MINUTES OF THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD
HELD IN THE WOODEND COMMUNITY CENTRE, SCHOOL ROAD, WOODEND ON
MONDAY 10 JULY 2017 AT 7PM.

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

IN ATTENDANCE
Mayor Ayers, C Brown (Community Green Space Manager), S Nichols (Governance
Manager), K Stevenson (Roading Manager), R McClung (Senior Policy Analyst), and
E Stubbs (Minutes Secretary).

1 APOLOGIES
Nil.

2 CONFLICTS OF INTEREST
Item 7.1 - A Thompson as a member of the Taranaki Reserve Advisory Group.

3 CONFIRMATION MINUTES
3.1 Minutes of the Woodend-Sefton Community Board – 12 June 2017

Moved A Thompson seconded A Allen

THAT the Woodend-Sefton Community Board:

(a) Confirms the circulated minutes of the Woodend-Sefton Community
Board meeting, held 12 June 2017, as a true and accurate record.

CARRIED

3.2 Minutes of the Woodend-Sefton Community Board Public Excluded
Portion – 12 June 2017

Moved S Powell seconded A Blackie

THAT the Woodend-Sefton Community Board:

(b) Confirms the circulated minutes of the Public Excluded portion of the
Woodend-Sefton Community Board meeting, held 12 June 2017, as a
true and accurate record.

CARRIED

4 MATTERS ARISING
Nil.

5 DEPUTATIONS FROM THE COMMUNITY
Nil.
6 ADJOURNED BUSINESS

Nil.

7 REPORTS

7.1 Taranaki Reserve Advisory Group – D Cameron (Community Green Space Engagement Officer)

C Brown spoke to the report seeking the Board’s permission to establish a formal Taranaki Reserve Advisory Group whose main purpose would be to guide development of the reserve in partnership with the Council’s Green Space staff.

C Brown explained that the Taranaki Reserve is classified as a Natural Reserve under the Council’s Green Space Activity Management Plan 2015. Historically it had been leased for grazing. Members of the community had already been developing the reserve through native planting. A proposed list of residents who could be considered to form the Advisory Group was included with the report.

A Blackie advised that at a meeting of the Drainage Advisory Group the Taranaki Reserve had been discussed. Brian Stokes, a local landowner who knew the stream well, expressed interest in being a member of the Taranaki Reserve Advisory Group and would be able to provide guidance on drainage. C Brown advised that if the Board wished to add another person to the proposed list of members that would be acceptable to staff. It was suggested that Environment Canterbury (ECan) and Council drainage staff should also be included.

A Allen noted that staff had applied to the Board’s General Landscaping Fund for a $2,000 kick-start for the Taranaki Reserve Advisory Group and queried whether the group would be requesting $2,000 annually from the Board. C Brown replied no and that this was a one-off specific application.

Moved R Mather seconded A Blackie

THAT the Woodend-Sefton Community Board recommends

THAT the Community and Recreation Committee:

(a) Receives report No. 170601056455.

(b) Approves the proposed Terms of Reference included as attachment (iii) TRIM 170601056469.

(c) Approves the list of members recommended by staff included as attachment (ii) TRIM 170601056470 with the addition of Brian Stokes.

(d) Appoints Community Board member Andrew Thompson to be a member of the Advisory Group.

(e) Notes that a Concept Plan will be prepared in partnership with the Advisory group.

(f) Notes that staff will bring the Concept Plan back to the Board for approval once the draft has been completed.

CARRIED
7.2 Woodend Pegasus Area Strategy - Update on Implementation Actions – R McClung (Senior Policy Analyst)

R McClung spoke to the report which was to provide an update on progress for the short to medium term implementation actions identified in the Woodend Pegasus Area Strategy. The Strategy was a 'decision making' framework for the Woodend Pegasus area and was split into four themes: Connectivity, Business, Community and Open Spaces.

R McClung noted that a number of actions commenced with planning and needed to be linked with Long Term Plan (LTP) processes. The Board may have received updates on individual projects however this report provided an overview of progress for the Strategy as a whole. R McClung acknowledged the support of staff members: K Stevenson, C Brown, T Sturley and S Hart in preparation of the document.

S Powell noted that the strategy was a ‘living document’ and asked if additions could be made. R McClung advised they could if they were rooted in an original action. For example the Kaiapoi Pa Road had changed from a formal roading proposal into a walkway connection.

S Powell suggested that pedestrian/cyclist access at the roundabout between Ravenswood and Pegasus should be included. K Stevenson commented that although it was not in the document it was not being ignored. Currently the NZTA Safe Roads Alliance were considering that section of road and work was also being undertaken as part of the Council’s Walking and Cycling Strategy 2017-2022. Pedestrian access over SH1 was problematic and there would not be a short term fix.

A Allen commented that Rolleston faced similar challenges and asked if staff had considered how these had been addressed. K Stevenson commented that Rolleston was a larger township with differing issues and options. He noted that NZTA were engaging well with communities.

R Mather commented that in her view, the strategy overstated the Council’s involvement in the Pegasus Community Directory. She also requested that R McClung provide feedback to T Sturley that the response to the ‘audit of all community spaces’ did not seem to address the corresponding action. R Mather also suggested that T Sturley liaise with Pegasus Residents’ Group regarding the comments on the Community Directory.

S Nichols commented that any change to the strategy would need to come back to the Board for consideration.

A Thompson commented that the strategy was an interesting document but that he had been unaware of its existence, acknowledging it had been created during the previous term. He appreciated the report had come before the Board and asked how the Board could create the opportunity to use the strategy to help shape on going thinking and debate, rather than just review it every five years. R McClung advised that the District Development Strategy would be completed before Christmas and that timing would provide a good opportunity to refresh/revisit the Woodend Pegasus Area Strategy. The refresh could potentially occur in the first quarter of next year.

A Allen queried if there was a date for the vesting of the Pegasus Lake to the Council. C Brown commented that although there was currently no date for the lake investiture as it was linked with consent conditions, there were negotiations around vesting land situated around the lake and other infrastructure. Water quality issues were holding up the process of vesting the lake itself. S Nichols advised that G Cleary had provided an update regarding the lake earlier in the term and staff would organize information for A Allen.
Moved A Allen seconded A Thompson

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

(a) **Receives** report no. 170609059154.

(c) **Notes** the short and medium term actions identified in the Woodend Pegasus Area Strategy, as listed in Attachment ii, Trim No. 170609059154.

(d) **Notes** the progress made in implementing the short to medium term actions as signalled in Attachment ii, Trim No. 170609059154.

**CARRIED**

A Thompson commented that a link to the Strategy from the Woodend-Sefton Community Board’s web page would be useful. R McClung advised she would arrange this.

The Board agreed that it would be appropriate to revisit the Woodend Pegasus Area Strategy in the 1st quarter of 2018.

### 7.3 Approval of the Woodend-Sefton Community Board’s Submission to the Canterbury Regional Land Transport Committee – Proposed 3 Laning Southbound of the Waimakariri Bridge – E Cordwell (Governance Adviser)

S Nichols spoke briefly to the report noting that the Draft Submission had been circulated for comment to board members on a number of occasions and approved in principle by the Chair. It had been submitted that day to ensure deadlines were met.

J Archer expressed concern that the submission had been sent in prior to further discussion by the Board as he had requested that his concerns be listened to. J Archer disagreed with, and objected to, the Board’s submission expressing concern that, in his view, the 3 Laning southbound would take the emphasis off the proposed Woodend Bypass and extend the timeline for the construction of the bypass. It was his view that the 3 Laning southbound would not assist traffic volumes and flow through Woodend which was getting worse day by day. He did not support the construction of the 3 Laning southbound until the Woodend Bypass had been completed. S Nichols advised that if the Board now wished to change its submission it would still be possible to retract and send a revised version if such changes could be agreed within the Board meeting.

R Mather did not see how the 3 Laning would have an adverse effect on Woodend.

J Meyer commented that he understood J Archer’s view, however he also noted that by constructing the 3 Laning southbound at the same time as the northbound, $22 million could be saved. It was commonsense to complete the lanes at the same time. He believed it was extremely positive and would encourage growth. J Meyer did not believe that 3 Laning southbound would mean the Woodend Bypass would be delayed rather that it would bring it forward and release funds to potentially support this and other planned projects.

J Archer believed that the $20 million identified for the 3 Laning southbound project should be spent on the Woodend Bypass instead.

A Thompson supported the Board’s submission and believed the money spent on the 3 Laning southbound would have no influence on the bypass as it was a separate project.
Moved S Powell    seconded R Mather

THAT the Woodend-Seton Community Board:

(a) Receives report No. 170629067462.

(b) Approves the Board’s Submission to the Canterbury Regional Land Transport Committee in relation to a third lane south at the Waimakariri Bridge as part of the Christchurch Motorway extension (Trim 170620063218).

CARRIED

J Archer Against

7.4 Woodend-Seton Community Board Discretionary Grant Fund 2017/2018
– E Cordwell (Governance Adviser)

S Nichols spoke briefly to the report noting that it was an opportunity to reflect on the application criteria and form for the Discretionary Grant Fund. There had been no proposed changes to the form this year and there had been no adverse feedback received. There had been some tweaks over the previous few years. S Nichols commented that staff tried to keep the application form to two pages to make it easy for applicants and as a reflection of the maximum amount of funding that could be sought. There was likely to be a workshop with all elected members ahead of the Long Term Plan to review the criteria.

S Powell asked if applications could be considered monthly or bi-monthly and S Nichols advised that it was the Board’s choice. She noted that each application needed to be assessed on its own merits and should not be compared to other applications.

A Allen asked if the accountability form was always adhered to S Nichols confirmed that this was the case and that an application from a group who had successfully applied to the Board in the past but who had not completed the Accountability forms would not be submitted for Board consideration until this had been completed. Photos of the funded activity or equipment were sometimes submitted with the Accountability forms and A Allen expressed an interest in sharing these with Board members.

Moved S Powell    seconded A Allen

THAT the Woodend-Seton Community Board:

(a) Receives report No. 170628066644.

(b) Approves the Board’s 2017/2018 Discretionary Grant Application Criteria and Application Form

(c) Approves the Board’s 2017/2018 Discretionary Grant Accountability Form

(d) Notes that the Discretionary Grant funding available for the 2017/18 financial year is $2,970 plus any carry forward approved by the Council at its meeting of 4 July 2017

(e) Approves that grant applications will be considered by the Board at every meeting/month from the 2017/2018 financial year (July 2017 to 30 June 2018)

CARRIED

R Mather believed it was fairer on the group applying to have the grant applications considered monthly as groups often had time constraints to consider.
A Blackie advised that the Council had approved the carry forward of 2016/17 Discretionary Grant funds at its July meeting. S Nichols suggested that the Board should regularly review its Discretionary Fund balance, particularly in April/May 2018 to ensure all funds are distributed to the community. Board members should use their networks and community liaison activities to promote the fund and encourage appropriate applications.

8 CORRESPONDENCE
8.1 Thank you letter from Sefton School for the Board's Discretionary Grant funding.
The Board received the correspondence.

9 CHAIRPERSON’S REPORT
9.1 Chair’s Report for 5 June - 2 July 2017

Moved S Powell seconded R Mather

THAT the Woodend-Sefton Community Board:
(a) Receives report No.170704068780.

CARRIED

10 MATTERS FOR INFORMATION
10.1 Oxford-Ohoka Community Board meeting minutes – 8 June 2017 (Trim No. 170529054345)
10.2 Rangiora-Ashley Community Board meeting minutes – 14 June 2017 (Trim No. 170609059023)
10.3 Kaiapoi-Tuahiwi Community Board meeting minutes – 19 June 2017 (Trim No. 170616061655)
10.4 Report back on New Zealand Community Boards’ Conference 2017 - J Ensor, S Farrell and T Robson (Board members) – Report to Oxford-Ohoka Community Board – 8 June 2017 (Trim No. 170522051418)
10.5 Report back on New Zealand Community Boards’ Conference 2017 - J Gerard QSO, J Hoult, S Lewis, D Lundy and C Prickett (Board members) – Report to Rangiora-Ashley Community Board – 14 June 2017 (Trim No. 170531055432)
10.6 Report back on New Zealand Community Boards’ Conference 2017 - J Watson, R Blair and P Redmond (Board members) – Report to Kaiapoi-Tuahiwi Community Board – 19 June 2017 (Trim No. 170524052913)

Moved J Meyer seconded A Allen

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

CARRIED

11 MEMBERS’ INFORMATION EXCHANGE
11.1 Rhonda Mather (Report Trim No. 170704068885)
• Noted that the Pegasus Residents Group was putting in a submission to the District Development Strategy.
• Noted that assistance was required getting the Pegasus, Woodend, Waikuku Directory ready for printing.
• The Pegasus Community Centre Opening event would be held on 13 August 2017 and the Board was invited to have a presence.

11.2 Andrea Allen  (Report Trim No. 170704068901)
• Acknowledged S Powell’s letter on behalf of the Board to the Canterbury District Police regarding the proposed changes to Community Policing.
• Commented that the Neighbourhood Support Old Fashioned Picnic had been a lovely day.

11.3 Al Blackie  (Report Trim No. 170704069090)
• Noted two corrections to his report being on the 15 June he delivered a presentation to ARA students on the Kaiapoi River. On 22 June he was unable to attend the Dr Henry Hudson presentation.
• A research student was currently in the district for 5-6 weeks regarding earthquake recovery. He was seeking a contact in Woodend.
• Commented that at the latest Drainage Advisory Group meeting there had been questions regarding the chemical treatment of Pegasus Lake. These had been referred to Green Space.
• Advised that Council had requested staff develop a district-wide policy for planting and removal of Silver Birch trees on Council owned land. He commented on recent allergenic information relating to Silver Birch trees.

11.4 A Thompson
• A report will be presented to the Council in August regarding the Draft Northern Pegasus Bay Bylaw seeking Council’s approval for public consultation on the Implementation Plan. Was delighted with Taranaki Stream progress. Several hundred plants had already been planted.

11.5 J Meyer
• Commented on the July Council meeting.

11.6 J Archer
• Woodend Community Association – the opening event for the Woodend Beach walkway had been discussed and a name had been suggested by the Association for the walkway. The Mayor noted that it was the responsibility of Community Boards to name cycle/walkways. S Nichols would discuss the process with staff for a formal report to be presented for Board consideration.

12 CONSULTATION PROJECTS
12.1 District Development Strategy
12.2 Cones Road Speed Limit
12.3 Mandeville Speed Limit Review
12.4 Rangiora Speed Limit Review
12.5 Kaiapoi East Reserve Road Access Options
12.6 **Rubbish (Waste Management Minimisation Plan)**

The Board noted the Consultation Projects. A drop-in session on the Waste Management and Minimisation Plan would be taking place on Saturday 22nd July from 2pm to 4pm at the Pegasus Community Centre.

R Mather’s contribution to the Board’s District Development Strategy submission was acknowledged.

13 **FOSTERING COMMUNITIES**

Nil.

14 **REGENERATION PROJECTS**

14.1 **Town Centres, Woodend-Pegasus**

14.2 **New Arterial Road, Kaiapoi**

The Board noted the Regeneration Projects.

15 **BOARD FUNDING UPDATE**

15.1 **Board Discretionary Grant**

Balance as at 4 July 2017: $3,790

15.2 **General Landscaping Budget**

Balance as at 1 July 2017: $15,278.71

The Board noted the balances.

16 **MEDIA ITEMS**

It was noted that there had been coverage of the Board's activities in the Northern Outlook, North Canterbury News and the Kaiapoi Advocate.

A Thompson commented that a photo of the Pegasus Beach Toilet block being removed had received 1,300 views in 24hrs.

17 **QUESTIONS UNDER STANDING ORDERS**

There were no questions under Standing Orders.

18 **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 14 August 2017 at the Pegasus Community Centre.
THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 8.06PM.

CONFIRMED

__________________________
Chairperson

__________________________
Date

Workshop (8.06 pm to 8.30pm)

1. Members reviewed the outcomes from the LGNZ Community Boards’ Conference and discussed potential projects for the future. It was agreed that the current information exchange with the community was balanced and that the Board would continue to attend community events and have a presence in the community whenever practical.