MINUTES OF THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD
HELD IN MEETING ROOM 1 (UPSTAIRS), RUATANIWA KAIAPOI CIVIC CENTRE;
176 WILLIAMS STREET, KAIAPOI ON MONDAY 16 JULY 2018 COMMENCING AT
4.00PM.

PRESENT
J Watson (Chairperson), C Greengrass, R Blair, M Pinkham and P Redmond.

IN ATTENDANCE
Councillor J Meyer.

S Markham, (Manager Strategy and Engagement), D Haussman (Media and Visual
Communications Coordinator), J McBride (Roading and Transport Manager), T Ellis
(Development Planning Manager), E Cordwell (Governance Advisor), and A Smith
(Committee Advisor)

1 APOLOGIES
Moved J Watson seconded C Greengrass
THAT apologies for absence be received and sustained from A Blackie, Board
Members N Atkinson and S Stewart.
CARRIED

2 CONFLICTS OF INTEREST
There were no conflicts of interest recorded.

3 CONFIRMATION OF MINUTES
3.1 Minutes of the Kaiapoi-Tuahiwi Community Board – 18 June 2018
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 18 June 2018, as a true and accurate record.
CARRIED

4 MATTERS ARISING
Reference to Item 7.1 Building (Earthquake Prone Buildings) Amendment Act 2016,
and the possibility of reinforcement of the Ranfurly Street parapet of the former
Kaiapoi Mill Building. It was noted that there is significant work required on this
parapet. There was discussion at the June 2018 Board meeting on moving the
footpath to the other side of Ranfurly Street and it was agreed that an update will be
emailed to Board members on this situation.
5 DEPUTATIONS AND PRESENTATIONS

5.1 Joanne McBride (Roading and Transport Manager) provided an update on roading priorities for 2018-2019.

J McBride advised she will be speaking to all the Boards regarding the proposed 2018/19 Roading Capital Works programme and the indicative programme from 2019/20 to 2021/2022 which are part of the general allocation in the Council’s Long Term Plan (LTP). This excludes major Roading Improvement projects that are specifically listed in the LTP as these are consulted on through the LTP process. Categories included are kerb and channel renewal; footpath renewal; minor improvements; and new footpaths. J McBride is also seeking feedback from each Board up to the 27 July on all the proposed additions to the 2019/2022 Roading Capital Works Programme. A copy of this document was circulated to all members. J McBride also responded to a document circulated by Board Member M Pinkham, listing proposed additions to the 2019/22 roading capital works programme in the Board’s area, most of which the Board has previously submitted on. J McBride responded to each of these, as follows:

Tuahiwi Road (Bramleys to Greens Roads) – this will be workshopped with the Board.

Ohoka Road (between overbridge and Williams Street) – right turn bay into Robert Coup Road and the reinstatement of cycle lanes from Otaki Street to Williams Street)

Cridland Street west – the kerb and channel is in poor condition – J McBride advised she will check and confirm what the condition rating is for this area. This was not part of a submission to the LTP and would need to go to Council to request funding.

Coups Terrace, south side – this kerb and channel and footpath replacement work has been completed.

Sims Road, north side – this work will need to be put into the work programme. Footpath currently in poor condition.

Fuller Street - noted the $500,000 walking and cycling budget and this could be added into this programme.

Ohoka Road landscaping – this submission has been addressed by the Greenspace team and is a swale. It is a condition of the ECAn discharge consent to keep the swale mowed.

Paper Road north of Beach Road – this will open up a link between Kaiapoi North School and Brocklebank Road – this could be opened as part of the walking and cycling strategy. Anticipated that developments will commence at Christmas time. Staff will work with the school to determine their requirements and the school will be forming a shared walkway. This is a popular access from the school. It will be taken right through to Brocklebank Road in future years.

Island Road – Joanne advised that she is finalising the completion of the works in that area.

Members thanked Board member Martin Pinkham for preparing the list of items that J McBride had referred to above.

M Pinkham asked is there a programme in place for the walking and cycling strategy? J McBride advise this will be available in two months’ time, and she will come back to speak to the Board about this.

The Chairperson thanked J McBride for her presentation, suggesting it would be good to have the cycling paths done as soon as possible as they are popular tracks.
5.2 **Trevor Ellis (Development Planning Manager) and Simon Markham (Manager Strategy and Engagement)** will provide an update regarding the District Development Strategy (DDS).

Copies of the DDS were distributed to each Board member and T Ellis provided a summary on the consultation process that had been undertaken. It was noted that the key thing for the District Plan is where growth in the district is housed, and this picks up on the existing towns’ approach (Kaiapoi, Oxford and Rangiora). In the ten year horizon, population growth is earmarked mostly for Kaiapoi and Rangiora.

Regarding other land use options, Business zone land is always the most difficult to determine. There is sufficient land zoned Industrial to meet demand in the medium timeframe. Areas such as Southbrook is the place where that type of activity will go.

Currently there is no area that is zoned to accommodate Big Box retailers and staff are working to make sure the District Plan works as well as it can.

A brief outline of key changes was provided, noting that Kaiapoi is summarised as a key location for growth.

Question from R Blair regarding the Smith Street development – are there any further developments on particular retailers coming to this area? Mr Markham advised that there has been enquiries regarding this and noted that the establishment of any such retailers would require a Plan Change. It was agreed that the Planning Manager M Bacon will provide an update to the Board on this matter.

P Redmond questioned the 4ha rule and asked if it was likely there would be any potential changes to this? T Ellis advised that staff are working with consultants looking at opportunities for potentially smaller sized lots in the fringe areas of smaller towns. Mr Markham added that one of the pluses of having smaller sized lots is to identify the transition between rural and urban areas. Any future developments need to consider if there will be rezoning of the smaller lots at some future dates. From previous experience with similar developments, some residents approve of the further rezoning into smaller lots and some are not in favour of this. M Pinkham added that here have been problems with rural residential areas on the fringes of towns in the district in the past, when new owners move in, circumstances change and then residents want changes to the services available.

M Pinkham sought an update on the Ashley River Stopbanks protecting Kaiapoi. Mr Markham noted the “closing the gaps” of the stop bank at Cones Road, Rangiora. This is to protect the populated areas should there be a risk of river break-out flowing south west and flowing towards Rangiora. This is part of the natural hazards work to be considered, taking into account climate change. Localised flooding and river breakout will be taken into account. Some work has been done in the coastal area as well. Further information will be brought back to the Council in August on this matter.

M Pinkham noted disappointment that the DDS did not address how the transport network will respond to the development. Mr Markham acknowledged M Pinkham’s comment and said there will be further work on transport interactions and that the Council will be working with the government and other partners on what strategic networks are required and how they will be funded. There needs to be much more focus on intra-district roading networks between towns.
J Meyer noted that ECan are doing a lot of work with the Cones Road stop bank and also provided an update on gravel extraction from the Ashley riverbed.

6 ADJOURNED BUSINESS
There was no adjourned business.

7 REPORTS

7.1 Kaiapoi-Tuahiwi Community Board’s Discretionary Grant Fund 2018/2019 and General Landscaping Fund 2018/2019 - Edwina Cordwell (Governance Adviser)
This report was taken as read.

Moved J Watson seconded P Redmond

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No. 180627051204.

(b) Notes that the Board’s General Landscaping Budget allocated by the Council for 2018/19 is $24,320 with a carry forward of $60,080 from 2017/2018 making a total of $84,400.

(c) Notes that the Board’s Discretionary Grant Funding allocated by the Council for 2018/2019 is $6,000 and that the indicative carry forward from 2017/2018 is $1,161.

(d) Approves the Board’s 2018/2019 Discretionary Grant Fund Application Criteria and Application Form (Trim No. 1806271241).

(e) Approves the Board’s 2018/2019 Discretionary Grant Accountability Form (Trim No. 180621068882).

(f) Approves that Discretionary Grant Fund applications be considered at each meeting for the 2018/2019 financial year (July 2018 to June 2019).

CARRIED

7.2 Approval of the updated Kaiapoi-Tuahiwi Community Board Plan 2018/19 – Edwina Cordwell (Governance Adviser)
E Cordwell presented this report, noting that with the Board’s approval, she will work with the Chairperson for minor edits. It was noted that the Chief Executive had also assisted and provided updated information on the status of projects. There has been a resequencing of the items within this document as from the previous edition of the Plan. E Cordwell called for any feedback from the Board members to be emailed through to her. Members suggested some corrections for the document and these were noted by E Cordwell.

Moved J Watson seconded R Blair

THAT the Kaiapoi-Tuahiwi Community Board:

(g) Receives report No. 180627071450.
Approves the final draft of the Kaiapoi-Tuahiwi Community Board Plan 2018-2019 (Trim 180606062304) subject to any minor edits discussed and approved by the Board Chairperson.

CARRIED

8 CORRESPONDENCE

Moved J Watson seconded C Greengrass

THAT the Kaiapoi Tuahiwi Community Board:

(i) Receives the decision letter regarding the Board’s submission to the Draft Stormwater Drainage Bylaw 2018. (Trim 180619067635).

(j) Receives the Memo, Cherry Tree Removals – Mansfield Subdivision, from Greg Barnard (Parks Community Asset Officer), (previously circulated), (Trim 18070607511).

CARRIED

9 CHAIRPERSON’S REPORT

9.1 Chair’s Diary for June-July 2018

Moved J Watson seconded P Redmond

THAT the Kaiapoi-Tuahiwi Community Board:

(k) Receives report No. 180709075951.

CARRIED

10 MATTERS REFERRED FOR INFORMATION

10.1 Oxford-Ohoka Community Board meeting minutes – 7 June 2018 (Trim No. 180530059840).

10.2 Woodend-Sefton Community Board meeting minutes – 11 June 2018 (Trim No. 180606062391).

10.3 Rangiora-Ashley Community Board meeting minutes – 13 June 2018 (Trim No. 180606062470).

10.4 Youth Council meeting minutes – 29 May 2018.


10.9 Adoption of Stormwater Drainage and Watercourse Protection Bylaw 2018 – report to Council 1 May 2018 (Trim No 180329034013).

Moved R Blair seconded P Redmond
THAT the Kaiapoi-Tuahiwi Community Board receives the information in items 10.1-10.9.

CARRIED

11 MEMBERS’ INFORMATION EXCHANGE

The purpose of this exchange is to provide a short update to other members in relation to activities/meetings that have been attended or to provide general Board related information.

P Redmond

23 June – attended opening of Rangiora Woodend Path.
25 June – attended meeting of Kaiapoi Promotions Association which included an update on regeneration matters and there was a chance for any questions to be answered. There wasn’t a big attendance at this meeting.
2 July – attended Regeneration Steering Group meeting
3 July – attended the Waimakariri Health Advisory Group meeting. This group are currently reviewing their Terms of Reference
14 – 15 July – Attended the Kaiapoi Art Expo which was a great success.

P Redmond also congratulated Blackwells on the successful Fire and Ice exhibition held over the weekend.

P Redmond noted his previous Notice of Motion and that a report was to be received on the temporary Christmas lighting in the town of Kaiapoi. The Chief Executive had provided advice that a consultant’s report was still awaited. P Redmond asked, if the report became available in the near future, could the Board hold an Extraordinary meeting to discuss this matter, rather than wait until the next scheduled Board meeting on 20 August? It was advised that the Chief Executive will come back to the Board soon on this matter. P Redmond was concerned that there may not be enough time to review any suggested options to achieve temporary Christmas lighting for 2018/19. P Redmond also noted that banners and decorations had been purchased by Kaiapoi Promotions Association for previous festive seasons, but where these are now, is yet to be determined. M Pinkham responded that these decorations had been used over previous festive seasons and some were now showing the wear and tear of exposure to the elements during this use over previous seasons.

Martin Pinkham

23 June – attended the opening of the Rangiora-Woodend Path. Noted some disappointment at the Woodend end of the path, but it was advised that further mapping out of pathways is to be done. Mr Markham said this will be looked at as part of the intra-district connections and patterns of movement.
25 June – attended the North Canterbury Wellbeing Trust meeting
2 July – attended Regeneration Steering Group meeting
11 July – attended the Kaiapoi Promotions Association committee meeting – which included discussion on the Christmas parade
M Pinkham noted that he had submitted on the Northern Corridor and Cranford Street route in Christchurch City.

John Meyer

Noted the district wide footpath replacement programme and encouraged Board members to look through this and to advise if there are any other streets that should be included for Kaiapoi. Noted the old gutters between Cass Street and Charles Street, on the eastern side (opposite Cattermoles). This section has been tidied up but still has the old formation.
J Meyer is on the Local Alcohol Policy Review and Alcohol Control Bylaw hearing panel, attended submission hearings on 11 July, with deliberations being held on Friday 27 July.

C Greengrass

2 July - Attended Regeneration Steering Group meeting
July - Attended Kairaki Pines Beach meeting
10 July - Attended the Waimakariri Access Group meeting with new Chair John Wright.
Extended congratulations to J Watson for the successful Kaiapoi Art Expo on the weekend
Has been meeting with Jude Archer and Sandra James regarding the book on Disaster Social Recovery
Red Cross Meetings – noted that it is difficult for these groups in small towns to encourage new membership.
Riverside Café had a celebration for five years in business, run by the Person to Person Help Trust. C Greengrass has been involved in discussions on what the aging community will look like in five years’ time.
Attended the Kaiapoi District Historical Society meeting and noted that the members of the committee would like to see the sundial back in place.

R Blair

9 July – attended Darnley Club meeting – the Club has purchased a robust wheelchair. There was discussion on the current mini-bus as this was purchased new in 2011 and looking ahead to when this will need to be replaced. There are currently no issues with it, but the years and use of it are increasing. The AGM for the Darnley Club is to be held on Monday 27 August at 1.30pm.

Neighbourhood Support meeting, today 16 July – spent some time meeting on the Strategic Plan. The Get Ready programme is working well. Members of Neighbourhood Support discussed the programme “Down the Back Paddock” and members questioned the value for money of this programme. R Blair provided an update on the Neighbourhood Support groups being established in Kaikoura and Hurunui. There is a Civil Defence exercise to be held at the Woodend Community Centre commencing at 7.30pm on Friday 27 July 2018.

Regarding the Signage Committee – it was agreed that members will be advised when there will be any meeting planned for this group.

12 CONSULTATION PROJECTS

Business Zones 1 &2 Public Spaces Policy
Consultation closes Monday 30 July 2018.

13 REGENERATION PROJECTS

13.1 Town Centre, Kaiapoi
Updates on the Kaiapoi Town Centre projects are emailed regularly to Board members. These updates can be accessed using the link below:

Submissions open on 6 August and will close on 3 September. A copy of the Plan will be made available to members once it has been finalised. E Cordwell suggested the Board may wish to submit on this process and the Board members get together on 20 August at 3pm, prior to the next Board meeting as a group to discuss this submission.
13.2 **Kaiapoi Regeneration Steering Group**

The next meeting of the Kaiapoi Regeneration Steering Group will be held in Meeting Room 1, Ruataniwha Kaiapoi Civic Centre, 4pm on Monday 6 August 2018. This meeting is open to the public.

14 **BOARD FUNDING UPDATE**

14.1 **Board Discretionary Grant**

Balance as at 16 July 2018: $6000.

14.2 **General Landscaping Budget**

Balance as at 16 July 2018: $84,400 (including carry forward).

15 **MEDIA ITEMS**

Board Members extended congratulations to the organising committee on the success of the Kaiapoi Art Expo held on the weekend of 14-15 July. J Watson (Vice Chairman of the Waimakariri Arts Trust), noted that there was $45,000 worth of art sold over the weekend and 5,000 people attended.

16 **QUESTIONS UNDER STANDING ORDERS**

There were no questions.

17 **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

There was no urgent general business.

**NEXT MEETING**

The next meeting of the Kaiapoi-Tuahiwi Community Board is scheduled for 4pm, Monday 20 August 2018 at the Ruataniwha Kaiapoi Civic Centre.

There being no further business, the meeting closed at 5.15pm.

CONFIRMED

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Chairperson

___________________________
Date
Workshop

- Members Forum