



Summarised Workshop Notes

of the

Thames Community Board

Workshop

Date 12 February 2015
Venue Kuranui Room

Present

S Peters LG Yates PL French GR Simpson
CL Cassidy DR Connors

In Attendance

TCDC Staff

	Item(s)
Greg Hampton - Area Manager	All
Larissa Doherty - Community Coordinator	All
Marlene Perry - Community Development Officer	All
Leigh Robcke - District Plan Manager	2.1
Matt Busch - Roading Manager	2.10
Derek Thompson - Parks Contracts Manager	2.12

Other

Members of the Historic Kopu Bridge Society	2.1
Justine Baverstock, Sport Waikato	2.2

Workshop meetings are held solely for information and discussions and no resolutions or decisions are to be made

Workshop commenced: 1.00pm

1 Workshop Conduct

1.1 Apologies

No apologies received.

1.2 Items not on the Agenda

- Roading Maintenance Contract
- WRC Harbour Mooring Management
- Thames Monument

2 Workshop

2.1 Kopu Bridge - Where to from here?

Members of the Historic Kopu Bridge Society attended the workshop to discuss the following:

- Role of HKBS
 - Achievements to date
 - Future direction
 - The Trust
 - Access to the Bridge
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2.2 Sport Waikato Update

Justine Baverstock from Sport Waikato attended the workshop to update the Board on Sport Waikato's work in the Thames-Coromandel District, and in particular the Thames Community Board area.

2.3 Library Quarterly Report

The Board was provided an update on the activities and performance of the District libraries (Thames, Mercury Bay and Tairua) for October, November and December 2014.

Performance Measures

Circulation and membership

	Thames	Mercury Bay	Tairua
Items issued Oct - Dec 2014	35,877	17,477	6,084
Items issued Oct - Dec 2013	38,602	18,771	5,812
Variance*	-7.06%	-6.89%	+ 4.68%

Internet usage by user numbers (excluding Wi-Fi sessions) Oct-Dec 2014	2,946	2,122	998
Internet usage by user numbers (excluding Wi-Fi sessions) Oct-Dec 2013	3,352	2,441	1,170
Variance	-12%	-13%	-15%
Wi-Fi sessions Oct-Dec 2014	6,974	4,520	5,043
Wi-Fi sessions Oct-Dec 2013	5,725	3,275	2,985
Variance	+22%	+38%	+69%
Membership	6,436	4,224	1,446
Number of requests placed	923	764	528

*Declining issues is a national trend as more information is accessed online, particularly via mobile devices.

Highlights

Although issues are declining, libraries are becoming busier and lack of space is a challenge, particularly in Thames and Mercury Bay. This is being addressed through a critical evaluation of the collections with irrelevant and dated material being removed. The book budgets have been reduced by around one third so the decreased volume being added, combined with the removal of dead material should result in gaining some public space over time.

Following a meeting at Mercury Bay Area office earlier last year, Thames and Mercury Bay staff visited Ferry Landing, Hahei and Kuaotunu libraries to foster a closer working relationship and gain a better understanding. It was a delightful day, meeting a number of enthusiastic volunteers. A few items of concern were identified at Kuaotunu, which have been followed up by Heather Bruce, who accompanied us on the day. We look forward to continued contact from time to time.

Halloween was celebrated at Thames and Mercury Bay libraries as a Spooky Storytime event. Thames has run this event for a number of years now and it grows in popularity every year. Parents appreciate having a safe place for their children to dress up and have fun. Several parents get into theme by dressing up as well. The library in Mercury Bay was listed at the top of the safe places to trick or treat list.

Mercury Bay Library's slow network speed is in the process of being remedied. Our new IT manager, Rob McNaughtan has organised cable to replace the line of sight connection and new equipment is ordered. This is great news for the library staff and customers who have struggled for years with a very slow connection, impacting on customer service.

Volunteers at each library were recognised at Christmas time and thanked for their support. All together there are around 70 volunteers across the three libraries and they undertake a range of activities including; shelving, mending, processing new books and delivering to housebound customers. Their help is invaluable, allowing library staff to focus on customer service.

The youth volunteer and youth achievement awards initiative was promoted at Tairua Library in collaboration with Sophie Dickinson from Whangamata Area Office and under the directive of Community Development Officer Marlene Perry. In cooperation with Tairua Youth Group two young fine arts graduates; Ryder Jones and Ophelia Mikkelson were engaged to offer free mentored creativity workshops in November and December to a small group of local youth. Known as The Afternoon Academy they facilitated a series of three free creativity workshops in November and December to eight Tairua Youth aged eleven and up. The group participated in sand-casting, pasta making, and sketch-drawing workshops and developed a positive mentor relationship with their tutors

Children's programmes and events have included:

- Connect Four: designed as a library reading activity for children which encouraged them to connect with others through sharing stories.
- Story Time and Crafts: always popular, children's craft and story activities attracted a consistent number of children at all four activities, and utilised volunteers to assist library staff with the crafts.
- Author Visits: Nicola Muir read her book 'Baba Didi and the godwits fly' and Bruce Gilberd launched his book 'Ka the falcon'
- Universal Children's Day: mural art activity workshops were held to celebrate children on November 20th.
- Book an adventure summer reading programme was launched just after Christmas for the duration of the school holiday period.

General

Book theft of the same genre continues at Thames, with torn book covers still being found regularly. In excess of 20 books have now been stolen over the past 12 months.

Another flood at Mercury Bay Library after heavy rain and wind resulted in more damage to the carpet and items in the Librarian's office. This has again been attributed to blocked gutters, so monthly checks will be carried out until this is resolved.

2.4 Action Schedule Priorities and Timeframes

For the Board to confirm the proposed priorities and timeframes for the Action Schedule

Key Discussion Points

- Events Resource - Add getting some 'Proudly supported by Thames Community Board' flags that can be provided to events etc that get Thames Community Board funding.
- Table to be sorted by year and priority and will be discussed at the Board meeting on Monday, 16 February 2015.

2.5 Thames Airfield Update

An update on operations at the Thames Airfield was provided as follows:

Discussion

NOTAM'S (Notice to Airmen)

A NOTAM is filed with an aviation authority to alert aircraft pilots of any hazards *en route* or at a specific location. The authority in turn provides a means of disseminating relevant NOTAMs to pilots.

Date	Reason
25 November 2014	Runway mowing
2 December 2014	Runway inspection
6 and 7 December 2014	Harvesting hay/silage
11 December 2014	Runway mowing
22 December 2014	Runway mowing
9 January 2015	Runway mowing
28 January 2015	Runway mowing
Ongoing	Restriction of operations to outer 8m of runways

Operating Revenue and Expenditure

Revenue	Annual Budget 2014/2015	YTD Budget for the period ending 31 December 2014	YTD Actual for the period ending 31 December 2014	YTD Variance for the period ending 31 December 2014
Airport Dues (Annual landing fees and honesty box)	(\$9,200.00)	(\$4,500.00)	(\$2,342.02)	\$2,157.98
Hay/Silage Recovery (Contract with Troughtons)	(\$30,500.00)	(\$15,252.00)	(\$15,249.96)	\$2.04
Rent - Commercial (Return from leases)	(\$18,892.00)	(\$9,450.00)	(\$11,988.72)	(\$2,538.72)
Total	(\$58,592.00)	(\$29,202.00)	(\$29,580.70)	(\$378.70)

Expenditure	Annual Budget 2014/2015	YTD Budget for the period ending 31 December 2014	YTD Actual for the period ending 31 December 2014	YTD Variance for the period ending 31 December 2014
Asset Management Plans	\$0.00	\$0.00	\$2385.30	\$2385.30
Contract - Variables	\$0.00	\$0.00	\$0.00	\$0.00
Bad Debts	\$947.00	\$0.00	\$0.00	\$0.00
Inspection Charges	\$2,130.00	\$1,064.00	\$150.00	(\$914.00)
Insurance	\$10,168.00	\$0.00	\$0.00	\$0.00
Investigation Fees	\$1,000.00	\$500.00	\$0.00	(\$500.00)
Maintenance - Grounds (Mowing contract)	\$9,500.00	\$4,752.00	\$5,292.49	\$540.59
Maintenance - Hardstand	\$8,800.00	\$0.00	\$0.00	\$0.00
Maintenance - Runway	\$33,000.00	\$0.00	\$0.00	\$0.00
Management Fees	\$10,000.00	\$10,000.00	\$0.00	(\$10,000.00)
Rates	\$9,411.00	\$9,411.00	\$9,370.71	(\$40.29)
Interest Expense	\$4,162.00	\$2,082.00	\$1,820.55	(\$261.45)
Total	\$89,118.00	\$27,809.00	\$18,905.40	(\$8903.60)

Honesty Box Fees

Date Processed	Amount
2 December 2014	\$149.90
13 January 2015	\$370.00

Activity and Issues

Radios

The two hand held radios are held by Smart Environmental Ltd and are available to Council staff working on the airfield. The call signs are Thames Airfield 1 and Thames Airfield 2.

Leases

Nil to report.

Contracts

There has been no change to the existing hay/silage recovery lease since the last report.

Health and Safety

A plane landed at the Thames Airfield whilst a NOTAM was in place on 22 December 2014. The incident has been reported to the Civil Aviation Authority.

2.6 Thames Centennial Pool Quarterly Report

To report on activities and performance for the period October to December 2014.

Pool Activities

General

The plant, buildings and boiler unit are showing signs of wear and tear due to their age.

Whilst the facility was closed for the dome down period a complete re-plumb of the main building was required due to pipe failure in the concrete slab. The shower mixers were also leaking inside the walls and had to be replaced whilst the plumbers were connecting the new line.

The chlorine delivery pump seized up and the boiler unit bricks crumpled due to the extreme heat they deal resulting in both having to be replaced.

Staff prepared and painted the toddlers pool with leftover paint from the main pool.

The new vacuum cleaner is doing a fantastic job and patrons have been commenting on the clarity and quality of the pool water.

The new inflatable pool toys arrived late this quarter and the children's response to them has been great. They have helped provide much more entertainment for younger pool users at a low cost and there will be many hours of fun to be had on these over the summer months ahead.

Counties Manukau Orienteering Club used the complex for its orienteering event on 25 October 2014. The event was a great success and a letter of thanks along with a framed illustration of the course was received in November 2014.

Squad

Cole McDowell, the top age group swimmer travelled to Australia to compete at the Victorian Age Group Championships where the best of the best age group swimmers attend from around the world. Cole managed four top ten results with his best placing being fifth. He gained great experience from the meet and improved his personal times by huge margins.

The younger squad swimmers are continuing to register as competitive swimmers with great numbers now competing and representing Thames at swim meets.

The squads have attended four separate meets this quarter with teams of well over 20 swimmers and in one meet 31 swimmers attended.

Learn To Swim

The Learn to Swim programme continues to provide good numbers.

Training days have been held for all Learn to Swim instructors to refresh their Swimming NZ Swim Teacher Award. This allows instructors to share knowledge and make sure there is continuity in the swim school with the same teaching techniques and delivery from one instructor to the next.

There has been a real increase in preschool enrolment for Term One with good enrolment numbers already.

What's Been Happening?

- The dome was dismantled at the start of October for our summer season.
- Plenty of maintenance whilst closed to the public for the 'dome down' period.
- Lower level squad numbers continue to grow.
- The new inflatable toys are being well used now that the weather has improved.

Revenue Breakdown

October - December 2013		October - December 2014	
Retail	\$3,650.80	Retail	\$2,725.00
Admission	\$9,076.50	Admission	\$6,841.70
Aquatic Programmes	\$21,018.00	Aquatic Programmes	\$18,907.30
Total	\$33,745.30	Total	\$28,474.00

A slow quarter due to cold, wet and windy weather this spring with less general numbers through the gate which also leads to lower retail sales.

2.7 Update on Civic Centre Alterations (Thames i-SITE and Destination Coromandel)

The Board was informed on the progress of the alterations to the Thames War Memorial Civic Centre to potentially accommodate the Thames i-SITE and Destination Coromandel.

2.8 Thames Promoter Project Definition

The Board reviewed and commented on the Thames Promoter role project definition.

2.9 2015-25 LTP Performance Measures

Not discussed.

2.10 Roading Contract Tender

The Roading Manager attended the workshop to discuss with the Board proposed changes to levels of service and to note any comment before a report is presented to the Infrastructure Committee.

2.11 Waikato Regional Council (WRC) Harbour Mooring Management

Greg Hampton, Area Manager Thames presented a letter received requesting that Council take back harbour mooring management from WRC for comment.

The Area Manager suggested that as moorings are in the Coastal Marine Area (CMA) which is within the jurisdiction of WRC, that mooring management is best to remain with WRC.

2.12 Thames Monument

Derek Thompson, Parks Contracts Manager attended the workshop to brief the Board on the deterioration of the Thames Monument that has been identified and an opportunity to apply for funding for a conservation plan.

A report will come to the Board meeting on Monday 16 February 2015 as a late item.

Workshop Closed at 4.25pm