



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 21 May 2018 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

Council's Values:

- Responsibility Take ownership of decisions and outcomes, both collectively and individually.
- We willingly share our knowledge.
 - We acknowledge our mistakes, work to resolve them and learn from them.
 - We give and receive feedback in a constructive manner to resolve issues.
 - We do our job with total commitment.
- Respect Everyone is important, as are their views.
- We support and care for each other.
 - We stop to listen, learn and understand.
 - We communicate in an honest, up-front and considerate manner.
 - We maintain confidences and avoid hurtful gossip.
- Positivity Always look on the bright side of life.
- We are approachable, interested and friendly.
 - We are open and receptive to change.
 - We acknowledge and praise the efforts of others.
 - We work together as a team to get the job done.
- Above and Beyond Take opportunities to go the extra mile.
- We take the initiative to improve our work practices to get the best results.
 - We challenge ourselves and each other to make it better.
 - We take pride in providing the best possible outcomes.
 - We are ambassadors for our Council at all times.

Council's Vision for the City:

Enhance our City and preserve its character, while embracing innovation and change.

Council's Vision:

We are an energised, fun and innovative team that makes it better for each other and our community.

Council's Mission:

Making it better by making it happen.

A G E N D A

	Page
1. APOLOGIES	
2. PUBLIC FORUM	
3. MONITORING OF SERVICE PERFORMANCE	
3.1 LEVELS OF SERVICE	5
3.1.1 <i>Community Development</i>	6
3.1.2 <i>Libraries and Archives</i>	7
3.1.3 <i>Pools</i>	11
3.1.4 <i>Housing Care Service</i>	14
3.1.5 <i>Bus and Transport</i>	15
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. ACTION SHEET	
6. OTHER BUSINESS	
6.1 REPORT OF THE CHIEF EXECUTIVE	
6.1.1 <i>Community Development Projects</i>	25
6.1.1.1 <i>Child, Youth and Family Friendly Sub-Committee minutes</i>	27

7. URGENT BUSINESS

TO: COMMUNITY SERVICES COMMITTEE
FROM: THE DIRECTOR OF WORKS AND SERVICES
MEETING DATE: MONDAY 21 MAY 2018

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 31 March 2018.
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RECOMMENDATIONS

It is recommended that the report be received.

IMPLICATIONS

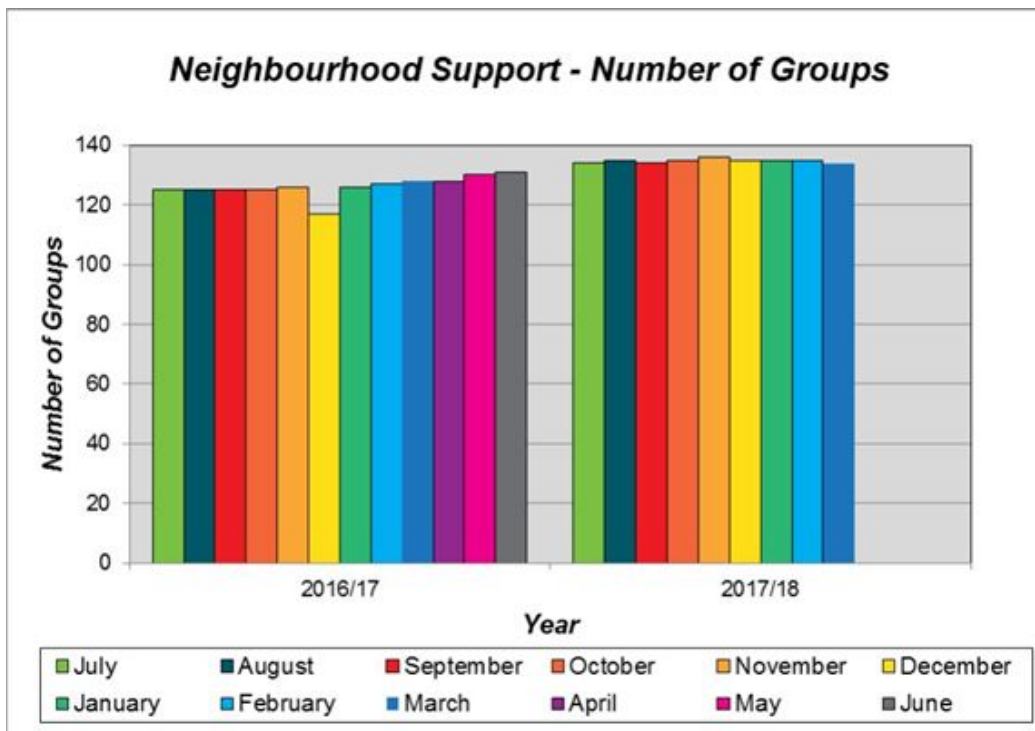
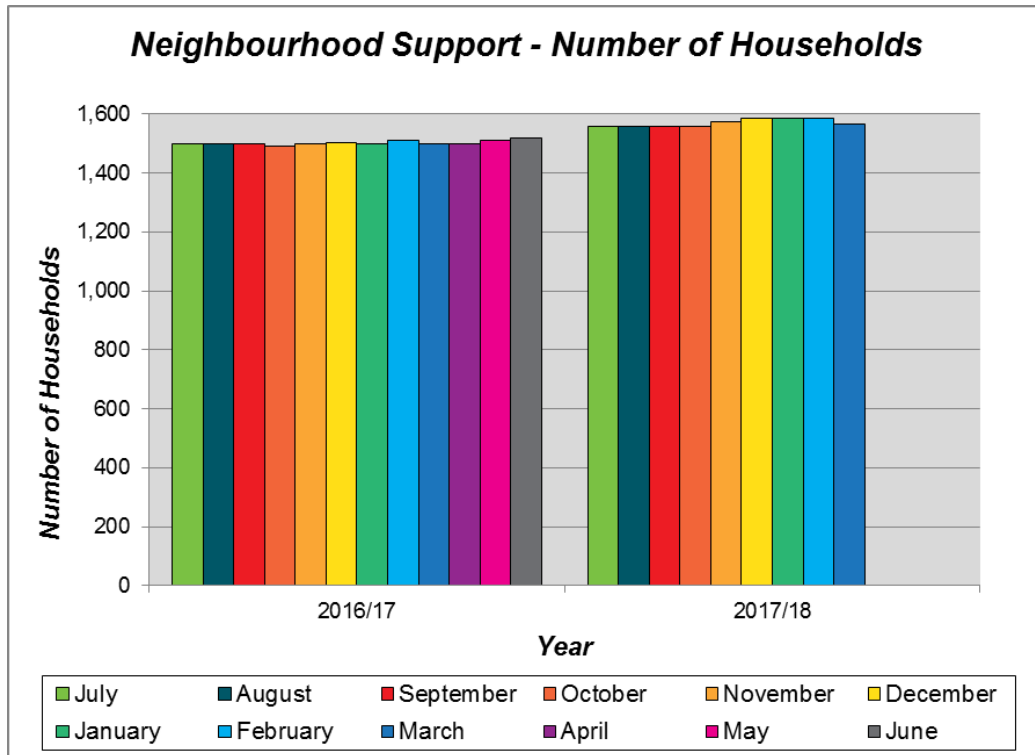
1.	<i>Has this been provided for in the Long Term Plan/Annual Plan?</i> The report monitors performance in relation to levels of service measures identified in the Long Term Plan and the Annual Plan.
2.	<i>Is a budget amendment required?</i> No.
3.	<i>Is this matter significant in terms of Council's 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 31 March 2018
Neighbourhood Support	
Number of households involved in Neighbourhood Support	1,565
Number of groups involved in Neighbourhood Support	134



COMMENTARY

The number of households involved in Neighbourhood Support has declined recently, due to changes in the number of groups. Examples of what is happening are:

M Street – The contact person has moved. After contacting residents of the street, it was discovered that the phone-tree was out of date. The remaining residents are listed as individual members.

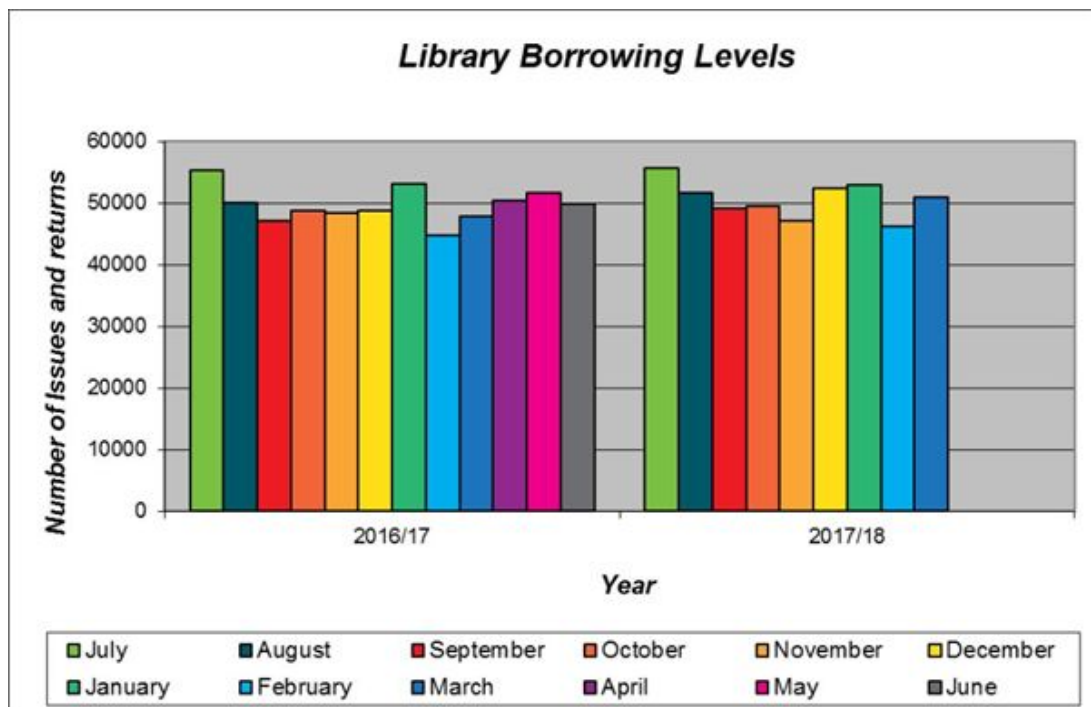
P Street – The group has been closed. There were four members remaining in the group; one passed away, two people moved from Invercargill and the remaining person is the contact of a group in a neighbouring street.

A Street – The contact person has moved. After contacting residents of the street it was discovered that the phone-tree was out of date. The group has been resurveyed and will have their re-establishment meeting on 10 May 2018.

D Street – This group used to have 40 members however, after the contact person’s resignation it became difficult to find a replacement. Many members of the group either no longer live in the area or changed their contact details so were unable to be contacted. The re-establishment process is underway.

Commentary provided by Mary Napper
 Manager – Community Development

LIBRARIES AND ARCHIVES



Graph of Library Services Borrowing Levels

COMMENTARY**Total Circulation**

All Items	2017	2018
February	44,715	46,283
Total	44,715	46,283
Total Year to Date	396,528	405,069

All Items	2017	2018
March	47,876	50,956
Total	47,876	50,956
Total Year to Date	444,404	456,025

Total circulation shows an increase of 2.6% for the year to date.

Visitor Numbers

	2017	2018
February	41,754	41,471
Total	41,754	41,471
Total Year to Date	332,945	340,319

	2017	2018
March	43,670	40,288
Total	43,670	40,288
Total Year to Date	376,615	380,607

Visitor numbers show an increase of 1% for the year to date.

Membership

From	Added February 2017	Added February 2018
Invercargill	193	223
Bluff	2	5
Other	7	7
Total	202	235

From	Added March 2017	Added March 2018
Invercargill	225	206
Bluff	2	5
Other	9	4
Total	236	215

Total Membership

From	2016/17	2017/18
Invercargill/Bluff	1,539	1,823
Other	62	60
Total	1,601	1,883

Membership remains on target.

E-Book/E-Audio Circulation Statistics

	February 2017	February 2018
e-Books	1,103	1,196
e-Audio	208	394

Total	1,311	1,590
Total Year to Date	12,620	13,746

	March 2017	March 2018
e-Books	1,223	1,373
e-Audio	225	399
Total	1,448	1,772
Total Year to Date	14,068	15,518

Total for Year

	2016/17	2017/18
e-Books	11,903	12,081
e-Audio	2,165	3,437
Total	14,068	15,518

Circulation shows an increase of 10.3% with the majority being an increase in eAudio.

Events/Programmes/Projects

Library Refurbishment

The Library refurbishment project began on 7 May with Stage 1 starting in Information Services. This area is now completely clear with resources and services including free internet computers now available in the Meeting Room. Access is across the walkway on the first floor.

There is a scheduled closure of the building on 13 May and 14 May to allow for the removal of tiles on the first floor. Items will still be able to be returned through the after hours slot at the front of the building. Staff will use this closure as an opportunity to move items on the ground floor. Stage 1 is scheduled to take six weeks. Stage 2 will involve the collections and services in the Adults' area being moved into Children's Services. The non-fiction collection will be moved upstairs into Information Services.



All updates about changes will be available on our website <http://library.co.nz/library-refurbishment/> , Facebook page <https://www.facebook.com/invlibrary/> and notices in the library.

After Hours Family History

This event was held for the second time on 29 March 2018. It's aimed to give people an opportunity to work on their family history, and to have free access to the library resources and to have staff assistance if needed. This was held in March but was not part of the official Heritage Month events. The Library hosted a beginner's family history night the previous evening in the Library Meeting Room as part of Heritage Month. The date was the evening before Good Friday and for some people this may have been an issue to attend. We had space for 20 with 11 attending on the night. Feedback from attendees was very positive with everyone saying they would like to see more events like this.

Chatter Nights

Chatter Nights is a family friendly programme where international students and migrant families can interact with the Invercargill community in a warm and safe setting surrounded by our best English as a Second Language and Adult Literacy resources. This programme was established to keep our connection with the international students and attract them to all of our library resources by providing an evening programme migrants, international students and locals can attend after work hours. Chatter Nights is held in the Adults non-fiction area every Wednesday at 5:00 pm.

Chatter Nights launched on 21 February 2018 and has continued every Wednesday evening to date. Since starting there have been 35 new migrant library registrations and many of these registrations have happened during this programme. Customers have given great feedback about our English as a Second Language and Adult Literacy collections, Emergent Reader and Sophisticated picture books in Childrens Services.

Growing community connections has recently seen the Library being approached about upgrading our collection for the new Colombian refugees and create a future working relationship with the new Spanish speaking community. Jay Coote, Community Connections Co-ordinator, has begun making contact with this new group in our community.



Meeting Spaces

	2017	2018
February	43	41
Total	43	41
Total Year to Date	397	399

	2017	2018
March	63	65
Total	63	65

Total Year to Date	460	464
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The First Floor Meeting Room will not be available for bookings from 7 May until further notice as it is being used by the Library while the refurbishment project is ongoing.

Displays

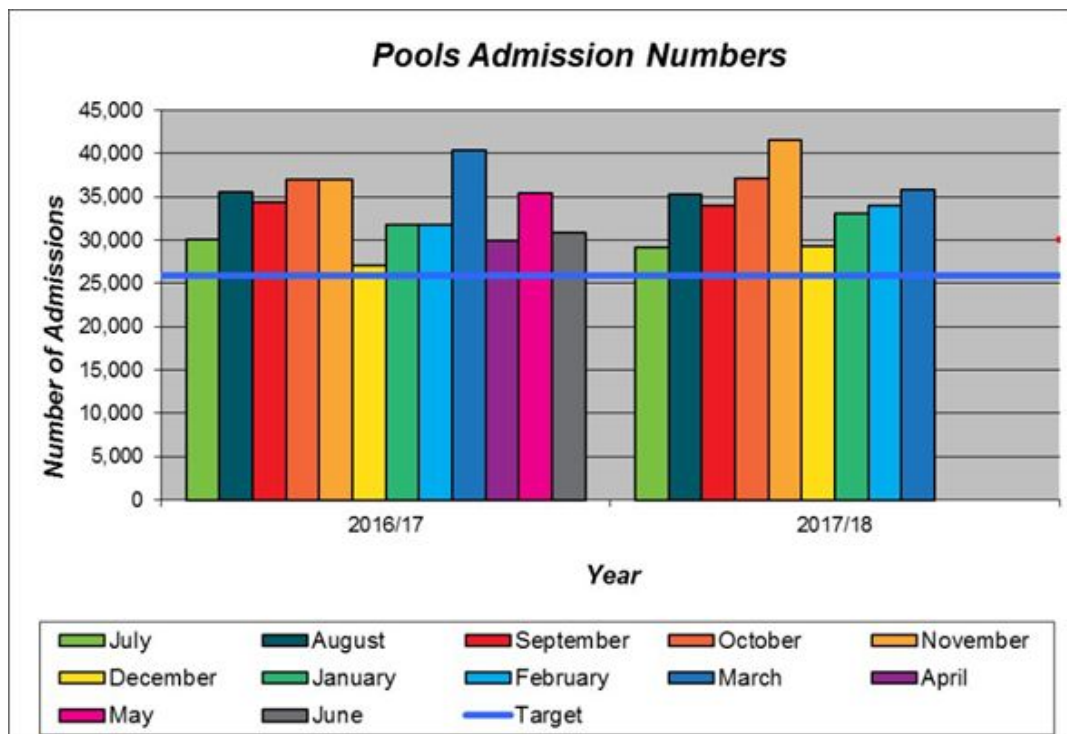
Burt Munro
 Chinese New Year
 Southern Patchwork and Quilting Circle
 Southland Education

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

EVENTS

March

Saturday 10 March 2018 – South Island Town versus Country
CLOSED Deep end of Main Pool, Learners Pool and Hydroslide 7.30 am - 12.30 pm and 2.00 pm – 8.00 pm

Sunday 11 March 2018 – South Island Town versus Country
CLOSED Deep end of Main Pool, Learners Pool and Hydroslide 8.30 am – 1.30 pm

Sun 25 March 2018 – AMP Kids Triathlon

CLOSED Entire 50m Main pool and Carpark 9.00 am – 11.00 am

DECLINED BOOKINGS DUE TO SPACE LIMITATIONS

1. Five swim teams were declined pool bookings
2. Every Friday evening 3.30 pm – 6.00 pm during March due to Water Polo. No pool space for Lane Swimmers and Aqua-joggers

COMMENTARY

Slide Use

March was the first time we have been able to gather a full month's worth of slide use data since the counters were installed. Despite knowing the slide is incredibly popular the numbers have still come as a surprise.

In perfect conditions the current slide has a theoretical maximum of 240 slides per hour. During March a total of 38,607 slides were recorded over the 172 hours of operation; whilst this does not account for individuals it does show that for the number of hours the slide was open it achieved an average of 224 slides per hour; operating at near peak capacity the whole time and in constant high demand.

New Inflatable

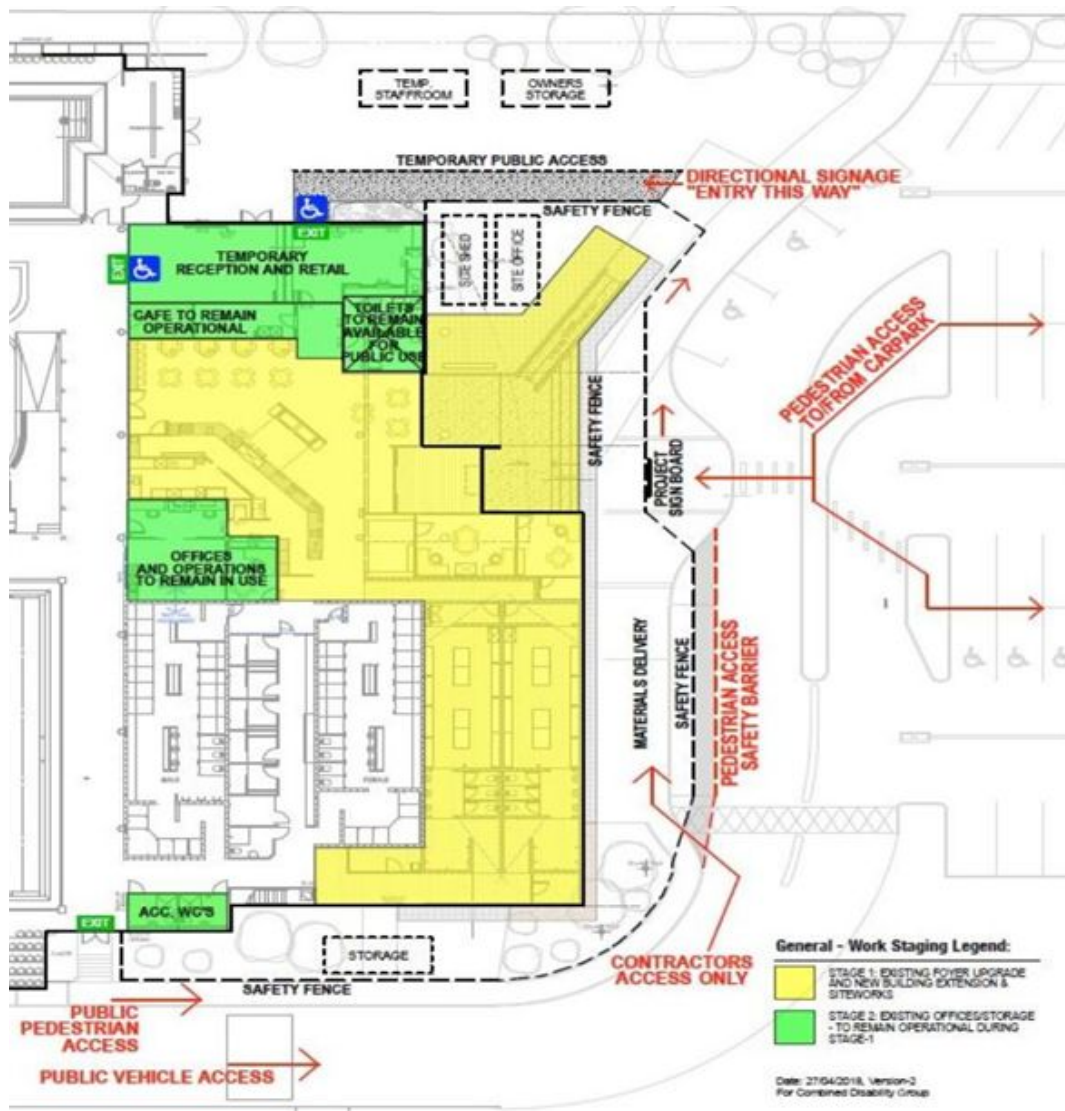
A new inflatable was purchased during March in time for the school holidays in April. Use of the inflatables at Splash Palace is included in the cost of entry and are always very popular with kids (and some adults) whenever these are put up. Generally the inflatables are only used during school holidays. Feedback from both Staff and Customers suggest a desire to see them operate in the weekends as well but due to space limitations this is currently not possible.



Change Room Project

During March, planning for the change room project has continued with plans to move the reception area to a temporary location on Sunday 6 May 2018. The plan below shows the

extent of the construction and the layout for temporary access into Splash Palace. This plan has also been sent to the Combined Disability Group so they are aware of the changes.



Poolsafe

Splash Palace has again been accredited Poolsafe after the independent audit this year. The national Poolsafe campaign facilitated by NZRA this year involved very specific auditing and checks on all systems, processes, staff qualifications and training. Whilst it was a more difficult process this year the successful accreditation process should provide Council with some security that the facility is well managed.

Maintenance

In March a new agitator gearbox was installed on the Woodchip boiler. During this time all other gearboxes were checked, motor bearings replaced on all fans and a full internal inspection of the boiler itself was also carried out.

Health and Safety

March

First Aid: 4

Rescues: 0

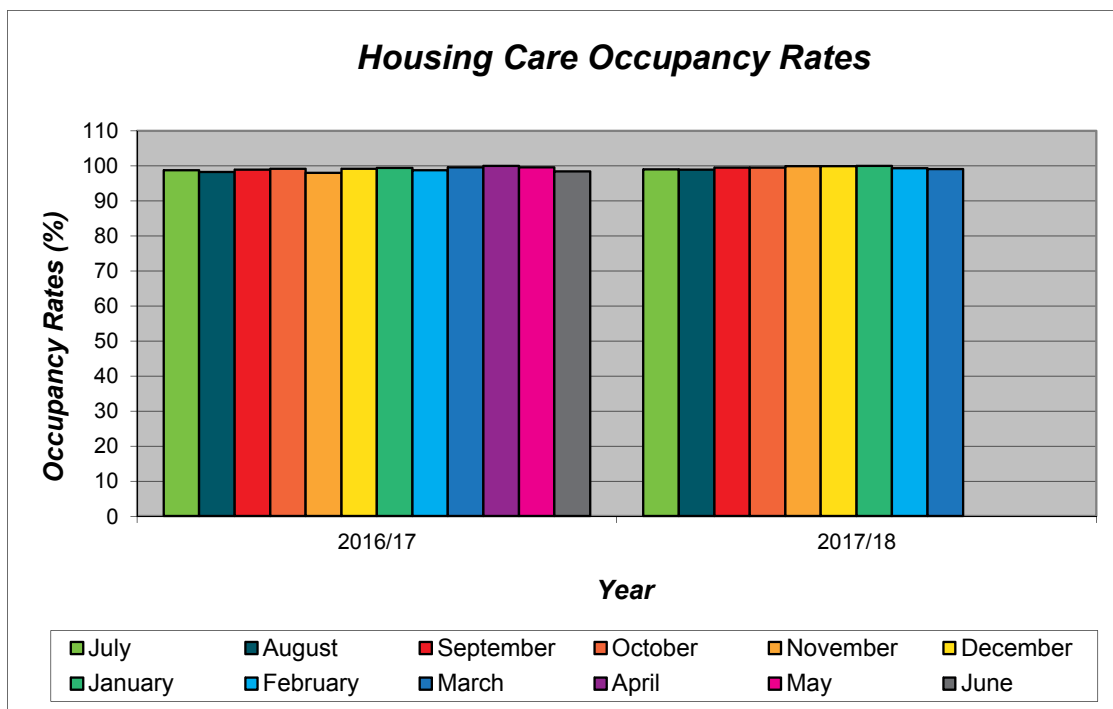
Door Counters

March

Entries: 40,242
 Change Rooms: 55,188
 Hydroslide: 38,607

Commentary provided by Peter Thompson
 Manager – Aquatic Service

HOUSING CARE SERVICE



Graph of Housing Care Occupancy Rates

Waiting List Activity

	March 2018	February 2018	January 2018
Invercargill	14	16	16
Bluff	1	1	2
Invercargill Supplementary	29	25	24
Bluff Supplementary	1	-	-
Totals	45	42	42

	March 2018	February 2018	January 2018
Applications received	6	4	6
Tenancy Exits	2	3	-
Vacant Units	-	1	-

COMMENTARY

The occupancy level for March was 99.04% with two tenancy exits and six new applications. Several applicants are experiencing landlord pressure to move or find rent is too high.

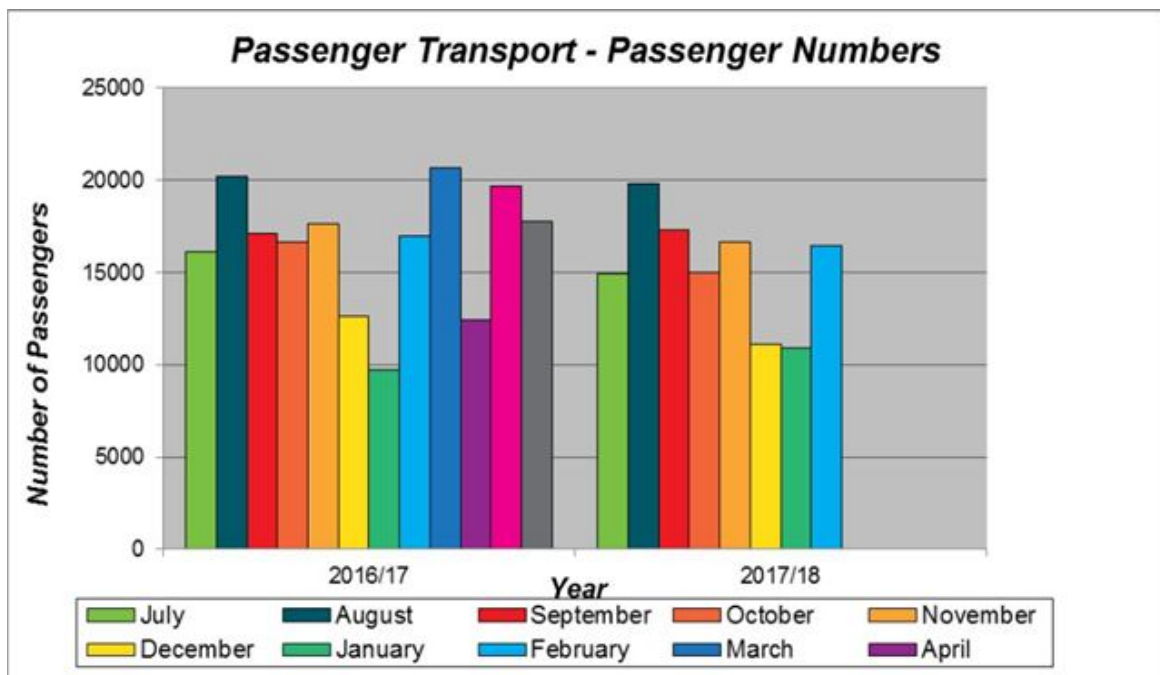
Complex visits / maintenance

Annual inspections are being maintained and Deborah Little (Housing Support Officer) will have visited all units on at least one occasion by years end. Exterior painting has been completed at Princess Street, Yarrow Street, Lithgow Street and Selwyn Street. We anticipate Janet Street painting to be completed in May, following some repairs to exterior cladding. Some drainage work has been completed at Aurora Place and 12 Neville Place.

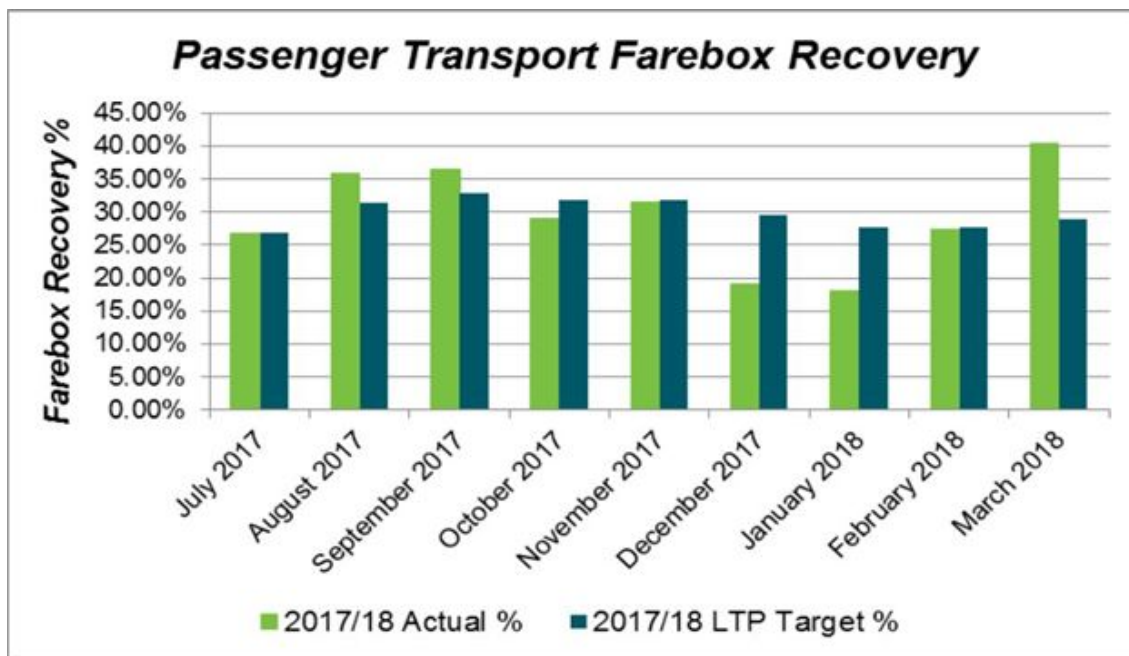
Porches have been repaired at five units at Lithgow Street. Unit 42 at Elston Lea is having the bath removed and a new shower box installed this month. This unit, along with three others at various complexes, have all had internal refurbishments completed.

Commentary provided by Stephen Ridden
Corporate Services Manager

BUS AND TRANSPORT



Graph of Passenger Transport Farebox Recovery



COMMENTARY

There is no passenger numbers information provided for the March period at present due to issues being experienced with our ticketing system. Over the weeks the provider has had some systems issues which is being resolved, but has meant that the data is not available.

These system issues have required extensive efforts by the provider and their technical teams. Consequently the planned fare change will now not be able to start on 8 May as previously planned and will need to be rescheduled. New fares need to be added to the ticketing system, uploaded and checked. Our changes have not been a priority in the last few weeks. We are working on securing an acceptable date for this data change and upload, then we can start the advertising and communications associated with this. It is important the fare change (to a flat fare approach) is completed before the new ticketing system (RITS) is implemented later in the year.

Also associated with starting the new ticketing scheme is the transition from the existing Bus Smart card to the new card. Funds held on existing cards will need to be transferred to the new card. People will be encouraged to use as much of their funds as possible prior to the commencement day of RITS. Our Bus Smart card operates under a sub licence to the Otago Regional Council (OCR) and we are working closely with them on this issue. One of the key transitional actions is to check and if necessary to reconfirm (and/or amend) the terms and conditions of the card. This will allow existing card holders to better understand what their obligations are when transferring funds and more particularly how long they have to complete this. It is expected that these terms and conditions will be re-advertised by the ORC and by our Council over the next months. As part of the sub licence agreement, we are bound by this process.

A full transition plan is being developed and will be brought to the committee in the coming months.

The new Ridewise system for Total Mobility is also being developed and we have requested photographs of all of our clients for the personalised card they will have for use from 2 July this year. This process is progressing well. We are also working with the service providers, taxi operators and others as to what equipment is needed in the vehicles. We have identified some issues to resolve with the operator in the Gore area. Of the seven operators, five currently have

compatible equipment in their vehicles. Training is planned for the agencies and operators in June, ready for the July start.

Provided by Russell Pearson
Manager – Roading

TO: COMMUNITY SERVICES COMMITTEE
FROM: THE DIRECTOR OF WORKS AND SERVICES
MEETING DATE: MONDAY 21 MAY 2018

MONITORING OF FINANCIAL PERFORMANCE

Report Prepared by: Cameron McIntosh – Director of Works and Services

SUMMARY

Financial commentary for activities reporting to the Community Services Committee for the nine month period to 31 March 2018.

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**

Nine months to 31 March 2018

	Mar YTD			2017 / 18	
	Actual	Budget	Variance	Remaining Budget	Budget
Internal Revenue	84,149	186,900	(102,751)	185,051	269,200
Fees & Charges Revenue	2,333,696	2,292,851	40,845	732,098	3,065,794
Grants & Subsidies Revenue	961,772	892,459	69,312	432,474	1,394,246
Financial Revenue	69,945	65,475	4,470	26,082	96,027
Total Revenue	3,449,562	3,437,686	11,876	1,375,705	4,825,267
Internal Expenditure	3,138,036	3,129,620	8,416	1,034,791	4,172,827
Staff Expenditure	2,977,410	2,974,063	3,347	1,095,701	4,073,111
Administration Expenditure	237,253	367,334	(130,081)	279,431	516,684
Financial Expenditure	(6,866)	5,472	(12,338)	14,162	7,296
Grants & Subsidies Expenditure	31,372	774	30,598	(30,340)	1,032
Repairs & Maintenance Expenditure	54,480	61,337	(6,857)	34,518	88,998
Operational Expenditure	1,593,263	1,847,705	(254,442)	957,775	2,551,039
Depreciation Expenditure	490,459	635,112	(144,654)	356,358	846,816
Total Expenditure	8,515,407	9,021,419	(506,012)	3,742,397	12,257,804
Operating Surplus / (Deficit)	(5,065,845)	(5,583,733)	517,888	(2,366,692)	(7,432,537)
Capital Expenditure	329,845	520,370	(190,525)	628,304	958,149
Capital Funding	97,745	1,871	95,874	(456,013)	(358,268)
Cash Back Depreciation	470,739	618,146	(147,408)	353,456	824,195
Rates Required	5,022,697	5,487,827	(465,130)	2,185,526	7,208,223

Commentary:

The Community Services Committee is \$465,130 under budget for the period ending March 2018.

A departmental breakdown and commentary follows -

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

Nine months to 31 March 2018

	Mar YTD			2017 / 18	
	Actual	Budget	Variance	Remaining Budget	Budget
Grants & Subsidies Revenue	25,439	0	25,439	(25,439)	0
Financial Revenue	2,361	1,724	637	96	2,457
Total Revenue	27,799	1,724	26,075	(25,342)	2,457
Internal Expenditure	30,941	30,844	96	10,185	41,126
Staff Expenditure	109,424	109,860	(436)	40,877	150,301
Administration Expenditure	5,622	24,994	(19,372)	35,109	40,730
Financial Expenditure	2,482	3,778	(1,296)	2,556	5,038
Repairs & Maintenance Expenditure	247	2,450	(2,203)	3,020	3,266
Operational Expenditure	14,779	50,084	(35,305)	52,000	66,779
Depreciation Expenditure	277	450	(173)	323	600
Total Expenditure	163,771	222,461	(58,690)	144,070	307,841
Operating Surplus / (Deficit)	(135,972)	(220,737)	84,765	(169,412)	(305,384)
Capital Funding	1,314	1,871	(557)	2,427	3,741
Rates Required	137,286	222,608	(85,322)	171,839	309,125

Commentary:

The Community Development Service is \$85,322 under budget for the first nine months to March 2018.

The variances are:

There is a significant underspend at present. This is the result of a conference being moved to August 2018 from this financial year. We anticipate that this money will be a carry forward at year end.

Advertising is underspent as social media advertising has been trialled this year.

The Youth Council and Safe in the South have projects underway which will be completed by 30 June 2018.

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

Nine months to 31 March 2018

	Mar YTD			2017 / 18	
	Actual	Budget	Variance	Remaining Budget	Budget
Fees & Charges Revenue	91,750	111,837	(20,087)	60,382	152,132
Grants & Subsidies Revenue	448	4,646	(4,198)	4,198	4,646
Financial Revenue	10,309	26,426	(16,117)	19,525	29,833
Total Revenue	102,506	142,908	(40,402)	84,105	186,611
Internal Expenditure	838,711	838,711	0	279,570	1,118,281
Staff Expenditure	1,597,692	1,633,222	(35,530)	637,823	2,235,515
Administration Expenditure	124,113	153,749	(29,636)	80,886	204,999
Financial Expenditure	(9,348)	687	(10,035)	10,264	916
Repairs & Maintenance Expenditure	7,413	21,871	(14,458)	28,964	36,377
Operational Expenditure	136,781	144,237	(7,456)	55,535	192,317
Depreciation Expenditure	455,993	592,493	(136,499)	333,997	789,990
Total Expenditure	3,151,356	3,384,971	(233,615)	1,427,040	4,578,395
Operating Surplus / (Deficit)	(3,048,849)	(3,242,062)	193,213	(1,342,935)	(4,391,784)
Capital Expenditure	273,723	330,385	(56,662)	199,449	473,172
Capital Funding	0	0	0	(39,873)	(39,873)
Cash Back Depreciation	455,993	592,493	(136,499)	333,997	789,990
Rates Required	2,866,579	2,979,954	(113,376)	1,168,514	4,035,092

Commentary:

Library is \$113,376 under budget for the first nine months of the year to March 2018.

The variances are:

Income is below budget due to the demand for services being down.

Staff expenditure is under budget because paid hours are down due to parental leave and vacancies.

Administration expenditure is under budget, but a large subscription invoice is yet to be received.

Capital expenditure is under budget, but is expected to be spent by year end.

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

Nine months to 31 March 2018

	Mar YTD			2017 / 18	
	Actual	Budget	Variance	Remaining Budget	Budget
Internal Revenue	84,149	186,900	(102,751)	185,051	269,200
Fees & Charges Revenue	1,234,912	1,177,808	57,104	321,795	1,556,707
Grants & Subsidies Revenue	183,723	100,000	83,723	(49,110)	134,613
Financial Revenue	56,438	37,326	19,112	7,299	63,737
Total Revenue	1,559,222	1,502,033	57,188	465,035	2,024,256
Internal Expenditure	1,446,906	1,438,587	8,319	471,210	1,918,116
Staff Expenditure	1,225,217	1,202,303	22,914	422,899	1,648,116
Administration Expenditure	89,068	101,430	(12,362)	46,172	135,240
Financial Expenditure	0	1,007	(1,007)	1,342	1,342
Grants & Subsidies Expenditure	31,372	774	30,598	(30,340)	1,032
Repairs & Maintenance Expenditure	26,394	37,016	(10,622)	22,961	49,355
Operational Expenditure	238,393	309,631	(71,238)	174,448	412,841
Depreciation Expenditure	19,443	16,516	2,927	2,579	22,021
Total Expenditure	3,076,792	3,107,263	(30,471)	1,111,271	4,188,063
Operating Surplus / (Deficit)	(1,517,571)	(1,605,230)	87,659	(646,236)	(2,163,807)
Capital Expenditure	8,952	15,485	(6,534)	11,696	20,647
Capital Funding	96,431	0	96,431	(97,415)	(984)
Rates Required	1,622,953	1,620,715	2,238	560,517	2,183,471

Commentary:

Pools is over budget by \$2,238 for the first nine months of the year to March 2018. This is a variance of 0.14%.

The variances are:

Staff expenditure is over budget due to an increase in annual leave and retirement gratuity. This variance will continue for the rest of the year because the increase in minimum wage (starting April) is not included in the budget.

This variance has been offset by efforts to reduce operational expenditure.

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

Nine months to 31 March 2018

	Mar YTD			2017 / 18	
	Actual	Budget	Variance	Remaining Budget	Budget
Fees & Charges Revenue	803,616	766,193	37,423	217,975	1,021,591
Financial Revenue	838	0	838	(838)	0
Total Revenue	804,454	766,193	38,261	217,137	1,021,591
Internal Expenditure	710,054	710,054	0	236,684	946,738
Staff Expenditure	26,496	28,678	(2,182)	12,682	39,178
Administration Expenditure	6,533	6,266	267	1,821	8,355
Operational Expenditure	4,773	4,839	(66)	1,680	6,452
Total Expenditure	747,856	749,837	(1,981)	252,867	1,000,723
Operating Surplus / (Deficit)	56,598	16,356	40,242	(35,730)	20,868
Capital Funding	0	0	0	20,868	20,868
Rates Required	(56,598)	(16,356)	(40,242)	56,598	(0)

Commentary:

Housing Care is \$40,242 under budget for the first nine months of the year to March 2018.

The variances are:

Rental income exceeded budget due to high occupancy levels, which was also the trend last financial year.

Expenditure is tracking as per budgeted.

That it is anticipated there may be a further small increase in revenue in the last quarter.

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

Nine months to 31 March 2018

	Mar YTD			2017 / 18	
	Actual	Budget	Variance	Remaining Budget	Budget
Fees & Charges Revenue	203,418	237,013	(33,595)	131,946	335,364
Grants & Subsidies Revenue	752,162	787,814	(35,652)	502,825	1,254,987
Total Revenue	955,580	1,024,827	(69,247)	634,771	1,590,351
Internal Expenditure	111,425	111,425	0	37,142	148,566
Staff Expenditure	18,581	0	18,581	(18,581)	0
Administration Expenditure	11,917	80,895	(68,978)	115,443	127,360
Repairs & Maintenance Expenditure	20,426	0	20,426	(20,426)	0
Operational Expenditure	1,198,538	1,338,914	(140,376)	674,112	1,872,650
Depreciation Expenditure	14,745	25,654	(10,908)	19,460	34,205
Total Expenditure	1,375,632	1,556,887	(181,255)	807,149	2,182,781
Operating Surplus / (Deficit)	(420,051)	(532,060)	112,008	(172,378)	(592,430)
Capital Expenditure	47,171	174,500	(127,329)	417,159	464,330
Capital Funding	0	0	0	(342,020)	(342,020)
Cash Back Depreciation	14,745	25,654	(10,908)	19,460	34,205
Rates Required	452,477	680,906	(228,429)	228,058	680,535

Commentary:

Passenger Transport is \$228,429 under budget for the first nine months of the year to March 2018.

The variances are:

The RITS ticketing system (capex) has not been implemented on the planned timeline and funds allocated will need to be carried forward into the 2018-19 year.

An allocation for advertising associated with the project has not been utilised but will be when implementation occurs and again a carried forward will be required.

Bus shelters planned for the year have yet to be committed whilst the network review was undertaken. These are likely to be committed before the end of year but will need to be installed in the following year when the route changes occur.

Total Mobility expenditure is under spent due to less than expected demand from users. The implementation of the Ride Wise system has yet to also be charged.

Discussion on replacement hoists has occurred with operators but these have yet to be installed and a cost incurred. Budget allocated to this project is unspent.

TO: COMMUNITY SERVICES COMMITTEE
FROM: CHIEF EXECUTIVE
MEETING DATE: MONDAY 21 MAY 2018

COMMUNITY DEVELOPMENT PROJECTS

Report Prepared by: Mary Napper, Community Development Manager

SUMMARY

Grants have been allocated from the Creative Communities Invercargill and Invercargill Active Communities Funding Schemes.
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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.

ALLOCATION OF GRANTS

The Creative Communities Invercargill and Invercargill Active Communities Assessment Committees met during April to consider all applications received and allocate the following grants.

Creative Communities Invercargill		
Applicant	Project	Grant Allocated
Glengarry Community Action Group	Summer Drummer Concert	\$1,019
Tony Bishop	Mural in the CBD	\$2,570
Danny Owen	Mural in South Invercargill	\$2,166
Murihiku Maori and Pasifika Cultural Trust	Art exhibition and community project	\$3,000
Invercargill Public Art Gallery	Sculpture exhibition, workshop and seminar	\$2,660
CS Art Charitable Trust	Workshops with guest tutor	\$1,184
NZ Music Managers Forum	Making money from your music workshop	\$2,000
Takitimu Patchwork and Embroidery Group	Patchwork workshop	\$359
Chiaroni Gallery	Workshop for aspiring Southland artists	\$650
The Southland Art Foundation	Artist in residency programme	\$1,000
Kathryn McCully – DIY Museum	Catalogue ad poster campaign for a community exhibition	\$2,344
Total Allocated		\$18,952
Invercargill Active Communities		
Touch Southland	Referees skill development	\$500
Makarewa Netball Club	Equipment	\$500
Disc Golf South	Coaching during the tournament	\$1,000
Total Allocated		\$2,000

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 7 MAY 2018 AT 4.00 PM

PRESENT: Cr D Ludlow
Cr A Crackett (up to 4.40 pm)
R Amundsen
P Ereckson (up to 4.50 pm)
B McDermott (from 4.05 pm)
A McSoriley
A Knowles

IN ATTENDANCE: Ms M Napper – Community Development Manager
Ms G Crawford – Community Development Officer
A Cameron – Policy Analyst
Ms L Kuresa – Governance Officer

1. **APOLOGIES**

G Pope, R Thwaites, M Sears and B McDermott for lateness.

Moved Cr Ludlow, seconded A McSoriley and **RESOLVED** that the apologies be accepted.

2. **INTRODUCTION**

Cr Ludlow welcomed members to the meeting.

3. **MINUTES OF THE MEETING HELD ON 26 MARCH 2018**

Moved Cr Crackett, seconded P Ereckson and **RESOLVED** that the minutes be accepted as a true and correct record.

4. **MATTERS ARISING**

Nil.

5. **GENERAL BUSINESS**

The report had been circulated.

5.1 **Brand Update**

G Crawford took the meeting through the report.

M Napper explained about the Community Expo on Saturday 5 May. She said that it was positive for Council that she and Ms Crawford had attended the expo.

Note: B McDermott joined the meeting at 4.05 pm.

5.2 **Child, Youth and Family Friendly Policy Workshop**

Andrew Cameron, Council's Policy Analyst was in attendance to speak to this Item.

Mr Cameron took the meeting through the process of reviewing the Policy. The Committee went through the Policy together and discussed it.

Discussion included the following comments:

Cr Ludlow said that from both perspectives of this Committee and as Council representatives, one of the most useful things that he saw was the lens through which he saw everything. It was ensuring that the question was asked as to whether this enhanced what was perceived to be child, youth family friendly and what it was that the Committee was trying to drive for Council. He believed that there was a need for it because of the amount of time that it had been quoted to them through the submissions process with Council. Members of the public understood the concept and it was useful to have the policy quoted in submissions. In the last three years, one of the most controversial things was a review of Neighbourhood Reserves. People asked if this was truly the family friendly city according to this Policy. How it was interpreted by some staff varied where the question was asked, "Has the Child, Youth and Family Friendly Policy been considered?" It was a handy tick box but he was not sure if it should be there when other policies were not included in Council's reporting template.

A Cameron said he was not suggesting that it should not be there but it depended on what the Committee wanted to achieve and in what way to achieve it.

B McDermott said he was not sure that the Policy was strong enough. He wondered if Council was taking the Policy serious enough. Was it strong enough around consultation and around partnership and collaboration?

P Ereckson said it needed to be more in depth so the Policy would be noticed in some way, shape or form. He was not sure that it was working in partnership with the Council as set out on Page 3 of the Policy document.

A McSorley said that the Policy sat on the outside and did not seem to be that important at times.

Cr Crackett said that on the ground within her community, there was not a lot of awareness of the Policy itself rather than the brand. People have seen the brand but she was not sure if people were aware that the Policy existed. Brands could exist without a policy and framework in the general sphere but when it came to Council it needed to be attached to something.

A Knowles said that she had not heard a lot about the Policy through SIT apart from the things that she took back to SIT. She did hear people talking about it. In terms of the Policy, it was important for the public to know more about the brand and not so much about the Policy which was driving the brand. It was something for Council to ensure it was doing what it could to keep that in mind but it was more about getting the brand out there for public knowledge.

Cr Crackett said that she sometimes struggled with was the value in it from an event holder perspective or someone's engagement to want to go through the various hoops to be branded friendly for the benefit that they got out of it. Sometimes the benefit didn't outweigh how many hoops they needed to jump through to get there and the time and process that it took. There were not enough resources but that was through no fault of staff. There was a need to look at the end value that the people or event managers that were being branded were getting out of it. It needed to be a win, win for every party involved.

Cr Amundsen said that from a Council point of view in the introduction it said, "The Council wishes to see a family lens placed over all policies, strategies and initiatives undertaken and supported by Council". That was why that question was added to the Council report template to Council but she felt that maybe Council had not brought into that enough and maybe there was some work to be done in that space. There had been a lot of changes in Council since 2012 when this first came out, so maybe it was time to re-inspire Councillors and Council to have this as a priority, so that it had more impact and was effective. With her event organiser hat on, she agreed that as a volunteer organising an event and then having to add in other things that were needed to be able to achieve the friendly tick was sometimes difficult due to time constraints.

Cr Ludlow said that in having the brand for the public's perspective, it was something they could grasp from a decision making perspective where it was useful to have the Policy behind it because it establishes the brand. The Policy was open enough that it did not constrain it but the important thing was to use the opportunity to go through the consultative process to remind Council of the value of it and whether or not it wanted it.

Note: Cr Crackett left the meeting at 4.40 pm.

M Napper said that at the start people could not grasp that using the brand was any benefit to them. They wanted a grant to help them run their event/activity. This was a difficulty for a number of years and we would explain that if you used the brand, people would get to know the brand and know that it was a good event to go to because there would some healthy food options, breastfeeding facilities and so on. It was not that difficult now.

Mr Cameron asked if this building could get branded and M Napper said that there were no public toilets, no breastfeeding facilities and there were no healthy food options. The Library was branded and Splash Palace was branded.

Cr Amundsen said that if the Committee was aiming for a point of difference then the Committee needed to focus and push on that aspect. If what the Committee wanted people to say when they thought of NZ, was that Invercargill was the best place to raise children, maybe that was how the Committee needed to look at it. By including in the Policy things that were of high level and not necessarily just being a "nice place" but that Invercargill was "the place to raise children in NZ".

Note: P Ereckson left the meeting at 4.50 pm.

After further discussions, it was agreed that Cr Ludlow and Mr Cameron would do some work on the Policy and bring it back to the next Committee meeting for further discussion.

6. **GENERAL BUSINESS**

Nil.

7. **NEXT MEETING**

The next meeting is scheduled to be held 18 June 2018.

There being no further business the meeting closed at 4.53 pm.
