MINUTES FOR THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD
WHICH WAS HELD IN MEETING ROOM 1 (UPSTAIRS), RUATANIWHA KAIAPOI CIVIC
CENTRE, 176 WILLIAMS STREET, KAIAPOI ON MONDAY 15 JULY 2019 AT 4PM.

PRESENT

J Watson (Chairperson), C Greengrass (Deputy Chairperson), R Blair, J Meyer, M Pinkham, P Redmond and S Stewart.

IN ATTENDANCE

D Ayres (Mayor), J Palmer (Chief Executive), J McBride (Roading and Transport Manager), N Harrison (Manager Regulation), Councilor D Gordon and K Rabe (Governance Adviser)

1 APOLOGIES

There were no apologies.

2 CONFLICTS OF INTEREST

There were no conflicts of interest declared.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Kaiapoi-Tuahiwi Community Board – 17 June 2019

Moved J Watson seconded P Redmond

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Confirms the circulated Minutes of the Kaiapoi-Tuahiwi Community Board meeting, held on 17 June 2019, as a true and accurate record.

CARRIED

3.2 Minutes of the Public Excluded portions of meetings of the Kaiapoi-Tuahiwi Community Board held on Monday 17 June 2019

(See Blue Public Excluded Agenda papers)

4 MATTERS ARISING

There were no matters arising.

5 DEPUTATIONS AND PRESENTATIONS

A Senior Scientist – Groundwater from Science for Communities, L Burbery, was in attendance and reported on a project focusing on the reduction of nitrate levels in underground aquifers, and he reported on the trial at Silverstream Reserve. As part of his presentation, L Burbery advised that they had developed a filter barrier that is trench about 25x5 metres that is ‘sheet piled’ to stop the trench collapsing, and using filter material that is a combination of wood chip and gravel/sand mix to reduce nitrates in aquifers. Although successful, this method was expensive and was therefore not a cost effective method when using it in practical applications.
L Burbery advised that his team would now experiment with alternative methods such as drilling into the aquifer and depositing gravel piles to use as filters or pumping methane gas into the aquifer to activate chemical reactions to reduce the nitrates.

In response to questions, L Burbery confirmed that these investigations would be carried out at the same site in the Silverstream Reserve. An information panel was currently being prepared for erection at the drilling site to inform the public of the purpose of the testing and the anticipated outcomes.

The Chairperson thanked L Burbery for his informative presentation.

6 ADJOURNED BUSINESS

There was no adjourned business.

7 REPORTS


J McBride spoke to the report and confirmed that a further condition rating would be carried out in the first half of 2020.

R Blair advised that the Board had previously requested the upgrading of the kerb and channel along Williams Street north of Cass Street in Kaiapoi and enquired if this work would form part of the proposed Roading Capital Works Programme for 2019/2020.

In response, J McBride advised that Otaki Street in Kaiapoi and the surrounding area would be the primary focus for this financial year. She however undertook to investigate the area highlighted by the Board.

Moved J Watson seconded M Pinkham

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No. 190709096683;

(b) Notes that feedback can be provided to the Roading and Transport Manager at the Kaiapoi-Tuahiwi Community Board meeting.

CARRIED

7.2 Kaiapoi-Tuahiwi Community Board’s Discretionary Grant Fund 2019/2020 and General Landscaping Fund 2019/2020 – Kay Rabe (Governance Advisor)

K Rabe spoke to the report highlighting the balances for Board funding for the 2019/20 financial year. She confirmed that the amount shown on page 31 of the Agenda (paragraph 4.3) should read $6,242.

S Stewart noted that the final amount of the General Landscape Fund 2019/2020 was yet to be determined and enquired as to when this figure would be available.

K Rabe advised that amount to be carried forward from the 2018/19 financial year was in the process of being finalised. However, the Greenspace Team would be holding a workshop in August 2019 to assist the Board in identifying possible projects for 2019/20. It was anticipated that the General Landscape Fund 2019/2020 budget would be confirmed at the workshop.
Moved R Blair seconded C Greengrass

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No. 190612082575.

(b) Notes that the Board’s General Landscaping Budget allocated by the Council for 2019/20 is $24,860 with a carry forward from 2018/19 yet to be determined.

(c) Notes that the Board’s Discretionary Grant Funding allocated by the Council for 2019/20 is $6,130 and the carry forward from 2018/19 is $1,400 giving a budget of $7,530 for the 2019/20 financial year.

(d) Approves the Board’s 2019/20 Discretionary Grant Fund Application Criteria and Application Form (Trim No.190621087512).

(e) Approves the Board’s 2019/20 Discretionary Grant Accountability Form (Trim No. 190621087555).

(f) Approves that Discretionary Grant Fund applications be considered at each meeting for the 2019/20 financial year (July 2019 to June 2020).

CARRIED

7.3 Application to the Kaiapoi-Tuahiwi Community Board’s Discretionary Grant Fund 2019/2020 – K Rabe (Governance Advisor)

K Rabe spoke to the report outlining the need for mobile jumps to enable the Club to hold events at the Silverstream Reserve without damaging the reserve by installing static jumps.

Moved P Redmond seconded C Greengrass

THAT the Kaiapoi - Tuahiwi Community Board:

(a) Receives report No. 190704094408.

(b) Approves a grant of $500 to the Kaiapoi Branch - North Canterbury Pony Club towards the cost of purchasing mobile jumps for pony club events.

CARRIED

7.4 Elected Member Code of Conduct Refresh – S Nichols (Governance Manager)

K Rabe spoke to the report drawing attention to the refreshed Code of Conduct which took into account changes to legislation, and which also aimed to enhance the effectiveness of the local authority by developing a culture of mutual trust, respect and tolerance.

J Watson enquired about the process that would be followed once a complaint was made. J Palmer stated that the complaint should firstly be raised with the Chairperson of the Board who, after consultation with the Chief Executive, would define an appropriate process.

Various members contemplated the merits of the Community Boards establishing a Code of Conduct Committee, either for individual Boards or a combined Committee comprising of the Chairs of the four Boards to oversee any complaints.

J Palmer suggested that the Board could use the Code of Conduct Committee already established to oversee the Council’s complaints if it so chooses.
P Redmond commented that, in his opinion, this may be the best option as the Council’s Code of Conduct Committee should be unbiased. However, he proposed that the Board should recommend that the new Community Boards review the matter of Code of Conduct Committees when adopting their Codes of Conduct.

*Moved P Redmond seconded R Blair*

**THAT** the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report No. 190625089259.

(b) **Adopts** the 2019 Elected Member Code of Conduct, effective from 31 July 2019. (Trim 190625089193).

(c) **Notes** that the Code of Conduct be refined in particular as regards the establishment (or not) of a Code of Conduct Committee for Community Boards.

**CARRIED**

8 **CORRESPONDENCE**

There was no correspondence.

9 **CHAIRPERSON’S REPORT**

9.1 **Chair’s Diary for June 2019**

*Moved J Watson seconded R Blair*

**THAT** the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report No 190709096486.

**CARRIED**

10 **MATTERS REFERRED FOR INFORMATION**

10.1 **Oxford-Ohoka Community Board meeting minutes – 4 July 2019** *(Trim No. 190705094928)*

10.2 **Woodend-Sefton Community Board meeting minutes – 17 June 2019** *(Trim No. 190703093846)*

10.3 **Rangiora-Ashley Community Board meeting minutes 12 June 2019** *(Trim No. 190606079618)*

*Moved J Watson seconded C Greengrass*

**THAT** the Kaiapoi-Tuahiwi Community Board receives the information in items 10.1-10.03.

**CARRIED**

11 **MEMBERS’ INFORMATION EXCHANGE**

S Stewart

- Attended Kaiapoi Art Expo and Blackwells Fire and Ice Night Market;
- Update on Plan Change 7;
- First meeting of the Land and Water Group later in the week;
- Water Zone Committee refresh; and
- Crown Public Health investigation of arsenic in public wells
P Redmond

- 18 June 2019 - Attended ECan Briefing regarding proposed bus routes at Kaiapo;
- 21 June 2019 – Attended RPA ‘Big Splash” at RSA Rangiora;
- 24 June 2019 – Attended All Boards Briefing;
- 26 June 2019 – Attended KPA ‘Brand’ workshop at the Riverside Church – low attendance but good ideas raised;
- 26 June 2019 – Attended Kaiapoi Marine Precinct workshop;
- 2 July 2019 – Attended WDC Council meeting and unveiling and blessing of Artwork;
- 7 July 2019 – Attended RSA Maritime Service at St Bartholomew;
- 9 July 2019 – Attended Candidate evening at Rangiora;
- 12 July 2019 – Attended Kaiapoi Art Expo opening night;
- 13 July 2019 – Attended Hazards drop-ins at Rangiora and Kaiapoi; and
- 15 July 2019 – Attended the Sustainability workshop regarding E-cars.

M Pinkham

- 17 June 2019 – Attended AGM of Kaiapoi Promotions Association
- 18 June 2019 – Attended Ecan Bus review workshop;
- 19 June 2019 – Attended Pink Ribbon breakfast CT;
- 24 June 2019 – Attended CWNCT Board meeting;
- 26 June 2019 – Attended KPA Business breakfast with Brydon Heller as guest speaker;
- 27 June 2019 – Attended Town Association meeting – considerable concern regarding the Belfast to Kaiapoi cycle route;
- 8 July 2019 – Attended Canterbury Housing and Transport Group – frustration at lack of progress on development of Regional Passenger Transport Plan;
- 10 July 2019 – Attended KPA Committee meeting;
- 12 July 2019 – Kaiapoi Art Expo; and
- 13 July 2019 – Attended WDC Natural Hazards Workshop
  - Frustration at WDC position on Regional Policy Statement (RPS)
  - Reluctance to prepare plans not based on logical boundaries but on the arbitrary RPS boundaries

J Meyer

- New roundabout in Jones Street; and
- Work on District Plan continues

A Blackie

- Attended most of the events covered by other members i.e. Kaiapoi Art Expo, Bus review etc;
- Food Forest report back;
- Dredging project; and
- Silverstream planting – disappointing turnout

C Greengrass

- Attended most of the events covered by other members;
- Attended Access meeting and Museum Meeting;
- Attended Landmarks and Heritage meeting; and
- Attended Garden meeting
R Blair
- Attended All Boards Briefing; and
- ECan Bus Review

12 CONSULTATION PROJECTS

About The Dog Control Bylaw and Policy Review
Consultation would be closing Friday 26 July 2019.

Natural Hazards
Consultation would be closing Friday 26 July 2019.

Road Sealing
Consultation would be closing Friday 2 August 2019.
https://www.waimakariri.govt.nz/have-a-say/lets-talk/consultations/lets-talk-road-sealing

Board members were requested to identify and confirm which consultations they would wish to submit on in the near future.

13 REGENERATION PROJECTS

13.1 Town Centre, Kaiapoi
Updates on the Kaiapoi Town Centre projects were emailed regularly to Board members. These updates could be accessed via the link below:

13.2 Kaiapoi Regeneration Steering Group
The next meeting of the Kaiapoi Regeneration Steering Group would be held in Meeting Room 1, Ruataniwha Kaiapoi Civic Centre, at 4pm on Monday 5 August 2019. This meeting will be open to the public.

14 BOARD FUNDING UPDATE

14.1 Board Discretionary Grant

14.2 General Landscaping Budget
Balance as at 9 July 2019: $24,860. (Excluding carry forward)
MEDIA ITEMS

MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

Section 48, Local Government Official Information and Meetings Act 1987

Moved J Watson seconded M Pinkham

THAT the public be excluded from the following parts of the proceedings of this meeting.

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

<table>
<thead>
<tr>
<th>Item No</th>
<th>Minutes / Report of:</th>
<th>General subject of each matter to be considered</th>
<th>Reason for passing this resolution in relation to each matter</th>
<th>Ground(s) under section 48(1) for the passing of this resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td>15.1</td>
<td>Minutes of the Public Excluded portion of the Kaiapoi-Tuahiwi Community Board meeting of 17 June 2019</td>
<td>Confirmation Of Minutes</td>
<td>Good reason to withhold exists under Section 7</td>
<td>Section 48(1)(a)</td>
</tr>
</tbody>
</table>

This resolution was made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987, and the particular interest or interests protected by section 6 or section 7 of that Act, which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public were as follows:

<table>
<thead>
<tr>
<th>Item No</th>
<th>Reason for protection of interests</th>
<th>Ref NZS 9202:2003 Appendix A</th>
</tr>
</thead>
<tbody>
<tr>
<td>15.1</td>
<td>To carry out commercial activities without prejudice</td>
<td>A2(b)ii</td>
</tr>
</tbody>
</table>

CARRIED

CLOSE MEETING

See Public Excluded Agenda (blue papers)

OPEN MEETING

Open meeting resumed at 5.25pm
17 QUESTIONS UNDER STANDING ORDERS
There was no questions.

18 URGENT GENERAL BUSINESS UNDER STANDING ORDERS
There was no urgent general business.

NEXT MEETING
The next meeting of the Kaiapoi-Tuahiwi Community Board was scheduled for 4pm, on Monday 19 August 2019 at the Ruatanihwa Kaiapoi Civic Centre.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 5.25PM.

_______________________
Chairperson

______________________
Date

Workshop
• Nuisance Bylaw Nick Harrison (Manager Regulation)

Briefing
(Please note - Briefings were public excluded)
• Proposed Kaiapoi Development – Simon Markham (Manager Strategy and Engagement)