



NOTICE OF MEETING

**Notice is hereby given of the Meeting of the
Community Services Committee
to be held in the Council Chamber,
First Floor, Civic Administration Building,
101 Esk Street, Invercargill on
Monday 27 November at 4.00 pm**

His Worship the Mayor Mr T R Shadbolt JP
Cr R L Abbott (Chair)
Cr A J Arnold (Deputy Chair)
Cr T M Biddle
Cr I L Esler
Cr G D Lewis
Cr L F Soper
Cr Rowly Currie (Environment Southland) (Total
Mobility and Passenger Transport)

EIRWEN HARRIS MITCHELL
MANAGER, SECRETARIAL SERVICES

A G E N D A

	Page
1. APOLOGIES	
Cr I L Esler and Cr L F Soper.	
2. PUBLIC FORUM	
3. MONITORING OF SERVICE PERFORMANCE	
3.1 LEVELS OF SERVICE	4
3.1.1 <i>Community Development</i>	5
3.1.2 <i>Libraries and Archives</i>	6
3.1.3 <i>Pools</i>	11
3.1.4 <i>Housing Care Service</i>	14
3.1.5 <i>Bus and Transport</i>	16
4. MONITORING OF FINANCIAL PERFORMANCE	
4.1 FINANCIALS	18
4.1.1 <i>Community Development</i>	19
4.1.2 <i>Libraries and Archives</i>	21
4.1.3 <i>Pools</i>	22
4.1.4 <i>Housing Care Service</i>	23
4.1.5 <i>Bus and Transport</i>	24
5. OTHER BUSINESS	
5.1 REPORT OF THE CHIEF EXECUTIVE	
5.1.1 <i>Community Development Projects</i>	25
5.1.1.1 Appendix 1	27
6. URGENT BUSINESS	

7. **PUBLIC EXCLUDED SESSION**

Moved, seconded that the public be excluded from the following parts of the proceedings of this meeting; namely

(a) *Report of the Director of Works and Services*

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1)(d) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
(a) Housing Care Rental Review for 2018	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 7(2)(i)

TO: COMMUNITY SERVICES COMMITTEE
FROM: THE DIRECTOR OF WORKS AND SERVICES
MEETING DATE: MONDAY 27 NOVEMBER 2017

MONITORING OF SERVICE PERFORMANCE
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Report Prepared by: Melissa Short - Manager, Strategy and Policy
 Commentaries from individual managers

SUMMARY

Reporting on the Community Services levels of service measures for the period comprising 1 July 2017 to 30 September 2017.
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RECOMMENDATIONS

It is recommended that the report be received.

IMPLICATIONS

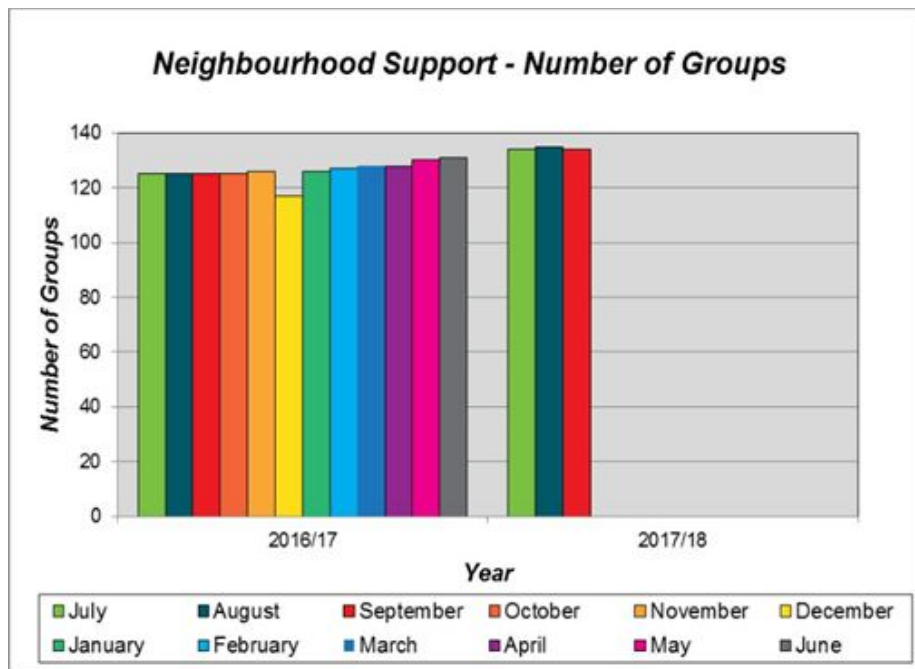
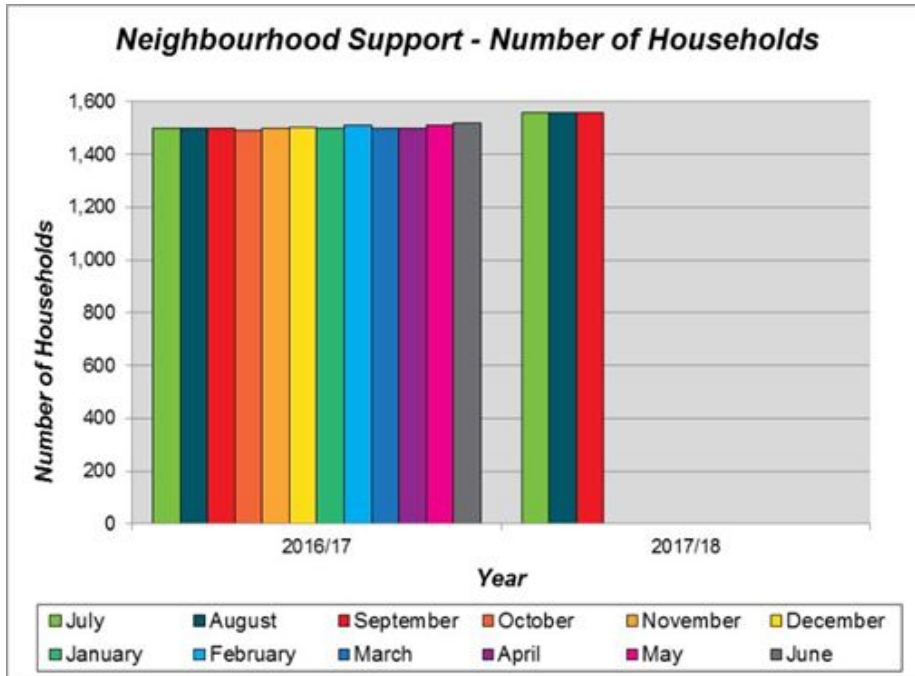
1.	<i>Has this been provided for in the Long Term Plan/Annual Plan?</i> The report monitors performance in relation to levels of service measures identified in the Long Term Plan and the Annual Plan.
2.	<i>Is a budget amendment required?</i> No.
3.	<i>Is this matter significant in terms of Council's Policy on Significance?</i> No.
4.	<i>Implications in terms of other Council Strategic Documents or Council Policy?</i> No.
5.	<i>Have the views of affected or interested persons been obtained and is any further public consultation required?</i> No.
6.	<i>Has the Child, Youth and Family Friendly Policy been considered?</i> Yes.

FINANCIAL IMPLICATIONS

No financial implications arise from this report.

COMMUNITY DEVELOPMENT

	1 July 2017 to 30 September 2017
Neighbourhood Support	
Number of households involved in Neighbourhood Support	1,557
Number of groups involved in Neighbourhood Support	134

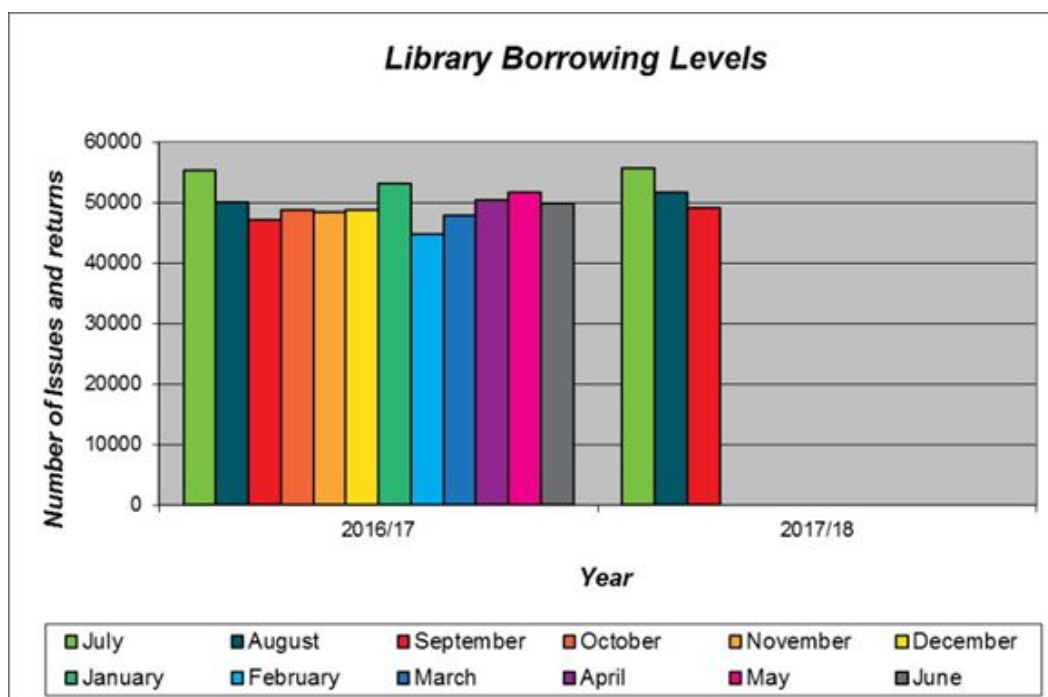


COMMENTARY

We have 135 groups involving 1,557 households. Growing neighbourhood support continues to be a challenge. One new group has been established with six members. Six groups are currently being re-established after the loss of multiple members and/or contact people. Cold calling in streets which do not have a group is not very successful. The good news is that we have two contact people who are renting the home they live in. Traditionally it has been difficult to engage with tenants.

Commentary provided by Mary Napper
 Manager – Community Development

LIBRARIES AND ARCHIVES



Graph of Library Services Borrowing Levels

COMMENTARY

Visitor Numbers

	2016	2017
July	45,077	46,368
Total	45,077	46,368
Total Year to Date	45,077	46,368
	2016	2017
August	41,541	42,345
Total	41,541	42,345
Total Year to Date	86,618	88,713
	2016	2017
September	40,757	41,574
Total	40,757	41,574
Total Year to Date	127,375	130,287

Visitor numbers show a 2.2% increase with good attendance at school holiday programmes.

Membership

From	Added July 2016	Added July 2017
Invercargill	252	250
Bluff	1	5
Other	10	12
Total	263	267

From	Added August 2016	Added August 2017
Invercargill	229	203
Bluff	2	1
Other	7	5
Total	238	209

From	Added September 2016	Added September 2017
Invercargill	189	175
Bluff	2	3
Other	6	10
Total	197	188

Total Membership

From	2016/17	2017/18
Invercargill/Bluff	675	637
Other	23	27
Total	698	664

Membership has shown a decrease of 4.8%.

Total Circulation

All Items	2016	2017
July	55,268	55,634
Total	55,268	55,634
Total Year to Date	55,268	55,634

All Items	2016	2017
August	50,054	51,747
Total	50,054	51,747
Total Year to Date	105,322	107,381

All Items	2016	2017
September	47,109	49,136
Total	47,109	49,136
Total Year to Date	152,431	156,517

Circulation shows a 2.6% increase with audiobooks proving increasingly popular.

E-Book/E-Audio Circulation Statistics

	July 2016	July 2017
e-Books	1,359	1,323
e-Audio	182	377
Total	1,541	1,700
Total Year to Date	1,541	1,700

	August 2016	August 2017
e-Books	1,397	1,437
e-Audio	250	453
Total	1,647	1,890
Total Year to Date	3,188	3,590

	September 2016	September 2017
e-Books	1,340	1,507
e-Audio	238	355
Total	1,578	1,862
Total Year to Date	4,766	5,452

Total for Year

	2016/17	2017/18
e-Books	4,096	4,267
e-Audio	670	1,185
Total	4,766	5,452

E-Book and e-Audio circulation shows a 1.4% increase with the main increase being in eAudio.

Events/Programmes/Projects

Keeping up with the Librarians



On 17 October an image created by our social media team to promote the library went viral. "Keeping up with the Librarians" received worldwide recognition and saw many interviews and articles being written about it. Highlights included; The Daily Mail, Buzzfeed, One News, The Project NZ and Sunrise Australia. The post saw the Facebook page receive over 2,000 new Facebook likes, and now has the Invercargill Library page sitting as the most liked library page in New Zealand. There have been connections made with libraries in the United States and this month we have had a visit from Cate Sweeney, Bee Cave Public Library, Texas.

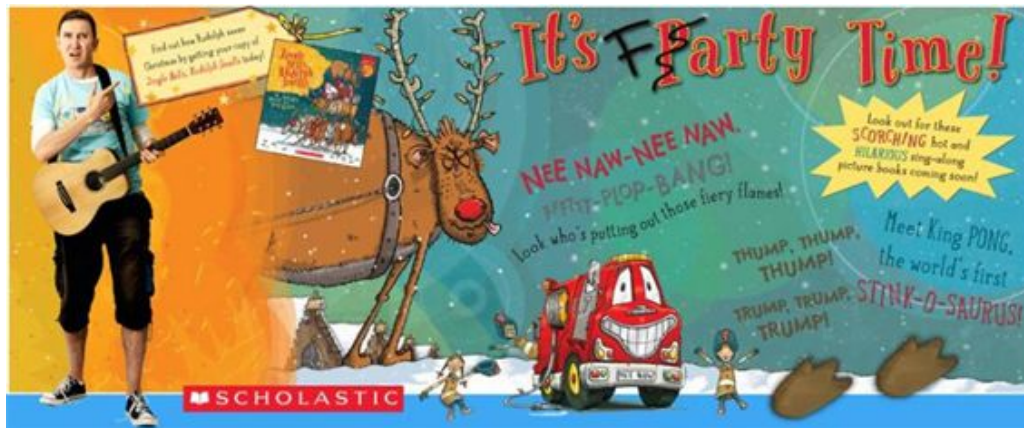
Halloween

This year we continued our collaboration with Kari Graber, CBD Coordinator, to promote activities and increase visitor numbers coming into the CBD. On 28 October as part of the Halloween promotion, the Library provided treats and specifically a photo-booth with props. Connor Chamberlain took pictures of families who came dressed up in their Halloween costumes. 169 photographs were taken and these were posted on the library Facebook page which allowed users to share if they wanted to. The visitor count for the day showed 760 came into the children's area which is 170% more than the previous Saturday. This event has been very popular and we look forward to repeating this next year.



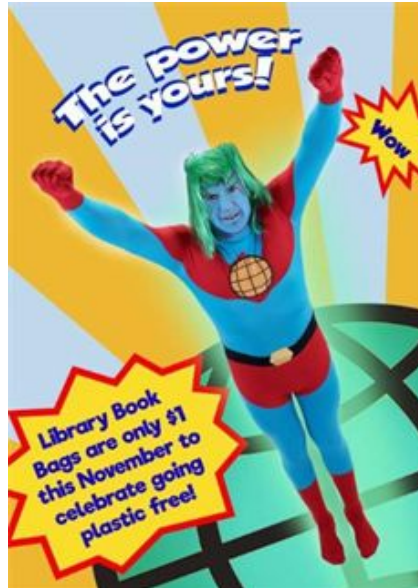
Mr Yipadee

As part of a nationwide tour Dean O'Brien, Mr Yipadee, performed at the Invercargill Library on 27 October 2017. This is his second visit and he highlights the Yipadee purpose which is to inspire kids to 'Laugh, Love, and Believe in Themselves'. Mr Yipadee encourages children to read, sing and dance along to some of his best selling kids books/songs and the show includes props, instruments, and interactive comedy. The Learning and Activity Space was at capacity with 38 adults and 69 children attending this session.



Plastic Free

Following a suggestion from a staff member the Library decided to go plastic-free. Previously we have provided plastic bags for library users to carry their library items and from 1 November we have removed these and promoted the purchase of library branded reusable book bags. For the month of November these are being sold for \$1 and from December onwards for \$2. As part of the promotion we used Captain Planet, a 90's television character, to highlight the changes.



Holiday Programme in Bluff

Planning is underway to provide a pilot summer holiday programme in Bluff to complement the activities that are provided in Invercargill. This will be reviewed in January 2018 to see if this is sustainable.

Meeting Spaces

	2016	2017
July	54	52
Total	54	52
Total Year to Date	54	52

	2016	2017
August	50	50
Total	50	50
Total Year to Date	104	102

	2016	2017
September	52	59
Total	52	59
Total Year to Date	156	161

Meeting spaces have had steady use with a small increase of 3% and there are also regular users of the display spaces as indicated below.

Displays

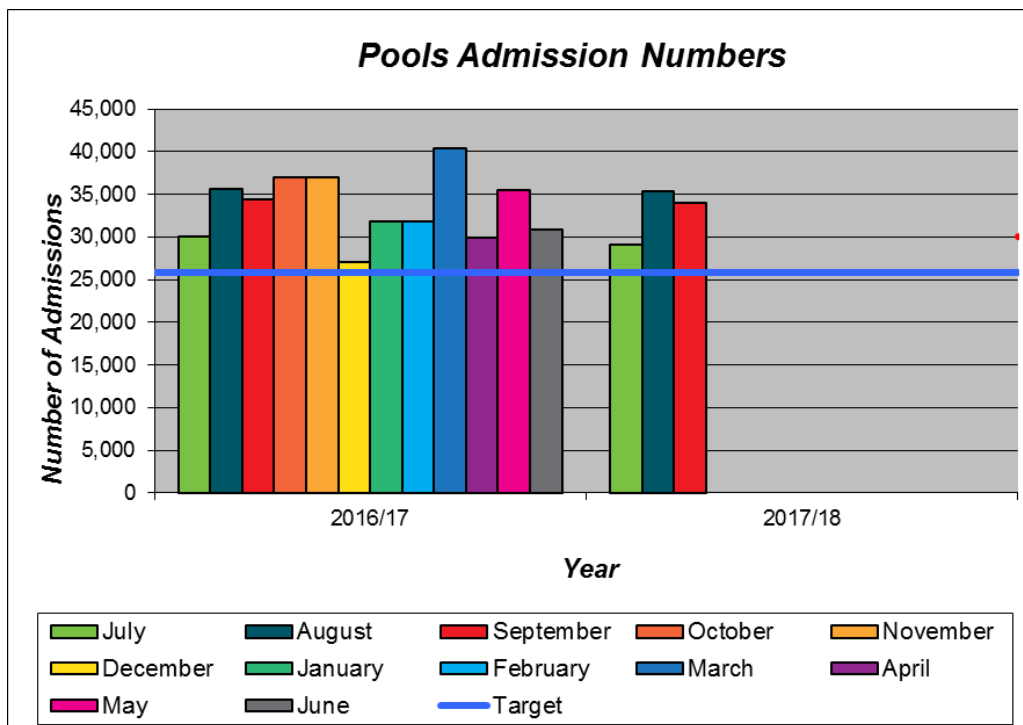
- Alzheimer’s Society
- Barnardos
- Just4Kids
- Newfield Kindergarten
- Nga Kete Minimising Gambling Week
- Polyfest Artwork
- Southland Adult Literacy

Commentary provided by Marianne Foster
Manager – Libraries and Archives

POOLS

Use of Services

Annual pool usage maintained at a minimum of six visits per head of population. (*LTP measure*)



Graph of Pool Admission Numbers

COMMENTARY

Events

September

Fri 8th Water polo starts 3.30pm – 6pm
Very limited lane swimming and Aqua jogging available

Sat 9th SBS Wayne Evens Memorial Meet #3
Deep end of the main pool & waterslide closed 3pm – 7pm

Sun 24th Southland Short Course Champs
Deep end of the main pool and waterslide closed
8.30am – 12pm & 1pm – 5pm

October

2nd – 13th School Holiday Programme

Sun 8th National Synchronised Swimming Champs
Deep end & waterslide closed 4pm – 8pm

Mon 9th National Synchronised Swimming Champs
Deep end & waterslide closed 6am – 6pm

Tue 10th National Synchronised Swimming Champs
Deep end & waterslide closed 7.30am – 7.30pm

Wed 11th National Synchronised Swimming Champs
Deep end & waterslide closed 9am – 5.30pm

Thur 12th National Synchronised Swimming Champs
Deep end & waterslide closed 8am – 4pm

Mon 16th -
Tue 17th NZ Synchro training camp

Sat 21st Orca Labour Weekend Swim Meet
50m main pool & hydroslide closed 7.30am – 12.30pm &
4.30pm – 8.00pm

Sun 22nd Orca Labour Weekend Swim Meet
50m main pool & hydroslide closed 8.30am – 12.00pm &
2.30pm – 6.00pm

Mon 23rd Labour Day
Pool open 11am – 4.00pm

With the large number of events on during September and October, and with the school holidays in early October the pools were particularly busy during the past two months. During the first week of the holidays a count of 1,856 admissions was recorded for one day.

Southland Basketball Partnership

In conjunction with Southland Basketball and Sport Southland, Splash Palace has helped facilitate a 'healthy reward option' for the Southland Basketball Miniball competition. This involved providing Splash Palace 2 for 1 vouchers as Player of the Day prizes. This has been hugely successful for all parties. Anecdotal feedback from Sport Southland is that these prizes are very popular with the young players

<<Southland Basketball partnership with Healthy Families_Southland Express.pdf>>

National Synchronised Swimming Championships

During early October the National Synchronised Swimming Championships were held at Splash Palace. This event was attended by teams from throughout New Zealand and included, for the first time this year, teams from China and French Caledonia.

Feedback from event organisers and teams was extremely positive with many indicating how impressed (and indeed envious) they were of the staff and the facility here.

Sauna

During the end of September / beginning of October the Sauna seating was rebuilt / refreshed. This particular part of the facility is extremely well used and as part of the refresh all seating was

replaced in a modular design that will allow us to fix individual parts of the seating when required with minimal downtime.

Bluff opened end of September

The Bluff pool opened at the end of September and initial reports regarding attendance look good.

During the school holidays snapshots of admissions show there were 60-80 children in the facility at any one time.

Health and Safety

There were no major Health and Safety events during September or October

September

First Aid: 5

Pool Rescue: 1

October

First Aid: 8

Pool Rescue: 1

Admissions

During September, door counters recorded the following:

Entries: 37,614

Change Room Use: 52,250

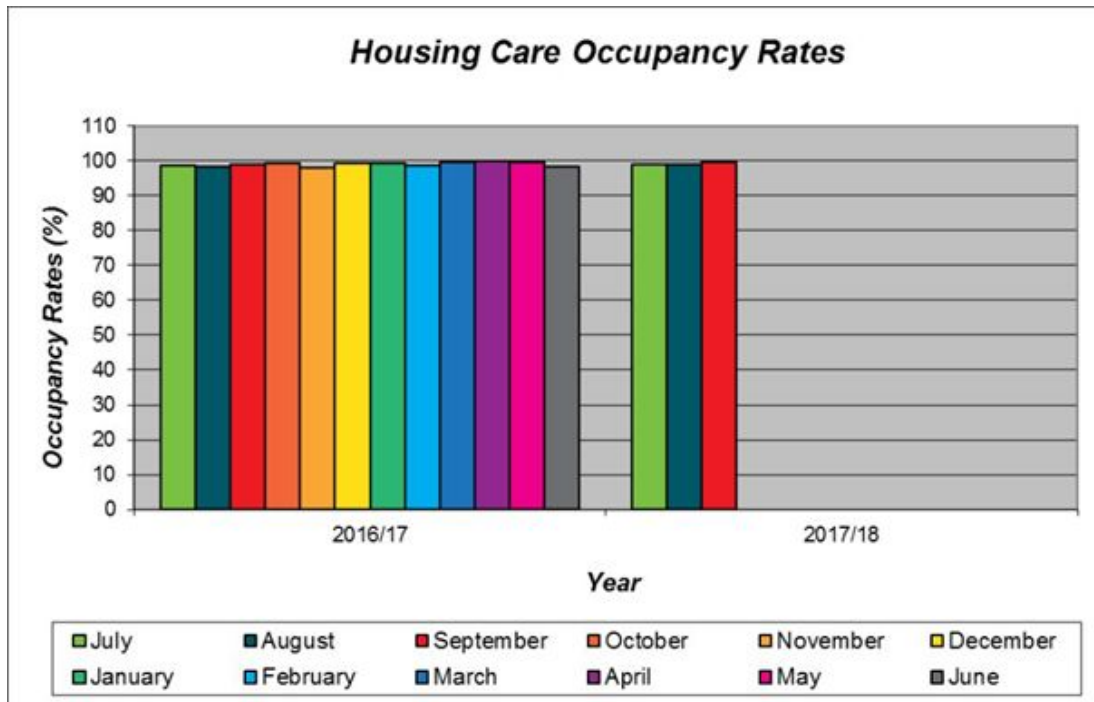
During October, door counters recorded the following:

Entries: 40,711

Change Room Use: 60,599

Commentary provided by Peter Thompson
Manager – Aquatic Services

HOUSING CARE SERVICE



Graph of Housing Care Occupancy Rates

Waiting List Activity

	September 2017	August 2017	July 2017
Invercargill	14	13	9
Bluff	-	-	1
Invercargill Supplementary	20	20	19
Invercargill Registrations of Interest	-	9	9
Bluff Supplementary	-	-	-
Bluff Registrations of Interest	-	-	-
Totals	34	42	38

	September 2017	August 2017	July 2017
Applications received	3	7	4
Tenancy Exits	1	1	5
Vacant Units	1	2	4

COMMENTARY

The occupancy level for September was 99.18%. Given the present tightness of the housing market and our own occupancy levels we are no longer accepting registrations of interest as there is no probability of being housed. We are using the current eligibility criteria to determine whether applicants are placed on the priority or supplementary lists.

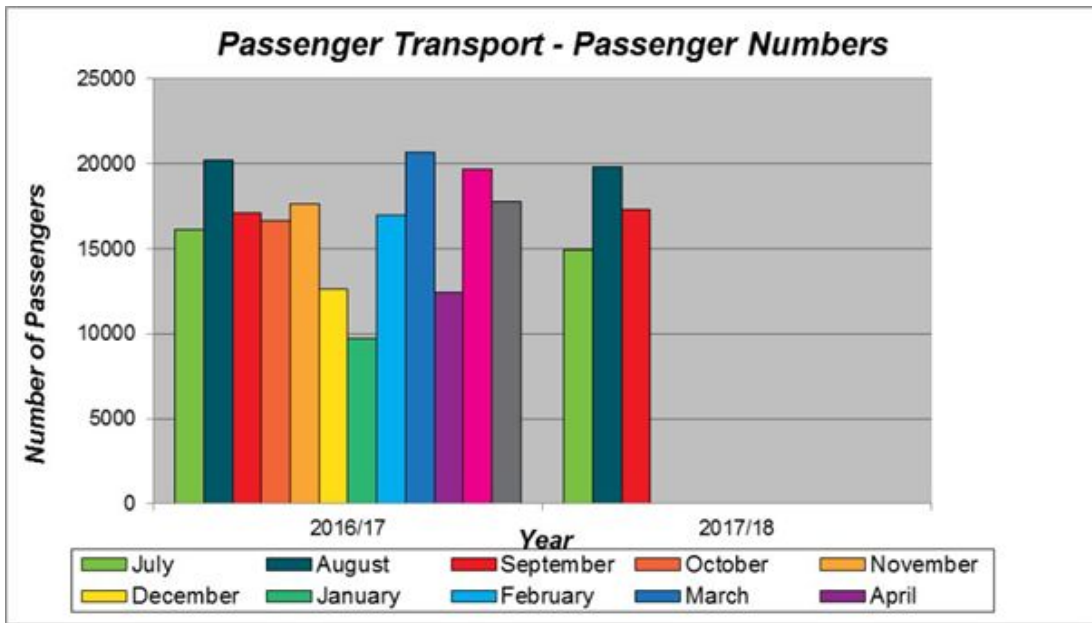
Complex Visits/Maintenance

There were 21 annual inspections and three post moving in inspections for the month with minimal issues. The following complexes have had work completed or scheduled.

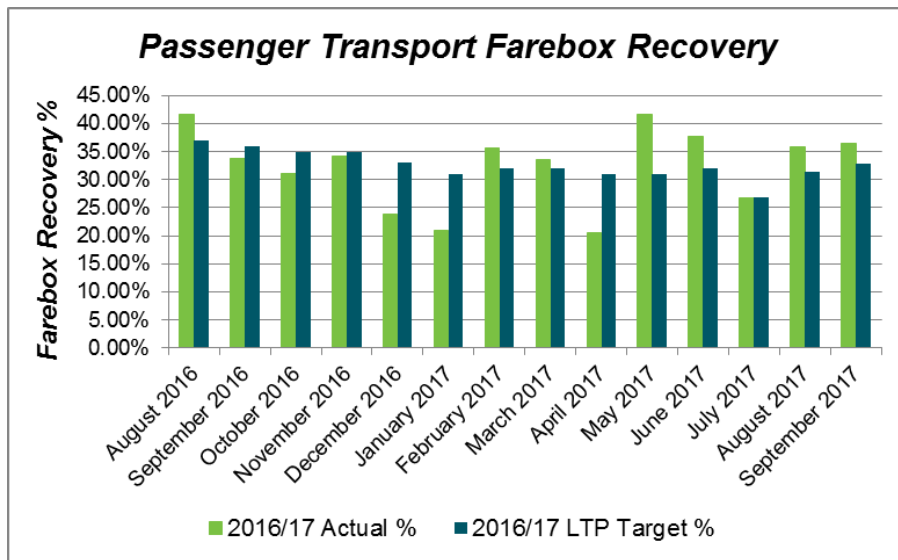
- Clarendon Court/Stirrat Street – ground upgrades which should provide more parking without having to park on gardens.
- Double glazing – two complete units at Leet Street and a couple of windows at Yarrow Street.
- Porch timbers replaced at Waverly Street.
- Fibre has been installed at Janet Street and Adamson Crescent, and we are working with Chorus to install fibre at Waverly Street.
- Quotation requests have been sent out to painting contractors to do exterior painting at five complexes.

Commentary provided by Stephen Ridden
Corporate Services Manager

BUS AND TRANSPORT



Graph of Passenger Transport Farebox Recovery



COMMENTARY

Council’s contractors have received the replacement buses and these are being prepared for use on the existing routes. These buses have been repainted and substantial work undertaken to improve their condition. We are anticipating the bus users will feel the improved travel ride and this will make their journey more pleasant. There is no planned start date and the Plasma buses will be gradually introduced once the equipment has been transferred over and the signwriting added. Advertising is also planned to highlight this change and acknowledge we have addressed one of the customer feedback issues raised. The buses have a wide single door and are fully accessible. We will welcome feedback from our customers. It is hoped that this change in bus fleet will begin to reverse the decline in patronage.

The Regional Ticketing System continues to be developed and the anticipated start date is mid-April. The changes will need to be communicated which will involve lots of advertising.

We are planning to align with the other regions and make a small change to the current transfers available. We need to withdraw the cross city free transfer and this will be substituted with a free transfer (within 30 minutes of travel) for all users who pay with a Bus Smart card. This means you will be able to travel into the Bus Smart Hub and then catch the next bus so long as your original trip was paid by Bus Smart card. There will not be a ticket issued but the card will automatically understand the travel and recalculate the fare at zero.

The owners of the Reading Cinema have also had discussions over the planned repair options for the veranda in Dee Street. They are planning to make improvements including repainting steel work and new roofing but are also considering if replacement may be more advantageous. If this was to occur discussions may be required to consider how improved weather protection and seating could be incorporated into the area.

The Regional Public Transport Plan is currently out for consultation and feedback is being sought on the key issues for the services provided. Submissions close on 15 December 2017.

Commentary provided by Russell Pearson
Manager – Roading

TO: COMMUNITY SERVICES COMMITTEE
FROM: THE DIRECTOR OF WORKS AND SERVICES
MEETING DATE: MONDAY 27 NOVEMBER 2017

MONITORING OF FINANCIAL PERFORMANCE
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Report Prepared by: Cameron McIntosh – Director of Works and Services

SUMMARY

Financial commentary for activities reporting to the Community Services Committee for the three month period to 30 September 2017.
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RECOMMENDATIONS

That this report be received

IMPLICATIONS

1.	<i>Has this been provided for in the Long Term Plan/Annual Plan?</i> Yes.
2.	<i>Is a budget amendment required?</i> No.
3.	<i>Is this matter significant in terms of Council’s Policy on Significance?</i> No.
4.	<i>Implications in terms of other Council Strategic Documents or Council Policy?</i> No.
5.	<i>Have the views of affected or interested persons been obtained and is any further public consultation required?</i> Not applicable.
6.	<i>Has the Child, Youth and Family Friendly Policy been considered?</i> Yes.

FINANCIAL IMPLICATIONS

The financial commentary and financial accounts are provided for information.

Business Unit **100000 - Community Services**

	Sep YTD			2017 / 18	
	Actual	Budget	Variance	Remaining Budget	Budget
Internal Revenue	39,997	67,300	(27,303)	229,203	269,200
Fees & Charges Revenue	718,543	759,922	(41,379)	2,347,251	3,065,794
Grants & Subsidies Revenue	248,654	264,238	(15,584)	1,145,592	1,394,246
Financial Revenue	22,355	1,958	20,397	73,672	96,027
Total Revenue	1,029,548	1,093,417	(63,869)	3,795,718	4,825,267
Internal Expenditure	1,043,340	1,043,207	133	3,129,487	4,172,827
Staff Expenditure	903,048	940,908	(37,860)	3,170,063	4,073,111
Administration Expenditure	101,130	122,445	(21,315)	415,554	516,684
Financial Expenditure	(8,477)	1,824	(10,301)	15,773	7,296
Grants & Subsidies Expenditure	1,770	258	1,512	(738)	1,032
Repairs & Maintenance Expenditure	20,627	20,446	181	68,371	88,998
Operational Expenditure	522,359	615,902	(93,543)	2,028,680	2,551,039
Depreciation Expenditure	163,144	211,704	(48,560)	683,672	846,816
Total Expenditure	2,746,941	2,956,693	(209,752)	9,510,863	12,257,804
Operating Surplus / (Deficit)	(1,717,393)	(1,863,276)	145,883	(5,715,144)	(7,432,537)
Capital Expenditure	93,697	174,040	(80,343)	1,129,452	1,223,149
Capital Funding	(16,039)	0	(16,039)	(607,229)	(623,268)
Cash Back Depreciation	156,824	206,049	(49,224)	667,371	824,195
Rates Required	1,638,226	1,831,267	(193,041)	5,569,997	7,208,223

Commentary:

The Community Services Committee is \$193,041 under budget for the first three months to September 2017. A departmental breakdown and commentary follows.

Business Unit **110000 - Community Services - Community Development**

	Sep YTD			2017 / 18	
	Actual	Budget	Variance	Remaining Budget	Budget
Grants & Subsidies Revenue	10,939	0	10,939	(10,939)	0
Financial Revenue	350	882	(532)	2,107	2,457
Total Revenue	11,289	882	10,407	(8,832)	2,457
Internal Expenditure	10,414	10,281	133	30,712	41,126
Staff Expenditure	35,377	34,710	667	114,925	150,301
Administration Expenditure	2,548	8,331	(5,784)	38,183	40,730
Financial Expenditure	871	1,259	(388)	4,167	5,038
Repairs & Maintenance Expenditure	0	817	(817)	3,266	3,266
Operational Expenditure	4,041	16,695	(12,654)	62,738	66,779
Depreciation Expenditure	92	150	(58)	508	600
Total Expenditure	53,343	72,243	(18,900)	254,498	307,841
Operating Surplus / (Deficit)	(42,055)	(71,361)	29,307	(263,330)	(305,384)
Capital Funding	(261)	0	(261)	4,002	3,741
Rates Required	41,794	71,361	(29,568)	267,331	309,125

Commentary:

Community Development – The activity is working within budget. The Youth Council have concluded for the year and will begin working on projects in February 2018.

Business Unit **120000 - Community Services - Library**

	Sep YTD			2017 / 18	
	Actual	Budget	Variance	Remaining Budget	Budget
Fees & Charges Revenue	29,516	39,507	(9,991)	122,617	152,132
Grants & Subsidies Revenue	435	0	435	4,211	4,646
Financial Revenue	3,895	394	3,501	25,938	29,833
Total Revenue	33,845	39,901	(6,056)	152,766	186,611
Internal Expenditure	279,570	279,570	0	838,711	1,118,281
Staff Expenditure	497,470	516,739	(19,270)	1,738,045	2,235,515
Administration Expenditure	63,337	51,250	12,087	141,662	204,999
Financial Expenditure	(9,348)	229	(9,577)	10,264	916
Repairs & Maintenance Expenditure	4,510	7,290	(2,781)	31,867	36,377
Operational Expenditure	44,513	48,079	(3,567)	147,804	192,317
Depreciation Expenditure	151,909	197,498	(45,588)	638,081	789,990
Total Expenditure	1,031,961	1,100,656	(68,695)	3,546,435	4,578,395
Operating Surplus / (Deficit)	(998,115)	(1,060,755)	62,639	(3,393,669)	(4,391,784)
Capital Expenditure	84,813	110,128	(25,315)	388,359	473,172
Capital Funding	0	0	0	(39,873)	(39,873)
Cash Back Depreciation	151,909	197,498	(45,588)	638,081	789,990
Rates Required	931,019	973,385	(42,366)	3,104,073	4,035,092

Commentary:

Libraries and Archives are \$42,366 under budget for the first three months to 30 September 2017. Income is \$6,056.00 under budget. Administration Expenditure is over budget because the annual library management software licence has been paid but this figure should be closer to budget as the year progresses. Operating Expenditure is \$62,639 under budget with total rates required being \$42,366 under budget.

Business Unit **140000 - Community Services - Pools**

	Sep YTD			2017 / 18	
	Actual	Budget	Variance	Remaining Budget	Budget
Internal Revenue	39,997	67,300	(27,303)	229,203	269,200
Fees & Charges Revenue	338,092	385,439	(47,348)	1,218,615	1,556,707
Grants & Subsidies Revenue	0	0	0	134,613	134,613
Financial Revenue	18,110	682	17,428	45,627	63,737
Total Revenue	396,199	453,421	(57,222)	1,628,058	2,024,256
Internal Expenditure	479,529	479,529	0	1,438,587	1,918,116
Staff Expenditure	357,889	380,370	(22,481)	1,290,227	1,648,116
Administration Expenditure	30,770	33,810	(3,040)	104,470	135,240
Financial Expenditure	0	336	(336)	1,342	1,342
Grants & Subsidies Expenditure	1,770	258	1,512	(738)	1,032
Repairs & Maintenance Expenditure	6,895	12,339	(5,444)	42,460	49,355
Operational Expenditure	75,303	103,210	(27,907)	337,537	412,841
Depreciation Expenditure	6,227	5,505	722	15,794	22,021
Total Expenditure	958,384	1,015,357	(56,973)	3,229,679	4,188,063
Operating Surplus / (Deficit)	(562,185)	(561,936)	(250)	(1,601,622)	(2,163,807)
Capital Expenditure	8,884	5,162	3,722	11,763	20,647
Capital Funding	(15,778)	0	(15,778)	14,794	(984)
Rates Required	555,291	567,097	(11,806)	1,628,179	2,183,471

Commentary:

Pools are \$11,806 under budget for the first three months to 30 September 2017.

Business Unit **270000 - Community Services - Housing Care**

	Sep YTD			2017 / 18	
	Actual	Budget	Variance	Remaining Budget	Budget
Fees & Charges Revenue	281,536	255,398	26,138	740,055	1,021,591
Total Revenue	281,536	255,398	26,138	740,055	1,021,591
Internal Expenditure	236,685	236,685	0	710,053	946,738
Staff Expenditure	8,412	9,089	(677)	30,766	39,178
Administration Expenditure	1,823	2,089	(265)	6,531	8,355
Operational Expenditure	910	1,613	(703)	5,542	6,452
Total Expenditure	247,830	249,475	(1,645)	752,893	1,000,723
Operating Surplus / (Deficit)	33,706	5,922	27,783	(12,838)	20,868
Capital Funding	0	0	0	20,868	20,868
Rates Required	(33,706)	(5,922)	(27,783)	33,706	(0)

Commentary:

Housing Care is \$27,783 under budget for the first three months to 30 September 2017. Rental income continues to track ahead of budget owing to higher than budgeted occupancy levels. Expenditure is within budget. These will come more into line as the year progresses.

Business Unit **563400 - Community Services - Bus and Transport**

	Sep YTD			2017 / 18	
	Actual	Budget	Variance	Remaining Budget	Budget
Fees & Charges Revenue	69,399	79,578	(10,179)	265,965	335,364
Grants & Subsidies Revenue	237,281	264,238	(26,957)	1,017,706	1,254,987
Total Revenue	306,680	343,816	(37,136)	1,283,671	1,590,351
Internal Expenditure	37,142	37,142	0	111,425	148,566
Staff Expenditure	3,900	0	3,900	(3,900)	0
Administration Expenditure	2,652	26,965	(24,313)	124,708	127,360
Repairs & Maintenance Expenditure	9,222	0	9,222	(9,222)	0
Operational Expenditure	397,592	446,305	(48,713)	1,475,058	1,872,650
Depreciation Expenditure	4,915	8,551	(3,636)	29,290	34,205
Total Expenditure	455,423	518,962	(63,539)	1,727,358	2,182,781
Operating Surplus / (Deficit)	(148,743)	(175,147)	26,403	(443,687)	(592,430)
Capital Expenditure	0	58,750	(58,750)	729,330	729,330
Capital Funding	0	0	0	(607,020)	(607,020)
Cash Back Depreciation	4,915	8,551	(3,636)	29,290	34,205
Rates Required	143,828	225,345	(81,517)	536,707	680,535

Commentary:

The Passenger Transport Areas are \$81,517 under budget for the first three months to 30 September 2017. This underspend is in part due to capital work not started and also lower than budgeted operating costs. This will even out as the year progresses.

TO: COMMUNITY SERVICES COMMITTEE
FROM: CHIEF EXECUTIVE
MEETING DATE: MONDAY 27 NOVEMBER 2017

COMMUNITY DEVELOPMENT PROJECTS

Report Prepared by: Mary Napper, Community Development Manager

SUMMARY

The Invercargill Active Communities and Creative Communities Invercargill funding programmes recently allocated grants. The minutes of the Child Youth and Family Friendly Subcommittee are attached.

RECOMMENDATIONS

That the report be received.

IMPLICATIONS

1.	<i>Has this been provided for in the Long Term Plan/Annual Plan?</i> N/A.
2.	<i>Is a budget amendment required?</i> N/A.
3.	<i>Is this matter significant in terms of Council's Policy on Significance?</i> N/A.
4.	<i>Implications in terms of other Council Strategic Documents or Council Policy?</i> N/A.
5.	<i>Have the views of affected or interested persons been obtained and is any further public consultation required?</i> N/A.
6.	<i>Have the Child, Youth and Family Friendly Policy be considered?</i> Yes.

FINANCIAL IMPLICATIONS

N/A.

CHILD, YOUTH AND FAMILY FRIENDLY SUB-COMMITTEE

The Child, Youth and Family Friendly Sub-committee minutes of 13 November 2017 meeting are attached (as per Appendix A).

The use of the friendly brand continues to expand with Family Works being presented with the brand in November. The brand signage was displayed at the opening of the Disc Golf event held by Sport Southland. Sport Southland are branded to use the signage at any event they are running which meets the criteria for the brand.

GRANT ALLOCATIONS

The Invercargill Active Communities Funding Programme has allocated \$5,350.00.

The Creative Communities Invercargill Funding programme has allocated \$3,805.00 dollars and tagged \$4,848.00 for applications where extra information has been sought. The next funding round closes at noon on 15 December 2017.

Creative Communities Invercargill

Applicant	Project	Grant
Glengarry Community Action Group	Drumming Festival	Tagged awaiting further information
Bluff Promotions	Summer Sounds Concert	\$1000
Foveaux Harmony Chorus	Workshops for members	Tagged awaiting further information
Shakespeare in the Park Charitable Trust	"As You Like It" production in Otepunu Gardens	\$2805

Invercargill Active Communities

Applicant	Project	Grant
Sport Down South/Aurora College	School holiday programmes equipment and volunteer training	\$1000
Southland Softball Assoc	Equipment	\$750
Southland Badminton	Online booking system and associated equipment	\$2000
Southland Softball Assoc	Bases for playing diamonds	\$1600

MINUTES OF A MEETING OF THE CHILD, YOUTH AND FAMILY FRIENDLY SUB-COMMITTEE HELD IN THE COUNCIL CHAMBER, FIRST FLOOR, CIVIC ADMINISTRATION BUILDING, 101 ESK STREET, INVERCARGILL ON MONDAY 13 NOVEMBER 2017 AT 4.10 PM

PRESENT: Cr D J Ludlow
R Thwaites
P Ereckson
B McDermott
A Knowles

IN ATTENDANCE: Ms G Crawford – Community Development Officer
Ms M Napper – Community Development Manager

1. **APOLOGIES**

Cr R R Amundsen, A McSoriley, H Muhl

Moved B McDermott, seconded R Thwaites and **RESOLVED** that the apologies be accepted.

2. **WELCOME**

The Chairperson welcomed everybody to the meeting.

3. **MINUTES OF THE MEETING HELD ON 17 JULY 2017 AND MINUTES OF THE MEETING HELD ON 9 OCTOBER 2017**

Moved Cr D Ludlow, seconded, R Thwaites and resolved that the minutes of the 17 July 2017 meeting be accepted.

Moved Cr D Ludlow, seconded, R Thwaites and resolved that the minutes of the 9 October 2017 meeting be accepted.

4. **MATTERS ARISING**

City Walks – Brendon will look into the need for larger footprints on the footpath. A brochure is being developed for the walks.

Sport Southland - Matt has been reminded to look at each event Sport Southland is assisting with to determine if it can be branded. The opening of the Disc Golf course will be branded.

Southland Multisport and Triathlon Club – are holding a monthly event on the stop banks. This is an event for adults and children. Gemma to contact them re branding.

5. **GENERAL BUSINESS**

The report had been circulated.

5.1 **Invercargill CBD Brand**

It was reported that linkage with events and promotions held in the CBD is ongoing. The Matariki Festival was branded friendly and we achieved the providing of non-sweet treats as an alternative reward during the Halloween Trick and Treat event. Our thanks to Public Health South for assisting with the provision of non-sweet treats as well as friendly branded items.

5.2 **Brand Promotion**

A copy of the leaflet businesses can display was circulated. This is to be put on the website in jpg format.

5.3 **Brand Update**

Family Works will be presented with the brand on 20 November. This will include Family Works branding events they hold that are appropriate to be branded.

ASB Colour Rush event was branded friendly.

Branding of other events includes Southland Rocks and the South Alive world record attempt for the most pats on the back.

5.4 **Smokefree Areas Policy**

The policy has been adopted by the Council. General discussion included the difficulty for some businesses to provide a place for staff to smoke which is out of public sight. Amanda is to discuss with the SIT Downtown Campus. Discussions on Facebook have been positive which is excellent. Enforcing the policy will be the responsibility of the public.

5.5 **Workplan 2018**

It was suggested that we have a workplan for 2018. "Sugar free drinks/sugar drinks free" was suggested for our February meeting. It would be aspirational if all Council facilities were water only.

5.6 **Meeting Dates 2018**

February 12, March 26, May 7, June 18, July 30, September 3, October 8, November 12.

6. **URGENT BUSINESS**

Nil

Council Ludlow thanked everyone for their attendance and input during the year.

7. **NEXT MEETING**

The next scheduled meeting will be on Monday 12 February 2017.
There being no further business the meeting closed at 4.45 pm.
