



# MINUTES

## Community Services Committee Meeting Tuesday, 19 November 2024

Ref: 1723796

**Minutes of Timaru District Council  
Community Services Committee Meeting  
Held in the Council Chamber, District Council Building, King George Place, Timaru  
on Tuesday, 19 November 2024 Following the Infrastructure Committee**

**Present:** Stacey Scott (Chairperson), Stu Piddington (Deputy Chairperson), Gavin Oliver, Peter Burt, Allan Booth, Owen Jackson, Sally Parker, Michelle Pye, Scott Shannon

**In Attendance:** Nigel Trainor (Chief Executive), Paul Cooper (Group Manager Environmental Services), Andrew Dixon (Group Manager Infrastructure), Nicole Timney (Group Manager Property), Beth Stewart (Group Manager Community Services), Andrea McAlister (Acting Group Manager People & Capability), Steph Forde (Corporate and Strategic Planner), Stephen Doran (Group Manager Corporate and Communications), Brendan Madley (Senior Policy Advisor), Stephen Compton (Minutes)

**1 Apologies**

**Resolution 2024/43**

Moved: Clr Stacey Scott

Seconded: Clr Peter Burt

That the apology of Mayor Nigel Bowen is received and accepted.

**Carried**

**2 Public Forum**

There were no public forum items.

**3 Identification of Items of Urgent Business**

No items of urgent business were received.

**4 Identification of Matters of a Minor Nature**

There was one item noted of a Minor Nature registered by Clr Allan Booth regarding the Pump Shed at the Art Gallery, which was to be addressed under item 8.3

**5 Declaration of Conflicts of Interest**

No conflicts of interest were declared.

## **6 Chairperson's Report**

The chair reported that since the last meeting she had had the following engagements:

- Community Drop in Session with Mayor Nigel and Clr Jackson
- Donations & Loans Subcommittee Meeting
- Building Inspections Tour/Visit with Paul Hansen
- Performing Arts Workshop
- Citizenship Ceremony
- EDANZ Conference
- Aoraki Secondary Schools Sports Awards
- Sister Cities Subcommittee Meetings (x2)
- TDHL AGM & Workshop
- Hearing D – Proposed District Plan – Commissioner
- Aorangi Stadium Project
- Downlands Water Supply Committee Meeting

The Chairperson noted their report as emailed and acknowledged Paul Hanson and his team for their assistance, and also Craig from Stonewood Homes and Zac from Palmer Homes for their time and welcome.

### **Resolution 2024/44**

Moved: Clr Stacey Scott

Seconded: Clr Peter Burt

That the Community Services Committee receives and accepts the Chairpersons Report.

**Carried**

## **7 Confirmation of Minutes**

### **7.1 Minutes of the Community Services Committee Meeting held on 8 October 2024**

### **Resolution 2024/45**

Moved: Clr Scott Shannon

Seconded: Clr Michelle Pye

That the Minutes of the Community Services Committee Meeting held on 8 October 2024 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

**Carried**

## **8 Reports**

### **8.1 Actions Register Update**

- 1 The purpose of this report is to provide the Community Services Committee with an update on the status of the action requests raised by councillors at previous Community Services Committee meetings.

The Chair welcomed Beth Stewart (Group Manager Community Services (BS)) to the meeting, and it was noted that there was only one item on the List which is the ongoing paused item in regards to the Collections review Process which has no ETA, and can be removed until the review is completed and the bring it back or it can stay

#### **Resolution 2024/46**

Moved: Cllr Stacey Scott

Seconded: Cllr Michelle Pye

That the Community Services Committee receives and notes the updates to the Actions Register.

**Carried**

### **8.2 Community Services Group Update Report**

- 1 To provide the Community Services Committee with a regular, high-level update on the functions of the units within the Community Service Group, including key updates, challenges and opportunities, initiatives, projects, and the impact of changes in service delivery as it pertains to the community.

The Chair welcomed Group Manager Community Services to speak to the report, who noted the change in layout, but noted key highlights:

- Planned works at CBay for the transition to Sodium Bisulphate from CO2 is a decent sized piece of work will save money and support climate change objectives
- There was really positive feedback from Heritage NZ with regards to the Seismic work undertaken at Aigantighe Art Gallery – it will be used as a flagship/case study by Heritage NZ, and she acknowledged wider the team on that piece of work.
- Also noted a significant piece of work by the team around Asset management plans for risk mitigation and to confirm that facilities are fit for purpose and serve community needs, and for ongoing mapping of investments on capital facilities.

Discussion included noting the passion and enthusiasm of the library team, and expression of thanks for their work, positive noting of the use of an asset management system and discussion of the various systems used in other areas.

There was further discussion regarding Pleasant Point Swimming Pool and the cost per swim and about how the aquatics team was trying to work with the community board to increase usage of the pool.

It was noted that there will be a feasibility study undertaken at the end of the season to provide the data required to make any decisions about the future of the district pools.

There was discussion over whether the Café at CBay was running at a loss and what could be done to bring it into a profitable state. It was noted that it wasn't making a profit but was seen by users as a valuable service. There was some concerns raised about figures without basis being discussed at the meeting and that care should be taken not to generate a 'soundbite', and that there was need to understand the usage particularly by the elderly. A request for a full profit and loss to be completed for the next CS Committee meeting was made.

Clr Oliver Informed the Council that the Aigantighe Art Gallery Grant of \$18K was used on the first sculpture by Trevor Askin in the Geraldine Sculpture Trail

It was asked if other pools are making the change to Sodium Bisulphate (or have already), with it being noted that that will form part of the feasibility study

### **Resolution 2024/47**

Moved: Clr Gavin Oliver

Seconded: Clr Scott Shannon

That the Community Services Standing Committee receives and notes the Community Services Update Report.

**Carried**

### **8.3 Aigantighe House Gallery Seismic Upgrade October 2024**

- 1 To update the Community Services Standing Committee on the progress of the Aigantighe Heritage House Gallery Seismic Strengthening and Refurbishment Project.

The Property Projects Manager took the report as read and invited questions.

There was further discussion around the installation of the air condition. It was noted that it's at final design stage, and there will be a three week closure in April 2025 to deliver this. It was noted that there are no indications of it going out of budget.

There was discussion of the lift being external or internal. It was confirmed it was internal enabled by a design change.

A query was made around a water leak and who was paying for the repairs. Confirmed the installation company covering the costs of repairs, and that the damage was initially thought to be cosmetic, but water had got between the Gib and plaster, and into the floorboards so all being redone.

Discussion was had over the pump shed, and it was noted that it was being used for signage, and that they had been tasked with looking at options and a report would be presented later.

There was a query around the \$37,000 spend in October. The claim was higher for that month, but the QS valuation came in smaller and was accepted. The intention was the final invoice would be received this month, and once that is processed, and full report will be presented with variations noted.

### **Resolution 2024/48**

1. That the Community Services Standing Committee receives and notes the Progress Report for the Aigantighe Heritage House Gallery Seismic Strengthening and Refurbishment Project.

Moved: Clr Stacey Scott

Seconded: Clr Sally Parker

**Carried**

#### **8.4 Donations and Loans Subcommittee - Recommendations for Funding**

- 1 To present recommendations from the Donations and Loans Subcommittee Meeting held on 15 October 2024, for the Community Services Committee to consider for approval.

The Community Funding Advisor spoke to the report,

Discussion was had over the definition of substantial. It was noted that this was anything over \$10,000, which was put into a different pool.

There was a request for more detail about why or why not applications had been recommended to be put into the report. The Group Manager Community Services noted that , a robust matrix will be put in place. Further noted that when reports are brought forward in a public setting like this, it could be done, but the delegated authority is the Donations and Loans Subcommittee, and any discussions would need to be publicly excluded.

It was noted that there were privacy issues in place and that funding may have been received by groups from elsewhere.

#### **Resolution 2024/49**

Moved: Clr Stacey Scott

Seconded: Clr Gavin Oliver

That the Community Services Committee approves or declines some or all of the recommendations from the Donations and Loans Subcommittee, citing the reasons for the changes; with altered, reduced or no donations paid.

#	Application	Description	Amount Requested	Recommendation
<b>General Donations – Community Services</b>				
1	CCS Disability Action South Canterbury	Continuation of Support Services	\$2,500.00	Decline
2	SC Free Kindergarten Association	Oral History Project	\$1,687.54	Decline
3	Volunteering Mid & South Canterbury	Rent costs	\$4,986.00	Approve \$2,500.00
4	Brain Injury (Otago) Incorporated	Community Services for Timaru	\$2,500.00	Approve \$1,250.00

5	St John	Community Health Shuttle	\$10,000.00	Approve \$5,000.00
6	Connections Community Trust	Parenting Education	\$10,000.00	Approve \$4,000.00
	Community Services Subtotal		\$31,673.54	\$12,750.00
General Donations – Events				
7	South Canterbury RSA	Annual Dawn & Civic Services	\$4,613.96	Approve \$4,500.00
8	The Geraldine District & Promotions	Geraldine Christmas Parade	\$2,000.00	Approve \$2,000.00
9	Pleasant Point Christmas Procession Committee	Pleasant Point Christmas Procession	\$1,000.00	Approve \$1,000.00
10	Timaru Christmas Parade Trust	Timaru Christmas Parade	\$7,500.00	Approve \$6,000.00
11	Pleasant Point Gymkhana	Annual community Fair	\$2,000.00	Approve \$2,000.00
12	Release the Music Charitable Trust	Release the Music 24	\$3,800.00	Decline
13	Presbyterian Support	Christmas at the Bay	\$11,723.62	Approve \$5,000.00
14	Street Food @ Woodbury	Street Food at Woodbury	\$1,500.00	Approve \$1,000.00
15	Temuka Promotions Association	Temuka Christmas Parade	\$2,000.00	Approve \$2,000.00
16	Te Aitarakihi	Re Opening Event	\$17,643.00	Decline
	Events Subtotal		\$53,780.58	\$23,500.00
General Donations – Rural Community Halls				
17	Te Awa Hall Incorporated	Recladding of existing roof	\$7,000.00	Approve \$5,00.00
	Rural Community Halls Subtotal		\$7,000.00	\$5,000.00
Heritage/Historic				
18	Geraldine Historic Society	Insurance	\$8,000.00	Approve \$8,000.00
	Heritage/Historic Subtotal		\$8,000.00	\$8,000.00
Substantial Donations				

19	NZ Raptor Trust	Captive Breeding Project	\$10,000.00	Approve \$2,000.00 From General Fund*
20	Temuka & Geraldine A&P Association	Upgrades to the Winchester Showgrounds Presidents room	\$14,641.35	Approve \$2,000.00 From General Fund*
21	Geraldine High School	Multisport Turf	\$20,000.00	Decline
22	Te Aitarakihi	Weather Cover & Path Levelling	\$30,000.00	Approve \$5,000.00 From General Fund*
<b>Substantial Subtotal</b>			<b>\$74,641.35</b>	<b>\$9,000.00*</b>
<b>Total requested</b>			<b>\$175,095.47</b>	
<b>Total recommended for approval</b>			<b>\$58,250.00 (*from General Donations)</b>	

**Carried**

## **8.5 Community Funding Policy - consultation feedback, deliberations, and adoption**

- 1 The purpose of this report is to present Council with the written submissions received during the Community Funding Policy targeted consultation and associated officer commenting, facilitate deliberations on the content of the final policy (including any changes from the draft policy where deemed appropriate), and adopt a final version of the policy.

The report was presented by the Group Manager Community Services, Senior Policy Advisor and the Legal Services manager. It was noted that most submitters agreed with the proposed changes and that any disagreements could be managed with minor adjustments, it was also noted that there was clear advice from officers about precluding loans from this policy.

Concern was raised over the removal of loans from the community and it was queried as to the number of loans issued. The advice given was not to do loans unless doing it properly, which is expensive, the transaction cost is \$5K per loan and this is not retrieved. The recommendation was that it was separated with its own robust policy. There had only been 1 loan made in the past 10 years.

It was noted only 3 councils issued loans of this type, and 2 provided funding through a CCO vehicle.

There was further discussion over why the council wouldn't fund for public liability insurance, and that some flexibility should be introduced to ensure that Council is being an enabler of events.

The chair accepted a delegation to work on this issue.

There was further discussion over traffic management and the use of Smarty Grants in as user friendly a way as possibly to make it as straightforward as possible to make an application.



**Resolution 2024/50**

Moved: Clr Michelle Pye

Seconded: Clr Stu Piddington

That the Community Services Committee:

- 1 Receives and notes all written submissions received during the “Community Funding Policy” targeted consultation; and
- 2 Deliberated on the submissions received and officer commenting; and
- 3 Adopts the Community Funding Policy; and
- 4 Delegates Authority to the Officers to produce associated materials and processes to facilitate the implementation of the “Community Funding Policy”; and
- 5 Amends the name of the “Donations and Loans Subcommittee” to the “Community Funding Subcommittee”, and
- 6 Revokes the “Donations and Loans Policy” and the “Youth Initiatives Policy”; and
- 7 Instructs officers to develop a policy plus mechanism for loans to come in front of Council; and;
- 8 Delegates to Chair, Community Services Standing Committee to approve minor amendments to policy reflecting discussion.

**Carried**

**9 Consideration of Urgent Business Items**

No items of urgent business were received.

**10 Consideration of Minor Nature Matters**

Matter of minor nature raised were considered at item 8.3

**11 Public Forum Items Requiring Consideration**

There were no public forum items requiring consideration.

**The Meeting closed at 12.40pm.**

Minutes Confirmed 18 February 2025.



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**Chairperson**