



AGENDA

Community Services Committee Meeting Tuesday, 17 June 2025

Date Tuesday, 17 June 2025

Time Following the Infrastructure Committee

Location Council Chamber
District Council Building
King George Place
Timaru

File Reference 1764725

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 17 June 2025, at the conclusion of the Infrastructure Committee meeting.

Community Services Committee Members

Clr Stacey Scott (Chairperson), Stu Piddington (Deputy Chairperson), Gavin Oliver, Peter Burt, Allan Booth, Owen Jackson, Sally Parker, Michelle Pye, Scott Shannon and Mayor Nigel Bowen

Quorum – no less than 5 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.

Paul Cooper

Acting Group Manager Community Services

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- 1 Apologies**
- 2 Public Forum**
- 3 Identification of Items of Urgent Business**
- 4 Identification of Matters of a Minor Nature**
- 5 Declaration of Conflicts of Interest**

6 Confirmation of Minutes

6.1 Minutes of the Community Services Committee Meeting held on 15 April 2025

Author: Jessica Kavanaugh, Team Leader Governance

Recommendation

That the Minutes of the Community Services Committee Meeting held on 15 April 2025 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 15 April 2025**



MINUTES

Community Services Committee Meeting Tuesday, 15 April 2025

Ref: 1764725

**Minutes of Timaru District Council
Community Services Committee Meeting
Held in the Council Chamber, District Council Building, King George Place, Timaru
on Tuesday, 15 April 2025 Following the Infrastructure Committee at 11:19am**

Present: Clrs Stu Piddington (Chairperson), Gavin Oliver, Peter Burt, Allan Booth, Owen Jackson, Sally Parker, Michelle Pye, Scott Shannon, Stacy Scott (online), Mayor Nigel Bowen

In Attendance: **Community Board Members:** Jan Finlayson (Geraldine Community Board), Ross Munro (Pleasant Point Community Board)

Officers: Nigel Trainor (Chief Executive), Paul Cooper (Group Manager Environmental Services and Acting Group Manager Community Services), Stephen Doran (Group Manager Corporate and Communications), Andrew Dixon (Group Manager Infrastructure), Justin Bagust (Chief Information Officer), Nicole Timney (Group Manager Property), Cara Fitzgerald (Art Gallery Manager), Michael Priest (Libraries Manager), Philip Howe (Museum Director), Matthew Sisson (Property Projects Officer), Naomi Scott (Community Funding Advisor), Jessica Hurst (Community Development Advisor), Maddison Gourlay (Marketing and Communications Advisor), Jessica Kavanaugh (Team Leader Governance), Kirstie Wilson (Operations Co-Ordinator Community Services)

Public: Keith Shaw (Chief Executive Office The Y Central South Island)

1 Apologies

Mayor Nigel Bowen advised that he has a meeting scheduled at 12.00pm and will need to leave this meeting.

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

No matters of a minor nature were raised.

5 Declaration of Conflicts of Interest

- Clr Stacey Scott declared a conflict of interest in items 8.4 The Y Central South Island (YMCA) Youth Services Reports 2024 and 8.5 Provision of Youth Support Services for Timaru District Council

6 Confirmation of Minutes**6.1 Minutes of the Community Services Committee Meeting held on 18 February 2025****Resolution 2025/5**

Moved: Clr Peter Burt

Seconded: Clr Scott Shannon

That the Minutes of the Community Services Committee Meeting held on 18 February 2025 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Carried

7 Schedules of Functions Attended**7.1 Schedule of Functions Attended by the Chairperson****Resolution 2025/6**

Moved: Clr Gavin Oliver

Seconded: Clr Owen Jackson

That the Schedule of Functions Attended by the Chairperson be received and noted.

Carried

8 Reports**8.1 Actions Register Update**

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 Committee meetings.

Aigantighe House Gallery – Pump Shed

A discussion took place regarding the cost of a re-design to the pump shed and it was confirmed that the structure is now aesthetically more pleasing to the eye and not to continue with the new design. This item to be closed on the Actions Register.

Aigantighe House Gallery – Full and final report

A discussion about the impact of reduced number of dehumidifiers to save on costs resulted in a decision to install all dehumidifiers and complete the required work to finish the gallery. It is confirmed this is able to be done within the Chief Executives delegation. This action will remain open at this time.

Information about the library visitors numbers

The Councillors requested a breakdown to give an accurate picture of what visitors are requiring from their visits to the library this needs to include information on the program numbers,

community room bookings, books checked out customers requiring digital information. Also provide a breakdown to include the cost of digital products versus the cost of traditional books. This item to be closed on the Action Register and create a new action for the above request.

At 11:53 am, Mayor Nigel Bowen left the meeting.

Community Development – Welcoming Communities

This item to be closed on the Actions Register.

It was highlighted the possibility for each Business Unit to present to the relevant Standing Committee to enable Councillors to have a better understanding of how they operate.

Resolution 2025/7

Moved: Cllr Michelle Pye

Seconded: Cllr Scott Shannon

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

Carried

8.2 Community Services Update Report

The Acting Group Manager Community Services spoke to the report to provide the Community Services Committee with a regular, high-level update on the activities of the units within the Community Services Group, including key updates, challenges and opportunities, initiatives, projects and the impact of changes in service directory as it pertains to the community.

Resolution 2025/8

Moved: Cllr Peter Burt

Seconded: Cllr Sally Parker

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

Carried

8.3 Community Funding Subcommittee - Recommendations for Funding

The Community Funding Advisor spoke to the report to present recommendations from the Community Funding Subcommittee Meeting held on 8 April 2025, for the Community Services Committee to consider for approval.

Discussion was had around the Community Funding Subcommittee providing more commentary in this report as to why submissions were declined. It was confirmed that feedback was given to the applicants on why their submission was declined.

Resolution 2025/9

Moved: Cllr Gavin Oliver

Seconded: Cllr Peter Burt

That the Community Services Committee approves all the recommendations from the Community Funding Subcommittee.

Carried

8.4 The Y Central South Island (YMCA) Youth Services Reports 2024

Keith Shaw (Chief Executive Office The Y Central South Island) spoke to the report to receive The Y Central South Island six-monthly reports for the 2024 year.

Resolution 2025/10

Moved: Cllr Michelle Pye

Seconded: Cllr Scott Shannon

That the Community Services Committee receive and note The Y Central South Island (YMCA) Youth Services Report.

Carried

8.5 Provision of Youth Support Services for Timaru District Council

The Acting Group Manager Community Services spoke to the report to outline the context and history of the service agreement between Timaru District Council and The Y Central South Island (The Y), formerly YMCA South and Mid Canterbury. It highlights the value of The Y's work in our community and presents the options available for the Council to consider regarding the future of this agreement.

Discussion was had around referring this decision to the annual plan meeting where council will review the continuation of all community funding in its entirety.

Resolution 2025/11

Moved: Cllr Stu Piddington

Seconded: Cllr Michelle Pye

That the Community Services Committee resolve that this report is left to lie on the table.

Carried

9 Consideration of Urgent Business Items

No items of urgent business were received.

10 Consideration of Minor Nature Matters

No matters of a minor nature were raised.

11 Public Forum Items Requiring Consideration

There were no public forum items.

The Meeting closed at 12:23pm

.....
Clr Stu Piddington
Deputy Chairperson

7 Schedules of Functions Attended

7.1 Schedule of Functions Attended by the Chairperson

Author: Jessica Kavanaugh, Team Leader Governance

Authoriser: Stephen Doran, Group Manager Corporate and Communications

Recommendation

That the Schedule of Functions Attended by the Chairperson be received and noted.

Functions Attended by the Chairperson for the Period 01 April 2025 and 03 June 2025.

<i>1 April 2025</i>	Various Council Workshops during April & May 2025
<i>1 April 2025</i>	Various Council Meetings during April & May 2025
<i>1 April 2025</i>	SC Discussion with Hon James Meager
<i>8 April 2025</i>	Community Funding Subcommittee Meeting
<i>8 April 2025</i>	Social Housing Units Tour
<i>10 April 2025</i>	LGNZ Zone 5&6 Conference – Christchurch- 2 days
<i>15 April 2025</i>	Standing Committees
<i>16 April 2025</i>	Aorangi Stadium – Project Steering Group Meeting
<i>16 April 2025</i>	Theatre and Museum Projects Steering Committee Meeting
<i>25 April 2025</i>	ANZAC Day Services – Arowhenua Arches, Temuka Cemetery, Winchester & Temuka Cenotaph Service
<i>29 April 2025</i>	People & Performance Meeting
<i>30 April 2025</i>	Proposed District Plan Hearing – 2 days
<i>5 May 2025</i>	Sister Cities Subcommittee
<i>6 May 2025</i>	Citizenship Ceremony
<i>12 May 2025</i>	Proposed District Plan Review Deliberations
<i>19 May 2025</i>	Annual Plan Community Drop In - CBay
<i>20 May 2025</i>	Annual Plan Community Drop In - CBay
<i>21 May 2025</i>	Theatre and Museum Projects Steering Committee Meeting
<i>21 May 2025</i>	Aorangi Stadium – Project Steering Group Meeting
<i>27 May 2025</i>	Annual Plan Hearings & Deliberation

Meetings were also held with various ratepayers, businesses and/or residents on a range of matters.

Attachments

Nil

8 Reports

8.1 Actions Register Update

Author: Jessica Kavanaugh, Team Leader Governance

Authoriser: Stephen Doran, Group Manager Corporate and Communications

Recommendation

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

Purpose of Report

- 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 Committee meetings.

Assessment of Significance

- 2 This matter is assessed to be of low significance under the Council's Significance and Engagement Policy as there is no impact on the service provision, no decision to transfer ownership or control of a strategic asset to or from Council, and no deviation from the Long Term Plan.

Discussion

- 3 The actions register is a record of actions requested by Councillors. It includes a status and comments section to update the Community Services Committee on the progress of each item.
- 4 There are currently 10 items on the actions register.
- 5 Six items are marked as ongoing.
- 6 One item is marked as completed, to be proposed to be marked as removed at the next meeting.
- 7 Three items are marked as removed and will be taken off the list at the next meeting.

Attachments

1. **Community Services Committee Actions Required**  

Information Requested from Councillors (Community Services Committee)

Key ■ = Completed, for removal ■ = 60+ Days ■ = 90+ Days ■ = Removed

Information Requested	Policy update for the assessment of bequests for collections at the Aigantighe Art Gallery		
Date Raised:	30 July 2024	Status:	Ongoing
Issue Owner	Group Manager Community Services	Completed Date:	
<p>Background: Clrs requested an update on the process for managing bequests at the Art Gallery. Clrs enquired as to how bequeathed artworks are assessed, what criteria is used to accept and decline works, the process for sale of works and if there is a policy governing this process. Clrs requested a policy review.</p> <p>Update as at 25 September 2024: An update report was provided to Clrs on 27 August 2024 which detailed the process for managing bequests, accession and deaccession of art works at the Aigantighe Art Gallery. The report noted that the Policy was under review. As per Clr instruction, the review process will also be expanded to incorporate the South Canterbury Museum. High level costings and spatial requirements for additional storage will be scoped as part of this review.</p> <p>On 5 October 2024 the GM Community Services advised Clrs that Museum's Aotearoa is conducting a review of its Code of Ethics – this is the national best practice by which the Art Gallery and Museum are guided. GMCS advised that the policy review process be paused to ensure full alignment with the Code and other public galleries and museums. This was agreed to via email and accepted. A policy review will be conducted and reviewed concurrently with the MA review and Clrs updated when this is completed.</p> <p>Update: 30 January 2025 The Museum's Aotearoa (MA) updated their website on 11 December 2024 and indicated their subcommittee intends to present a new Code of Ethics (CoE) and structure to MA's members for ratification at the 2025 AGM. The AGM date is yet to be released, but the 2024 AGM was held in June, so we can assume it will be mid-year 2025. Following the new CoE and structure being published, we can look to conduct a review of our internal policy after June 2025, to ensure we are aligned and with a view to complete our internal review in the second half of 2025. We can provide more detailed timelines of the internal review when we have set dates for the AGM and CoE being published.</p> <p>Update: 9 April 2025 No further update until the Code of Ethics is updated in June 2025.</p>			

Update as at 5 June 2025:

No further update until the Code of Ethics is updated in June 2025

Information Requested	Café at CBay full profit and loss report		
Date Raised:	19 November 2024	Status:	Ongoing
Issue Owner	Group Manager Community Services	Completed Date:	
<p>Taken from the minutes from 19 November 2024 under '8.2 Community Services Group Update Report': "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 were 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."</p> <p>Update as at 18 February 2025: Clr Pye noted that this request had not been added to the Actions Register and asked that this work be undertaken and reported back to this committee for the next meeting on Tuesday 15 April 2025. By way of an update Acting Group Manager Community Services, confirmed we have a good understanding of the numbers, and they are tracking in the right directions, the Recreation Facilities Manager has asked for three months at which time a report would be brought back to this committee.</p> <p>Update as at 9 April 2025: Recreation Facilities Manager is waiting for an updated Profit and Loss report</p> <p>Update as at 5 June 2025: Figures to the end of March 25 show an operating loss of \$96,132, with April figures indicating a reduced loss of \$94,602. The Section 17a review did not extensively address the café's operations and officers are currently looking at operational model options. A report on the section 17a will go to Council.</p>			

Information Requested	District pools profit and loss report with trending data (Section 17a Review)		
Date Raised:	18 February 2025	Status:	Ongoing
Issue Owner	Acting Group Manager Community Services	Completed Date:	
<p>Action taken during an update on the 'Café at CBay full profit and loss report' that was previously requested: Clr Burt requested profit and loss data on all the district pools for the season and with trending data.</p> <p>Update as at 18 February 2025: Acting Group Manager Community Services, confirmed that there is work being undertaken to complete a Section 17a review which would incorporate this information and data on with full management of all the facilities (no timeline was specified for the return of this report).</p> <p>Update as at 9 April 2025: Recreation Facilities Manager updated that a Section 17A is in progress and will be delivered to Council in June.</p> <p>Update as at 5 June 2025: A report on the section 17a will be presented at Council.</p>			

Information Requested	Aigantighe House Gallery — Pump Shed		
Date Raised:	19 November 2024	Status:	Complete
Issue Owner	Group Manager Community Services	Completed Date:	15 April 2025
<p>Taken from the minutes from 19 November 2024 '8.3 Aigantighe House Gallery Seismic Upgrade October 2024': "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." By way of an update the Chief Executive noted Youth Centre offered to remove what is not required from inside the shed and create a design for the exterior.</p> <p>Update as at 18 February 2025: Clr Pye noted that from the minutes from 19 November 2024 this request had not been added to the actions register, and asked that this work be undertaken and reported back to this committee. By way of an update the Chief Executive noted Youth Centre offered to remove what is not required from inside the shed and create a design for the exterior.</p> <p>Update as at 9 April 2025: The entity that completed the pair review are working on an alternative solution and indicative costs, this has not been received as of yet. Council officers recommend this action be closed out due to budgetary constraints and unnecessary expenditure. Discussed by councillors and was agreed to complete all work to finish the project, with the Chief Executive to use his delegation for the remaining \$25,000.</p>			

Information Requested	Aigantighe House Gallery – Full and final report		
Date Raised:	19 November 2024	Status:	Ongoing
Issue Owner	Group Manager Community Services	Completed Date:	
<p>Taken from the minutes from 19 November 2024 ‘8.3 Aigantighe House Gallery Seismic Upgrade October 2024’: “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.”</p> <p>Update as at 18 February 2025: The Chairperson noted that in the minutes from 19 November 2024 under ‘8.3 Aigantighe House Gallery Seismic Upgrade October 2024’ it was recorded in the minutes: “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.” and could this also be added to the Actions Register.</p> <p>Update as at 9 April 2025: The full and final report will be presented once the lift and toilets are completed. There is a \$25,000 discrepancy between what was budgeted for the lift and the quote received. Officers are exploring options to reduce this. There is no further update.</p> <p>Update as at 5 June 2025: This report will be presented to the committee following completion of the project.</p>			

Information Requested	Information about the library 'visitors' numbers																						
Date Raised:	18 February 2025	Status:	Complete																				
Issue Owner	Acting Group Manager Community Services	Completed Date:	15 April 2025																				
<p>Original Request: Regarding the 'Community Services Update Report', Cllr Shannon noted there had been a drop in numbers for Q2 2025 and a change in the way visitor numbers are recorded and asked for some information on the change and the implementation of the new door counter system (active since 1 July 2024). The Acting Group Manager Community Services explained that the numbers for previous years had been generated from a methodology, using data from their systems, visitors are now counted as they come through the door, the report appears to indicate a decline in numbers for Q2 2025, however this is likely due to change in the way the data is now captured.</p> <p>Action: Cllr Shannon has requested a more in-depth explanation of what drove the Q2 numbers from 2022 to 2024, how the new door counter works and 'to the best of our knowledge' has there been a decline in numbers.</p> <p>Update as at 9 April 2025: The Libraries Manager has provided the following information Since 1 July 2024 the libraries track visitors by using an Intelligent RFID people counting system, which uses sensors attached to the ceilings at the library entrances. The previous system by Bibliotheca used sensors installed on the security gates at the entrances, which would count anyone any time they came within range. The Intelligent RFID system, while being newer, has more advanced technology with purportedly superior accuracy. For example, the system can detect when a person is moving around the entrance, or going in and straight back out, and only counts them once,</p> <p>While it is not ideal to compare data from two different products with varying methods, it would suggest that the number of visitors in FY 2024/25 is down from 2023/24. It will be interesting to revisit once we have a full years' worth of data at the end of June.</p>																							
<table><tr><td>Visitors</td><td>Q1</td><td>Q2</td><td>Total</td></tr><tr><td>FY 2024/25</td><td>71,891</td><td>64,509</td><td>136,400</td></tr><tr><td>FY 2023/24</td><td>78,847</td><td>75,810</td><td>154,657</td></tr><tr><td>FY 2022/23</td><td>68,854</td><td>66,234</td><td>135,088</td></tr><tr><td>FY 2021/22</td><td>59,754</td><td>66,415</td><td>126,169</td></tr></table>				Visitors	Q1	Q2	Total	FY 2024/25	71,891	64,509	136,400	FY 2023/24	78,847	75,810	154,657	FY 2022/23	68,854	66,234	135,088	FY 2021/22	59,754	66,415	126,169
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Information Requested	Community Development – Welcoming Communities		
Date Raised:	18 February 2025	Status:	Complete
Issue Owner	Acting Group Manager Community Services	Completed Date:	15 April 2025
<p>Original Request: In the agenda it reads “A youth survey was distributed to former refugee youth, receiving 17 responses, to identify the challenges they face as newcomers to the community, understand what would make them feel more welcome and supported” Cllr Scott asked for more information on what challenges had been identified</p> <p>Update as at 9 April 2025: The Community Development Advisor provided the following information: Language barriers is the most significant challenge identified by survey participants. It was suggested that this impacts communication with people from other cultures, and limits job opportunities. Bullying, challenges into integrating into society, isolation, and adapting to different cultures was also noted.</p> <p>Many respondents emphasised the need for more work opportunities, a need for longer or more intensive language classes, more extra-curricular activities, and more opportunities to socialise with the community.</p>			

Information Requested	Community Development - Mayor's Taskforce for Jobs (MTFJ)		
Date Raised:	18 February 2025	Status:	Complete
Issue Owner	Acting Group Manager Community Services	Completed Date:	11.06.2025
<p>Original Request: The agenda refers to 12 young people having successfully secured full-time employment through the programme, Cllr Scott is interested to know what those roles are and where they are located.</p> <p>Action: Have the 'Mayors Taskforce for Jobs Coordinator' to bring a report to the next Community Services Meeting with an overview of the programme to date giving more details on where and what roles have these young people have taken on and give the elected members the opportunity to ask some questions.</p> <p>Update as at 9 April 2025: This is deferred until the next meeting when the co-ordinator is available.</p> <p>Update as at 5 June 2025: A report is being presented at the meeting on 17 June. This item can now be closed out.</p>			

Information Requested	Community Development – Smarty Grants		
Date Raised:	18 February 2025	Status:	Ongoing
Issue Owner	Acting Group Manager Community Services	Completed Date:	
<p><i>In the agenda:</i> Smarty Grants: The Smarty Grants platform will facilitate online applications for all TDC community funding grants. It offers users an intuitive interface to efficiently apply for, track, and manage their grant requests. Currently, the platform is under development. Once completed, there will be a transition period during which support, and communication will be provided to all past and potential applicants.</p> <p><i>Action(s):</i> Cllr Scott has asked when this system will go live. Cllr Piddington asked for clarification and scope of who these grants are available to and does this differ from the current process.</p> <p><i>Update as at 9 April 2025:</i> The Community Experience Manager provided the following information: Now that the policy has been adopted, we can proceed with preparing the forms, website, and other necessary components for testing before the official launch officers estimate September launch</p> <p><i>Update as at 5 June 2025:</i> The go-live date for SmartyGrants is 1 July, with the first funding round opening on 11 July.</p>			

Information Requested	Information about Library visitor numbers		
Date Raised:	15 April 2025	Status:	Ongoing
Issue Owner	Acting Group Manager Community Services	Completed Date:	
<p><i>In the agenda:</i> The Councillors requested a breakdown to give an accurate picture of what visitors are requiring from their visits to the library this needs to include information on the program numbers, community room bookings, books checked out customers requiring digital information. Also provide a breakdown to include the cost of digital products versus the cost of traditional books.</p> <p><i>Action(s):</i> Library Manager to provide a breakdown of the data captured by the library to give an indication of what services are being used by our visitors and include costs of digital products versus the cost of traditional books.</p> <p><i>Update as at 05 June 2025:</i> A report will be prepared and returned to the Community Services meeting.</p>			

8.2 Mayors Taskforce For Jobs Programme Update

Author: Jessica Hurst, Community Development Advisor
Stacey Barnett, Mayor's Taskforce For Jobs Coordinator

Authoriser: Paul Cooper, Group Manager Environmental Services

Recommendation

That the Community Services Committee receives and notes the Mayor's Taskforce for Jobs Programme Update.

Purpose of Report

- 1 To provide the Community Services Committee with an operational update on activities and progress in the Mayor's Taskforce For Jobs programme.

Assessment of Significance

- 2 This matter is deemed as low significance under the Council's Significance and Engagement Policy as this has ongoing but limited community interest and affects a small number of people in the community.

Discussion

- 3 In July 2024 the Community Development Team secured \$180,000 from the Mayor's Taskforce for Jobs (MTFJ) Community Employment Initiative Fund – a nationwide partnership between Local Government New Zealand and the Ministry of Social Development that has a strong focus on getting young people into sustainable employment.
- 4 TDC's contract requires that a total of at least 20 sustainable employment outcomes are delivered by 30 June 2025.
- 5 A sustainable employment outcome means that when, as a result of a Council action or initiative, a person is placed into permanent, full-time employment (30 hours + a week) and is achieved when that person has been continuously employed for 91 days.
- 6 The 12-month pilot programme highlights the power of localism, promoting community-led solutions for youth employment, education, and training.
- 7 Timaru District Council's MTFJ Programme focuses on placing young people aged 16-24 years old whom are not in education, employment, or training, people with disabilities, and other disadvantaged people into employment, in Temuka, Pleasant Point, Geraldine, and outlying areas of the district, as well as in Timaru.
- 8 The partnership reinforces that councils, led by their mayors, are well placed and connected to their communities to facilitate local employment outcomes.
- 9 The funding received is flexible, which means that an individualised and local based approach is taken when supporting people into work. The programme can provide a wage subsidy for the employer to take on a young person, cover the costs of training (including driver licencing), tool/boot subsidies, and other incentives.

- 10 The MTFJ Coordinator works closely with the Ministry of Social Development (MSD) to ensure there is no duplication of services or resource.
- 11 The MTFJ Coordinator has been in the role for nine months and has successfully placed 23 young people into local employment. This number consists of 17 full-time employment, 6 casual contracts, and 3 apprenticeships. A further 54 people have signed up for the programme since September 2024.
- 12 Through strategic partnerships, flexible funding, and a person-centred approach, the programme has made significant progress in addressing barriers to employment for young people and other disadvantaged groups. MTFJ Timaru has demonstrated its value not only through positive client outcomes but also by fostering strong networks with schools, community services, training providers, and employers.
- 13 The success of MTFJ Timaru is grounded in the strength of its community connections. These relationships ensure the programme is embedded in local contexts and can respond quickly to emerging needs. Key partnerships include MSD, secondary schools, community organisations, and education and training providers. These connections broaden the range of opportunities available to clients and provide specialised pathways based on interest and skill.
- 14 From the outset, MTFJ Timaru has prioritised building positive and ongoing relationships with local employers. These relationships have been essential in creating real and meaningful job placements that match the aspirations, skill set and abilities of the clients.
- 15 The willingness of employers to engage with the programme is an essential factor in its long-term success. Employers have responded well to the support of MTFJ and the programme's ability to assist them with employee training costs, pastoral support, advocacy for the client, and wage subsidies.
- 16 MTFJ Timaru is currently in discussions with the MTFJ leadership team to secure and finalise a further contract for the next financial year. Whilst this contract might have some changes, MTFJ will continue expand relationships with local businesses, maintain its person-centred and flexible approach, respond to community needs, and promote the programme to increase uptake and referrals.
- 17 The MTFJ programme is in line with key priorities 1 (Empower a collaborative community that promotes wellbeing and social connectedness) and 2 (Optimise pathways and opportunities for the community to thrive) of the Safer Communities Strategy.

Attachments

1. **MTFJ Presentation** [!\[\]\(f15d3c54be60b4fd0ce1da9fb3f67256_img.jpg\)](#) 



MTFJ
MAYORS TASKFORCE FOR JOBS

TIMARU

PROGRESS REPORT

STACEY BARNETT:
Programme coordinator 24/2025

KEY DELIVERABLES

2

NEETS

- 16-24 year olds Not in Employment, Education or Training at the time they presented as a client for assistance

Or, at risk of NEET

- 16-24 year olds at risk of NEET At Risk being: Academic struggles, poor attendance, or learning difficulties. Lack of support, or being in the care system. Substance abuse, criminal activity, or other hindering behaviours.
- The person must: • be a New Zealand citizen. • be a permanent resident, or • have a residence class visa under the Immigration Act 2009

When a person is placed into work, meeting the following criteria, they are a Contracted Employment Outcome:

- Permanent, full-time 30 hours and more per week paid employment.
- Permanent, part-time (a minimum of 15 hours a week) paid work, where a person holds, and the council has a record of, a medical certificate that excludes a person from full-time work.
- Permanent, part-time (a minimum of 20 hours a week) paid work where a person is a single parent or caregiver, of one or more dependent children under 14 years of age, is not in a relationship and does not have adequate financial support.

91-day Employment Outcome (Sustainable Outcome) *There is no contractual commitment to deliver 91-day Employment Outcomes, but reaching this milestone is a measure of efficacy for our activity.*



PROGRESS:

MTFJ IN THE TIMARU DISTRICT

At a glance:

- **54** signed up to the MTFJ programme since September 2024.
- **23** placed as- Employment Full time, Part Time or full- time study.

What we can count:

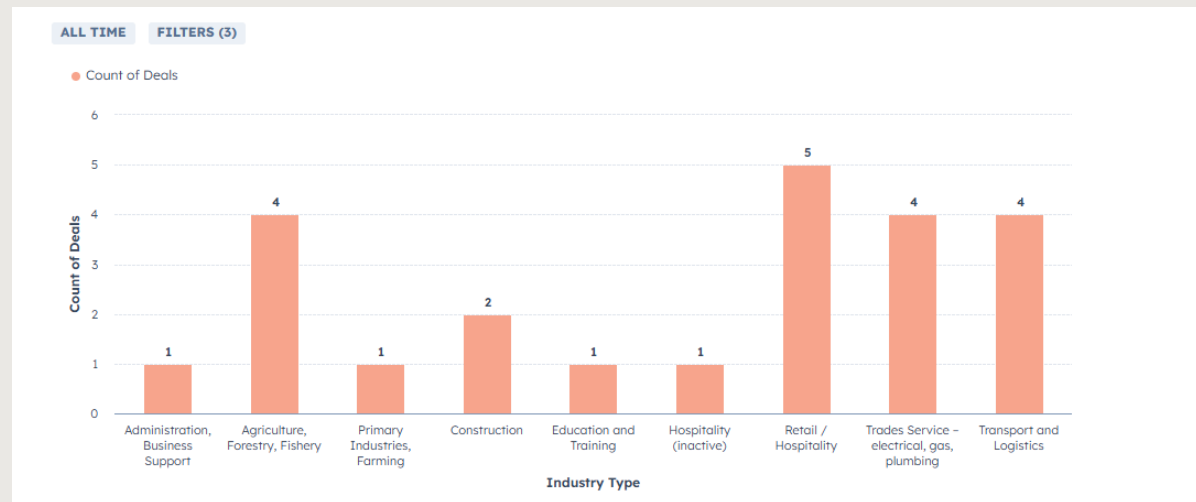
- **17** full time employment.
- **6** Casual contracts.
- **3** Apprenticeships
- **Of those 23- 15** Sustainable outcomes achieved: (have ticked over the 3-month milestone).



MTFJ
MAYORS TASKFORCE FOR JOBS

WHERE ARE THEY EMPLOYED:

- The area of retail and hospitality have had the largest number of placements.
- All placements, except for one, have been within the Timaru district. The remaining individual has relocated to Christchurch.
- Some younger clients returned to full time study, in order to compete well against older more experienced job seekers.



<https://app.hubspot.com/reports-dashboard/22227005/view/12808415/112990147>



MTFJ
MAYORS TASKFORCE FOR JOBS

WHERE DID WE CONNECT:

Local High Schools, Careers and Transition Education Association NZ. Training providers, driving and licensing agencies.



MTFJ
MAYORS TASKFORCE FOR JOBS

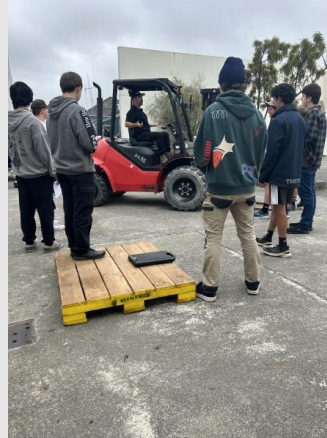
WHERE DID WE CONNECT:

Local agency meetings, running community events and being visible in our Timaru district.



MAHI WITH OUR CLIENTS

Upskilling, and gaining skills in becoming work ready. CV building, work shops and training.



MAHI WITH TAIOHI

Interview preparation, finding the right gear, self care and confidence boosting.

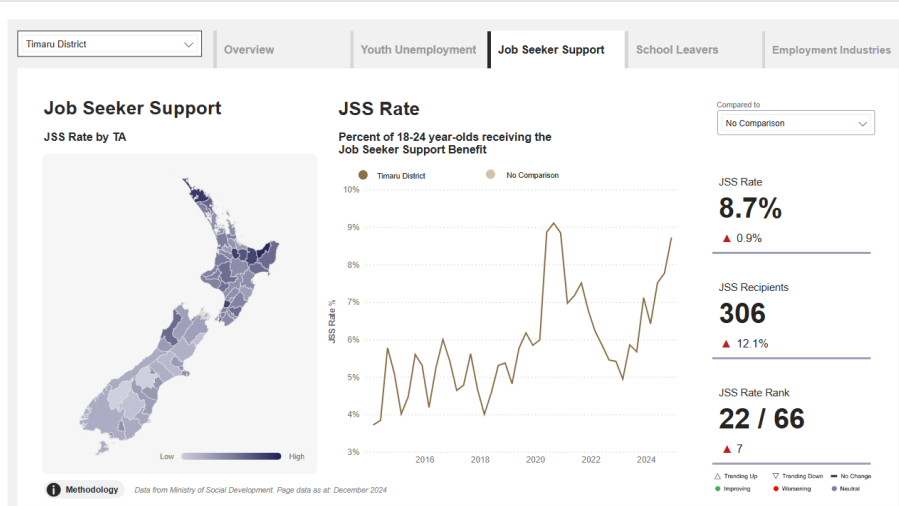
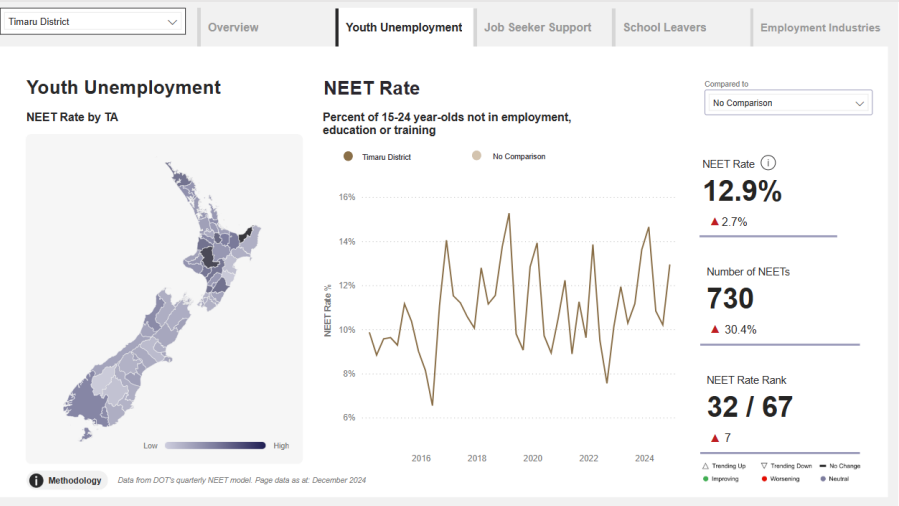


JOB SEEKER STATS IN TIMARU

9

“The proportion of people aged 15-24 years old that are not in employment, education or training (NEET) rose to 12.9% on average over the year to March 2025, up from 12.1% in the year to March 2024.

Young people continue to bear the brunt of a weaker labour market, with the number of filled jobs held by 15-24 year olds falling 6.5% in the year to March 2025, compared to a 0.9% fall across all age groups. Young people are highly exposed to industries affected by lower discretionary spending such as retail, hospitality and construction”- <https://qem.infometrics.co.nz/timaru-district/labour-market/neet-rate?compare=new-zealand>



SUMMARY AND NEXT STEPS

10

Youth Labour Market Snapshot – Year to March 2025

Young people are feeling the pressure of a weaker job market. Over the past year, the number of 15–24-year-olds not in work, education, or training (NEET) climbed to **12.9%**, up from **12.1%** the year before. It's a clear sign that more young people are struggling to stay connected to the pathways that lead to jobs and careers.

Jobs held by this age group dropped by **6.5%**, compared to a much smaller **0.9%** fall across all age groups. This shows just how much harder young workers are being hit.

Part of the reason is that many young people choose to work in industries like **retail, hospitality, and construction**—sectors that are quick to slow down when people cut back on spending. As these sectors tighten up, young workers are often the first to feel it.

These trends are a warning sign. If young people can't find work or stay in education or training, it can have long-term effects—not just for them, but for the economy as a whole. It's a strong case for targeted support to help young people stay on track and succeed in a changing job market.

Although the stats suggest prolonged struggles in the labour market here in Timaru, the Mayors Taskforce for Jobs will continue it's robust and person centred approach to job seeker support. This will be through continuation of working relationships with employers, and upskilling and holistic support of clients.



FEED BACK FROM THOSE AT THE CENTRE OF OUR MAHI

11



"MTfJ provided me with multiple work related opportunities, they've been and constantly are a great, great help" -N L

"Supported me through the important stages of moving forwards and into the real world" – M.

"Have been supportive and willing to help".-S

"Everything has been great so far". Thank you- Y.T

"Stacey is wonderful and if the world had more people like her in it, the world would be a much better place!" -J.R

"Nothing everything was perfect"- J.W

"Happy nah, I'm over the moon with how Stacey got me ready and excited in moving forward into work"! -J

"I very much so am happy with the programme, so thank you" -O.W



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12

"MTFJ supported me when taking the first steps towards my career, providing me with the correct resources. With their amazing support, it was also made possible to pursue my license. Thanks to MTFJ I now have my restricted license and more experience in the work force."- C

"You were really good and worked with me really well. It changed my life drastically yous are really kind and supportive" - S



MTFJ
MAYORS TASKFORCE FOR JOBS

Thank you



8.3 Community Services Update

Author: Paul Cooper, Group Manager Environmental Services

Authoriser: Nigel Trainor, Chief Executive

Recommendation

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

Purpose of Report

- 1 To provide the Community Services Committee with a regular, high-level update on the activities 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.

Assessment of Significance

- 2 This report is assessed as being of low significance under Council's Significance and Engagement Policy as it is reporting on community activities and present any decision for consideration to the Standing Committee.

Discussion

Community Development

- 3 **Safer Communities:** In partnership with The Y, the Community Development Advisor (CDA) has established a disability network meeting to unite agencies and community groups working in the disability sector. The first meeting, held in May, was well-attended, indicating a strong interest in collaboration to provide more opportunities for disabled people and to ensure effective information dissemination.
- 4 The Whakanuia Awards have been submitted for consideration in the Excellence in Placemaking category at the Taituarā Local Government Excellence Awards. The awards ceremony is scheduled for 12 June 2025.
- 5 In collaboration with The Y, the South Canterbury Tongan Society, Refugee Settlement Services the CDA helped plan and host the 'Showcase on Sophia' event on 23 May 2025 during Youth Week. The event was well-attended, with Sophia Street bustling with young people and families enjoying performances by bands, dancers and pianists.
- 6 **Age Friendly Strategy:** The most recent Age-Friendly Network meeting, held in May, concluded that the initiative should transition from being Council-led to a community-led model, with local councils' participating as members.
- 7 The community-led network will encompass the entire South Canterbury region, aligning with the operational scope of agencies such as Health New Zealand, which will serve the broader area.

- 8 Attendees were requested to review the Timaru District Age-Friendly Strategy and provide feedback to the CDA. This input will assist in assessing progress against the strategy's objectives and identifying areas requiring further attention. This review will enable the group to establish what actions have been completed, are still relevant, and need more of a focus. This review of information will be discussed at the next meeting.
- 9 The Community Development Team participated in the recent Positive Aging Expo, engaging with numerous older residents. Feedback was sought regarding potential age-friendly projects, particularly in anticipation of the upcoming Ministry for Seniors Age-Friendly Fund application period.
- 10 The Age-Friendly Strategy was developed with a \$15,000 grant from the Ministry for Seniors Age-Friendly Fund. This funding supported the design, development, consultation and compilation of the strategy by an external contractor. Subsequent iterations of the strategy will not be eligible for additional funding under this grant.
- 11 The Community Development Advisor remains dedicated to the implementation of the Age-Friendly Strategy, continuing to engage with stakeholders and promote the strategy where appropriate.
- 12 Council's Communications Team is coordinating a campaign to encourage ratepayers to receive their rates invoices online and liaised with the CDA to ensure that the campaign aligns with the Age-Friendly Strategy.
- 13 **Welcoming Communities:** The Aoraki Settling-In Collective is actively developing the Welcoming Plan. In a recent meeting, the collective completed actions related to 'Equitable Access', aiming to ensure that opportunities to access services and participate in the community are available to all, including newcomers.
- 14 The Collective is meeting monthly, to address various elements of the plan. The upcoming meeting will focus on Economic Development, Business and Employment, and time permitting, Civic Engagement and Participation. Venture Timaru and the South Canterbury Chamber of Commerce will have representation at this meeting.
- 15 The Community Development Team has secured an additional \$30,000 from the Ministry of Business, Innovation and Employment, to support meaningful refugee participation. The New Zealand National Youth Refugee Council is currently facilitating a former-refugee youth leadership program with 25-30 young people attending each session.
- 16 The CDA is now working with a local youth agency to provide tailored programmes for former-refugee youth to continue this important work.
- 17 The Refugee Network Meetings have restarted as standalone sessions. The first meeting was held on 25 May 2025, with senior MBIE officials Andrew Lockhart (National Manager Refugee and Migrant Support) and Sarah Ward (Manager Refugee and Migrant Services) present to discuss current challenges with settlement for former refugees.

Community Funding

- 18 The Community Funding Program is progressing steadily in its transition to the SmartyGrants platform, with all test rounds for applications now fully set up, each with its own unique URL.
- 19 Internal user groups are being established alongside an external tester, who will participate in a two-week testing phase scheduled for June. Automatic email templates have already been drafted, and the declaration section is undergoing final refinements. The Community Funding

Advisor is also collaborating with the Marketing and Communications Advisor to develop an advertising plan and has initiated discussions around the website updates to support the launch.

- 20 Looking ahead, the timeline for the SmartyGrants rollout is well-defined. User testing will commence in June, aligning with the broader launch and advertising strategy. The official go-live date is set for July, with the first funding round opening on 11 July 2025. For those interested in a closer look, demos of the platform can be arranged for councillors to explore its functionality.

District-wide Libraries

- 21 The Digital Inclusion Alliance Aotearoa's Digital On-Road Access (DORA) bus visited all three libraries and Pleasant Point over 31 March 2025 – 4 April 2025. DORA travels from library to library throughout New Zealand providing essential training on a range of topics from online safety and smartphone basics to specialised subjects like health apps and online banking. Around 50 people came on board to seek assistance during the week.
- 22 The library welcomed almost 1,400 participants for activities across the district during the 'Stomp and Roar' dinosaur-themed April School Holiday programme. This is the most participation we have seen in recent times and indicates the new drop-in format is proving effective.
- 23 The library was one of the TDC representatives at the Positive Ageing Expo on 8 May 2025, connecting services with 127 seniors.

Timaru Library:

- 24 The pop-up STEM Makerspace workshop at 102 Stafford Street over 16-17 April 2025 in collaboration with Venture Timaru was a success. Staff saw 237 participants stop by across the two days to engage in a range of activities including robotics, coding, Lego challenges and crafting.
- 25 Timaru Library has restarted free financial advice sessions on the last Sunday of each month from 1pm-3pm.
- 26 The heritage team at Timaru Library received excellent feedback from Wellingtonian Bernice Deller after assisting her with family research while she was in town. The Heritage Librarians frequently get family history requests from not only locals but people all over New Zealand and sometimes overseas.

Temuka & Geraldine Library, Service & Information Centres:

- 27 Temuka and Geraldine libraries/service centres are diligently following up on their risk assessments performed by OPSEC. They have finalised lockdown procedures for their facilities and are working on other recommendations.

South Canterbury Museum

- 28 Museum visitor and service user numbers for the 2024-25 year to end of May are 17% above the target figure of 21,700. The current exhibition World In Flames: South Canterbury and World War II has attracted a number of additional visitors. Approximately 2,751 local school students and accompanying adults have taken part in the Museum's Heritage Education programmes so far this calendar year. A six-month externally funded project finishing on 1 June has employed a local natural history specialist to rehouse and update over 1,500

specimen records for the Museum's local modern and fossil mollusc collections. Much of this material will be made available online in due course.

- 29 The Museum Director has delivered two booked out talks entitled The Last 10,000 Years, about local biodiversity and changes over time. These were held as a fundraiser for the Museum Development Trust. The Museum Development Trust is publishing a book about four local amateur archaeologists who excavated sites around South Canterbury in the 1930s and 40s. It is written by the granddaughters of one of the men, and profits will go to the Museum Development Trust.
- 30 The Museum's curatorial team have been reviewing and providing feedback on the initial concepts for the new Museum. Work will continue on the development of new permanent local heritage exhibitions in the proposed upstairs gallery.

Aigantighe Art Gallery

- 31 The gallery has had a busy few months with the following exhibitions and events happening:
- 32 **Domestic Reveries** - An exploration of the gallery's history through artifacts uncovered during the recent restoration, featuring personal documents, letters and a stained-glass window by Roselyn Fauth.
- 33 **Woven Visions: Quilts as Art** - An exhibition showcasing quilts as artistic expressions, presented by the Timaru Patchwork and Quilters group.
- 34 **Canon Queerness** - A bold and thought-provoking exhibition celebrating queer identities and experiences, featuring contemporary works that challenge societal norms and explore themes of gender, sexuality and inclusivity.
- 35 **Robin White - Tuituia | Something is Happening Here** - This touring exhibition from Te Papa and Auckland Art Gallery Toi o Tāmaki showcases the works of Dame Robin White, highlighting her 50-year career and collaborations across the Pacific. It emphasises themes of connection, community and cultural identity, resonating with our mission to reflect and engage with our diverse community.
- 36 **Rotary Timaru North Art Auction 2025** - On Friday 9 May 2025, the Aigantighe Art Gallery proudly hosted the Rotary Club of Timaru North's Annual Art Auction Fundraiser. This community-led event brings together artists, collectors and supporters of the arts to raise funds for emerging creatives South Canterbury. It was an uplifting and well-attended evening that celebrated the power of art to invest in the future of young talent.
 - 36.1 Rotary Art Scholarship awards \$2,500 annually to a South Canterbury student aged 17-25 pursuing tertiary study in the visual or fine arts
 - 36.2 Artarama, the vibrant, long-running festival of student art that provides a public platform for hundreds of young local artists each year.
 - 36.3 94 Artworks were on display and available for bidding, contributed by 34 generous artists, including high-profile local creatives.
 - 36.4 A featured work by Anita DeSoto, the 2025 Margaret Stoddart Artist in Residence, attracted strong interest.
 - 36.5 The event was free to attend and open to all, reinforcing our commitment to inclusion, accessibility and community connection.

- 37 **RSM Law Plunket Art Show 2025** - Celebrating its 47th year, this annual exhibition features artworks from local and national artists, with proceeds supporting the Timaru Plunket branch. It included family-oriented events such as Music & Movement, enhancing early childhood engagement with the arts.
- 38 A pop-up Art Zone on 23 & 24 April 2025, saw 162 budding artists visit 102 Stafford Street to ignite their creativity during the school holidays.
- 39 The Aigantighe had a total of 486 visitors during the April holidays with the gallery opening again on 15 April 2025 after being closed since 10 March 2025 for renovations.

Recreational Facilities

- 40 **CBay:** Learn to Swim will welcome 700 participants this term.
- 41 A growing concern is the lack of parking at CBay, particularly for disabled spaces, which may need to be addressed in the next LTP.
- 42 The April budgets hopefully indicate that we are beginning to see improvements in the café finances. Overall, we are on track for our busiest year ever in terms of visits and highest revenue.
- 43 **CBay Fitness:** CBay Fitness is maintaining a steady membership of just under 1500 members.
- 44 **Aorangi Stadium:** Stadium bookings are exceptionally high right now until 30 September 2025 when we close for the start of the project.

Attachments

Nil

9 Consideration of Urgent Business Items

10 Consideration of Minor Nature Matters

11 Public Forum Items Requiring Consideration