MINUTES OF THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD
HELD IN THE WOODEND COMMUNITY CENTRE, SCHOOL ROAD, WOODEND ON
MONDAY 12 NOVEMBER 2018 AT 7.00PM.

PRESENT
S Powell (Chairperson), A Thompson (Deputy Chair), J Archer, A Blackie and R Mather.

IN ATTENDANCE
C Brown (Community and Recreation Manager), S Nichols (Governance Manager), M Harris (Customer Services Manager), Joanne McBride (Roading & Transport Manager) and E Stubbs (Minutes Secretary).

1 APOLOGIES
Moved A Blackie seconded J Archer
Apologies for absence were received and sustained from A Allen and J Meyer.

2 CONFLICTS OF INTEREST
There were no conflicts of interest.

3 CONFIRMATION MINUTES
3.1 Minutes of the Woodend-Sefton Community Board – 8 October 2018
Moved J Archer seconded R Mather
THAT the Woodend-Sefton Community Board:
(a) Confirms the circulated minutes of the Woodend-Sefton Community Board meeting, held 8 October 2018, as a true and accurate record.

S Powell highlighted the recent Community Service Awards in particular the award to J Archer. The community service of the Woodend-Sefton ward residents Angela Cramond, Judy Evans and Mark Paterson were also celebrated at the awards and S Powell provided a summary of their work in the community.

S Powell formally recorded the Board's thankyou to Craig Sargison for his work with the Board and congratulated Chris Brown in his new role as Manager - Community and Recreation.

4 MATTERS ARISING
There were no matters arising.

5 DEPUTATIONS AND PRESENTATIONS FROM THE COMMUNITY
There were no deputations.

6 ADJOURNED BUSINESS
There was no adjourned business.
7 REPORTS

7.1 Service Request Information – Maree Harris (Customer Services Manager)

M Harris spoke to the report advising that the management team were keen to get the service request information out to the Boards and community. For this report activity was compared to the previous year, and response timeframes compared across all Board areas.

M Harris welcomed feedback on what information the Board would find useful in future reports. The purpose was to try and provide overview information while more specific queries could be worked through on an individual basis.

M Harris commented that there was reasonable consistency, however the jump in requests in quarter one reflected the rain storms in July/August 2017. She commented that there had also been an increase in staff and contractors using Snap/Send/Solve to capture requests and load into system.

A Thompson commented that the graphs were useful to look at performance. He noted the percentage of service requests completed inside target was consistently around 80% across the wards and asked what prevented it being 100%? M Harris commented that while staff would love that to be higher there were some problems that required a longer time to fix.

A Thompson was surprised to see Animal Control had the highest number of service requests and M Harris advised that was because it included lost and found dogs. It was noted that the Facebook Page was a good tool in this area and had reunited many pets with their owners.

S Powell asked who set the target timeframe. M Harris advised they were set by the departments and often related to external reporting requirements, for example water supply targets. A standard timeframe was around 10 working days however there were urgent priorities, such as a Stop sign down that had a tighter timeframe.

S Powell asked whether for those requests that took longer was there any feedback to the person that the request was being responded to but it would take time. M Harris replied if the work was part of a formal programme the service request was signed off and the feedback provided.

S Powell commented that there had been complaints from people not having heard anything about a service request. M Harris replied as an example that there could be a fine line between drainage and greenspace requests and in some cases a request could be overlooked/fall between. Also in some cases the issue did not relate to Council and the person could be directed to where the issue could get resolved. M Harris made the comment that when something went wrong it could go badly wrong and it was better to hear feedback and know before it got to that stage. The type of thing that could sit around a while were problems with unsealed roads after heavy rain and an issue on private property that staff were not simply able to go and fix. Staff were working hard to improve the feedback loop and communication back to residents.

R Mather appreciated the report. As a suggestion she would like to see the information broken down further into areas – Woodend, Pegasus, Sefton, rural etc. M Harris replied that the breakdown at this stage was at ward level and that currently it was not possible to break the data down further. In the future they were looking to display requests on a map to provide more geographic information and identify hot spots. If a request was related to a particular property that was easier to track, however others could be related to a broader area such as a road.
J Archer asked if service requests captured complaints and M Harris replied most were requests for service rather than a complaint, however if it escalated or was not completed, it could then categorised be as a complaint.

Moved J Archer seconded R Mather

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

(a) **Receives** report No: 181026125997.

(b) **Notes** that all Boards will receive quarterly reports.

(c) **Notes** the importance of ensuring service requests are lodged in the Technology One computer system to enable effective response management and monitoring.

**CARRIED**

### 7.2 Gladstone Road Cycleway Update: Kieran Straw (Civil Project Team Leader) and Joanne McBride (Roading & Transport Manager)

J McBride spoke to the report advising it was to provide an update on progress made on the design of the project. The team had been working on the preferred alignment, surfacing material and width.

The map in the report showed the three sections of the footpath.

Section 1 – the alignment was well set already with purchased property and the alignment on the southern side.

Section 2 – the path could be located to the north or south. A crossing was required at some point. Locating the path on the southern side would incorporate a historic place.

Section 3 – proposed to run the path up the unformed legal road and through Gladstone Park to tie in with the existing path.

J McBride advised they were proposing to go to tender with two options for surfacing: gritted or asphalt. The preferred asphalt would be budget dependant. With regard to the timeframe for the project, the tender closing date was proposed to be 13 February, with construction in March 2019.

J McBride noted there was still no announcement from NZTA regarding the Woodend Bypass, it was likely still some time away.

R Mather asked about the alignment of Section 3. J McBride replied that there were requirements around the run off area and to achieve these it needed to be on the unformed road, not the park.

A Thompson referred to the crossing point and asked if staff had considered a central crossing point with fewer traffic movements as an easier place to cross. J McBride acknowledged there were a number of crossing points, the reasoning for the southern path alignment was incorporation of the Scout monument and absence of shady trees. From a safety perspective there was no issue with crossing at Gladstone Park.

A Thompson referred to the question of surfacing material and the rare opportunity to save $52,000 with a gritted rather than asphalted path. He asked who staff saw as likely users of the path. J McBride commented that with the location and connectivity to Woodend there was potential for a wide range of users, including families, on a walking loop which could include scooters and push chairs. It was unlikely that there would be commuter cyclists. Gritted was an option but would not be as attractive to scooters or push chairs.
S Powell asked if this could be considered as the main cycle route between Pegasus and Woodend. J McBride commented that it was a key link and another key link was that between Ravenswood and Pegasus.

R Mather asked what had happened to the $700,000 of funds for a link between Pegasus and Waikuku and could some of those funds be used? J McBride advised they had been refunded to the developer. The contribution was specifically for an upgrade on Kaiapoi Pa Road which had not eventuated.

Moved A Blackie seconded A Thompson

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

**THAT** the Utilities and Roading Committee:

(a) **Receives** report No. 181012119448

(b) **Supports** the proposal for a 2.3m wide shared path, located on the southern side of Gladstone Road;

(c) **Notes** that the preferred surfacing is a paver-laid asphalt surface on the shared path, however should budget not allow, then the path may remain unsealed with a crusher-dust surface. Section Three of the path through Gladstone Park will be sealed with Asphalt due to the requirements of the Community Greenspace team.

(d) **Notes** that NZTA have made no further announcements regarding the future Woodend Bypass, and that it is unlikely to be constructed for at least ten years.

(e) **Notes** the contract has an estimated tender closing date of 13 February 2019, with construction likely to commence in March 2019

**CARRIED**

A Blackie noted that the Council was ‘pulling heads in’ financially with a $12 million carryover deficit. The Long Term Plan had allocated $300,000 and there was no appetite to exceed that. He did not think the option to asphalt would be approved by Council. The Passchendaele Path had gone $100,000s over budget. He supported a $2.3m gritted path.

A Thompson commented that it was worthwhile that the Board consider the money spent on the path and he was pleased to be given options around spending as $50,000 was a considerable sum.

J Archer commented that the Woodend connection to Gladstone Park was very important. Children could walk or cycle to sports training.

R Mather noted the conversation on Pegasus Facebook Page about the track including suitability for a mobility scooter, there was a need to take that into consideration.

7.3 **Meeting Dates from February 2019 to October 2019 – Edwina Cordwell (Governance Team Leader)**

S Nichols spoke briefly to the report advising that it followed the same pattern during the term alternating between Pegasus and Woodend. Feedback was generally that it worked well. There was no meeting in October due to elections.

A Thompson noted that in the past Waikuku Beach Hall had been ruled out due to poor acoustics. He asked if the issues had been resolved would it be possible to hold meetings there in the future. C Brown advised that improvements had been made. To date there had been little feedback on those improvements. C Brown would follow up with user groups.
S Nichols advised that staff would report back in February 2019 on the use of Waikuku Beach Hall as a venue.

Moved S Powell seconded A Blackie

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

(a) **Receives** report No.181030127169.

(b) **Resolves** to hold Board meetings on the second Monday of the month, commencing at 7.00pm, and alternating venues between the Pegasus Community Centre and the Woodend Community Centre on the following dates:

- Monday 11 February 2019: Pegasus
- Monday 11 March 2019: Woodend
- Monday 8 April 2019: Pegasus or Waikuku Beach Hall dependant on availability and acoustics.
- Monday 13 May 2019: Woodend
- Monday 10 June 2019: Pegasus
- Monday 8 July 2019: Woodend
- Monday 12 August 2019: Pegasus
- Monday 9 September 2019: Woodend

**CARRIED**

7.4 **Submissions on the Draft Zone Implementation Programme Addendum and Greater Christchurch Element of the Draft Regional Public Transport Strategy – Edwina Cordwell (Governance Team Leader)**

S Nichols advised the report was procedural to ensure that the public were able to see what the Board submitted on their behalf. S Nichols noted that Public Transport was an agenda item for an upcoming meeting between Councillors and ECan.

Moved A Thompson seconded R Mather

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

(a) **Receives** report No. 181030127307.

(b) **Notes** the Board’s submissions to the Draft Zone Implementation Programme Addendum and Greater Christchurch Element of the Draft Regional Public Transport Strategy.

**CARRIED**

J Archer thanked S Powell for her contributions to the submissions.

A Blackie advised that the Councillors had expressed their dismay on the Transport Strategy. They had been advised not to focus on runs, schedules and routes as they would be investigated in depth in February.

8 **CORRESPONDENCE**

There was no correspondence.
9 CHAIRPERSON’S REPORT

9.1 Chairperson’s Report for October 2018

S Powell noted the Youth Development Grant had been awarded to two amazing young people. They had the goal of developing a Student Army in Kaiapoi High School (KHS) initially and extending to other schools in the district. The project had the possibility of longevity and they had the support of KHS. There would be a further meeting with students next month.

Moved S Powell seconded J Archer

THAT the Woodend-Sefton Community Board:

(a) Receives report No. 181101128440.

CARRIED

10 MATTERS FOR INFORMATION

10.1 Oxford-Ohoka Community Board meeting minutes – 3 October 2018 (Trim No. 180926111501).

10.2 Rangiora-Ashley Community Board meeting minutes – 10 October 2018 (Trim No. 181003114872).

10.3 Kaiapoi Tuahiwi Community Board meeting minutes – 15 October 2018 (Trim No. 181010118122).


10.5 Review of Water Supply Bylaw 2012 – report to Utilities and Roading Committee 16 October 2018 (Trim No. 180910103408).


Moved R Mather seconded J Archer

THAT the Woodend-Sefton Community Board receives the information in items 10.1-10.6.

CARRIED

11 MEMBERS’ INFORMATION EXCHANGE

11.1 October-November Diary for J Archer and R Mather (Trim No. 181101128460)

11.2 A Blackie

- Sam Huo of Pegasus Golf Club had presented to Council regarding upcoming annual international golf tournaments. There were plans for hotel development so visitors could stay in Pegasus for several days. There was potential for a Golf Academy.

- The Reserves Master Plan was approved at the Regeneration Steering Group meeting. There had been six submissions and only one presented. The plan provided an outline of the location and nature of each of the reserves and the roads. There was an implementation and monitoring plan.

- Congratulated J Archer on his Community Service Award.
• Attended Pegasus Bylaw BBQ in conjunction with local fire brigade, environmental group and council staff. The purpose was around education. A survey was completed with 70 replies. It asked if people knew the rules around the Bylaw such as not being able to drive a vehicle up the beach unless it was for recreational purposes. Commented that the Rangers did a great job however were underfunded and the Bylaw had no teeth. The situation was better than 12 months ago.

11.3 **J Archer**

• Thanked the Board for the acknowledgement of his Community Service Award.
• Concerns around horses on the beach and shellfish.

12 **CONSULTATION PROJECTS**

**Our Space 2018-2048 Greater Christchurch Settlement Pattern Update**

Consultation closes Friday 30 November 2018.


S Powell asked if the Board wanted to do a submission around Our Space. The only thing S Powell noted was that it was focussed on Rangiora and Kaiapoi as the main growth settlement areas of Waimakariri. It was agreed that if members, after reviewing the document, wished to do a Board submission they would contact S Powell and a draft would be prepared.

13 **FOSTERING COMMUNITIES**

14 **BOARD FUNDING UPDATE**

14.1 **Board Discretionary Grant**

Balance as at 7 November 2018: $2,627.45.

14.2 **General Landscaping Fund**

Balance as at 5 September 2018 $12,160.

15 **MEDIA ITEMS**

The new boat River Queen was noted.

16 **QUESTIONS UNDER STANDING ORDERS**

17 **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

**NEXT MEETING**

The next meeting of the Woodend-Sefton Community Board is scheduled for 7pm, Monday 10 December 2018 at the Pegasus Community Centre.
THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 8.06pm.

CONFIRMED

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Chairperson

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Date

**Workshop**

- *Dan Lewis (Greenspace Community and Engagement Officer) and J McBride (Roading and Transport Manager) – Cycleways and Walkways.*

Discussion of possible options for cycleways and walkways for commuter and recreational use and connectivity between key centres and localities.

- *Members Forum*