MINUTES FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD
HELD IN THE WOODEND COMMUNITY CENTRE, SCHOOL ROAD, WOODEND ON
MONDAY 11 SEPTEMBER AT 7PM.

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

IN ATTENDANCE
C Sargison (Manager, Community and Recreation), S Nichols (Governance Manager) and
E Stubbs (Minutes Secretary).

1 APOLOGIES
Nil.

2 CONFLICTS OF INTEREST
R Mather Item 7.2 as an executive member of the Pegasus Residents Group.

ACKNOWLEDGEMENTS
The Chair acknowledged the recent passing of Councillor Peter Allen, reflecting on
the loss to the district of a committed advocate.

3 CONFIRMATION MINUTES
3.1 Minutes of the Woodend-Sefton Community Board – 14 August 2017

Moved J Meyer Seconded R Mather
THAT the Woodend-Sefton Community Board:
(a) Confirms the circulated minutes of the Woodend-Sefton Community
Board meeting, held 14 August 2017, as a true and accurate record.

CARRIED

4 MATTERS ARISING
Nil.

5 DEPUTATIONS FROM THE COMMUNITY
Nil.
6 **ADJOURNED BUSINESS**

6.1 **Memorial Seat: Alison Swain – Additional Information – C Brown (Community Greenspace Manager)**

Report 170721076337 was left to lay on the table from the September Board meeting, pending further information. That additional information and revised staff recommendations were provided by way of Memo no. 170830094153.

C Sargison spoke briefly to the report. Staff had spoken to the family who supported a standard seat due to concerns around vandalism with the original submitted design; in addition it would allow installation in time for a family anniversary. The outcome of the staff discussions with the family resulted in a change of recommendation to a standard seat design. The family would take the opportunity to place handprints in the concrete pad.

S Powell asked if the plan needed to go to ECan, being on the stop bank. C Sargison advised all that was required was for the Board to pass the resolution and staff would manage the details.

A Allen asked if the seat could be differentiated by staining. C Sargison advised that it was not generally done that close to the sea. The natural weathering of the seat visually suited that environment and had been part of the discussion with the family.

Moved R Mather    seconded A Thompson

THAT the Woodend-Sefton Community Board:

(a) **Receives** memo No. 170830094153.

(b) **Notes** the change in wishes of the family to support the installation of a standard seat as opposed to the originally proposed unique design.

(c) **Supports** staff installing a standard seat with plaque in the chosen location, along the Waikuku stop banks (near the end of Park Terrace) with opportunity for the family to place handprints into the concrete pad.

CARRIED

R Mather commented that it was a good outcome after Council discussion with the family.

6.2 **Applications for Woodend-Sefton Community Board Discretionary Grant 2017-2018 – E Cordwell (Governance Adviser)**

S Nichols spoke briefly to the report, noting a memo answering some of the questions raised had been circulated to the Board. Both Rangiora-Ashley and Oxford-Ohoka Community Boards had declined a similar application. Reasoning for declining the applications included costs associated with the project, target audience benefits, contents and the belief the concept was tired and needed a revamp. It was also noted that Council provided standard material to new ratepayers. While the bags had some value initially as a neighbourhood connection tool, particularly after the earthquakes they were not used in that way so much now. It was the discretion of the Board to grant funding.

S Powell asked if the project would proceed without board funding. S Nichols advised that the project would likely wind down. There were still a number of bags in stock. C Sargison explained that it was a post-earthquake initiative with development of new subdivisions. A muffin recipe had been included
with the idea that neighbours could introduce themselves over a plate of muffins.

A Blackie commented that the idea in Kaiapoi was that the project would go back to local community groups to take over and fund themselves and ‘pay it forward’. J Meyer explained that years ago when the idea started Kaiapoi Promotions and businesses helped fund the project. He suggested that when Ravenswood progressed it would be worth considering for that area.

A Allen queried whether the question of viability had been raised before. Staff indicated that viability was raised during the grant application consideration by other Community Boards.

R Mather commented that she had had first-hand experience with the bags. They had been a success in Pegasus as a tool to welcome people who were delighted to receive a bag. The bags had been personalised to Pegasus. It was important not to be sponsored by businesses so that it maintained community information. S Powell asked if the information provided in the Pegasus bags was relevant, which R Mather confirmed was the case.

A Allen enquired who received the bags in Pegasus. R Mather replied it was for newcomers and the elderly, especially those on their own, were most appreciative of the information. To help identify and ensure newcomers received a bag The Main Street Store, real estate agents, Facebook and the Pegasus Community Centre were all used.

A Thompson commented that he was uncomfortable supporting the whole of the district’s bags when two community boards had turned it down and one had not been approached. C Sargison advised that the resolution could be amended for a smaller area.

A Allen asked if bags were being handed out in other parts of the ward. It was advised that the Woodend Community Association distributed bags. It was uncertain if that happened in Sefton however that area had not been of focus as it did not experience the growth of other areas.

Moved R Mather    seconded J Archer

THAT the Woodend-Sefton Community Board:
(a) Receives report No. 170718074699.
(b) Approves a grant of $500 to Social Inclusion Initiatives Group towards the costs of Welcome Bags for newcomers to the Woodend-Sefton Ward.

CARRIED

R Mather remarked that she was uncomfortable supporting bags for outside the ward. Pegasus had been proactive in distributing bags to newcomers.

6.3 General Landscaping Budget – C Sargison: (Community and Recreation Manager)

To be considered at Item 17 -matters to be considered with the public excluded.
7 REPORTS

7.1 Woodend Beach Road Walkway/Cycleway Naming, Planting and Seat Installation – G Reburn (Parks and Recreation Operations Team Leader)

C Sargison noted that the Walkway/Cycleway had been well discussed and the report was self-explanatory.

S Powell asked if anyone else do the planting. C Sargison advised that the location required traffic management and the protocols complex with the Health & Safety standards required by the Council. S Powell also asked whether it was usual for a Community Board to pay for installation of, as in this instance, a seat. C Sargison advised that the fundraising for the seat had been driven by the Lions and it was normal use for the landscaping budget to provide assistance with a community project.

J Archer commented that the Council assisted with a lot of community planting days however coordinating traffic management and volunteers created issues. The proposal was for the Board to fund the plants and the Council would plant and maintain them.

A Blackie enquired on the rationale for the seat being in that location. J Archer noted it looked back toward the town, was a sunny corner and it was where there was the most space, elsewhere down the track it was more confined.

Moved A Blackie    seconded A Allen

THAT the Woodend-Sefton Community Board:

(a) Receives report No. 170901094692.
(b) Approves the new cycleway/walkway along Woodend Beach Road being named Jill Creamer Walkway.
(c) Approves that the $800 cost of the concrete seat pad construction and seat installation on the corner of Sandhill and Woodend Beach Roads be covered by the Woodend – Sefton General Landscape Development Budget.
(d) Approves that the $2471 cost for supply of plants and planting above the path and gabion wall on Woodend Beach Road be covered by the Woodend – Sefton General Landscape Development Budget.
(e) Thanks the Woodend Community Association for their work and major contribution to the development and implementation of the Woodend Beach Road Walkway/Cycleway

CARRIED

A Blackie thanked the Woodend Community Association for their ongoing commitment to the walkway.

S Powell reflected on the community involvement of Jill Creamer. The community had had an opportunity to put forward names for the walkway as in the May 2017 Woodpecker there had been a request for suggestions.
7.2 **Application for Woodend-Sefton Community Board Discretionary Grant 2017-2018 – E Cordwell (Governance Adviser)**

Having declared a conflict of interest, R Mather sat back from the table and did not participate in the discussion.

S Nichols took the report as read.

S Powell asked how much had been approved for the event last year. S Nichols replied $400, was funded towards the popular event.

A Allen asked where the event was promoted. S Nichols advised that it was within Pegasus however visitors from elsewhere would not be turned away.

Moved A Thompson seconded A Allen

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

(a) **Receives** report No. 170823091211.

(b) **Approves** a grant of $500 to Pegasus Residents’ Group towards the costs of the Pegasus ‘Christmas on the Lake’ event.

CARRIED

R Mather abstained

A Allen supported the event, particularly if it was widely advertised.

7.3 **Ratification of the Woodend-Sefton Community Board’s Submission to the Waimakariri District Council regarding the Northern Pegasus Bay Bylaw 2016 Implementation Plan - E Cordwell (Governance Adviser)**

S Nichols advised that the submission had been circulated for comment and required formal ratification.

Moved A Blackie seconded J Archer

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

(a) **Receives** report No. 170824091404.

(b) **Ratifies** the Board’s Submission to the Waimakariri District Council regarding the Northern Pegasus Bay Bylaw 2016 Implementation Plan. (Trim 170825092113).

CARRIED

7.4 **Ratification of the Woodend-Sefton Community Board's Submission to the Waimakariri District Council regarding the Draft Waimakariri Accessibility Strategy: “Towards an Inclusive Environment – E Cordwell (Governance Adviser)**

S Nichols advised that the submission had been circulated for comment and required formal ratification.

Moved J Meyer seconded A Allen

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

(a) **Receives** report No. 170824091452.
(b) **Ratifies** the Board’s Submission to the Waimakariri District Council regarding the Draft Waimakariri Accessibility Strategy: “Towards an Inclusive Environment”. (Trim 170828092672)

**CARRIED**

7.5 **Summary of Discretionary Grant Accountability 1 January 2017 to 30 June 2017** – E Cordwell (Governance Adviser)

S Nichols advised the report is presented to the Board every six months to provide an update. Staff would continue to request accountability forms. If a group had made an application but had not competed a prior accountability form staff would work to ensure the paperwork was up to date.

Moved A Allen    seconded J Meyer

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

(a) **Receives** report No 170830093802.

(b) **Circulates** a copy of this report to all of the Community Boards.

**CARRIED**

8 **CORRESPONDENCE**

Nil.

9 **CHAIRPERSON’S REPORT**

9.1 **Chairperson’s Report for August-September 2017**

Moved S Powell    seconded J Archer

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

(c) **Receives** report No. 170904095269.

**CARRIED**

10 **MATTERS FOR INFORMATION**

10.1 **Oxford-Ohoka Community Board meeting minutes – 3 August 2017**

(Trim No. 170808084495)

10.2 **Rangiora-Ashley Community Board meeting minutes – 9 August 2017**

(Trim No. 170808084508)

10.3 **Annual Report: Dog Control 2016/2017** – M Johnston, (Environmental Services Manager) – Report to Planning and Regulation Committee meeting 15 August 2017 (Trim No. 170710071156)

10.4 **Water Conservation Strategy Implementation Summary for 2016/17** – Colin Roxburgh (Water Asset Manager) – Report to Utilities and Roading Committee 15 August 2017 (Trim No. 170803082745)

10.5 **Changes to Kaiapoi (West) Speed Limits** – K Stevenson, (Roading Manager) – Report to Council meeting 5 September 2017 (Trim No. 170822090290)

10.6 **Update on Cam River Enhancement Project** - J Fraser, (Utilities Planner) and O Davies (Drainage Asset Manager) – Report to Utilities and Roading Committee 15 August 2017 (Trim No. 170803082835)
10.7 **Request for Funding to be Brought Forward for Bramleys Road Well Consent to take Water** – C Roxburgh (Water Asset Manager) – Report to Council 5 September 2017 (Trim No. 170811086311)

Moved A Blackie  seconded J Archer

**THAT** the Woodend-Sefton Community Board receives the information in items 10.1-10.7.

**CARRIED**

11 **MEMBERS’ INFORMATION EXCHANGE**

11.1 **August-September Diary for A Thompson, J Archer, R Mather and** (Trim No. 170904095226)

11.2 **A Blackie**

- Commented on the September Council meeting;
  - Bramley Road Well, the only implication was there would be mixing of water on occasion when the pressures and demands affected it.
  - Mark Inglis, the coordinator of the Hurunui Trails Trust spoke to the Council regarding the proposed cycle trail from Picton to Christchurch and was working with staff.

11.3 **A Allen**

- Attended Neighbourhood Support Meeting.
- WHAG – the late P Allen’s contribution was acknowledged.
  Mental health was still a big issue and they were attempting to get youth support. There had been 80 suicides in Canterbury in the year to date, with feedback that people were anxious about approaching their GP. The message was that no-one was to be turned away.
  Presbyterian Support was in need of volunteer drivers.

11.4 **J Meyer**

- Attended the Community Service Awards where a large number of talented people were recognised.
- The Kaiapoi Food Forest was open.
- Roading, including the Kaiapoi Bypass was going well.

S Powell thanked A Thompson for attending the Community Awards in her absence. A Thompson commented they were brilliant.

11.5 **J Archer**

- Attended Woodend Community Association AGM and stood down as president. The new President was Mark Patterson.

11.6 **A Thompson**

- Had assisted a beach resident having issues with water ponding. Council had done a good job responding to complaints however there was not an easy fix. He flagged that in the future this could increasingly become an issue for beach community’s to address.

12 **CONSULTATION PROJECTS**

Nil.
13 **FOSTERING COMMUNITIES**

Nil.

14 **REGENERATION PROJECTS**

14.1 **Town Centres, Woodend-Pegasus**

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, 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:


15 **BOARD FUNDING UPDATE**

15.1 **Board Discretionary Grant**

Balance as at 11 August 2017: $2,955.

The Board noted the balance.

16 **MEDIA ITEMS**

A Allen acknowledged A Thompson’s YouTube video.

S Nichols advised that each Community Board would have a media liaison person for communications and the initiative would be underway next month. Karen Lindsay-Lees was the media liaison for the Woodend-Sefton Community Board.

A photo of the full community board would be taken in the New Year, following the appointment of a new member to the Rangiora-Ashley Community Board.

17 **MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED**

*Section 48, Local Government Official Information and Meetings Act 1987*

Moved S Powell seconded A Blackie

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

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each 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>17.1</td>
<td>C Sargison (Manager Community and Recreation)</td>
<td>General Landscaping Budget</td>
<td>Good reason to withhold exists under Section 7</td>
<td>Section 48(1)(a)</td>
</tr>
</tbody>
</table>

This resolution is 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 are 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>17.1</td>
<td>Protection of privacy of natural persons To carry out commercial activities without prejudice</td>
<td>A2(a) A2(b)ii</td>
</tr>
</tbody>
</table>

CARRIED

**Closed meeting**

The public excluded portion of the meeting occurred from 7.58pm to 8.09pm

**Resolution to resume in Open Meeting**

Moved J Meyer seconded R Mather

THAT open meeting resumes and the business discussed with the public excluded remains public excluded until staff have informed family, after which time the resolution may be made public.

CARRIED

**Open meeting**

18 **QUESTIONS UNDER STANDING ORDERS**

Nil.

19 **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

Nil.

**NEXT MEETING**

The next meeting of the Woodend-Sefton Community Board is scheduled for 7pm, Monday 9 October 2017 at the Pegasus Community Centre.
THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 8.10pm.

CONFIRMED

______________________
Chairperson

______________________
Date