing with detailed work on the collections. In particular we have:

- Completed a review of the equine/horse/saddlery collection;
- Commenced a review of the agricultural equipment collection;
- Completed the rehousing of approx. 30% of the textile and costume collection;
- Completed an audit of approx. 80% of the published books collection;
- Completed an audit of approx. 60% of the photographic collection ;
- Completed work on cemetery records for Macraes and Livingstone Cemeteries. Ongoing work is being carried out on Palmerston Cemetery records
- Updated our operations manual to record procedures for acquisition; research into museum records and archives about its collecting history and updated the standard operating procedures in the archive.

4.2 Public Facing Outputs

The total Gallery visitor numbers for April were

April 1,078 (April 2016 – 1,295)

The Archive received a total of 80 enquiries (8 phone, 22 written, 50 in person)

4.3 Exhibitions and Events:

PREHISTORIC COLONISATION OF AOTEAROA. Talk by Prof Richard Walter, Forrester Gallery, Wednesday 5 April. This talk was a great success, attended by 75 people and we

received great feedback. Richard also visited Maheno School several weeks later to give a talk.

NIGEL BROWN: I AM / WE ARE – closes 28 May. An artist talk event was delivered on Saturday 6 May with an attendance of 44 visitors.

NIGEL BROWN: ICON an education programme and display drawing from across the gallery, museum and archive collections continues in the wonderlab in support of the Nigel Brown exhibition.

ANZAC 2017 closed on Sunday 14 April.

JERSEY CAMEL: New Drawings by local artist and teacher at Waitaki Boys High School, Jane McEntyre opened on Saturday 20 May.

Mark Twain: Chloe Searle was interviewed this month for a TV show under production about Mark Twain's visit to NZ, which included a stop in Oamaru.

Willetts' Collection: The Willetts' collection display at the museum has been upgraded and relocated into the temporary gallery space at the museum so that it can be viewed by visitors during open hours and also to support the Otago University Research Project.

ARCHIVE 30 YEAR ANNIVERSARY - Celebration, Forrester Gallery 15 May. An afternoon tea was held to celebrate the building of the Archive in 1987. Thirty people attended the event and 21 attended the tours of the Archive. Hugh Perkins spoke on behalf of Council and Jane Macknight and Chris Meech spoke.

4.4 Stakeholder and Community Engagement:

Staff at the Gallery Museum and Archive have provided a lot of assistance and advice (mostly in the form of loan objects) to the new Tourism Waitaki venture – Whitestone City which opened on 17 May.

Archive staff assisted Totara Estate with selecting historic photographs for display.

Staff attended the Heritage NZ talk at Council in April.

4.5 Education:

Staff hosted Omarama School in the wonderlab on 4 April
The Educator visited Maheno School with Professor Richard Walter in late April.
The Educator delivered a holiday programme at the Forrester Gallery on Monday, Wednesday and Thursday (24, 26 and 27 April).

4.6 Collaboration:

Museum staff worked with Oamaru Opera House (OOH) staff to put together a display for two events at OOH – in particular presenting a display of bags from the museum collection.

The Director and Archivist have been working with Records and IS to review Records Management across council.

5. Oamaru Opera House

5.1 Comparative Statistics

Venue Hire Statistics	1 April-12 May 2017		1 April-12 May 2016	
	Bookings	Pax	Bookings	Pax
Not for Profit/Free of Charge	5	85	12	229
Commercial (Incl Sponsorship)	26	1,009	22	1,556
Community (Incl WDC)	11	166	6	66
Total	42	1,260	40	1,851

5% increase in venue hire comparatively

Year to Date Comparative Statistics

Venue Hire Statistics	2016/17		2015/16	
	Bookings	Pax	Bookings	Pax
Not for Profit/Free of Charge	57	1,043	80	1,347
Commercial (Incl Sponsorship)	144	7,779	127	5,100
Community (Incl WDC)	104	6,110	61	6,447
Total	305	14,932	268	12,894

14% increase in venue hire comparatively

The Migrants Newcomers Group is a new addition to our Not For Profit groups that use the venue and now meet fortnightly in the Green Room. The group currently has eight members and this is an opportunity for them to meet and have a shared lunch together.

Not-for-Profit groups that utilise the venue:

- Alzheimers Support group,
- Oamaru Newcomers Group (Migrants meeting and Newcomers gather)
- Friends of Forrester (Lunchtime concert)
- Wriggle & Rhyme preschool programme.

New Clients

- TrueNZ Guides – very impressed with the venue and facilities. *The speaker mentioned that it was one of the most beautiful spaces in New Zealand and he would love to come.*
- ANZ Dunedin Branch – ANZ Private Bank Client Function
- Auckland Chamber of Commerce – Taking Care of Business Road Show

5.2 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 ie 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.

The Opera House has secured a \$500 subsidy toward the cost of sending the Marketing Manager to Creative New Zealand's annual Nui te Korero the Big Conversation in June. The subsidy is used to pay the registration and travel costs. Nui te Korero the Big Conversation is Creative New Zealand's annual capacity building hui for NZ arts managers, producers and marketers.

Mailchimp

The monthly e-newsletter is tracking steadily. These go out to 2,492 subscribers. An average of 41.94% open and engage with the newsletter. The average industry open rate is 14.1%.

Facebook

Average post reach, across 42 posts for the period is 718.7, which is a big increase on the previous six-week reporting period. These higher than usual figures were inflated by a pair of boosted posts, which shows that small investments in social media advertising can be highly effective. The cost of the boosted posts is \$7 per boost. Average engagement too is more than doubled with clicks/likes/shares at 73.4.

Page likes increased from 1,400 likes to 1,415.

Website Analytics

In the reporting period the website was visited 992 times. Of these visits, 65.6% (651) are new visitors and 34.4% (341) are returning visitors. On average, visitors view 2.47 pages in sessions of just over one and a half minutes.

The website continues to be primarily used as a What's On guide, with a fair amount of activity on the "Visitor Info" and "History" pages – likely tourists. The vast majority of visitors are coming from Organic Searches (92.9%), 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 social media.

Community

11/4/17 – 3/5/17 – displayed ANZAC-related and other items on loan from the North Otago Museum in the Opera House foyer. The RSA was invited to sell their poppies in the foyer on Anzac Eve prior to the performance. The RSA have expressed their thanks for this invitation and were very happy with the financial outcome.

3/5/17 – Provided Palmerston Guiding Club with two tickets and a café voucher for prize giving.

Show Attendance

Whitestone Contracting Auditorium – attendances to these large touring events are very low and we run the risk of these promoters not wanting to return if these numbers don't grow. Concern has been expressed by the promoters regarding the South Island overall, and while we spend a lot of time promoting their shows with our audiences and receiving positive feedback and excellent reviews, this is not translating to improved ticket sales. Upcoming high profile tours are coming through and in the words of Rhys Darby "if they don't pull finger and buy tickets, we won't come to Oamaru".

So please do advocate on behalf of the Opera House as the quality of the shows we are presenting are outstanding.

27/4/17 – Swan Lake – Moscow Dance Company: 227

7/5/17 – Take Me Home: The Music & Life of John Denver: 285

Inkbox Theatre

24/4/17 – Anzac Eve: 67

3/5/17 – Gloria's Handbag: 95

Upcoming Shows

4 June, 3pm Steampunk Fashion

14 June, 7pm Tiki Taane Mahuta – Dance, live music *"From the very beginning it was obvious this production would live up to the hype that already surrounds this simple tale of two close families torn apart by a terrible accident who are eventually reunited by the next generation. It's all told through some magnificent aerial choreography and powerful dance, which is often reflecting kapa haka and hip hop in origin. This is mixed with Tiki Taane's glorious music, beautifully filmed video and evocative lighting, culminating in an extraordinarily affecting work with an unending visual appeal....Tiki Taane Mahuta is a thought-provoking, inspiring and immensely appealing work that speaks universally to all generations. It is a work that will live in the hearts and minds of audiences for some time to come."* Reviewed by Stephen Fisher, Fairfax

15 June, 8pm Four Flat Whites in Italy – Theatre, comedy written by Roger Hall

17 June, 7.30pm Urzlia Couson – Comedy R16 – comedian from 7 Days

20 June, 6.30pm Royal New Zealand Ballet - Dance

30 June, 7pm Sue Nicholson – Psychic featured on TV series Sensing Murder

13 July, 7.30pm NZ Guitar Quartet – in the Inkbox Theatre

3 August, 8pm Rhys Darby – Comedy

5.3 Waitaki Arts Festival

The planning and programming is well underway and it has been heartening to have so many people, businesses and community groups prepared to get behind this festival and support it – there has been so much enthusiasm that it's been important to keep within a manageable framework. Funding applications for Otago Community Trust and Mainland Foundation have been completed.

Sponsorship confirmed to date:

- Whitestone Contracting for the Gala performance - The 7 Sopranos
- Whitestone Cheese - evening event and family event
- Glue Creative - graphic design
- NZME - radio advertising
- Brydone Hotel - accommodation

- Orokanui Ecosanctuary, Vertical Ventures & Tourism Waitaki - A2O Trail event
- The Opera House has secured performances from local, national and international artists culminating in the final free of charge family event which is on the Alps 2 Ocean Trail, collaborating with Safer Waitaki, Waitaki Community Gardens, Orokanui Ecosanctuary, local schools and Tourism Waitaki.
- Further community support has been received from Oamaru Garrison Band, Whitestone Civic Trust, Multicultural Society and Steampunk.



Thunes Cloete
Community Services Group Manager

Attachments: CRM report

