

MINUTES FOR THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD HELD IN THE KAIKANUI ROOM, RUATANIWHA KAIAPOI CIVIC CENTRE, 176 WILLIAMS STREET, KAIAPOI ON MONDAY 19 FEBRUARY 2023 AT 4PM.

PRESENT

J Watson (Chairperson), S Stewart (Deputy Chairperson), A Blackie, T Bartle, T Blair and R Keetley.

IN ATTENDANCE

B Cairns and P Redmond (Kaiapoi-Woodend Ward Councillors).

C Brown (General Manager Community and Recreation), G MacLeod (Greenspace Manager), M McGregor (Senior Advisor Community and Recreation), I Clark (Project Manager Community and Recreation), S Docherty (Senior Policy Analyst), K Rabe (Governance Advisor) and A Connor (Governance Support Officer).

There was one member of the public present.

1 APOLOGIES

Moved: J Watson

Seconded: A Blackie

THAT an apology for absence be received and sustained from N Atkinson.

CARRIED

2 CONFLICTS OF INTEREST

J Watson declared a conflict of interest for item 6.4 as she was a member of the Waimakariri Community Arts Council.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Kaiapoi-Tuahiwi Community Board – 11 December 2023

Moved: A Blackie

Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Confirms** the circulated Minutes of the Kaiapoi-Tuahiwi Community Board meeting, held 11 December 2023, as a true and accurate record.

CARRIED

3.2 Matters Arising (From Minutes)

There were no mattering arising from the minutes.

4 DEPUTATIONS AND PRESENTATIONS

4.1 Dr Martinez – Blue Zone

Dr Martinez introduced himself stating his family moved to Kaiapoi seven months ago and he was currently working at the Kaiapoi Family Doctors. He explained that a Blue Zone was a demographic based concept which held the largest concentration of centenarians. The Blue Zones indicated areas that were healthy and where people were able to thrive as humans. There were very few communities in the world working through the process of becoming Blue Zone certified.

Common factors found in Blue Zones included regular physical activity, social engagement, stress management, sense of purpose and a mostly plant based healthy diet. New Zealand already had a good healthcare system in place and social connections between the older generations were prevalent in the Kaiapoi community.

A Blackie questioned if Blue Zones were certified worldwide. Dr Martinez replied there was a system in place to become certified.

T Bartle asked how this would be initially implemented. Dr Martinez noted it could begin with 25% of supermarkets in the area selling Blue Zone approved groceries like fresh fruit and vegetables and ensuring healthy products were available. Another criteria was for 20% of the population to sign a commitment to live a healthier life style.

B Cairns queried if Dr Martinez had presented to any other groups in the community or set up a group to assist with progressing this initiative. Dr Martinez answered the Board was the first conversation he had instigated within the community regarding Blue Zones.

5 ADJOURNED BUSINESS

Nil.

6 REPORTS

6.1 Ground Lease Satisfy Food Rescue and Youth Development and Opportunities Trust – I Clark (Project Manager Community and Recreation).

I Clark and M McGregor were in attendance to present the report which sought approval for two ground leases for the Kaiapoi Community Hub; one for Satisfy Food Rescue and the other for Youth Development and Opportunities Trust (YDOT).

P Redmond questioned if the design would be in the schedule of each lease. I Clark confirmed they would be.

P Redmond was aware of other vendors with a public liability coverage of two million dollars and questioned why only one million dollars was being put forward for these leases. I Clark informed the Board the one million dollars was suggested by the Council's solicitors however the Board could choose to increase that amount.

Following a question from J Watson, I Clark stated YDOT were a trade school for youth currently located on Flaxton Road who provided classes in carpentry, automotive and welding. They also had a gym on site.

J Watson wondered if the design guidelines would be a barrier for groups to build due to costs. I Clark noted the design guidelines were high level. M McGregor stated they were only guidelines and terminology allowed for some leeway. They were in place to ensure that nothing out of scope was built.

J Watson then sought clarity on what the lease differences were. I Clark clarified Satisfy Food Rescue had three vehicles they wished to store overnight whereas YDOT had no vehicles. Also operations of the groups were very different and would require different requirements.

A Blackie asked if there was any update with the MenzShed. I Clark informed the Board that staff had scheduled a meeting with the MenzShed and their architect on site. Staff were hoping to have the lease to the Board in coming months.

B Cairns questioned if Development Contributions would fall on the groups. I Clark stated the development contributions were covered in project budgets.

Moved: J Watson

Seconded: A Blackie

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 240116004847.
- (b) **Approves** the awarding of a ground lease to Satisfy Food Rescue at the Kaiapoi Community Hub located at 38 Charters Street for a term of 30 years.
- (c) **Approves** the concept design from Satisfy Food Rescue.
- (d) **Approves** the awarding of a ground lease to the Kaiapoi Youth Development and Opportunities Trust (YDOT) at the Kaiapoi Community Hub located at 38 Charters Street for a term of 30 years.
- (e) **Approves** the concept design from Youth Development and Opportunities Trust (YDOT).
- (f) **Approves** the design guidelines for the Kaiapoi Community Hub.
- (g) **Approves** delegated authority to the General Manager of Community and Recreation to finalise lease negotiations with interested parties.
- (h) **Approves** delegated authority to the General Manager of Community and Recreation to sign off the final design.
- (i) **Approves** no charges to be incurred for use of the Community Hub Central Lawn for lessees of the Kaiapoi Community Hub for events and activities which Council considers to be community-based and non-commercial.
- (j) **Notes** the lease fee will only be paid if requested (\$1.00 per annum) to fall in line with other community lease agreements, as determined by Council.
- (k) **Notes** that there are slight differences between the lease agreements this reflects the feedback received from the groups as well as the different activities they carry out. However, general conditions are the same.
- (l) **Notes** that Consultation regarding the master plan for the Community Hub was undertaken with the community in late 2021. The location of the proposed buildings on this site is in line with this consultation.
- (m) **Notes** that costs associated with the development of the leased areas will lie with each individual group and the Lessee must ensure that works comply with the site Design Guidelines attached to this report.
- (n) **Notes** Staff have also engaged with Kaiapoi Menz Shed regarding a lease agreement at the Kaiapoi Community Hub however have not received their lease feedback as they are awaiting independent legal advice. This will be brought back to the Kaiapoi Tuahiwi Community Board for approval to grant a ground lease and concept plan when available.
- (o) **Notes** that any lease would be subject to a two-year period to start their build to enable the Groups to raise the funds it needs for the project.
- (p) **Approves** the minimum public liability insurance cover be increased from one million dollars to two million dollars.

CARRIED

J Watson stated this had been a long journey and it was very exciting it had finally come to fruition. A Blackie concurred.

P Redmond was also in support of recommendations and felt the leases were excellent. He noted the guidelines were important to nearby residents.

6.2 **Northern Pegasus Bay Bylaw Review – Hearing Panel Representation – S Docherty (Senior Policy Analyst)**

S Docherty spoke to the report and noted the Council adopted the interim Northern Pegasus Bay Bylaw in August 2023 and at the time staff were asked to do a full review. Consultation had begun in December 2023. In the past beach reviews had been done in person however this year there was also an online survey. Over 250 people had completed the survey so far. 29 submissions had been received for the Bylaw review. Both surveys would end on 1 March 2024. Vehicles, dogs and horses were key issues identified in the 2016 review. Vehicles continued to be an issue during the current review as well as dogs not being under effective control, litter and fishing litter. Staff had undertaken a number of community engagements that resulted in rich engagement and discussion.

S Stewart and T Bartle wished to be considered as the Boards representative on the Hearing Panel. After a brief discussion S Stewart withdrew her nomination.

Moved: J Watson

Seconded: A Blackie

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 231114183168.
- (b) **Appoints** Board Member T Bartle, to the Northern Pegasus Bay Bylaw 2016 (amended 2023) Hearing Panel to hear submissions on the Bylaw and to recommend decisions to the Council (meeting dates to be confirmed).
- (c) **Notes** that this consultation will inform development of a Statement of Proposal for the Proposed Northern Pegasus Bay Bylaw 2024. The Statement of Proposal will be made available to the wider public for input through the Special Consultative Procedure required by the Local Government Act 2002.
- (d) **Notes** that the Northern Pegasus Bay Bylaw 2016 (amended 2023) will not be required to be formally reviewed for another 10 years.

CARRIED

6.3 **Application to the Kaiapoi-Tuahiwi Community Board's 2023/24 Discretionary Grant Fund – K Rabe (Governance Advisor)**

K Rabe informed the Board the Northern Phoenix Paddling Club applied to the Rangiora-Ashley Community Board in December 2023 for \$1,667 for three GoPro cameras and holders and they received \$677.00 which was sufficient funding for one camera and holder, therefore they had applied to Kaiapoi-Tuahiwi Community Board for the balance of the funding required.

Moved: A Blackie

Seconded: S Stewart

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 240110002246.
- (b) **Approves** a grant of \$667 to Northern Phoenix Paddling Club towards the purchasing of Go Pro cameras and holders.

CARRIED

A Blackie felt the club was an asset to community and provided vitality to the river precinct. S Stewart concurred.

S Stewart took the Chair as J Watson removed herself from the discussion and decision making for this item.

Moved: S Stewart Seconded: A Blackie

- (a) **Approves** a grant of \$695 to Waimakariri Community Arts Council – Kaiapoi’s Art on the Quay towards the promotion of exhibitions.

CARRIED

T Bartle felt the group did a lot of good within the community and it was worthy project.

A Blackie noted this was extremely worthwhile request and the group did a large amount of work enhancing the artistic ethos of the area. S Stewart endorsed A Blackies comments.

6.4 **Approval of the Kaiapoi-Tuahiwi Community Board Plan 2023 – K Rabe (Governance Advisor)**

K Rabe took the report as read.

The Board discussed the plan noting a few amendments and corrections to be signed off by the Chair.

Moved: J Watson Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 240112003407.
- (b) **Approves** the Kaiapoi-Tuahiwi Community Board Plan 2022-25 (Trim 23030803183).
- (c) **Authorises** the Chairperson to approve the final version of the Kaiapoi-Tuahiwi Community Board Plan 2023 update, if any further minor editorial corrections are required.

CARRIED

T Bartle felt it was great part of the role of Community Board members was advocating to the Council on key issues and priorities for the community area especially through the annual and long term plans. Also working collaboratively with other Community Boards to promote an understanding of the work being done in the district as a whole and actively participating in Council business including the annual budget to ensure equitable spending across the district while being mindful of rates affordability.

7 CORRESPONDENCE

7.1 Letter from P Croucher regarding McGarry History

7.2 Memo regarding the Kaiapoi Night Market Proposal

7.3 Memo regarding Childrens Day Event

Moved: J Watson Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the correspondence.

CARRIED

8 CHAIRPERSON'S REPORT

8.1 Chairperson's Report for January 2024

All Together Kaiapoi had made the decision to close. There were eight community events created over the last decade and the Group were currently meeting with different parties to see who could potentially take over the events. The main criteria was the event had to stay in Kaiapoi. Kaiapoi Garden Club would take over the garden competition, Ray White would continue the welcome bags and the fun run and Cane Shield would be handed over to those who currently assisted All Together Kaiapoi with the events.

Waimakariri Public Arts Trust had two Trustee resignations which would necessitate advertising for new trustees. No decision making meetings could be held without a quorum.

Pines and Kairaki Beaches Association meeting had raised issues with speeding on Featherstone Avenue. The Association had also received a good turnout of residents regarding the beach user survey for the Northern Pegasus Bay Bylaw Review.

Kaiapoi's Waitangi Day had one of the largest crowds ever.

Attended the All Boards Session.

South Mixed Business Use Area Update.

Met with C Brown regarding Waimakariri Public Arts Trust future and funding matters.

Moved: J Watson

Seconded: A Blackie

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** the verbal report from the Kaiapoi-Tuahiwi Community Board Chairperson.

CARRIED

9 MATTERS REFERRED FOR INFORMATION

9.1 Woodend-Sefton Community Board Meeting Minutes 4 December 2023.

9.2 Oxford-Ohoka Community Board Meeting Minutes 6 December 2023.

9.3 Rangiora-Ashley Community Board Meeting Minutes 13 December 2023.

9.4 Mandeville Resurgence and Channel Diversion Upgrade Project – Report to Council Long Term Plan Budget Meeting 30 January 2024 – Circulates to the Oxford-Ohoka Community Board.

9.5 Draft 2024 Utilities and Roading Management Plans – Report to Council Long Term Plan Budget Meeting 30 January 2024 – Circulated to all Boards.

Moved: J Watson

Seconded: S Stewart

THAT the Kaiapoi-Tuahiwi Community Board

(a) Receives the information in Items.9.1 to 9.5.

CARRIED

10 **MEMBERS' INFORMATION EXCHANGE**

A Blackie:

- Natural Environment Strategy submissions had been heard and a report would come back to the Council shortly.
- Quotes were received for the next stage of Mahinga Kai.
- River Carnival would not be going ahead due to a lack of funding. It may be rescheduled for next spring.

T Bartle:

- North Canterbury Neighbourhood Support were still working through their visions and goals.

T Blair:

- Camped at Muscle Car Madness. There was a large police presence.

R Keetley queried what the financial flow on effect for Rangiora as a result of Muscle Car Madness. C Brown responded staff would have that information however the financial flow over into town was not as much as one would expect.

P Redmond:

- Attended Muscle Car Madness.
- Council had been busy with Long Term Plan meetings.

B Cairns:

- New Zealand Motor Home Association in Kaiapoi had 93% occupancy every day. There was an average of 22 new campervans daily. Reports that Kaiapoi was one of the best NZMCA camping sites in all of New Zealand.
- Sovereign Palms put up first of their community cameras.
- 200,000 immigrants were coming into New Zealand. All welcome bags delivered were to people not born in New Zealand.
- Kaiapoi Museum were working hard to gain access to mezzanine floor, were going to submit to the Long Term Plan with an idea which would be more cost efficient.
- Two local restaurants had been broken into.

S Stewart:

- Attended Greypower meeting, they had 600 financial members in North Canterbury. Large conversations regarding the GP shortage were held.
- Kaiapoi Promotions Association were considering taking over events from All Together Kaiapoi, seemed like a positive direction.
- Waimakariri Biodiversity Trust were repeating a popular talk from last year Biodiversity in the Waimakariri Rural Area. It would be held in the Rangiora Town Hall.

R Keetley:

Nothing to report.

11 **CONSULTATION PROJECTS**

11.1 **Community Development**

Consultation closes Friday 16 February 2024.

<https://letstalk.waimakariri.govt.nz/community-development>

11.2 **Oxford Off-Leash Dog Exercise Area**

Consultation closes Sunday 18 February 2024.

<https://letstalk.waimakariri.govt.nz/oxford-off-leash-dog-exercise-area>

11.3 **Northern Pegasus Bay Bylaw**

<https://letstalk.waimakariri.govt.nz/northern-pegasus-bay-bylaw>

11.4 **Pegasus Bay Beach Users Survey 2023/24**

<https://letstalk.waimakariri.govt.nz/pegasus-bay-beach-users-survey-2023-24>

12 **BOARD FUNDING UPDATE**

12.1 **Board Discretionary Grant**

Balance as at 31 January 2024: \$3,407.

12.2 **General Landscaping Budget**

Balance as at 31 January 2024: \$26,790.

13 **MEDIA ITEMS**

14 **QUESTIONS UNDER STANDING ORDERS**

15 **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

NEXT MEETING

The next meeting of the Kaiapoi-Tuahiwi Community Board will be held at the Ruataniwha Kaiapoi Civic Centre on Monday 18 March 2024 at 4pm.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 5.06PM.

CONFIRMED



Chairperson

18 March 2024

Date

Workshop (5.06pm- 5.12pm)

- *Members Forum*
 - *LTP Workshop Schedule – Kay Rabe (Governance Advisor)*