



AGENDA

Community Services Committee Meeting Tuesday, 14 June 2022

Date Tuesday, 14 June 2022

Time following the Infrastructure Committee

Location Council Chamber
District Council Building
King George Place
Timaru

File Reference 1504233

Timaru District Council

Notice is hereby given that a meeting of the Community Services Committee will be held in the Council Chamber, District Council Building, King George Place, Timaru, on Tuesday 14 June 2022, at the conclusion of the Infrastructure Committee meeting.

Community Services Committee Members

Cr Richard Lyon (Chairperson), Cr Stu Piddington (Deputy Chairperson), Mayor Nigel Bowen, Cr Steve Wills, Cr Allan Booth, Cr Peter Burt, Cr Barbara Gilchrist, Cr Gavin Oliver, Cr Paddy O'Reilly and Cr Sally Parker

Quorum – no less than 2 members

Local Authorities (Members' Interests) Act 1968

Committee members are reminded that if you have a pecuniary interest in any item on the agenda, then you must declare this interest and refrain from discussing or voting on this item, and are advised to withdraw from the meeting table.

Erik Barnes

Acting Group Manager Recreation and Cultural Services

Order Of Business

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- 1 Apologies**
- 2 Identification of Items of Urgent Business**
- 3 Identification of Matters of a Minor Nature**
- 4 Declaration of Conflicts of Interest**
- 5 Chairperson's Report**

6 Confirmation of Minutes

6.1 Minutes of the Community Services Committee Meeting held on 26 April 2022

Author: Andrew Feary, Governance Advisor

Recommendation

That the Minutes of the Community Services Committee Meeting held on 26 April 2022 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Attachments

- 1. Minutes of the Community Services Committee Meeting held on 26 April 2022**



MINUTES

Community Services Committee Meeting Tuesday, 26 April 2022

Ref: 1504233

**Minutes of Timaru District Council
Community Services Committee Meeting
Held in the Council Chamber, District Council Building, King George Place, Timaru
on Tuesday, 26 April 2022 following the Infrastructure Committee**

Present: Cr Richard Lyon (Chairperson), Cr Stu Piddington (Deputy Chairperson), Mayor Nigel Bowen, Cr Steve Wills, Cr Allan Booth, Cr Peter Burt, Cr Barbara Gilchrist, Cr Gavin Oliver (via Zoom), Cr Paddy O'Reilly, Cr Sally Parker

In Attendance: Bede Carran (Chief Executive), Paul Cooper (Group Manager Environmental Services), Andrew Dixon (Group Manager Infrastructure), Erik Barnes (Acting Group Manager Recreational & Cultural Services), Steve McKnight (Group Manager Commercial & Strategy), Beth Stewart-Wright (Director User Experience and Community Engagement), Hannah Goddard-Coles (Director Engagement & Culture), Anne Lemmens (Pleasant Point Community Board), Grant Hamel (Customer Services Manager)

1 Apologies

There were no apologies from members to be accepted.

2 Identification of Items of Urgent Business

There were no items of urgent business to be received.

3 Identification of Matters of a Minor Nature

No matters of a minor nature were raised.

4 Declaration of Conflicts of Interest

No conflicts of interest were declared.

5 Chairperson's Report

5.1 Chairman's report

Cr Richard Lyon advised the Committee of his Chairman's report. Since the last Committee meeting the Chairman has attended numerous Council meetings & workshops.

Resolution 2022/3

Moved: Cr Richard Lyon

Seconded: Cr Peter Burt

That the Chairman's report be received.

Carried

6 Confirmation of Minutes**6.1 Minutes of the Community Services Committee Meeting held on 15 March 2022****Resolution 2022/4**

Moved: Cr Steve Wills

Seconded: Cr Paddy O'Reilly

That the Minutes of the Community Services Committee Meeting held on 15 March 2022 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Carried

7 Consideration of Urgent Business Items

No items of urgent business were received.

8 Consideration of Minor Nature Matters

No matters of a minor nature were raised.

9 Exclusion of the Public**Resolution 2022/5**

Moved: Mayor Nigel Bowen

Seconded: Cr Paddy O'Reilly

That the public be excluded from the following parts of the proceedings of this meeting on the grounds under section 48 of the Local Government Official Information and Meetings Act 1987 as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
10.1 - Public Excluded Minutes of the Community Services Committee Meeting held on 15 March 2022	<p>s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(c)(ii) - The withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely</p>	<p>To protect a person's privacy</p> <p>Due to an obligation of confidence and to protect the public interest</p>

	otherwise to damage the public interest	
10.2 - Donations and Loans Subcommittee Recommendations	s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	Commercial sensitivity

Carried

10 Public Excluded Reports**10.1 Public Excluded Minutes of the Community Services Committee Meeting held on 15 March 2022****10.2 Donations and Loans Subcommittee Recommendations****11 Readmittance of the Public****Resolution 2022/6**

Moved: Cr Barbara Gilchrist

Seconded: Cr Sally Parker

That the meeting moves out of Closed Meeting into Open Meeting.

Carried

The Meeting closed at 11.17am.

.....

Cr Richard Lyon
Chairperson

7 Reports

7.1 Timaru District Libraries - Engaging and Supporting our Community

Author: Adele Hewlett, Libraries Manager

Authoriser: Erik Barnes, Acting Group Manager Recreation and Cultural Services

Recommendation

That the report be received and noted.

Purpose of Report

- 1 To provide an update to the Community Services Committee on some of the current activities and new initiatives highlighting how the Timaru District Libraries are engaging and supporting our community.

Assessment of Significance

- 2 The information in this report has been assessed as of low significance in terms of our Significance and Engagement Policy as there are no proposed changes to Level of Service or funding implications.

Discussion

- 3 Our libraries are vibrant friendly community hubs offering a range of experiences for all ages. The libraries represent different things to different people at different times, and have multiple roles and add value on a number of levels in the community. They foster social connectedness, lifelong learning, creativity, relaxation, wellbeing, skills development and literacy. They are pivotal in the development of resilient and cohesive communities.
- 4 Our libraries have been working to ensure they continue to deliver on these outcomes and remain relevant in a fast changing world where digital expectations are growing.
- 5 Even through COVID our libraries have shown how we can adapt and continue to support our communities. The high level of use and involvement from the community can be seen through the usage statistics, the libraries held 6,000 programmes with an attendance of 16,104 community members.
- 6 This work has also been recognised in this year's ARA Business Excellence Awards as a finalist in the Supporting Local Category (the attached excerpt provides an overview of the submission).
- 7 The library team continues to identify new and unique ways to define what a modern library is and how we can support our communities changing requirements, this can be seen through several new initiatives, to include:
 - i. Home Energy Toolkits (HEAT kits) are being rolled out across all of the Districts Libraries.
 - ii. Engaging and entertaining children with new Storytime Pod's.
 - iii. Making Library spaces available and accessible with new Family Workstations.

- iv. VisTab a new visitor management system is being trialled at Timaru District Libraries.

Attachments

1. **Timaru District Libraries- Engaging and Supporting our Community**  

Timaru District Libraries – Engaging and Supporting our Community

1. ARA Business Excellence Awards Finalist – Supporting Local Category

An excerpt from the Timaru District Libraries application.



Our libraries are vibrant friendly community hubs offering a range of experiences from cradle to grave. They have multiple roles and add value on a number of levels in the community. They represent different things to different people at different times. They foster social connectedness, lifelong learning, creativity, relaxation, wellbeing, skills development and literacy. They are pivotal in the development of resilient and cohesive communities.

Our libraries assist social cohesion through positive social interaction. This is of value to all members of the community and is particularly helpful for vulnerable members such as some older and younger people or those with a disability, itinerant workers, people newly arrived from overseas, and homeless people. For vulnerable groups the libraries help to build bridges of support with other members of the community and promotes inclusiveness.

The enthusiasm with which the library staff have embraced their role in building connected communities, is matched only by the eagerness of the community to participate.

In 2021 the libraries held 6,000 programmes with an attendance of 16,104 community members

2. HEAT Kit (Home Energy Audit Toolkit) – coming soon

HEAT Kits will be able to be borrowed to check out how your house is performing, it gives ideas about how to reduce energy use and improve the comfort of your home.

What is a Home Energy Audit Toolkit (HEAT Kit)?

Home Energy Audit Toolkits (HEAT kits) can help you find out:

- Which appliances in your home use the most energy
- How you can make your home healthier and warmer
- How you can save on power bills and reduce your carbon footprint
- How your hot water cylinder is performing
- How dry your firewood is

What is in the HEAT Kit?

- A hygrometer - to measure air temperatures and moisture levels including tips on how to avoid cold, damp conditions that cause condensation and mould.
- An infrared thermometer - to find thermal leaks due to poor insulation of ineffective seals including tips on how to fix them.
- A stopwatch - to measure your shower flow rate including tips on how to make savings through efficient use of hot water.
- A moisture meter for firewood – to make sure your firewood is dry enough for optimum burning.
- A power meter - to measure the running cost of plug-in appliances including tips on how you can save money on appliances, heating and lighting.
- Instructions on how to use each tool.
- A record booklet for recording your measurements and energy saving actions.

3. Storytime Pod's – Engage, Entertain, Educate

- Modernises children's services with digitalbooks and interactive learning activities
- Provides children's storytime-on-demand with hundreds of digital titles to choose from
- Provide services for reluctant readers and children with special learning needs
- Hundreds of short pre-loaded digital books
- Titles in 11 languages and growing
- Educational games and learning activities
- Vibrant and intuitive navigation for kids

4. Family Workstation – on order for Timaru Children's Library

Making Library spaces available and accessible to all is so important. This is how we strengthen families and create a culture and community that values children.

On one side of the dual-desk, there's a workspace and computer for a parent; the other side is a child-safe section that prevents a baby or toddler from wandering away, complete with learning panels to keep them engaged.



5. VisTab – Visitor Management System – coming soon

Timaru District Libraries are trialling this system maybe suitable for other Council facilities.

- Makes it easy for your visitors, staff members and contractors to sign in and -out
- Have the tablet anywhere on-site where there is a sign-in book
- Replaces any manual clock in and out system
- Easy to track who's on site from any PC, Tablet, Laptop or internet capable device
- Contractors Induction
- Print out visitor/contractor labels
- Display any health and safety messages

**Timaru District Libraries: A vibrant and inspirational community hub
for everyone to learn, relax, create, socialise, and enjoy**

8 Consideration of Urgent Business Items

9 Consideration of Minor Nature Matters

10 Exclusion of the Public**Recommendation**

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