

**MINUTES OF AN ORDINARY MEETING OF THE
COMMUNITY SERVICES COMMITTEE
HELD IN THE COUNCIL CHAMBER
ON WEDNESDAY 19 JUNE 2024 COMMENCING AT 9AM**

PRESENT

Mayor S Broughton; Councillors, S N O H Epiha, L L Gliddon, D Hasson, M B Lyall, S G McInnes, R H Mugford (Chairperson), N C Reid; and Ms M McKay

IN ATTENDANCE

Mrs S Mason (Chief Executive); T Harris (Executive Director Enabling Services), T Mason (Executive Director Infrastructure and Property), J Richmond (Head of Sport and Recreation), C Han (Digital Operations Support); Mesdames D Kidd (Executive Director Community Services and Facilities), C Quirke (Head of Community and Economic Development), C Parker (Head of Venues and Events), S Banbury (Senior Advisor Community Funding), L Caygill (Operations Manager Arts, Culture and Lifelong Learning), S Spicer (Assistant to ED Community Services); Ms T Davel (Senior Governance Advisor) and C Bennet (Governance Coordinator)

The Chair welcomed everyone to the meeting and opened with a karakia.

The meeting was livestreamed.

APOLOGIES

Apologies were received from Councillors Dean and Mundt.

Moved – Councillor Reid / **Seconded** – Councillor Lyall

‘That the Community Services Committee receive the apologies from Councillors Dean and Mundt.’

CARRIED

IDENTIFICATION OF ANY EXTRAORDINARY BUSINESS

None.

CONFLICTS OF INTEREST

None.

PUBLIC FORUM

None.

CONFIRMATION OF MINUTES

1. **Minutes of the ordinary meeting of the Community Services Committee held in the Council Chamber on Wednesday 3 April 2024.**

Moved – Mayor Broughton / **Seconded** – Councillor Lyall

'That the Community Services Committee confirms the minutes of the ordinary meeting of the Committee held on Wednesday 3 April 2024, as circulated.'

CARRIED

REPORTS

1. **Chairperson's Report**

Moved – Councillor Mugford / **Seconded** – Mayor Broughton

'That the Community Services Committee receives the Chairperson's Report to Committee for information.'

CARRIED

2. **Executive Director Report**

Executive Director Community Services and Facilities

Mrs Denise Kidd, Executive Director Community Services and Facilities, gave a summary of the main points of the report. She highlighted the information on alcohol licensing which includes a risk matrix created after obtaining legal advice and consulting with Police.

There was a discussion about public liability insurance. Mrs Kidd said that if the event is Council led then it is captured by Council's insurance cover. Councillors expressed the concern that it could become too costly for the community to use Council assets, such as parks and reserves, if public liability insurance cover was required for events that did not meet the criteria for Council cover. Mrs Sharon Mason, Chief Executive, acknowledged that there is work to be done to provide certainty to users around what is covered and when public liability insurance cover will be required.

Clarification was sought on the core principles detailed in the 'Community Funding' portion of the report. Mrs Kidd advised that these have been included to bring total visibility to Council's commitment to the funding programme. This foreshadows a report coming to Council where these will be further clarified. She noted Councillor's points around the need to differentiate between the funding of groups, individuals and those that make a one-off application and those who apply for a grant for the same event annually. These points will be responded to in a pending report. There was general support indicated for some of the regular event applicants to become self-supporting and move away from a reliance on Council funding.

Moved – Councillor Lyall / **Seconded** – Councillor Miller

'That the Community Services Committee receives the Executive Director's report, for information.'

CARRIED

3. Community Services and Facilities Group Quarter Three Report 2023/24
Executive Director Community Services and Facilities

Councillors congratulated staff on the increase of patronage of Council venues and thanked them for the work done with Ellesmere Lions and mana whenua.

Councillors queried why Darfield Recreation Centre is unstaffed. Mrs Kidd explained that due to the level of usage and the complex nature of the ownership of the building having it staffed by Council on a fulltime basis could be difficult and costly. She said there is flexibility for people to get easily in and out of the building. The number of people using the facility / bookings will be investigated.

It was noted that the Sheffield Pool Party event did not receive Council funding.

Mr James Richmond, Head of Sport and Recreation, in answer to a Councillor question explained that Sheffield Pool receives funding due to ongoing maintenance issues.

Moved – Councillor McInnes / **Seconded** – Councillor Lyall

'That the Community Services Committee receives the Community Services and Facilities Group Quarter Three Report 2023/24, for information.'

CARRIED

4. 2024 ANZAC Day Report
Head of Venue and Events

Mrs Catherine Parker, Head of Venues and Events, recently started in her role at Council and began by sharing a bit about her background and previous employment experience.

Councillors expressed their thanks for the continued support of this important community event.

Community feedback was that it was significantly easier to ask questions and have them answered now there is one point of contact at the Council. It was queried if the cost of producing the programme includes the cost of the paper and the printing.

It was also asked if the budget for traffic management is for the plan itself or does it also include the work required on the day. Councillors said that several ANZAC Day services that are held roadside but are not showing in this report. These queries were noted by Mrs Kidd.

It was acknowledged that there is still work to be done to capture all the Council halls utilised on ANZAC Day.

To avoid embarrassment, it was asked that the message cards be firmly attached to the wreaths next year.

Moved – Councillor Reid / **Seconded** – Councillor McInnes

'That the Community Services Committee:

- a) **agree** that the Council ANZAC Day Policy be reviewed prior to February 2025, in line with this report; and
- b) **agree** that, thereafter, the Council ANZAC Day Policy be reviewed every 3 years.'

CARRIED

GENERAL BUSINESS

None.

With no further business being discussed, the meeting closed at 9.41am with a closing karakia.

DATED this 13 day of November 2024



CHAIRPERSON