Woodend-Sefton Community Board

Agenda

Monday 13 March 2017

7.00pm

Woodend Community Centre
School Road
Woodend

Members:
Shona Powell (Chair)
Andrew Thompson (Deputy Chair)
Andrea Allen
John Archer
Al Blackie
Rhonda Mather
John Meyer
AGENDA FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD
TO BE HELD IN MEETING ROOM A, WOODEND COMMUNITY CENTRE,
SCHOOL ROAD, WOODEND ON MONDAY 13 MARCH AT 7PM.

Karyn Ward
Community Board Advocate

RECOMMENDATIONS IN REPORTS ARE NOT TO BE CONSTRUED AS
COUNCIL POLICY UNTIL ADOPTED BY THE COUNCIL

BUSINESS

1 APOLOGIES

2 CONFLICTS OF INTEREST

3 BOARD MEMBER DECLARATION

The Waimakariri District Council adheres to the following legislation with regard to
the swearing in of elected members:

3.1 Local Government Act 2002 - Schedule 7 – Clause 14: Declaration by
Member

(1) A person may not act as a member of a local authority until:

(a) that person has, at a meeting of the local authority following the
    election of that person, made an oral declaration in the form set
    out in subclause (3); and

(b) a written version of the declaration has been attested as
    provided under subclause (2).

(2) The written declaration must be signed by the member and witnessed
    by:

(a) the chairperson; or

(b) the mayor; or

(c) a member of the local authority; or

(d) the chief executive of the local authority; or

(e) in the absence of the chief executive, some other officer
    appointed by the chief executive.

(3) The form of the declaration must consist of the following elements:

Declaration by member.

“I, [Full Legal Name], declare that I will faithfully and impartially, and
according to the best of my skill and judgment, execute and perform,
in the best interests of [region or district], the powers, authorities, and
duties vested in, or imposed upon, me as [mayor or chairperson or
member] of the [local authority] by virtue of the Local Government Act
2002, the Local Government Official Information and Meetings Act
1987, or any other Act
Dated at: [place, date]
Signature: Signed in the presence of: [mayor or chairperson or
member or chief executive of local authority]".
The Chair will invite the Board member elect to read and sign the declaration form:

Andrea Allen

4 CONFIRMATION MINUTES

4.1 Minutes of the Woodend-Sefton Community Board – 13 February 2017

RECOMMENDATION

THAT the Woodend-Sefton Community Board:

(a) Confirms the circulated minutes of the Woodend-Sefton Community Board meeting, held 13 February 2017, as a true and accurate record.

5 DEPUTATIONS FROM THE COMMUNITY

6 ADJOURNED BUSINESS

7 REPORTS

7.1 Appointments to Advisory Groups and Outside Organisations – K Ward (Community Board Advocate)

RECOMMENDATION

THAT the Woodend-Sefton Community Board:

(a) Receives report No. 170302020101.

(b) Approves the appointment of Board Member …………………. as a Board representative and liaison person, to the Canterbury Regional Council – Sefton/Ashley and Sefton River Rating District Committees.

(c) Approves the appointment of Board Member ………………… as a Board representative and liaison person, to the Coastal Rural Drainage Advisory Group.

(d) Approves the appointment of Board Member ………………… as a Board representative and liaison person, to the North Canterbury Neighbourhood Support.

(e) Approves the appointment of Board Member …………………. as a Board representative and liaison person, to the Sefton Domain Advisory Group.

(f) Approves the appointment of Board Member ………………… as a Board representative and liaison person, to the Waimakariri Health Advisory Group.

(g) Approves the appointment of Board Member …………………. as a Board representative and liaison person, to the Grey Power North Canterbury.

(h) Approves the appointment of Board Member …………………. as a Board representative and liaison person, to the Christchurch International Airport Community Liaison Group.
(i) **Approves** the appointment of Board Member …………………… as a Board representative and liaison person, to the Sefton Township River & Drainage Ratepayer District.

7.2 **New Zealand Community Board’s Conference 2017 –** K Ward (Community Board Advocate)

**RECOMMENDATION**

**THAT** the Woodend-Sefton Community Board:

(a) **Receives** report No.170223017436.

(b) **Approves** up to five (5) members, being ………………………, ………………………, ………………………, ………………………………. and …………………. to attend the New Zealand Community Board’s Conference to be held in Methven from 11 to 13 May 2017.

(c) **Notes** the attendees will write an individual report on the conference sharing ideas/knowledge gained and present the report at their respective Board’s June 2017 meeting.

(d) **Notes** that the total cost for each attendee is $1,315 (including GST).

7.3 **Approval of the Woodend-Sefton Community Board Flyer –** K Ward (Community Board Advocate)

**RECOMMENDATION**

**THAT** the Woodend-Sefton Community Board:

(a) **Receives** report No.170223017548.

(b) **Approves** the Woodend-Sefton Community Board flyer (Trim 170224017967) subject to minor edits discussed and approved by the Chairperson.

(c) **Notes** an initial short run of published flyers (<300) will be placed in district libraries, service centres, community centres, and information centres; the number taken by the public to be monitored, and reruns to be undertaken at the discretion of staff. Some will also be given to each Board member to leave behind when attending community meetings and/or events. A copy will also be published on the Community Board website page.

8 **CORRESPONDENCE**

8.1 Letter from North Canterbury Neighbourhood Support welcoming Board representation.

9 **CHAIRPERSON’S REPORT**

9.1 **Chairperson’s Report for February - March 2017**

**RECOMMENDATION**

**THAT** the Woodend-Sefton Community Board:

(a) **Receives** report No. 170307021564.
10 MATTERS FOR INFORMATION

10.1 Rangiora-Ashley Community Board meeting minutes – 8 February 2017 (Trim No. 170202009584)

10.2 Oxford-Ohoka Community Board meeting minutes – 9 February 2017 (Trim No. 170303020494)

10.3 Kaiapoi-Tuahiwi Community Board meeting minutes – 20 February 2017 (Trim No. 170216014756)

10.4 Summary of Discretionary Grant accountability to 31 December 2016 (K Ward, Community Board Advocate) – Report to Rangiora-Ashley Community Board – 8 February 2017 (Trim No. 170126006940)

10.5 Summary of Discretionary Grant accountability to 31 December 2016 (K Ward, Community Board Advocate) – Report to Oxford-Ohoka Community Board – 9 February 2017 (Trim No. 170118003839)

10.6 Library Update (P Ashbey, Libraries Manager) – Report to Community and Recreation Committee – 14 February 2017 (Trim No. 170202009922)

10.7 Capital Projects Report for the period ended 31 December 2016 (P Christensen, Finance Manager) – Report to Audit and Risk Committee – 7 February 2017 (Trim No. 170127007442)

10.8 Summary of Discretionary Grant accountability to 31 December 2016 (K Ward, Community Board Advocate) – Report to Kaiapoi-Tuahiwi Community Board – 20 February 2017 (Trim No. 170112002111)

10.9 Road Safety Action Plan (K Graham, Journey Planner/Road Safety Coordinator) – Report to Utilities and Roading Committee – 21 February 2017 (Trim No. 170209012554)

10.10 Rangiora to Kaiapoi and Rangiora to Woodend Cycleways (B Rice, Senior Transport Engineer) – Report to Council – 7 March 2017 (Trim No. 170223017400)

10.11 Walking and Cycling Strategy and Implementation Plan (K Stevenson, Roading Manager), G Reburn (Parks and Recreation Operations Team Leader), and L Beckingsale (Policy Analyst) – Report to Council – 7 March 2017 (Trim No. 170223017400)


RECOMMENDATION

THAT the Woodend-Sefton Community Board receives the information in items 10.1-10.12.

Note: Items were circulated to members separately 8 March 2017.

11 MEMBERS’ INFORMATION EXCHANGE

The purpose of this exchange is to provide a short update to other members in relation to activities/meetings that have been attended or to provide general Board related information.
12 CONSULTATION PROJECTS

12.1 Draft Annual Plan
Submissions open between Friday 10 March to Tuesday 11 April.

13 FOSTERING COMMUNITIES

14 REGENERATION PROJECTS

14.1 Town Centres
Updates on the Woodend-Pegasus area projects are emailed regularly to Board members. These updates can be located using the link below:


14.2 New Arterial Road
Regular updates on the progress of the new Arterial Road will be posted on the Council’s website. There are also links to intersection layout plans for each of the new intersections. The updates can be located using the link below:


15 BOARD FUNDING UPDATE

15.1 Board Discretionary Grant
Balance as at 8 March 2017: $1,620

15.2 General Landscaping Budget
Balance as at 8 March 2017: $15,278.71

16 MEDIA ITEMS

17 QUESTIONS UNDER STANDING ORDERS

18 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

NEXT MEETING

The next meeting of the Woodend-Sefton Community Board is scheduled for 7pm, Monday 10 April 2017 at the Pegasus Community Centre.
<table>
<thead>
<tr>
<th>Workshop</th>
</tr>
</thead>
</table>
| 1. **Members’ Forum.**  
  Opportunity for members to share potential new ideas and initiatives. |
| 2. **General Landscaping Budget discussion.** C Brown (Community Green  |
|   Space Manager)                                                       |
| 3. **Roading Matters.** K Stevenson (Roading Manager)                  |
|   a. Woodend Beach speed limits and speed issues                       |
|   b. Pegasus to Gladstone Road connection                              |
|   c. Waikuku to Pegasus link.                                         |
MINUTES OF THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD
HELD IN MEETING ROOM A, WOODEND COMMUNITY CENTRE, SCHOOL ROAD,
WOODEND ON MONDAY 13 FEBRUARY AT 7PM.

PRESENT

J Meyer (Chairperson), J Archer, A Blackie, R Mather, S Powell, and A Thompson.

IN ATTENDANCE

C Sargison (Manager, Community and Recreation), K Stevenson (Roading Manager),
S Collin (Infrastructure Strategy Manager), K Ward (Community Board Advocate) and
L Courtney (Governance Secretary).

1 APOLOGIES

Nil.

2 CONFLICTS OF INTEREST

Nil.

3 ACKNOWLEDGEMENTS

Acknowledgement of the passing of Karen Eastwood, Woodend-Sefton Community
Board Member.

A minute’s silence was observed.

New Year’s Honours List

Dr David Mitchell, Pegasus, Officer of the New Zealand Order of Merit (ONZM),
recognised for his work in education for children with special needs.

The Board recognised Dr Mitchell’s achievement.

4 CONFIRMATION MINUTES

4.1 Minutes of the Woodend-Sefton Community Board – 12 December 2016

Regarding item 13: R Mather raised the facility, although bigger than the
portacom, was approximately 150m² not the 250m² recorded in the minutes.

Regarding workshop item 4: A Thompson would the third bullet point to have
“walking and cycling” removed so it reads “Waikuku to Pegasus
connections.”

Moved S Powell    seconded J Meyer

THAT the Woodend-Sefton Community Board:

(a) Amends item 13 to reflect that the facility, although bigger than the
portacom, was approximately 150m² not the 250m² recorded in the
minutes and workshop item 4, bullet point 3 to read “Waikuku to
Pegasus connections”.

170209011843 Page 1 of 12 13 February 2017
GOV-26-09-06 Minutes Woodend-Sefton Community Board
5 MATTERS ARISING FROM THE MINUTES

Nil.

6 DEPUTATIONS FROM THE COMMUNITY

6.1 Shannon Boorer, John Yin, Claire Nicholls of Environment Canterbury (ECan) provided an update on planned improvements for Waimakariri Metro bus services, and benefits for local residents.

S Boorer spoke to a PowerPoint presentation (Trim No. 170214013535) She outlined the current bus services available to Waimakariri residents including buses for school students and the North Canterbury Community Vehicle Trust; then outlined the Northern Access Package (Package). The Package was developed in consultation with the New Zealand Transport Authority (NZTA).

A Thompson asked whether the Package had been well advertised. S Boorer replied it had been advertised, especially when it was first implemented, but more would occur when the upgrades were completed. C Nicholls added that commuters and businesses around the Christchurch airport were targeted initially to advise possible work commuters of the service.

S Boorer added that a single fare zone was introduced within the Waimakariri District and that the proposed changes to bus routes would require public consultation. It would also be an opportunity to re-advertise bus routes within the district, as well as between the Waimakariri district and Christchurch.

R Mather asked what would be required to get a bus service from Rangiora to Woodend-Pegasus area. S Boorer replied the reason the service was discontinued was due to a lack of patronage. R Mather commented the population in Pegasus had increased significantly. S Boorer advised the Blue Line service would soon be up for review and this would be a good opportunity to discuss future options.

J Archer questioned whether the aim of bus charges was to cover operating costs or to reduce traffic on roads; he believed lower charges would encourage greater patronage. S Boorer replied the aim was to achieve a balance between the two but currently bus charges only covered up to 40% of operating costs, so it was not a profitable venture. The rest of the operating costs were covered through rates and other avenues. She commented that the introduction of free rides for SuperGold card holders did not result in a significant rise in patronage, so other factors may be affecting a low patronage of bus services. S Boorer added there is a cap on charges for MetroCard holders, therefore the more it is used in a day, the greater the savings.

A Thompson enquired what the overall bus passenger numbers were for North Canterbury. S Boorer could not provide that information but replied the Blue Line bus had the highest patronage in the Waimakariri district and was the second highest across the entire Canterbury network. She stated it had been ten years since the current bus services were introduced to the Waimakariri and the growth in patronage had been pleasing. She added the 2010 Canterbury earthquakes did affect bus patronage at that time.
Regarding a Rangiora to east Waimakariri bus service: A Thompson queried whether a shuttle bus could be considered rather than a large bus. S Boorer referred to small buses in the Metro fleet would be a good option. She referenced that the North Canterbury Community Bus Trust as an option too but commented the volunteer service was more suited to older residents who required transport to libraries and medical appointments etc.

A Blackie enquired what the bus passenger numbers were for the 960 Rangiora to Hornby via Airport link. S Boorer replied the service was not being used as well as hoped, with approximately 10-15 users per day. Staff would undertake further promotion work during the next consultation process, but a smaller bus may be required to keep the service viable. Most users are work commuters with a few high school students.

S Powell asked whether the buses have bike racks. S Boorer confirmed Metro’s entire fleet have bike racks.

C Sargison advised that Metro information could be promoted through the Waimakariri libraries.

6.2 Ken Stevenson (Roading Manager) and Michael Blyleven (Transport Planning Manager (NZTA) presented the business case (Trim No. 170214013537) relating to improvements to the State Highway through Woodend.

M Blyleven stated NZTA were engaging with stakeholders on the project, noting the affect the 2016 Kaikoura earthquakes had had on progress at the northern end of the bypass. NZTA have had discussions with residents of Woodend who raised issues with trying to cross the motorway. NZTA will work on ways to improve the issues raised to allow people easier access onto, and across the motorway.

A Thompson queried NZTA’s approach to the project. M Blyleven outlined the ‘Woodend Customer Insights’ part of the business case which highlighted frustrations at the delay in delivering the bypass. He referred to a previous presentation to the Woodend Community Board, adding that NZTA were actively encouraging people to use public transport. Recent surveys for commuters between Christchurch and Waimakariri revealed single occupancy was at 85%. ECan aim to provide targeted infrastructure to address this but commuters need to be encouraged to car pool or ride share as well. NZTA are exploring a range of longer term solutions in relation to reliability, accessibility and safety, to try to determine which options or approach will work best and be effective, while trying to address immediate issues. A key aspect is buy-in from commuters and local communities.

There was discussion regarding a pedestrian tunnel or overpass but safety concerns were raised with both options. A tunnel could be perceived as unsafe due to its darker, confined nature and an overpass would have issues of access for the elderly and disabled.

K Stevenson added the work being carried out was not in isolation, as NZTA was working with ECan and community stakeholders.

C Sargison commented that a new building was being constructed at Woodend School due to the projected growth in the area. M Blyleven responded land use forecast was being accounted for in planning discussions.

J Meyer enquired what the reactions of the business community were. He commented that similar issues were raised in Kaiapoi when the roading routes were changed and it had not been detrimental to the town; the nature of people who stopped changed from commuters to leisure seekers.
M Blyleven replied NZTA was conscious of building connections between the Woodend, Pegasus and Ravenswood towns including giving thought to where the centre of those towns will be and how a by-pass would affect them.

S Powell queried the timeframe for the by-pass. M Blyleven replied there was currently no timeframe for the by-pass but acknowledged that some immediate issues may need to be addressed.

J Meyer queried whether the changing nature of private vehicles in the future, including the advent of electric vehicles, had been considered. M Blyleven replied NZTA had discussed the advance of technology in vehicles including, electric and driverless cars, and how those advancements may not result in a reduction in traffic congestion.

There was discussion regarding safety matters around the state highway. It was advised that NZTA would utilise the Safe Roads Alliance to roll out safety messages.

7 **ADJOURNED BUSINESS**

Nil.

8 **REPORTS**

8.1 **Ashley Rural Water Advisory Group – S Collin (Infrastructure Strategy Manager)**

S Collin spoke to the report.

A Thompson asked where the water supply zone was. S Collin replied it was a rural water supply sourced from the Rakahuri/Ashley River. A Thompson sought clarification that the Waimakariri District Council did not provide any water services to that area. S Collin confirmed that it did not.

S Powell queried whether updates would be provided to the Woodend-Sefton Community Board by the representative. C Sargison replied he would follow it up with Rangiora-Ashley Community Board member, C Prickett, but was confident that a report would be provided to the Board on a regular basis.

Moved J Archer seconded R Mather

**THAT** the Woodend-Sefton Community Board:

(a) **Receives** report No. 161206125681.

(b) **Approves** the appointment of Rangiora-Ashley Community Board Member Chris Prickett as its representative on the Ashley Rural Water Advisory Group, to represent the interests of water supply customers in both the Rangiora-Ashley, and Woodend-Sefton Communities.

**CARRIED**
8.2 **Appointment of Chairperson – K Ward (Community Board Advocate)**

K Ward spoke briefly to the report.

R Mather nominated S Powell for the role of Chair, which S Powell accepted.

There no other nominations put forward.

Moved R Mather seconded A Thompson

**THAT** the Woodend-Sefton Community Board:

(a) **Receives** report No.170202009512.

(b) **Appoints** Board Member S Powell as Chairperson of the Woodend-Sefton Community Board to take effect from 14 February 2017 until the end of the 2016-19 triennial term.

**CARRIED**

R Mather commented that considerable thought had been given to the matter and concluded that a decision made at this meeting was appropriate. She believed there was someone on the Board capable of the role and it was time to get on with it.

A Blackie disagreed with R Mather’s comments. He believed it was courteous to wait for the incoming member from the by-election, so they could have a say on the matter as well. He did not believe a few months would make a lot of difference.

J Archer supported the Board moving forward in electing a Chair at this meeting.

A Thompson supported previous comments to elect a Chair at this meeting.

8.3 **Meeting venue options within the Woodend-Sefton Community area – K Ward (Community Board Advocate)**

K Ward took the report as read.

S Powell queried whether the Pegasus Community Centre would have an accessible toilet. C Sargison confirmed there was one available.

S Powell asked whether the Waikuku Beach Hall could be used as a venue if required. K Ward replied that it could, but issues were raised regarding acoustics. C Sargison added that, if required, a sound system could be utilised for public meetings.

R Mather asked whether at least one meeting a year could be held in Sefton. C Sargison replied it would be possible, adding that upgrades were planned for the Sefton Public Hall with discussions required with the Council regarding what those upgrades could include. He added it was possible to change meeting venues if required and that meeting venues are reviewed annually by the Board.

Moved A Blackie seconded S Powell

**THAT** the Woodend-Sefton Community Board:

(a) **Receives** report No. 161201124356.
(b) **Resolves** to alternate meetings of the Woodend-Sefton Community Board between the venues of the Woodend Community Centre and Pegasus Community Centre, starting with the 13 March 2017 at Woodend Community Centre. The subsequent meeting dates are 10 April, 8 May, 12 June, 10 July, 14 August, 11 September, 9 October, 13 November and 11 December 2017.

CARRIED

S Powell commented if the Board held drop-in sessions, then they could be held in the venues less suitable for holding Board meetings.

A Thompson commented the issue of venues should not be about the Board but about being available to the people the Board serves. He acknowledged the issue with acoustics in some venues but believed comfortable surrounds could be perceived as a barrier between the Board and the community. A Thompson would like to see a review of meeting venues each year because the purpose of the Board is to be visible in the community.

J Archer supported holding informal public meetings to discuss community issues which could then be fed back through the community board.

J Meyer commented that initiatives raised had been tried in the past and in his experience, eventually lost momentum after some time; however he encouraged members to continue with the proposals.

C Sargison suggested the Board have a presence at the upcoming Sefton Fair, which had worked well in the past and was an opportunity for people to talk to Board members directly.

8.4 **Application to the Woodend-Sefton Community Board Discretionary Grants 2016-2017 – K Ward (Community Board Advocate)**

K Ward took the report as read.

A Blackie commented that some past community boards had decided that grants not be approved to organisations that have an alcohol bar as it could be perceived as a source of income.

Moved A Blackie seconded R Mather

**THAT** the Woodend-Sefton Community Board:

(a) **Receives** report No.170118003970.
(b) **Declines** the application from Woodend Bowling Club Inc.

CARRIED

J Archer commented the Club did a lot of work in the community and would like a letter sent to them advising them of the Board’s decision.

8.5 **Summary of Discretionary Grant accountability to 31 December 2016 – K Ward (Community Board Advocate)**

K Ward took the report as read.

Moved R Mather seconded J Archer

**THAT** the Woodend-Sefton Community Board:
(a) Receives report No.170202009658.
(b) Circulates a copy of this report to all of the Community Boards.

CARRIED

8.6 Property Lease/Licence Renewals 01 January 2017 to 31 December 2017 – M Ball (Property Officer)

K Ward took the report as read.

There was general discussion regarding several properties.

Moved S Powell seconded A Thompson

THAT the Woodend-Sefton Community Board:
(a) Receives attached report number 170106000676.
(b) Notes the upcoming renewals, status and nature of the lease/licence agreements.

CARRIED

9 REFERRED FROM COUNCIL

9.1 Northern Pegasus Bay Bylaw 2016 Implementation – V Spittal (Senior Policy Analyst)

(refer to attached copy of report no. 161116117879 to the Council meeting of 6 December 2016)

The report was taken as read.

Moved R Mather seconded S Powell

THAT the Woodend-Sefton Community Board:
(e) Appoints Woodend-Sefton Community Board member A Thompson as its representative to the Northern Pegasus Bay Bylaw 2016 Implementation Working Party.

CARRIED

10 CORRESPONDENCE

10.1 Letter requesting representation from the Board on the Northern Pegasus Bay Bylaw Implementation Working Party.

10.2 Letter of thanks from the Pegasus Residents’ Group Inc. for grant towards their ‘Christmas on the Lake 2016’.

The Board received the correspondence.

11 CHAIRPERSON’S REPORT

Nil.
12 MATTERS FOR INFORMATION

12.1 Promotion of Waimakariri District – 2015/16 Annual Report (S Markham, Manager Strategy and Engagement) – Report to Audit and Risk Committee – 13 December 2016 (Trim No. 161201124351)

12.2 Annual Report of Te Kōhaka o Tuhaitara Trust for the year ended 30 June 2016 (J Millward, Manager Finance and Business Support) – Report to Audit and Risk Committee – 13 December 2016 (Trim No. 161125121596)

12.3 Annual Report for Enterprise North Canterbury for the year ended 30 June 2016 (J Millward, Manager Finance and Business Support) – Report to Audit and Risk Committee – 13 December 2016 (Trim No. 161125121846)

12.4 Capital Projects Report for the period ended 30 September 2016 (P Christensen, Finance Manager) – Report to Audit and Risk Committee – 13 December 2016 (Trim No. 161114116589)

12.5 Oxford-Ohoka Community Board meeting minutes – 8 December 2016 (Trim No. 161215129634)

12.6 Rangirol-Ashley Community Board meeting minutes – 14 December 2016 (Trim No. 161214129383)

12.7 Kaiapoi-Tuahiwi Community Board meeting minutes – 19 December 2016 (Trim No. 161214129405)

12.8 Draft submission to the Health Select Committee on the Health (Fluoridation of Drinking Water) Amendment Bill (G Meadows, Policy Manager) – Report to Council – 7 February 2017 (Trim No. 161220131266)

Moved A Blackie seconded J Archer

THAT the Woodend-Sefton Community Board receives the information in items 12.1-12.8

CARRIED

13 MEMBERS' INFORMATION EXCHANGE

13.1 J Archer

- Woodend Community Association meeting:
  - Discussion on speed limits on local roads. The Association will be submitting on the matter to the Council’s Annual Plan. J Meyer advised that the Roading Manager would provide an update to the Board at its March meeting.
  - Issues were raised regarding the safety of pedestrians/cyclists. There was a discussion regarding a centre for the area. Ravenswood was seen as a possibility. The possibility was raised of the Council purchasing land and reserving areas for a micro service centre and library.
  - Work with the Woodend to Woodend Beach walkway was progressing well.

13.2 R Mather

- Pegasus Residents’ Group Incorporated:
  - List created of equipment required for Pegasus Community Centre. C Sargison will organise an on-site meeting to discuss the list.
- Met with Council’s Roading Manager regarding a road connection from Pegasus to Gladstone Road. Pegasus Residents Group were adamant that Infinity Drive was not suitable. They believed it did not provide a viable alternate emergency entry/exit from Pegasus in the event there was a problem at the Pegasus Boulevard roundabout.
- Met with Council’s Green Space team and Delta regarding access for pedestrians and cyclists to Kaiapoi Pa Road. Motor cyclists currently use the access. Some additional work needs to be carried out at the end of Main Street and the end of Infinity Drive.
- Working with Civil Defence staff to run community meetings.
  - Submitted article to the Woodpecker. Would like to see the Council utilise it more for notices etc.
  - Attended Carols in Sefton.
  - Observed sand sculpture competition.
  - Attended NZTA meeting, which had a strong focus on Woodend.
  - Attended local Guinea Pig Club Show. Advised it could become a national event.
  - Attending Council Te Reo Maori classes.
  - The establishment of youth facilities was raised, such as a skate park etc. Will meet with the Council’s Youth Coordinators at the Waimakariri and Hurunui District Councils.
  - Working with staff in relation to Gladstone Park. C Sargison suggested reserving an area that could be developed into a skate park provided it is a public area allowing passive surveillance. Worth community conversations so priorities can be adjusted. Also having community participation creates ownership.

13.3 S Powell
- Youth facilities at Pegasus for all including Waikuku, Woodend and Ravenswood. Will follow up the matter with R Mather. C Sargison will bring an update to the Board on planned recreation areas.
- Attended Carols in Sefton.
- Surf Lifesavers at Waikuku Beach were well received and members of the community would like to see the patrol extended. C Sargison suggested it is included in the Board’s submission to the Council’s Annual Plan.
- Sefton Community News will be regularly distributed to the Board for their information.
- Ultra-Fast Broadband: working with Waimakariri MP, Matt Doocey, on a way forward.

13.4 A Thompson
- Currently no community group in Waikuku Beach. Will be encouraging the establishment.
- Discussion regarding burglaries in the area which seem to be high. It was noted burglaries in the Waikuku area are four times higher than in Pegasus. J Meyer commented on policing issues. A Thompson suggested inviting a representative from the Police but only if there were specific issues/matters to discuss. R Mather stated she would prefer to work through North Canterbury Neighbourhood Support as a means of encouraging the community to look out for one another.
- Community Board Facebook page: work in progress.

13.5 A Blackie
- Participated in Councillors’ bus tour of the District’s camp grounds. Issue raised regarding harvesting the forestry blocks currently
providing shelter from the easterly wind, and lack of funding for camps’ maintenance.


13.6 **J Meyer**


14 **CONSULTATION PROJECTS**

14.1 **Draft Annual Plan**

Submissions open between Friday 10 March to Tuesday 11 April.

A Thompson raised the issue regarding proposed rates rises and would like to be proactive in providing good information to the community regarding the information that may be circulating in the community. Staff advised of an upcoming briefing for Community Board members regarding the Council’s Annual Plan.

15 **FOSTERING COMMUNITIES**

Nil.

16 **REGENERATION PROJECTS**

16.1 **Town Centres**

Updates on the Woodend-Pegasus area projects are emailed regularly to Board members. These updates can be located using the link below:


16.2 **New Arterial Road, Kaiapoi**

Regular updates on the progress of the new Arterial Road will be posted on the Council’s website. There are also links to intersection layout plans for each of the new intersections. The updates can be located using the link below:


The Board noted the projects.

17 **BOARD FUNDING UPDATE**

17.1 **Board Discretionary Grant**

Balance as at 8 February 2017: $1,620

17.2 **General Landscaping Budget**

Balance as at 8 February 2017: $15,278.71

The Board noted the balances.
18 MEDIA ITEMS

New Chair of Woodend-Sefton Community Board.

19 QUESTIONS UNDER STANDING ORDERS

There were no questions under Standing Orders.

20 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

There was no urgent general business under Standing Orders.

NEXT MEETING

The next meeting of the Woodend-Sefton Community Board is scheduled for 7pm, Monday 13 March 2017 at the Woodend Community Centre.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 9.30PM.

CONFIRMED

________________
Chairperson

________________
Date
Workshop – 9.30-9.38

1. Members’ Forum.

There was agreement from the Board to support the development of a memorial for Karen Eastwood in collaboration with her family and close friends.

A Thompson thanked J Meyer for acting as Chair while the new Board settled into its role.
WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO and TRIM NO: GOV-26-09-06 / 170302020101

REPORT TO: Woodend-Sefton Community Board

DATE OF MEETING: 13 March 2017

FROM: Karyn Ward, Community Board Advocate

SUBJECT: Appointments to Advisory Groups and Outside Organisations

SIGNED BY: ___________________________   ___________________________
(for Reports to Council or Committees)  Department Manager  Chief Executive

1. SUMMARY

1.1. The purpose of this report is to consider the deferred appointments of Community Board Members to various outside organisations.

Attachments:

i. Table of appointments made to date by Woodend-Sefton Community Board.
ii. Table of outstanding appointments to be considered and meeting details
iii. Waimakariri Health Advisory Group Terms of reference (Trim 141008110254)

2. RECOMMENDATION

THAT the Woodend-Sefton Community Board:

(a) Receives report No. 170302020101.

(b) Approves the appointment of Board Member …………………… as a Board representative and liaison person, to the Canterbury Regional Council – Sefton/Ashley and Sefton River Rating District Committees.

(c) Approves the appointment of Board Member …………………… as a Board representative and liaison person, to the Coastal Rural Drainage Advisory Group.

(d) Approves the appointment of Board Member …………………… as a Board representative and liaison person, to the North Canterbury Neighbourhood Support.

(e) Approves the appointment of Board Member …………………… as a Board representative and liaison person, to the Sefton Domain Advisory Group.

(f) Approves the appointment of Board Member …………………… as a Board representative and liaison person, to the Waimakariri Health Advisory Group.

(g) Approves the appointment of Board Member …………………… as a Board representative and liaison person, to the Grey Power North Canterbury.
(h) **Approves** the appointment of Board Member …………………… as a Board representative and liaison person, to the Christchurch International Airport Community Liaison Group.

(i) **Approves** the appointment of Board Member …………………… as a Board representative and liaison person, to the Sefton Township River & Drainage Ratepayer District.

### 3. ISSUES AND OPTIONS

3.1. At the beginning of each electoral term members of the Board are appointed to outside organisations with the aim of continuing a strong relationship with the Community Board. Many of these appointments have been on-going relationships over a period of years. Board members have shared responsibilities of attending meetings with the organisations. The main purpose of a Board appointment to these organisations is to act as a liaison person between the group and Council organisation, and the ability to report happenings back to the Board.

3.2. At the 14 November 2016 staff presented a report listing the appointments to Advisory Groups and outside organisations for the Board to consider. While some appointments were made, the majority were deferred until the by-election vacancy was filled, and staff could return with more details regarding when and where each organisation met.

3.3. The Council has an advisory group for each of the six rural drainage areas in the District. The groups’ representation is reviewed following each triennial election. Within the Board’s community area two rural drainage groups require representation from the Board: the Coastal Rural Drainage Advisory Group and the Sefton Township River & Drainage Ratepayer District.

3.4. North Canterbury Neighbourhood support is an organisation which works with the community, police and civil defence in promoting communities being ready and vigilant, to be self-sufficient and resilient in emergencies. The philosophy of this group is ‘Neighbours helping Neighbours’, whether this is in an emergency such as fire, earthquake, Tsunami, or personal disasters, and ensuring that communities are safe and connected. The coordinator, Tracey Doe, has emphasised they would welcome a member of the Woodend Community Board to join their group.

3.5. Some groups meet monthly, while others will meet on an ‘as required basis’ which may be one to two times per year.

3.6. The Management Team reviewed this report and supports the recommendations.

### 4. COMMUNITY VIEWS

4.1. Not sought although there is an established relationship with the groups listed and it is important that this continue.
5. **FINANCIAL IMPLICATIONS AND RISKS**

5.1. There are no financial implications or risk, as this is a liaison role between group, community board and Council.

6. **CONTEXT**

6.1. **Policy**
This matter is not a matter of significance in terms of the Council’s Significance Policy.

6.2. **Legislation**
Legislation not applicable but delegated from Council Delegation SD-M1041.

6.3. **Community Outcomes**

6.3.1. There are wide ranging opportunities for people to contribute to the decision-making by public organisations that affect our District.

6.3.2. Creating a strong sense of community.

Karyn Ward
Community Board Advocate
Attachment i.

Table of Appointments made at the 14 November 2016 meeting and appointments deferred.

<table>
<thead>
<tr>
<th>Organisation</th>
<th>Community Board</th>
<th>Board Meeting</th>
<th>Member Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Woodend Community Centre Advisory Group</td>
<td>Woodend-Sefton</td>
<td>15 November 2016</td>
<td>John Archer</td>
</tr>
<tr>
<td>Gladstone Park Advisory Group</td>
<td>Woodend-Sefton</td>
<td>15 November 2016</td>
<td>Rhonda Mather</td>
</tr>
<tr>
<td>Pegasus Residents Group</td>
<td>Woodend-Sefton</td>
<td>15 November 2016</td>
<td>Rhonda Mather</td>
</tr>
<tr>
<td>Woodend Community Association</td>
<td>Woodend-Sefton</td>
<td>15 November 2016</td>
<td>John Archer</td>
</tr>
<tr>
<td>Waikuku Beach Residents Group</td>
<td>Woodend-Sefton</td>
<td>15 November 2016</td>
<td>Andrew Thompson</td>
</tr>
<tr>
<td>Sefton Public Hall Society</td>
<td>Woodend-Sefton</td>
<td>15 November 2016</td>
<td>Shona Powell</td>
</tr>
<tr>
<td>Canterbury Regional Council – Sefton/Ashley and Sefton River Rating District Committees</td>
<td>Woodend-Sefton</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Coastal Rural Drainage Advisory Group</td>
<td>Woodend-Sefton</td>
<td></td>
<td></td>
</tr>
<tr>
<td>North Canterbury Neighbourhood Support</td>
<td>Woodend-Sefton</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sefton Domain Advisory Group</td>
<td>Woodend-Sefton</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Waimakariri Health Advisory Group</td>
<td>Woodend-Sefton</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grey Power North Canterbury</td>
<td>Woodend-Sefton</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Christchurch International Airport Community Liaison Group</td>
<td>Woodend-Sefton</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sefton Township River &amp; Drainage Ratepayer District</td>
<td>Woodend-Sefton</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ashley Rural Water Advisory Group (joint Board representative role)</td>
<td>Rangiora-Ashley (also rep. for Woodend-Sefton)</td>
<td>13 February 2017</td>
<td>Chris Prickett</td>
</tr>
<tr>
<td>Northern Pegasus Bay Bylaw 2016 Implementation Working Party</td>
<td>Woodend-Sefton</td>
<td>13 February 2017</td>
<td>Andrew Thompson</td>
</tr>
</tbody>
</table>
### Table of outstanding appointments to be considered and meeting details

<table>
<thead>
<tr>
<th>Organisation</th>
<th>When</th>
<th>Where</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>Canterbury Regional Council – Sefton/Ashley and Sefton River Rating District Committees</td>
<td>TBC</td>
<td>TBC</td>
<td>TBC</td>
</tr>
<tr>
<td>Coastal Rural Drainage Advisory Group</td>
<td>Three meetings/year: 7.30pm, 5 April, 5 July, 18 October 2017</td>
<td>Rakahuri Committee Rooms, Rangiora Service Centre</td>
<td>-</td>
</tr>
<tr>
<td>North Canterbury Neighbourhood Support</td>
<td>2nd Monday of the month, 10am usually (set at previous meeting)</td>
<td>Rangiora Police Station</td>
<td>Email outlining group's aims (Trim 170302020109) as covered in 3.4.</td>
</tr>
<tr>
<td>Sefton Domain Advisory Group</td>
<td>As required</td>
<td>Sefton</td>
<td>-</td>
</tr>
<tr>
<td>Waimakariri Health Advisory Group</td>
<td>1st Tuesday of the month, 5.30pm-7pm</td>
<td>Rakahuri Committee Rooms, Rangiora Service Centre</td>
<td>Terms of reference available (Trim 141008110254)</td>
</tr>
<tr>
<td>Grey Power North Canterbury</td>
<td>1st Tuesday of the month, 1.30pm</td>
<td>RSA, Victoria St. Rangiora</td>
<td>Time and venue subject to change with remediation of RSA rooms pending</td>
</tr>
<tr>
<td>Christchurch International Airport Community Liaison Group</td>
<td>2-3 meetings/year</td>
<td>Christchurch airport</td>
<td>Mostly information updates from the airport, but input invited as appropriate.</td>
</tr>
<tr>
<td>Sefton Township River &amp; Drainage Ratepayer District</td>
<td>TBC</td>
<td>TBC</td>
<td>TBC</td>
</tr>
</tbody>
</table>
WAIMAKARIRI HEALTH ADVISORY GROUP

TERMS OF REFERENCE

1. Background

The Waimakariri Health Advisory Group (WHAG) was established in 2004 to act as a medium through which the health needs of the people in the Waimakariri area can be expressed and, where possible through community action, addressed.

Purpose

1.1 To provide advice to the Waimakariri District Council on health issues

1.2 To be a forum for health issues to be discussed, with shared solutions and approaches being supported and encouraged

1.3 Where appropriate, provide community feedback for consideration in Health Promotion plans

1.4 To advocate on behalf of the community on health issues

1.5 To encourage and maintain membership that is representative of the local health and wellbeing sector.

2. Function (See Figures 2 and 3)

Waimakariri Health Advisory Group is a group representing the community groups, health providers, health consumers, and potential partners, established to act as a forum to:

2.1 Identify and advocate for health needs

2.2 Utilise evidence-based data sources where appropriate

2.3 Utilise the Waimakariri District Council Annual and Long Term Planning processes to advocate for community health and wellbeing issues and needs, as appropriate

2.4 Act as an information conduit for emerging health and wellbeing issues. E.g., through Council, Community Boards, Social Services Waimakariri, PHOs, CDHB.

2.5 Identify opportunities to engage with new stakeholders or stakeholder groups related to health and wellbeing

2.6 Report annually on the part the Waimakariri Health Advisory Group has played in contributing to the improvement in health and wellbeing of the local population.

Meetings

3.1 WHAG meets on a monthly basis on the first Tuesday of the month, from 5.30-7pm in the committee rooms, Waimakariri District Council, 215 High Street, Rangiora.

3.2 An independent Chair shall be appointed, with the position reviewed annually

3.3 Membership shall be reviewed at least annually to ensure that it reflects an appropriate representation of the local health and wellbeing sector.

3.4 Members are encouraged to submit a report on relevant activities and will be invited to share 2-3 key items as part of the meeting agenda.
3.5 Other agenda items should be forwarded to the Chair at least one week prior to the meeting, or flagged at the start of as potential ‘General Business.’

4  WHAG Representation (see Figure 4)

The following representation ensures a wide range of community voices to advise on health issues in the Waimakariri District.

- Independent Chair
- GP representative
- Community Nurse or other health provider E.g Physio/OT/Alternative Health Practitioner/Midwife-
- Practice Nurse representative
- Waimakariri District Council appointed representative to RCPHO
- Iwi representative (appointed by Runanga)
- Older Persons Advocate
- Disability Advocate
- Mental Health Advocate
- Child Health Advocate
- Secondary School Advocate
- RCPHO Health Promoter
- Council staff (ex-officio members of the committee)
- Youth Health representative(s)
- WINZ representative
- Pharmacist’s representative
- Disability Advocate
- Mental Health Advocate
- Child Health Advocate
- Secondary School Advocate
- RCPHO Health Promoter
- Council staff (ex-officio members of the committee)
- Youth Health representative(s)
- WINZ representative
- Pharmacist’s representative
- Earthquake Recovery
- Community and Ward Advisory Board appointments

5  Criteria and Terms of Membership

Applications are currently sought from the community, by way of public advertisements and appointments are made subject to criteria ensuring geographical, gender and interest balance on WHAG. Preference is given to:

1) applicants with an existing affiliation to the health sector locally
2) who live/work in the Waimakariri District
3) who have existing community networks
4) who will commit to participation in a monthly meeting, will provide a report monthly and actively communicate with other WHAG representatives as well as others involved in their area of representation
5) be prepared to participate in project work that may arise.
6) appointments are made on a 3 year rotation, with an option to carry on
7) If members are unable to attend a meeting, a report is to be provided to the Council staff member.
8) If 3 consecutive meetings are missed without an apology or an explanation being tendered, membership will cease and a new representative sought.
Fig: 1: Communication and Reporting Lines

**WAIMAKARIRI DISTRICT COUNCIL**

**Community & Recreation Committee**

- **WHAG**
  - Advice to WDC
  - Forum for health issues to be discussed → shared solutions
  - Feedback
  - Advocate to PHO on health issues

- **PHO**
  - Health Promotion
    - Access to services
    - Local solutions to local problems
Fig 2: Process for addressing Health and Wellbeing Issues

WHAG

Issue bought to table
(by WHAG members, local paper, local community member, identified health needs in WD)

Is it a problem?

Evidence
- WDC
- PHO
- CDHB
- Other
- Anecdotal

Who can help us get evidence?
What evidence would count?

What are the solutions - what do we want to see for our community?

Whose responsibility is it to take a lead in the solution?

What can we do?
- Advise Council and/or other agencies
- Lobby PHO, DHB
- Submissions to LTCCP, PHO plans, other strategic documents

Monitor and Evaluate progress
Fig 3: Representation

- Health Promoter: Leanne Liddell
- Iwi: Amber Clarke
- Youth Reps: Hannah Dunlop
- WDC appointment to PHO: Cr Peter Allen
- Older Persons Advocate: Valda Reveley
- Disability Advocate: Jill Waldron
- Mental Health Advocate: Cate Rawsthorn
- WINZ Rep: (vacant)
- Council Officer: Madeleine Burdon
- Practice Nurse: Kathy Lohrey
- Health Practitioner/Midwife: Pat Irvine
- Community Nurse or Other Health Provider: Mary Connors
- GP: Lynne John
- Independent Chair: Cathie Sinclair
- Child Health Advocate: Anne Robinson
- Child Health Advocate: Chanell Kent
- Secondary School Advocate: Chanel Kent
- WHAG
1. **SUMMARY**

1.1. The purpose of this report is to consider attendance at the New Zealand Community Boards’ Conference 2017 in Methven by Board members from each Community Board. Attendance at the conference is aimed at contributing to the effectiveness of the Board and understanding their relationships with the community.

**Attachments:**

i. 2017 New Zealand Community Boards’ Conference programme.

ii. 2017 New Zealand Community Boards’ Conference speakers.

iii. 2017 New Zealand Community Boards’ Conference abstracts.


v. 2017 New Zealand Community Boards’ Conference Registration.

vi. 2017 New Zealand Community Boards’ Conference Accommodation.

vii. 2017 New Zealand Community Boards’ Conference Partner and Optional Tours.

2. **RECOMMENDATION**

**THAT** the Woodend-Sefton Community Board:

(a) **Receives** report No.170223017436.

(b) **Approves** up to five (5) members, being ………………………………, ………………………………, ………………………………, ………………………………, and ……………………………… to attend the New Zealand Community Board’s Conference to be held in Methven from 11 to 13 May 2017.

(c) **Notes** the attendees will write an individual report on the conference sharing ideas/knowledge gained and present the report at their respective Board’s June 2017 meeting.

(d) **Notes** that the total cost for each attendee is $1,315 (including GST).
3. Issues and Options

3.1. The 2017 New Zealand Community Boards’ Conference is to be held in Methven from 11 to 13 May 2017. The Title of the conference is ‘Making 1+1=3’; the theme is ‘how Boards can achieve more for their communities with the resources given by their councils’.

3.2. Speakers include Darren Keenan of IAP2 Australasia; Wendy McGuiness, Founder and Chief Executive of the McGuiness Institute; David Rutherford, Chief Human Rights Commissioner; Anne Tolley, Minister of Local Government; Ray Tye, South Island Stakeholder Relations Manager for Housing New Zealand; Peter Biggs, National Chief Executive of Assignment Group New Zealand; Eyal Hahamish, CEO of OurSay; and Sam Johnson, founder of the Student Volunteer Army and co-founder of WeVisit. A variety of workshops and networking opportunities are interspersed in the programme.

3.3. This conference is held every two years and is considered an invaluable networking and idea gathering conference that is current and relevant to Community Boards as it showcases innovative and inspiring ways that Councils and Boards accept the challenges that comes with leadership in our communities.

3.4. Venue proximity to Waimakariri allows opportunity for more members to attend due to comparatively minimal travel costs.

3.5. The Woodend-Sefton Community Board has a training allowance of $9,170 for the 2016/17 financial year. The Board has sufficient balance available in that budget to put towards the costs of up to five members attending this conference. Priority consideration is recommended to be given to members that have not attended before. There is a possibility more members may be able to attend if the Board would like to send more members to this conference.

3.6. Registration. The cost of the full registration is $745 including GST for the early bird registration. Early-bird registrations are currently open. From 4 April 2017 the standard registration will increase to $845 including GST. Full registration includes attendance at all conference business sessions and workshops, daily catering, one ticket to Thursday’s welcome reception, one ticket to Friday’s conference dinner, and one ticket to Saturday’s post conference function.

3.7. Accommodation. Twelve sole use rooms (a mixture of Lodge deluxe and Studio) have tentatively been booked at Ski Time. Accommodation has been calculated at the higher Studio rate of $155 per room per night for budgeting purposes below. This charge includes a continental breakfast each morning.

3.8. Transportation – Option 1. This option would be used if attendees had a particular reason for wanting their own transportation. They make their own way to Methven and reclaim mileage as an expense per standard procedures; members may wish to consider carpooling (only one mileage claim possible for this option). Drive time from Rangiora to Methven is estimated conservatively to be one hour 45 minutes depending on route; plus breaks.

3.9. Transportation – Option 2. This option is for consideration if there were approximately twenty Board members attending the conference. A staff member may accompany the group. Two 12 seater vehicles would be provided for the duration of the conference. The combined cost of the vehicles to hire for the duration of the
conference days is $1,200. Drive time from Rangiora to Methven is estimated conservatively to be one hour 45 minutes depending on route; plus breaks. Two buses present the option for some attendees to leave immediately after the conference concludes, and the remaining attendees to depart after the post-conference dinner.

3.10. Departure would be from the Rangiora Service Centre carpark at 1pm, 11 May 2017. Some conference attendees may be able to be collected on route depending on pick-up location; Kaiapoi pick-ups are feasible for example. Drop-off on return from the conference would be the reverse of what was organised for departure, with the final drop-off point being the Rangiora Service Centre.

3.11. A total contingency of $200 per person for the entire conference has been calculated into the budget which would cover any extra costs, for example, additional food or incidentals and fuel.

3.12. At the 2015 conference was held in the Bay of Islands. In total, eight members across the four former Community and Ward Advisory Boards, and a staff member attended the Conference. Of those eight elected members only one is serving in the current term.

3.13. In 2015 the former Kaiapoi Community Board worked with staff to prepare an entry for the Best Practice Awards for the new playground enhancement at Trousselot Park. Rangiora-Ashley Community Board member, Judith Hoult, is similarly coordinating an entry for the 2017 awards in relation to community consultation and engagement with the development of Hegan Reserve.

3.14. The attendees will be expected to write a report on the conference sharing ideas/knowledge gained and present the report at their respective Board’s June 2017 meeting. This report should reflect their own experience of the conference and will be published in the June agenda.

3.15. Potentially other training opportunities could come before the Boards prior to 30 June 2017, which includes Local Government NZ “know how” seminars which average $700 per day or several webinars that are minimal cost. The current budget would enable additional training opportunities to be considered should they arise.

3.16. The Community Board Advocate may be in attendance at the Conference.

3.17. Partners. If partners wished to travel to the conference the additional costs ($200) would be personally met by the Board member. Additional activities would be the personal responsibility of the Board member and partner.

3.18. The Management Team has reviewed this report and supports the recommendations.

4. COMMUNITY VIEWS

4.1. This conference is a primary networking and idea sharing opportunity that will be of benefit to members in their role to assist the community that they serve.

5. FINANCIAL IMPLICATIONS AND RISKS

5.1. Each Board has a training/conference budget for the 2016/17 financial year. The Woodend-Sefton Community Board’s budget has a balance of $9,170 available for
members to attend the Conference. The indicative cost of attendance per Board member is $1,315. A summary of indicative costs is outlined below:

<table>
<thead>
<tr>
<th>Per Board Member</th>
</tr>
</thead>
<tbody>
<tr>
<td>Early Bird Registration</td>
</tr>
<tr>
<td>Standard Registration</td>
</tr>
<tr>
<td>$845</td>
</tr>
<tr>
<td>Accommodation $155/night for 2x nights</td>
</tr>
<tr>
<td>Contingency</td>
</tr>
<tr>
<td>Transportation Option 2</td>
</tr>
<tr>
<td>$1,200 (two 12 seater buses) + 20 attendees</td>
</tr>
<tr>
<td>$60</td>
</tr>
<tr>
<td>Total</td>
</tr>
<tr>
<td>$1,315 per person</td>
</tr>
</tbody>
</table>

5.2. The conference cancellation policy states that registration cancellations notified before 3 April 2017 will receive a refund less an administration charge of $200. Refunds requested after this date will be at the discretion of NZCBEC and will be processed after the conference. Reassignment of registration to another person is permitted and must be requested in writing. If, for reasons beyond the control of NZCBEC, the Conference is cancelled, the registration fee will be refunded after deduction of expenses already incurred. Charges for cancellations of accommodation will be at the discretion of the hotel.

5.3. Any councillor wishing to attend the Conference is welcome to attend but must be aware that any associated costs will be taken from the Community Board training budget rather than the Councillor’s training budget as this is a conference targeted at Community Boards.

5.4. In the budget for the 2016-17 financial year, the Council took into account an anticipated number of new elected members post-October 2016 Local Government elections. The training budget was increased accordingly.

5.5. A finalised costing will be reported back to the Board at the June Board meeting.

6. CONTEXT

6.1. Policy
This matter is not a matter of significance in terms of the Council’s Significance Policy.

6.2. Legislation
Not applicable.

6.3. **Community Outcomes**

There are wide ranging opportunities for people to contribute to the decision making by local, regional and national organisations that affects our District.

Karyn Ward
Community Board Advocate
Attachments.

Programme (subject to change)

Thursday 11 May

4pm  Registration Opens

6pm  Welcome function at Methven Heritage Centre, Agriculture and Alpine Encounter (included in registration fee)

7.30pm  Evening free

Friday 12 May

7.30am  Registration opens

8.30am  Welcome Mayor Donna Favel

8.45am  Adequate housing: Sustainable Development and the New Urban Agenda
       David Rutherford

9.30am  From the SVA to today
       Sam Johnson, sponsored by Chorus

10.15am  Morning tea

10.45am  Update from the Minister of Local Government
       Anne Tolley

11.05am  Keynote presentation
       Eyal Halamish

12.00pm  Lunch

1.00pm  Update from LGNZ CEO
       Malcolm Alexander

1.30pm  Reflections on Baxter's Te Whiore o te Kuri: Connecting with communities in the 21st century
       Peter Biggs

2.15pm  Zone meetings
       Meet new members in your zone, plan for future meetings

3.00pm  Afternoon tea

1.00pm  Concurrent workshops
       • TacklingPovertyNZ
             Wendy McGuinness
       • Organisation + Engagement = Great Outcomes
             Darren Keenan and Ray Tye
• Eyal Halamish and Sam Johnson
• tbc

4.45pm Close

7.00pm Conference dinner and Best Practice Awards at Methven Heritage Centre, Mt Hutt Memorial Hall
included in full registration fee, additional tickets can be purchased subject to availability

11.00pm Close

Saturday 13 May

8.30am Registration opens

9.00am Community Boards’ Update
   Mike Lester

9.15am Nothing less than equal
   David Hammond

10.00am Morning tea

11.15am How the Local Government Commission can affect you
   Janie Annear

12.00pm Lunch

1.00pm Concurrent workshops
   • Start with a Smile campaign
     Vincie Billante, John Hobbs, Michele Hider
   • Organisation + Engagement=Great Outcomes
     Darren Keenan and Ray Tye
   • Eyal Halamish
   • tbc

2.20pm Keynote presentation
   Nick Williamson

3.05pm Long Service celebration and official conference closing
   Mike Reid

3.45pm Close

5.30pm Post conference dinner at Methven’s famous Blue Pub, Samuels Bar
   Sponsored by Community Boards
   Meal included in full registration, separate registration for this post-conference dinner required, (cash bar), additional tickets may be available subject to availability
Speakers

Malcolm Alexander

Malcolm is the CEO of Local Government New Zealand and brings with him a combination of a legal background and commercial experience. He has a committed aim to position Local Government as a unified strong voice in the total government structure.

Janie Annear

In April 2014 Janie was appointed by the Minister of Local Government, as a Temporary Member of the Local Government Commission and was made a permanent member in July 2014.

Janie had previously served three terms as the Mayor of Timaru from 2004 to 2013 and in 2014 Janie was appointed as an Officer of the New Zealand Order of Merit for services to local government.

Janie has experience across a wide range of private sector, local government and central government roles. She serves on the Boards of the Lottery Community Facilities and Significant Projects Funds. She also chairs Aoraki Polytechnic Council.
Peter Biggs CNZM

Peter is the National Chief Executive of advertising agency, Assignment Group New Zealand. He is also Chair of the Wellington Regional Economic Development Agency (WREDA). He is a sought-after speaker on leadership and branding.

Previously, he was Chief Executive of Clemenger BBDO/Melbourne. During his eight-year leadership tenure of the agency, it was named one of the top five agencies in the world (The GUNN Report 2014); Campaign Brief’s Australian Agency of the Year for a record five years in a row; and Asia-Pacific’s Most Effective Agency for the last three years in a row.

Before taking up his appointment in Melbourne in February 2006, he was Managing Director of Clemenger BBDO in Wellington. During his time at Clemenger BBDO/Wellington, the agency was New Zealand Agency of the Year in 2002 and 2004, and he was chosen as Agency Chief Executive of the Year in 2003.

Peter is Chair of the New Zealand Book Council, a Board member of the New Zealand Symphony Orchestra (he was Chair of the Panel advising the Governments’ review of the Symphony Orchestras) and a trustee of the New Zealand Arts Foundation. He is also The Prince of Wales’ Charities Representative in New Zealand.

He was also Chair of the Arts Council of New Zealand (Creative New Zealand) from 1999 to 2006.

Peter has a first class honours degree in English Literature and Latin from Victoria University of Wellington.

A former Wellingtonian of the Year, Peter was appointed a Companion of the New Zealand Order of Merit in 2013.
Eyal Halamish

Eyal has been an activist, lobbyist, political staffer, management consultant for Fortune 500 companies in banking and mining and a social entrepreneur. He is currently the CEO of OurSay, an organisation which helps leaders level with their communities with easy to use technologies. His organisation has received a Crikey Media Innovation Award and the International Association of Public Participation Core Values Award in 2013 for helping civic leaders make relevant decisions by keeping their communities close.

Eyal is faculty member at the School of Life, a World Economic Forum Global Shaper, Unreasonable Institute Fellow, and Centre for Sustainability Leadership Fellow. He also is a director of Code for Australia.

David Hammond

David is Director of Hammond Robertson Ltd and former CEO of Thames Coromandel District Council. David partnered with his council in 2012 to introduce the most devolved system of decision-making and service delivery in New Zealand and Australia. David used the Community Board as the cornerstone of that programme. Five years on, he regularly trains councils in Australia on creating similar models of council and is a regular speaker in the Future of Local Government Conference in Melbourne on local government innovation.

David worked as an External Advisor to Auckland Council in 2016 on the project to review the Council Local Board relationships, and also set up Kete Foundation New Zealand that year to advance New Zealand community planning, community development and place based decision-making to empower citizens.
Sam Johnson

Sam is the co-founder of WeVisit and Adjunct Fellow in the School of Education and Leadership at the University of Canterbury. Most well-known for founding the Student Volunteer Army after the Christchurch earthquakes and for his work in the international disaster risk community, Sam returned home in 2016 to develop a company that can connect generations and end social isolation in New Zealand.

WeVisit matches a young person to regularly visit elderly, on behalf of families, especially popular with expats and for older people after their spouse passes away. WeVisitors share time and help out with odd jobs around the house like fixing the computer, naming photos and building family trees.

Sam has been previously named a Young New Zealander of the Year award, Communicator of the Year and is #17 on the Readers Digest Most Trusted New Zealanders list. He is a member of the Ministry of Youth Development Partnership board, Westpac Sustainability Advisory Board and current Secretary of the International Association of Volunteer Effort.

Sam's attendance sponsored by Chorus

Darren Keenan

Darren is the Relationships Manager for IAP2 Australasia. Darren has a background as an engagement practitioner, trainer and consultant. He holds the Certificate in Public Participation, Certificate in Engagement and Advanced Certificate in Engagement.

For IAP2 Australasia, Darren manages both the Professional and Practice Development portfolios. He has previous experience in local government, information technology and business management.
Mick Lester

Mick has been a Councillor and Community Board member at the Hastings District Council for the last fifteen years. He has sat on the hearings committee during his time as a Councillor and has been the chair of the Committee for the past nine years. Mick also undertakes independent RMA Commissioner work for other councils. He has been the Chair of NZCBEC since 2010.

Wendy McGuinness

Wendy is the Founder and Chief Executive of the McGuinness Institute, which was established in 2004, as a way of contributing to New Zealand's long-term future. Since then she has, with her team, published a range of reports under the title Project 2058, written the book Nation Dates: Significant events that have shaped the nation of New Zealand and attended four World Futures conferences.

She continues to be fascinated by the development and implementation of public policy, in particular how New Zealand might secure its future in the long-term and in doing so, how New Zealand might become an exemplar for the world.
Mike Reid

Mike is a Principal Policy Advisor at LGNZ. He has worked at the association since 1996 and been involved in the review of local government's core legislation since that date. His role in LGNZ involves providing governance advice to elected members and officials and general advice on the LGA 2002, Local Electoral Act 2001 and other key statutes.

Mike's PhD is on the subject of community governance and he has recently published on the subject of decentralisation. He also lectures on local government in Victoria University's Master of Public Policy degree.

David Rutherford

David was appointed Chief Human Rights Commissioner on September 2011. Prior to his appointment, he was the managing director of Special Olympics Asia Pacific and based in Singapore. He has held senior executive roles in building materials and agribusiness businesses operating in New Zealand and Australia, has been chief executive of the New Zealand Rugby Union and has worked as a corporate, securities and commercial lawyer in New Zealand and Canada.

David has a strong history of involvement in sports and has lectured in sports law at Victoria University. He has been a volunteer Board member in rugby union, netball, Paralympics New Zealand, Special Olympics New Zealand, Special Olympics International and for the Attitude Trust. He brings a passion for development and the inclusion of people with disability in sports.

Some priority focus areas for the Chief Commissioner are:
• Continuing work to prevent bullying in New Zealand schools (was involved with this immediately before joining the Commission). Mr Rutherford is a member of the Ministry of Education Bullying Prevention Advisory Group, which he worked to help establish.
• Working to develop better understanding of the United Nations’ (UN) Guiding Principles on Business and Human Rights.
• He is monitoring and advocating for the inclusion of disadvantaged New Zealanders particularly in education, housing and health with a particular focus on people affected by the Canterbury earthquake.
• Leads the Commission's reporting to the UN Treaty bodies concerned with the International Covenant on Economic and Social Rights (ESCR) and the Universal Periodic Review, which is about New Zealand's human rights record and performance.
• Currently leading the work on the reporting to the UN Committees for the Convention against Torture (CAT) and to the International Covenant on Civil and Political Rights (ICCPR).
• Mr Rutherford is currently engaging on issues of protecting fundamental freedoms and democratic rights in the context of state surveillance and digital business.

Anne Tolley

Ray Tye

Ray's interest and experience in public participation has been developed through a variety of communications and engagement roles in local, regional and central government over the past 15 years. Following the 2010 and 2011 Christchurch earthquakes she was, she was involved in providing emergency information, and then led the Christchurch City Council's engagement and consultation team on the draft Recovery Plan for the Central City, including Share an Idea. The Central City Plan won the IAP2 Core Values NZ Project of the Year in 2012. Ray was a Core Values Awards judge in 2013 and 2014, and convened the judging panel over the next two years.

Ray has been a director of the Australasian International Association of Public Participation since 2015, and currently works as South Island Stakeholder Relations Manager for Housing New Zealand.
Nick Williamson

For the last 20 years, Nick has forged his career working at the intersection of Planning, Surveying, Law, and Spatial Science. Much of that time has been spent in and around local government, although he spends a lot of time talking to ‘ordinary people’ as well. His specialist area has been acting as interpreter where lay people and technocrats collide.

Nick’s current passion is growing the emergent fields of Civic Technology and GeoDesign, which are transforming the way governments engage with communities around the world. Nick’s willingness to re-design local government processes was further illustrated through the Kamo Place Race town planning process. The project fundamentally altered the relationship between citizens and Council, by moving the Council’s role from arbitrator to community facilitator. The project received widespread acclaim, including the award for Best Use of Social Media in Local Government. Nick spoke about the project in his talk at TEDx Christchurch in 2014.

Nick has been organiser and mentor at Startup Weekend and Global GovJam service design events. He is on the organising committee of the nationwide GovHack event, and is a regular contributor to hackathon and open data communities in New Zealand and beyond.

Nick’s attendance is sponsored by Ashburton District Council

Lawrence Yule

Lawrence has been Mayor of Hastings District for thirteen years and President of Local Government New Zealand for the last five years. He also holds the Office of President of the Commonwealth Local Government Forum. A natural leader, Lawrence has fought to ensure that the voice of Local Government is heard and listened to by those in power in Central Government.
Abstracts

Adequate housing: Sustainable Development and the New Urban Agenda
David Rutherford
Friday 8.45am

David will address the need for policy coherence in the way the issue of housing adequacy is addressed in New Zealand. He will also explain the way the human rights obligations of local government intermesh with sustainable development and resilience.

From the SVA to today
Sam Johnson
Friday 9.30am

Sam's presentation will share techniques on how to mobilise neighbourhoods that keep each other learning, feel fulfilled and are prepared for tomorrow. Deeply linked to personal growth, leadership and self-awareness, he will draw on his own journey from the Student Volunteer Army through to co-founding WeVisit, a social connection service operating throughout New Zealand.

Topic
Eyal Halamish
Friday 11.05am

Reflections on Baxter's Te Whiore o te Kuri: Connecting with communities in the 21st century
Peter Biggs
Friday 1.30pm

Up until the 21st century, communities were defined by physical space. In the digital world of the 21st century, communities are virtual and transcend physical space. How do we connect with these new communities? How do we become relevant to them? Peter Biggs, Chief Executive of Leading advertising agency, Assignment Group, seeks to answer these questions – and poses new ones.
**Topic**
*Sam Johnson and Eyal Halamish*
*Friday 3.30pm*

---

**TacklingPovertyNZ**
*Wendy McGuinness*
*Friday 3.30pm*

In this session, Wendy will share the results and observations from the 2016 TacklingPovertyNZ tour. She will discuss Working Paper 2017/01 – TacklingPovertyNZ 2016 Tour: Methodology, results and observations. Wendy sees this opportunity to present as a chance to share and build on the ideas heard at the one-day workshops. She looks forward to representing the many voices that were heard, who spoke about the multi-faceted nature of poverty, and to invite those at the conference to join the conversation.

---

**Organisation + Engagement = Great Outcomes**
*Darren Keenan, Ray Tye*
*Friday 3.30pm*

Engaging your community will deliver better decisions, which will in turn deliver better outcomes for everybody, including improved community support. During this highly interactive session we will explore the benefits of engaging closely with your community, provide very practical tips for delivering successful engagement projects and understanding how to evaluate the results to support your decision making.

Now you will be in a better position to deliver those great outcomes!

---

**Berl**
*speakers*
*Friday 3.30pm*
Nothing less than equal  
David Hammond  
Saturday 9.15am

2017 represents an opportunity for Community Boards and councils to hit the 'reset' button on their relationships. Community Boards and councils should be equal partners in the governance of their communities, but with different roles, for sustainable and effective community governance and growth. This talk promotes the development of 'Community Board – Council Charters' for each local authority. The Charter is a process of developing a formal agreement on the roles of functions of Boards with their councils to develop a clearly understood relationship of equals.

How the Local Government Commission can affect you  
Janie Annear  
Saturday 11.15am

Start with a Smile Campaign  
Vincie Billante, Community Relations Manager; John Hobbs, Community Development Advisor; Michele Hider, Priority Communications Director, Ashburton District Council  
Saturday 1pm

The Start with a Smile campaign aims to help build a welcoming environment for newcomers to the district. It was recently led by Ashburton District Council, and encourages people to share a smile, start a conversation and, ultimately, make new friends. A blue 'Smile Couch' travelled around the district to events, public places, workplaces, schools and community spaces, giving people the opportunity to sit and get to know someone from a different background. Everyone was encouraged to support the campaign, whether through using the Smile Couch, hosting their own Start with a Smile events at work, school or in the neighbourhood, or sharing Smile Stories on social media.
Organisation + Engagement = Great Outcomes

Darren Keenan, Ray Tye
Saturday 1pm

Engaging your community will deliver better decisions, which will in turn deliver better outcomes for everybody, including improved community support. During this highly interactive session we will explore the benefits of engaging closely with your community, provide very practical tips for delivering successful engagement projects and understanding how to evaluate the results to support your decision making.

Now you will be in a better position to deliver those great outcomes!

Using civic technology and geo design in community engagement

Nick Williamson
Saturday 2.20pm

This session covers the redesign of the local government processes through the Kamo Place Race town planning process. The project fundamentally altered the relationship between citizens and Council, by moving the Council's role from arbitrator to community facilitator. The project received widespread acclaim, including the award for Best Use of Social Media in Local Government.
Best Practice Awards

COMMUNITY BOARD EXECUTIVE COMMITTEE BEST PRACTICE AWARDS

An opportunity for your Community Board to showcase a project or initiative and a chance to win the Supreme Best Practice Award.

What are the Awards?
- the Community Boards Best Practice Awards recognise excellence in the implementation of projects and initiatives in local governance
- these awards are offered by the New Zealand Community Board Executive Committee (CBEC)
- prizes will be presented to the winners along with a runner up of each category (see below)
- a supreme winner will be chosen by CBEC from the winners of the individual categories

The objectives of the Awards are
- recognition of significant contributions made by Community Boards to the process of achieving excellence in local governance
- development of the Award's scheme as a learning tool for quality improvements in the functioning of Community Boards
- fostering the exchange of the best practice and innovative ideas.

Categories

Leadership
The Judges will be looking for
- an individual or Community Board whose contribution has enhanced the work or reputation of Community Boards
- examples that show a Community Board which has commissioned (jointly or singly) a project that has made a significant benefit to a part or all their communities' wellbeing - a Community Board that has adopted a facilitation role to address a community problem, i.e. has helped organisations to help themselves

Enhancing Communities (sponsored by BERL)
The Judges will be looking for
- projects or initiatives through which a Community Board has promoted diversity in their communities or contributed to harmonious relationships
- have made a community safer
- have incorporated the views of young people in their decision making or addressed the needs of children and young people in their areas
- a Community Board initiative that has protected or enhanced its community's heritage (this includes all types of heritage e.g. cultural, natural etc.)

Engaging Communities (sponsored by IAP2)
The Judges will be looking for examples:
- where Community Boards have employed innovative approaches to consultation and/or where consultation resulted in a better policy or programme outcomes
- Community Boards that have addressed a community concern by partnering with another agency such as its parent Council, another Board or external agency and/or community group
- for projects and initiatives that highlight good relationships between Boards and Maori and/or other ethnic organisations in their communities

Supreme Winner (sponsored by Equip)
In addition, from each of these categories CBEC will select an overall winner, which will reflect the project or initiative that is the most innovative and resulted in the greatest community value. Equip sponsors the supreme award prize which is a one day Equip workshop of the winners choice, maximum 20 persons at the workshop.

How to enter
You can submit as many entries as you wish, however, each entry should relate to a single category only and specifically address the purpose of that category. The judges may transfer entries into a different category if they feel this is appropriate.

Applications can be in the format of your choice (such as a PowerPoint presentation/video/photos, etc.)

Electronic submissions will make it easier to share your project information after the Conference.

Each application should include all the relevant information relating to your application.

What information to provide
1. the name of the project
2. the Community Board and parent Council
3. a contact person's name, address, telephone numbers/s, fax number and email address (if available)
4. the category and how the entry meets this category
5. brief description of how the initiative was implemented and what was achieved
6. period during which the initiative was undertaken
7. who was involved in the initiative (including local government agencies, community organisations, businesses, individuals, etc.) and how you got them involved
8. brief estimation of the total initiative's cost, how the finance was achieved (e.g. rates, grants, etc.) and any cost savings
9. brief explanation of improvements in service quality and/or other benefits
10. information on lessons learned, including barriers encountered, what you would do differently next time, and how the initiative might be useful to other Community Boards

Send your entry to
mike.reid@lgnz.co.nz
Closing date for entries
5.00pm Friday 17 March 2017. No late entries will be accepted.

Awards coordinator
Mike Reid
mike.reid@lgnz.co.nz

Judging process
All applications will be reviewed by the Conference Judging Panel.

Announcement of the winners
The Awards will be announced and presented at the Conference Dinner on Friday 12 May 2017.

Showcasing best practice
To promote best practice in the functioning of Community Boards and to foster the exchange of best practice and innovation, winning entries will be featured on the Local Government New Zealand website.

By entering the awards you are agreeing to the publication of your entry.
Registration

Same fees as 2013 and 2015.

Full registration

Early bird (3 April) $745 **
Standard (after 3 April) $845

Attendance at all conference business sessions and workshops (you will be asked to select your workshop preference during the registration process)
Daily catering
One ticket to Thursday's welcome reception
One ticket to Friday's conference dinner
One ticket to Saturday's post conference function

** Early bird discounted registration fee must be paid by 3 May or the fee will revert to standard

Day registration

Early bird (paid in full on or by 3 April) $395 **
Standard (after 3 April) $495

Attendance at that day's conference business sessions and workshops (you will be asked to select your workshop preference during the registration process)
Daily catering on selected day
One ticket to the Thursday's welcome reception

** Early bird discounted registration fee must be paid by 3 May or the fee will revert to standard

Partner’s registration

$200
One ticket to Thursday's welcome reception
One ticket to Friday's conference dinner
One ticket to Saturday's post conference function

Who should attend?
• Mayors
• Community Board Members
• Councillors
• MPs
• Council Officers
• Emergency Services
• Government Agency Staff and NGO’s
• Community and Youth Workers
• Resident / Ratepayers Associations
• All persons who are interested in making a difference in their community

Payment terms
Payment is due 30 days from the invoice date or prior to conference whichever comes first. Early bird closes 3 April - early bird fees must be paid in full by 3 May. After this date the standard rate will apply.

Cancellation Policy
Should you need to cancel your attendance, you may reassign your registration to another person. Please notify the Event Manager in writing. If you are unable to arrange a replacement, a full refund less an administration charge of $200.00 will be made providing notification is received by 3 April 2017. After this date, refunds will be at the discretion of the organisers and will be processed after the conference. If, for reasons beyond the control of NZCBE, the Conference is cancelled, the registration fee will be refunded after deduction of expenses already incurred. Submission of your registration indicates your acceptance of the terms and conditions above.

Accommodation cancellations may incur a fee, this is charged at the Hotels’ discretion. Cancellations within 30 days may be charged one night penalty. Cancellations within 7 days may be charged 100% penalty.
Accommodation

Accommodation

Accommodation is reserved at several local properties, all are walking distance to the conference venue.

Bookings can be made via the online registration process. Rooms will be held for delegates until Monday 3 April 2017 as long as there are rooms available. Thereafter subject to availability.

Your credit card details are required to guarantee the booking only. Credit card details are encrypted in our database and stored in an electronic vault. Our payment service provider EventsAIR, is PCI DSS Level 1 compliant. This means your card data is protected to the highest possible levels, from data entry into our online registration sites, through to payment into the banks. Nothing will be deducted from your card prior to the conference.

In case of your non-arrival or late cancellation the hotel will be given access to your card details to charge the appropriate cancellation fee. Accommodation cancellations may incur a fee, this is charged at the Hotels’ discretion. Cancellations within 30 days may be charged one night penalty. Cancellations within 7 days may be charged 100% penalty.

Direct all queries to Emma Redfern via registration@conference.co.nz or 03 353 2828.

SKI TIME

39 Racecourse Road
0.6 km to conference venue
Parking: free on site for guests
Check in 2pm, check out 10am
Rate includes continental breakfast
Minimum two night stay

Hotel facilities:
TV room with a pool table, cosy restaurant with a fireplace, plus a rustic bar/lounge and a business centre.

Upgraded rooms have flat-screen TVs, mini fridges, and tea

Two bedroom apartment
and coffee
making facilities;
suites add
lounges, DVD
players and
dining areas,
plus kitchens,
fireplaces and
washer/dryers.
Also available
are 2- and 3-
bedroom
apartments.

**Lodge standard**

@ $105
Room amenities:
super-king +
single or 3
singles. No frills,
but comfortable
and warm with
superb views of
the car park. The
prime important
elements are
there; top quality
beds and a
compact ensuite.

**Lodge deluxe**

@ $135 -
SORRY SOLD
OUT
Room amenities:
super-king +
single or 3
singles.
Spacious rooms
upstairs with
mountain views.
TV, tea/coffee
facilities, mini
fridge and a
generously
proportioned
ensuite.

**Studio @ $155**
Room amenities:
super-king bed
or 2 single. Flat
screen TV,
fridge, toaster
and kettle, tea &
coffee, iron and
board, hair dryer
etc. Heater, bathroom underfloor heating, heated mirror and towel rail.

2 bedroom apartment @ $295
Room amenities: super-king bed or 2 x single beds in each bedroom. Some of them have views to Mt Hutt. Bathtub and shower, underfloor heating, heated mirror and towel rack. An open plan lounge/dining/kitchen area including a fully appointed kitchen, gas fireplace, Sky TV, DVD player, sound system, internet and laundry facilities.

METHVN RESORT HOTEL
51 Main Street
0.8 km from conference venue
Parking: free on site for guests
Check in 2pm, check out 10am
Rate includes full breakfast (available 7am - 9am)

Hotel facilities:
Open fires, spa pools, luxury rooms, bar & restaurant, 3 heated outside spas, 25 meter heated swimming pool, internet kiosk with full facilities, open fires, laundry facilities.

**Standard room**
$145 (double $169.50)
Room amenities: Queen bed, Tea/coffee facilities, small fridge, TV and ensuite with bath.

**BRINKLEY RESORT**
43 Barkers Rd
0.4km to conference venue
Parking: Complimentary on site
Check in 2pm, (please advise if checking in after 5pm), check out 11am
Rate includes breakfast (available 7am - 9am)

Hotel facilities: Onsite restaurant and licensed bar, outdoor spa pools with mountain views, a floodlit tennis court, chip &
putting green
and children's
playground.

**Studio $170**
**(double $195)**
Room amenities:
Private patio and
a kitchenette
with a 2-burner
stove, a
microwave and a
small
refrigerator.
Rooms also offer
an iPod docking
station and a flat-
screen TV with
satellite
cannels.

**Two Bedroom**
**Unit (single**
**$265, 2 guests**
**$290, 3 guests**
**$315, 4 guests**
**$340)**
Two separate
bedrooms and a
fully equipped
kitchen with a
separate living
room with an
iPod docking
station and a flat-
screen TV with
satellite
cannels. All
rooms offer a
private balcony
or patio, and a
bathroom with
spa bath.

**THE**
**LODGE**
Cnr Chertsey Rd & Kilworth St, Methven  
0.3km from conference venue  
Parking: free on site for guests  
Check in 2pm, check out 10am  
Rate includes full breakfast  
(available 7am - 9am)  

Hotel facilities:  
Free Wi-Fi, on-site bar and restaurant.  

**Queen room**  
$141 (double / twin $161)  
Room amenities: Dining table, mini fridge, tea and coffee making facilities and an ensuite with a bath and shower.
Partner and Optional Tours

**Fonterra factory tour**

**Thursday 11 May 2017**

- 12.00pm Depart Christchurch Airport
- 12.45pm Tour of Plant
- 2.45pm Depart Plant
- 3.30pm Arrive Methven approx. (coach will drop off at conference accommodation)

**Cost $45 (for transfer)**

*Registration essential as minimum and maximum numbers apply. Register under TRANSFERS during the registration process.*

Opened in 2012 on a greenfield site west of Christchurch, Fonterra Darfield is a showcase of the Co-operative's commitment to the highest levels of efficiency and sustainability, from design, through to building and operation. Fonterra Darfield is located in New Zealand's fastest growing dairying region, and is the home of a state-of-the-art milk powder processing plant and the world's largest milk dryer.

Construction at Darfield, from green paddock to producer of high quality milk powder, took just over 18 months. The site produces high quality instant and regular whole milk powder for export to markets in South East Asia, China, the Middle East, Africa and South America.

**PLANTS AND PRODUCTS**

Darfield produces regular and instant whole milk powder. At full steam, it processes 7.2 million litres of milk per day, which produces enough milk powder to fill 15,000 shipping containers a year.

**ENVIRONMENT & SUSTAINABILITY**

Fonterra is committed to environmental sustainability and preserving the beautiful vistas of Canterbury. Over 12,000 trees have been planted at the Darfield site to screen the buildings from the road, while the site's location reduces the distance travelled by our milk tankers by 30,000km per day. The site also boasts a fleet of 37 Volvo milk tankers, the most fuel efficient in their class.

**Activities for partners in Methven**

The conference venue (Methven Heritage Centre) houses the local iSite for assistance and information about local attractions and activities.
Also on site at Heritage Centre:
Open 9am – 5pm Monday to Friday and 10am – 3pm Saturday and Sunday

Alpine and Agriculture Encounter

Venue for Wednesday evening function
Entry: Senior citizen $10 | Adult $12.50
This multi-faceted walk through encounter uses audio/visual displays, large exhibits showcasing farming and snow sports. The Encounter also has three sub themes, geology, weather, and water.

The Encounter has been created to give visitors a real understanding of the way of life in rural Canterbury and the way our two key industries, farming and snow sports are linked together through trade, tourism and shared reliance on our unique geology and climate.

Ski Heritage Museum

Entry included in Alpine and Agriculture Encounter
On display we have unique exhibits ranging from antique ski equipment, Winter Olympic memorabilia and collections from well-known ski families; Anton Coberger (Temple Basin, Porter Heights & Otira Field on the Kelly Range and NZ ski team member. Wif Hunt (North Island fields, Whakapapa and the NZ Ski Team in 1952 and 1960 downhill skier Winter Olympics, and Willi Huber to name a few.

Watch the ski antics of the early skiers on one of the many audio visual displays. Visit Sir Edmund Hillary sitting on the first ever chairlift erected on a NZ ski field (Mt Ruapahu) in 1954. Walk through a replica of Willi Huber's hut. Willi spent a winter monitoring snow fall high on Mt Hutt in order to ascertain whether a commercial ski field was viable.

Winter Olympian Sir Roy McKenzie's aural history was recorded shortly before his death. Sir Roy was involved in both North Island and Queenstown fields, a member of the NZ Ski Team and Captain of NZ’s first winter Olympics team to Oslo in 1952. Sir Roy was also a mountaineer and masters ski racer, was on the Mt Cook board for 20 years, and a great support of Disabled Snowsports NZ. He was still skiing at 80 years of age.

Also included in the collection is ski fashions through the ages and educational audio visual on alpine safety.

Methven Art Gallery
Entry: Free
The Art Gallery hosts a diverse programme of quality contemporary art exhibitions featuring a range of art forms by local and national artists.

Cinema Paradiso

112 Main Street (03 302 1957)
Open 10am – 10pm daily
Entry: $17

This boutique cinema is the smallest in New Zealand able to offer the latest blockbuster movies!! They are licensed so you can enjoy a glass of wine or a beer with your movies, as well as offering soft drinks, ice cream, popcorn and lollies.

For movies during NZCB Conference phone 03 302 1957 or email methvencinema@gmail.com or visit the website: www.facebook.com/pg/cinemaparadisomethven
1. SUMMARY

1.1. The purpose of this report is for the Woodend-Sefton Community Board to sign-off the final version of the Board’s flyer.

Attachments:

i. Final version of the Woodend-Sefton Community Board flyer (Trim 170224017967).

2. RECOMMENDATION

THAT the Woodend-Sefton Community Board:

(a) Receives report No.170223017548.

(b) Approves the Woodend-Sefton Community Board flyer (Trim 170224017967) subject to minor edits discussed and approved by the Chairperson.

(c) Notes an initial short run of published flyers (<300) will be placed in district libraries, service centres, community centres, and information centres; the number taken by the public to be monitored, and reruns to be undertaken at the discretion of staff. Some will also be given to each Board member to leave behind when attending community meetings and/or events. A copy will also be published on the Community Board website page.

3. ISSUES AND OPTIONS

3.1. The Community Board flyer was a suggested initiative of staff to increase public awareness of the deputation process and opportunities, amongst individuals and community organisations within the Board’s community area.

3.2. The flyer is envisaged as one tool to connect the Board with its community. As well as being available to take away freely from locations such as public libraries, service centres, community centres, and information centres, Board members will be able to leave one behind with, or instead, of business cards, when attending community meetings and events.
3.3. The flyer was workshopped by staff at the 14 November 2016 meeting, where Board input was sought regarding text content, flyer format and photo use. This final version has been developed from that input.

3.4. At the workshop the Board decided a short initial run to see what the community response to the flyers would be an appropriate way to start. Publishing of the flyers would be undertaken in-house by staff.

3.5. The Management Team has reviewed this report and supports the recommendations.

4. COMMUNITY VIEWS

4.1. Not sought; but this flyer will be one tool to encourage communication and exchange of views between community organisations/individuals and the Board.

5. FINANCIAL IMPLICATIONS AND RISKS

5.1. The cost of producing these flyers will come from the Board’s advertising budget.

5.2. An initial short run (<300) will be undertaken to gauge the effectiveness of the flyers as an advertising tool for the Board. Reruns will be undertaken at the discretion of staff if the initial run becomes depleted due to public interest.

6. CONTEXT

6.1. Policy
This matter is not a matter of significance in terms of the Council’s Significance Policy.

6.2. Legislation
Local Government Act 2002 Clause 52

6.3. Community Outcomes
There are wide ranging opportunities for people to contribute to the decision making by local, regional and national organisations that affects our district.

Karyn Ward
Community Board Advocate
Woodend-Sefton Community Board

The Community Board wants to hear of your ideas, initiatives, events, projects, opinions, concerns...
The Community Board is elected by you to represent and advocate the interests of your community. We want to do the best for you and the community, and so encourage you to talk to us.

The Board will listen and advise on how we can help you.

Anyone can contact the Board - individuals, organisations, businesses, clubs, children, youth, adults, schools...

You are very welcome to attend any Board meeting. Times, venues and agendas are always available from your local service centre, library, or visit waimakariri.govt.nz.

Contact the Community Board Advocate if you would like to speak at a Board meeting. The Advocate will happily assist you to do this.

Usually if you speak to the Board it will be near the start of a meeting for up to 10 minutes. You will be able to share your thoughts and answer questions.

You are welcome to share diagrams, pictures and photos. Data projectors are available at most venues if you would like to show a Powerpoint presentation.

Karyn Ward
Community Board Advocate
Phone: 0800 965 468 (0800 WDC GOV)
Email: karyn.ward@wmk.govt.nz
Hi Karyn,

North Canterbury Neighbourhood support is an organisation which works with the community, police and civil defence in promoting communities being ready and vigilant to be self sufficient and resilient in emergencies.

We are about Neighbours helping Neighbours. whether this is an emergency such as fire, earthquake Tsunami, or personal disasters and ensuring that our communities are safe and connected.

If you need anything further , please do let me know.

We would welcome a member of the Woodend community board to join our committee.

**Tracy Doe**
Co-ordinator
North Canterbury Neighbourhood Support

Ph: 027 383 0166 | Email: ncns@outlook.com

[www.northcanterbury.getsready.net](http://www.northcanterbury.getsready.net)

'*LIKE* us on facebook
1. SUMMARY

Since being elected Chair at the Board’s February meeting, I have been becoming more acquainted with the Chair role and Standing Orders. I have also attended an induction session with Waimakariri District Council Governance staff which was very helpful.

<table>
<thead>
<tr>
<th>DATE</th>
<th>EVENT/MEETING</th>
</tr>
</thead>
<tbody>
<tr>
<td>21 February</td>
<td>Meeting with Leanne Bayler - Youth Development Facilitator,</td>
</tr>
<tr>
<td></td>
<td>Waimakariri District Council.</td>
</tr>
<tr>
<td></td>
<td>Along with R Mather, met to discuss facilities for Youth, especially in</td>
</tr>
<tr>
<td></td>
<td>Pegasus. Once Pegasus Community Centre is open, look to organise</td>
</tr>
<tr>
<td></td>
<td>consultation with local youth in conjunction with the Youth Council which</td>
</tr>
<tr>
<td></td>
<td>will assist in the review of the Youth Development Strategy.</td>
</tr>
<tr>
<td>28 February</td>
<td>Civil Defence Public Information Meeting, Waikuku Beach.</td>
</tr>
<tr>
<td></td>
<td>Included tsunami risk modelling and evacuation zones. Worthwhile</td>
</tr>
<tr>
<td></td>
<td>presentation and a good question and answer session. Only 4 members of an</td>
</tr>
<tr>
<td></td>
<td>extended family and a NZ Fire Service representative were in attendance.</td>
</tr>
</tbody>
</table>

Planned for the coming month:

<table>
<thead>
<tr>
<th>DATE</th>
<th>EVENT/MEETING</th>
</tr>
</thead>
<tbody>
<tr>
<td>8 March</td>
<td>All Boards Briefing</td>
</tr>
<tr>
<td>15 March</td>
<td>Meeting with Sefton Public Hall Committee</td>
</tr>
<tr>
<td>16 March</td>
<td>Annual Hui at Tuahiwi Marae</td>
</tr>
<tr>
<td>22 March</td>
<td>Pegasus Civil Defence Public Information Meeting</td>
</tr>
<tr>
<td>27 March</td>
<td>District Development Strategy Workshop, run by Woodend-Sefton Community Board</td>
</tr>
<tr>
<td>28 March</td>
<td>Enterprise North Canterbury Presentation</td>
</tr>
</tbody>
</table>

2. RECOMMENDATION

THAT the Woodend-Sefton Community Board:

(a) Receives report No. 170307021564.

Shona Powell
CHAIRPERSON