

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE FAIRLIE COMMUNITY BOARD HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON MONDAY NOVEMBER 24, 2014, AT 7:00PM

PRESENT:

Owen Hunter (Chairman)
Les Blacklock
Trish Willis
Warren Barker
Cr Noel Jackson

IN ATTENDANCE:

Garth Nixon (Community Facilities Manager)
Wayne Barnett (Chief Executive)
Arlene Goss (Committee Clerk)
Anne Thompson (Fairlie Heartlands)
Jackie Phillips (Fairlie Library)
Pauline Jackson (staff)

APOLGIES:

There were no apologies.

PUBLIC FORUM:

The chairman invited Anne Thompson to speak. She said the town turns 150 years old in 2016. She would like to consult with the community to see what the town wants to do to commemorate this. She would like the backing of the community board to start this consultation in the new year. Once suggestions are identified she will seek funding. The chairman asked which month and she didn't know. She suggested the community board might want to fund flags for the whole year or similar. The chairman said the community board will help where it can and it's an excellent idea.

Jackie Phillips introduced herself as the new library manager and her goal is to push the library forward. She has lots of ideas and would like to be involved more with the community board. She tabled a survey she has drafted and asked the community board for feedback before it goes out to every household. This is an attachment to these minutes. She said it was a busy time of year with the summer reading programme. The library is a valuable asset for the council and the college.

She is planning to start adult education classes in term one next year, with basic computer classes. This will be called MCEA or Mackenzie Continuing Education for Adults.

DECLARATIONS OF INTEREST:

There were no declarations of interest.

MINUTES:

Resolved that the minutes of the meeting of the Fairlie Community Board held on October 13, 2014, be confirmed and adopted as the correct record.

Les Blacklock/Trish Willis

FAIRLIE COMMUNITY BOARD MATTERS UNDER ACTION

Western Catchment board, this is still waiting on the regional council.
Allandale Bridge walkway, no update.

Trish Willis asked regarding a solar-powered warning sign on the Allandale Bridge to keep speed down. The chairman said NZTA rotate those signs around the district. It's in Pleasant Point at the moment. The chairman said we could request it be put on the Allandale bridge approach. It was agreed that a request be made to NZTA on this matter. The chairman asked for this to be noted.

The chief executive asked about the last meeting the community board held with NZTA. The chairman said there was a positive attitude from both sides.

Trish Willis asked Anne Thompson if she had received any reports of problems on the bridge. No.

Regarding the raised ground at number 7 on the list of Matters Under Action, this has been sprayed but will require another spray before any work is done.

Trish Willis asked when planting would begin. Garth Nixon said it would be best to plant in autumn. Warren Barker asked if the area would be expanded. Garth Nixon has asked the landowner and the current areas is probably viewed as stage one in the project.

Trish Willis asked for an update on number 11 which is the lease of the former paintball site. Garth Nixon has spoken to the leaseholder. Another person has expressed an interest in leasing the land for storage. Garth Nixon to follow up.

The chairman said a lot of effort was put into landscaping the area and his first thoughts were that it should be a passive area, but at the moment it looks abandoned. Garth Nixon suggested re-establishing the front and leasing the back as an option. The chairman said it is flood prone. Trish Willis asked when the lease expires. The current leaseholder has paid for the next three months.

Resolved that the community board instructs staff to contact the leaseholder of the former paintball site and request that the land is tidied up to an appropriate standard.

Owen Hunter/Trish Willis

Trish Willis asked what the process is if he wants to use the land differently. He would need the approval of the community board before doing so.

REPORTS:

FAIRLIE COMMUNITY BOARD FINANCIAL ACTIVITY REPORT TO SEPTEMBER:

The chairman asked about the internal sewerage income on page 14. This is a timing issue and this amount has not yet been allocated.

The chief executive asked about an item on page 16, Fairlie Domain, other income \$13,800. Where does this come from? This income is from the lease of the camping ground and the lease of the land to the south near the sewerage ponds.

On page 18 regarding Fairlie township operational expenses. Is this project money that is unspent? Yes, it will be spent on the community centre courtyard.

Trish Willis asked if the money granted from council towards the courtyard will show in these accounts. No. We will overspend the budget and the balance will be funded from the land subdivision reserve.

The chairman answered questions regarding investment interest and its allocation to the townships.

The chairman asked if the swimming pool was tracking ok. Yes, there is not much activity at the pool yet.

Resolved that the report be received.

Les Blacklock/Warren Barker

SCHEDULE OF MEETINGS FOR 2015:

Cr Jackson suggested changing the meeting time to earlier in the evening. The community board discussed a 5pm timeframe and agreed.

Resolved that the schedule of meetings be noted and the time of the meeting be changed from 7pm to 5pm.

Noel Jackson/Trish Willis

WARD MEMBERS REPORT:

Cr Jackson reported regarding the roading collaborating between the three local councils plus Ashburton. This is in the pipeline. He thinks this should provide a saving on roading. There was a concern about the quality and speed of work, and a concern for the township would be the risk of losing Whitestone Roding.

The chairman asked regarding the current roading contract. This finishes for Whitestone at the end of September next year, at the same time as Waimate and Timaru's, so the discussion has been around aligning the form and specification of the contracts to be tendered at the same time. There is a possibility of larger contractors offering economies of scale. The flipside of this is that it might be detrimental to a smaller player such as Whitestone. There is more work to be done on this.

Funding support for the courtyard upgrade has been approved by council. The annual report has been approved. Bylaw submissions are to be heard on Thursday. The chairman said Freedom Camping is not a massive issue in Fairlie. Discussion was held on the habits of campervan drivers. Les Blacklock said the community board needed to encourage campervans and set places aside for them. The chairman said he sees a lot of them stocking up on groceries in Fairlie.

Further discussion was held on areas controlled by council as opposed to the areas controlled by other parties such as NZTA or DOC.

Warren Barker asked who polices the Lake Opuha area. We have a volunteer warden. The chairman said in the worst year there were 500 camped there with one toilet. Trish Willis said you need to weigh up the gain of what they bring to the community with the difficulties they create. The chief executive said he was part of a discussion about what it would take to get people to come into Fairlie and stay here. Camping would be one way to get people coming here and looking at the area.

REPORTS FROM MEMBERS WHO REPRESENT THE BOARD ON OTHER COMMITTEES:

The chairman reported that the Lions Club are going to put Christmas Tree lights in the big tree by the toilets. Garth Nixon will speak to an aborist and get back to the chairman regarding this.

The Lions would also like to decorate the main street of Fairlie at Christmas and have ordered an LED floodlight as a trial with the aim to put one on every tree in the main street. This would cost a thousand dollars per tree so they will see how the trial goes.

Trish Willis attended the Village Green committee meeting. Garth Nixon read an email from the committee regarding risks to toddler safety on the green.

The committee has no firm recommendations to the community board on this matter.

The chairman asked regarding stone throwing and broken windows. Garth Nixon has spoken to the parent of a youth throwing stones.

GENERAL BUSINESS:

GRANT APPLICATION FROM FAIRLIE DISTRICT PROMOTIONS ASSOCIATION:

An application for a grant to help fund an updated map of Fairlie is on the agenda at page 25.

The chairman said he was not sure if ratepayers money was appropriate for this purpose. It's a good map with some big improvements. He would have thought the advertising on the map would have covered the cost of it. Les Blacklock asked if this was a shortfall. The account shows money in reserve.

Cr Jackson said other districts have an A3 map that is self-funding. The chairman said it benefits the town but he is not sure if it falls under the community board. Trish Willis said if district promotions came to us with a recommendation that reaches people digitally such as paying for someone to improve the website she thought this would fit better with the economic focus council has for the district. She said the promotion of Fairlie is fragmented at a grass roots level and she would like to see groups working together on a marketing plan for Fairlie.

The chairman said the amount requested is more than what is in the grants budget. He asked the chief executive if council would look at this. The chief executive said at present it paid CCT and Aoraki Development. To have another call for money, this would have to meet a need that is not currently met.

Garth Nixon asked if the brochure was completed already and the request was retrospective. The chairman believed so.

The chairman asked staff to write to the promotions association to say the application has been declined, and refer the association to Heartlands or the Fairlie Library to use a new facility called Fundview which matches community organisations with funding opportunities.

Resolved that the Fairlie Community Board declines the application for a grant to the Fairlie District Promotions Association for the re-designed Fairlie map.

Owen Hunter/Warren Barker

FOOTPATH CLEARANCES:

The chairman said he was concerned about a new shop that has taken over the footpath with seating that blocks people from using the footpath.

Cr Jackson said they are enhancing their business by putting seats and tables out in the sun, similar to another nearby business. The chief executive asked Garth Nixon to check the title to see where the boundary ends.

Garth Nixon left the meeting at 8.12pm and returned at 8.14pm.

Garth Nixon said the boundary was the front face of the building. The chief executive said he will follow this up with the planning and regulation manager. The chief executive asked if the chairman wanted to see action on this right away. No. Further discussion was held on the situation of occupying outside dining areas. The chief executive said the situation with the new business would be worked through in a sensible fashion.

ITEMS REQUESTED BY TRISH WILLIS:

Garth Nixon tabled a short summary regarding the matters raised. This is an attachment to these minutes.

Fairlie Township Streetscaping – Can this form part of the consultation with the community for the Long Term Plan? The chairman considered this was better driven by the community board. The chairman said it would be next year before we could tackle this. Trish Willis asked if there was a street in Fairlie that people like. Main Street, Sloane Street and Mackenzie Street were suggested. Les Blacklock asked how Princes Street was looking. We have lost some trees but it's coming along. A curb would tidy it up a lot.

The chairman suggested going for a walk before the next meeting to have a look. It was decided to organise this walk prior to the next meeting in February next year. Trish Willis asked to include Allandale Road entranceway in that walk. She asked what the plan was for this area. Garth Nixon said the plan was to put some planting in there and allow it to grow. He is using volunteer labour. The chairman asked for something in writing on what is occurring in this area.

Public toilets – Trish Willis asked for a plan for the toilets. Garth Nixon has an upgrade planned for next year after Easter and this includes replacement of the ceiling, a new manhole in the ceiling on the men's side, plumbing improvements in the roof, repair and replacement of the tiles that are broken, new paint throughout and new benches.

Mt Michael tourist stop – Trish Willis said this is looking tatty. It's NZTA administered and we don't have any control. Put this on the list for NZTA to consider tidying this area.

Blossom trees in the courtyard – Garth Nixon said there have been on-site meetings various community members. He thinks we can retain some trees but not all. Have reached a common understanding on where it stands. The chairman said we have compromised a bit on this.

Level of Service with Whitestone for street keeping – Trish Willis said the level of service has not been working. Garth Nixon said the contract was discussed with the community board and the community board wanted to reduce the litter collection in the town. Whitestone are probably doing a bit of work they are not being paid for. He asked the community board to be specific about their concerns. Trish Willis said her concern was leaves at certain times of the year, litter and street sweeping. The chairman said he saw a worker using a blower to blow things onto the footpath.

Main Street gardens watering – Trish Willis said the watering system doesn't get to all of the plants at the supermarket end.

Relocation of the community noticeboard – this hasn't happened yet. Somewhere in the centre of town is needed.

The chairman raised the issue of street furniture to be painted. The community board needs to agree on a colour. Garth Nixon suggested karaka green. Les Blacklock said that colour would be used for other street furniture and it would be good for everything to conform. The community board agreed with karaka green. Garth Nixon to talk to the contractor regarding this.

LAND SUBDIVISION PROJECT:

The chairman questioned whether this matter needed to be discussed in public excluded as listed on the agenda. He did not call for a mover or seconder for the resolution to discuss it in public excluded so the matter was discussed in the open meeting.

The chairman has been approached regarding private land near Fairlie that is currently for sale. He said he understand it was not council's core job to purchase land for development, but this land was ideally situated for the expansion of the township. Council already owned a small piece adjacent that would provide a road connection. This land is zoned rural. The chairman said there was potential here for growth. The land goes on the market in a week for \$500,000. To do a subdivision would be in the millions.

Cr Jackson said it was a good opportunity but Fairlie doesn't have the industry or the population growth. Retirees are looking to move here but he was not sure they would look in that area. Les Blacklock asked how large the land was – 22 hectares. Discussion was held on current building activity and land sales in the area. Les Blacklock said it would be negligent for the community board not to recommend that council look at this as an opportunity.

Resolved that the Fairlie Community Board considers the land an opportunity for the expansion of the township and suggests the council investigates further.

Owen Hunter/Les Blacklock

GENERAL BUSINESS:

Cr Jackson raised the issue of the signs at the entrance to town. He tabled a picture of suggested improvements. This is an attachment to these minutes. Discussion was held on this. Garth Nixon asked if he should develop this further. He asked for suggestions on lettering and solid letters were recommended.

Discussion was also held on the pending completion of repairs to the Old Library building. Cr Jackson suggested a few drinks on council inspection. The chief executive said there should be an opening ceremony or some recognition. He said the completion date would be pushing right up to Christmas. The leaseholder was hoping to open on New Year's Eve.

**THERE BEING NO FURTHER BUSINESS THE CHAIRPERSON
DECLARED THE MEETING CLOSED AT 9.14pm.**

CHAIRMAN: _____

DATE: _____

Mackenzie Community Library

Strategic Plan 2014-2017

Mission Statement: *The Mackenzie Community Library is committed to providing the students of the College as well as the residents of the wider Mackenzie District with a comprehensive, efficient and accessible library service that will meet its clients' recreational, educational, informational and personal needs.*

The library supports the Mackenzie District Council's and Mackenzie College's commitment to the Treaty of Waitangi and reflects the principles of the New Zealand curriculum promoting cultural diversity and inclusion through supporting the needs of all learners and the community in its facilities, resources, services, and environment.

Three professional, fully qualified librarians are on the staff at present.

Goal 1 – Literacy:

- 1.0 To provide open and visible access to appropriate collections and resources in all formats to support library users' needs, and to encourage the development of a lifelong love of reading.
- 1.1 To encourage the community to use the library and its resources to become competent readers and enquirers/managers of knowledge and information.
- 1.2 To help library users to develop intellectual freedom and to build creative and critical thinking skills.

Achievement Strategy:

- Library staff will work collaboratively with College staff to plan, implement and support enquiry-based learning practices, including supporting the teaching of information literacy and digital citizenship skills.
- Library staff to develop pre-school story time sessions and continue the existing reading programmes and books for babies' scheme in order to promote the value of reading from a young age.
- Library staff will collect, collate and curate information and resources to support its users' needs.
- Increased staff hours (see Short Term Requirements) will provide more time to effectively promote the benefits of literacy.

Goal 2 – Excellence in Service Provision:

- 2.0 Library staff will continue to strive towards excellence in service provision in accordance with Strategic Plan goals.

Achievement Strategy:

- Library staff will attend as many professional development opportunities as possible including South Canterbury network meetings, conferences, seminars and online courses.
- Increased staff hours (see Short Term Requirements) will provide more effective service provision.
- A regular (paid) meeting outside of opening hours of all library staff would ensure continuity of service and professional collaboration.

Goal 3 – Modern Library Learning Environment:

3.0 To provide a modern, positive, user-friendly environment to encourage the use of the library and provide spaces for users to enjoy recreational reading, as well as a central hub for students to work in a modern learning environment. Examples of modern library learning environments can be found here: <http://www.scoop.it/t/modern-library-learning-environments>

3.1 To support the guided inquiry approach in our interactions with students.

3.2 To support the key competencies of the New Zealand Curriculum of: thinking, language symbols and texts and self-managing.

Achievement Strategy:

- Building requirements to be assessed (see Long Term Requirements).
- Increased staff hours (see Short Term Requirements) will provide more effective interactions with users in a 21st Century context.
- Library staff to help students to develop a range of active, critical, multi-literate skills to build multiple viewpoints in order for them to form their own evidence-based conclusions.
- Library staff will be proficient in utilising, managing and providing training on library related online tools, as well as guiding users on information literacy and how to be responsible digital citizens.
- Library staff will collect, collate and curate access to information from multiple accurate sources, and present it in a range of formats.
- Library staff will be effective communicators (see Goal 4 – Communication).
- Library staff will use evidence-based practices in order to assist in the decision-making, development, and continuous improvement of the library.

Goal 4 – Communication:

4.0 Library staff to provide effective, open communication in order to collaborate and build partnerships between its users, Mackenzie District Council, College staff, Board of Trustees, parents and students.

Achievement Strategy:

- Library staff will provide effective, open communication using face-to-face, online and print methods. This may include Facebook and other social media, The Accessible, College newsletters, the College year book and prospectus.
- Increased staff hours (see Short Term Requirements) will enable more effective communication with library users.

Goal 5 – Advocacy & Promotion:

5.0 Library staff to promote the library as being a visible, central and integral aspect of the community.

Achievement Strategy:

- Advocacy for the library, its services and resources will be achieved by providing effective communication (see Goal 4 - Communication).
- The library's services and physical and online learning spaces will be promoted to facilitate participation in individual, blended, collaborative and social learning, as well as reading and relaxing.
- Evidence of the ways in which the library supports its users' recreational, learning and teaching requirements will be collected, collated and presented.
- Increased staff hours (see Short Term Requirements) will provide more time to effectively advocate and promote the library to its users.

Goal 6 – Collections:

6.0 The library's resources to be developed, promoted and kept current and relevant to its users' requirements.

Achievement Strategy:

- Open access to multimodal resources, including print, digital and multimedia collections will enable library users to enjoy recreational reading and become active enquirers and effective managers of information.
- Continued free internet and Wi-Fi access to be provided through the Aotearoa Peoples' Network Kaharoa (APNK).

Short-Term Requirements:

- To enter discussions with Mackenzie District Council to redistribute funding to be able to effectively manage the library's services, budgets, collections and staff, therefore providing a better overall service to its users.
- To reassess staff hours in accordance with users' requirements and to meet minimum standards set by LIANZA (Library and Information Association of New Zealand Aotearoa). Ideally, two staff members should be on duty at all times. This would enable better collaboration and communication with users, ensure lunch breaks for library staff and would also provide the opportunity to deliver promotional activities to the community including basic computer instruction.

From 'Standards for New Zealand Public Libraries':

<http://www.lianza.org.nz/sites/lianza.org.nz/files/standardsnzpubliclibraries2004.pdf>

*"Total staffing hours should be twice that of total opening hours." Our current staffing level is 43 hours per week and our opening hours are 35 hours per week. **Therefore to meet minimum LIANZA standards, 27 more staff hours per week would be required.***

"The smaller the population base, the more staff per capita will be required to give an adequate service."

"The hours open should be as long as possible and at fixed hours convenient to the user."

*"Library districts covering large areas with rural populations should have 35% membership." **We more than meet this target with 2,682 members.***

- The current library operating system (Musac) to be reassessed/upgraded. (Access-it: approximately \$8,500 plus yearly maintenance fees – Koha: approximately \$15,000 for conversion costs, a one-time fee). A separate report on the benefits of upgrading to either Access-it or Koha can be supplied on request.

Long-Term Requirements:

- New developments in 21st Century library directions would require the building to be evaluated in order to achieve the above Strategic Plan goals. This would include redesign, temperature control, shelving requirements and refurbishment, including booths for media use and Skyping.

Resources:

National Library Services to Schools:

<http://www.schools.natlib.govt.nz>

Standards for NZ Public Libraries:

<http://www.lianza.org.nz/sites/lianza.org.nz/files/standardsnzpubliclibraries2004.pdf>

MACKENZIE COMMUNITY LIBRARY SURVEY

Do you use the library? Y/N Did you know our services include: photocopying (black/white & colour), laminating, scanning, five free public access internet computers with Skype, free wifi, support for learning & teaching, newspapers available to read, access to electronic databases.

If you don't use the library, is there a reason why?

When would you like the library to open on week days? (Tick box). (Currently open at 10.30am).

☐ 9.00am ☐ 9.30am ☐ 10.00am ☐ 10.30am

Did you know the library has a late night (Thursday until 6.30pm)? Y/N

Would you use the late night on a Thursday (until 6.30pm)? Y/N

Do you use the library on a Saturday? Y/N

When would you like the library to be open on Saturday? (Tick box). (Currently 11am-2pm)

☐ 10am to 12noon ☐ 10am-1pm ☐ 11am to 2pm

Would you use a DVD collection? Y/N (Art house/subtitled films, documentaries, biographies, children's educational – non-competing with popular DVDs available at the Fairlie service stations).

Would you use e-books, e-magazines & online audio books if they were available? Y/N

Do you use our Large Print and Audio Book collections? Y/N If yes, are you happy with the selection?

Suggestions: _____

Do you know of anyone who would use a housebound service? (Books delivered to the home if customers are physically unable to come to the library). If you know of someone, please contact us: telephone 685 8560 ext 1, or email libstaff@mackcollege.school.nz.

Would you use a music CD collection if it was available? Y/N If yes, what artists/type of music would you like to see us purchase?

Would you like to see genre stickers used on new fiction? (Genre = classifications such as mystery, thriller, humour, romance, fantasy etc). Y/N

Would you use the following new services if they were implemented? (Tick all those that apply):

- ☐ Adult Education Basic Computer Classes (evenings in winter), covering topics such as Facebook, Gmail, Skype, Google Searching, Wifi, Trade Me, Pinterest, Goodreads, TV on Demand, Smart Phones, QR Codes, Basic Word Processing, Basic File Management.
- ☐ Preschool story time session. What day/time would suit you?
- ☐ Homework club 3.15pm-4.30pm (gold coin donation, afternoon tea provided, support with homework).
- ☐ Digital citizenship information evening (practical tips on how to be safe and responsible online).

Would you be interested in volunteering at the library to help shelve/process books? Y/N

If you are interested, please note down your details, or contact us 685 8560 ext 1, or email libstaff@mackcollege.school.nz

Name: Phone number:

Any other ideas/suggestions:

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Thank you for your time!

Mackenzie Community Library - Email: libstaff@mackcollege.school.nz Tel: (03) 685 8560 ext 1

Fairlie Community Board

Tabled by Garth Nixon

- Fairlie Township Streetscape planning (as agreed post Princes Street upgrade)
- Regent St upgrade – recommendations for improvements at village end besides street upgrade
- Mt Michael Tourist Stop - maintenance and improvements required – (advocacy role)
- Main Street Gardens maintenance/watering update
- The Fairlie Public Toilets Upgrade (advocacy role)
 - Toilet upgrade has budget available 30K. Programmed to take place after Easter includes New ceiling, plumbing improvements, repair and replacement tiles , new benches and paint work
- Bund planting adjacent to the Eversley Reserve entranceway – update needed on plan for this
 - Plan is to plant in grasses, Red tussock and silver tussock The area has been sprayed and will receive another weed spray before this is planted.
- Allandale Road Entranceway – roadside landscaping/maintenance plan – what is the plan and where is this at?
 - Area was planted in conjunction with the school (year ten service)
 - We are using some Community Service workers with some spraying and supervision by Kate
 - Plants are doing ok but we are struggling to compete with the Lucerne, work is on going
- Blossom Trees in Community Centre Courtyard – this may already be on the agenda via Garth??
 - Discussed and considered this will be addressed as part of the upgrade (middle ground it does not need further discussion)
- Improve the level of service with Whitestone Contracting for Village Street Keeping – Garth agreed to provide the CB with a minimum task list that is to be approved by the Board.
 - Community Board to determine minimum standard if not satisfied with current standard
- Relocation of the Community Notice Board to central Fairlie
 - Will be included with court yard upgrade work to commence in the new year.







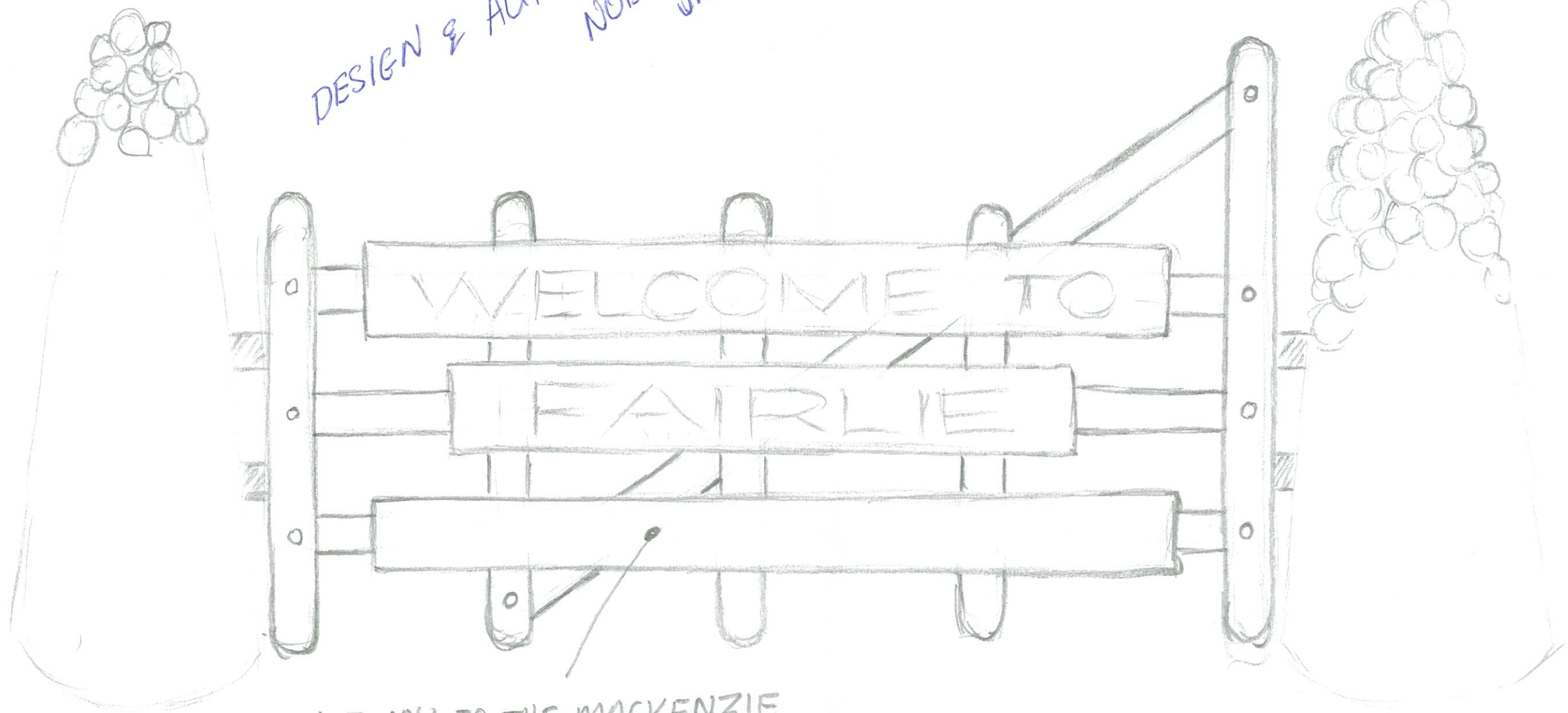






NOEL & PAULINE
JACKSON
DESIGNED BY

DESIGN & AUTHORS"
NOEL & PAULINE
JACKSON



GATEWAY TO THE MACKENZIE

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OR

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