MINUTES FOR THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD
HELD IN MEETING ROOM 1 (UPSTAIRS), RUATANIWH A KAIAPOI CIVIC CENTRE,
176 WILLIAMS STREET, KAIAPOI ON MONDAY 17 JUNE 2019 AT 4PM.

PRESENT

J Watson (Chairperson), C Greengrass (Deputy Chair), N Atkinson, R Blair, J Meyer,
M Pinkham, P Redmond, S Stewart

IN ATTENDANCE

J Palmer (Chief Executive), J McBride (Roading and Transport Manager), G Cleary
(Manager Utilities and Roading), C Brown (Manager Community and Recreation),
S Markham (Manager Strategy and Engagement), G McLeod (Greenspace Manager),
B Rice (Senior Transport Engineer), G Stephens (Green Space Community Engagement
Officer), S Hart (Business and Centres Manager), T Kunkel (Governance Team Leader),
K Rabe (Governance Adviser) and C Fowler-Jenkins (Governance Support Officer)

1 APOLOGIES

Moved J Watson seconded N Atkinson

An apology for absence was accepted and sustained from A Blackie.

Apologies for early departure were received and sustained from R Blair who left at
5.03pm and was absent for Items 7.2 – 17 and M Pinkham who left at 5.29pm and
was absent for part of item 7.3 and items 7.4 – 17 inclusive.

CARRIED

2 CONFLICTS OF INTEREST

There were no conflicts of interest.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Kaiapoi-Tuahiwi Community Board – 20 May 2019

Moved P Redmond seconded M Pinkham

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Confirms the circulated Minutes of the Kaiapoi-Tuahiwi Community
Board meeting, held 20 May 2019, as a true and accurate record.

CARRIED

4 MATTERS ARISING

There were no matters arising.

5 DEPUTATIONS AND PRESENTATIONS

5.1 Harper Robinson - Rugby Goal at Pines Oval

Harper Robinson was in attendance and spoke to the Board regarding the
possible installation of rugby goal posts at the Pines Oval. H Robinson
explained that he and other children would like to practice their rugby skills
during their free time. At present this required a parent to take them to the
Kaiapoi rugby fields.
N Atkinson suggested a combination rugby/soccer goal post might be a good idea, so that both sports could be practiced. H Robinson agreed that this might be a better idea.

J Watson asked if there were quite a few children that liked to play and when this was an affirmative she speculated that it would be good for visitors to the Oval as well.

N Atkinson asked staff to explain the process to Harper as to how the Board could act on this request. C Brown therefore explained the application process to H Robinson and highlighted the way forward. C Brown added that he thought a rugby goal at the Pines Oval was a good idea.

The Chairperson thanked Harper for bringing this matter to the Board's attention and for coming to speak to them.

5.2  Loraine Fuller – Silverstream Toilets

L Fuller was in attendance to speak to the Board regarding the location of the public toilets at the Tirikatene Reserve in Silverstream.

L Fuller presented a petition (Trim Ref 190618085533) signed by 42 residents which stated “We the undersigned are opposed to the prospect of the building of a public toilet next to the Villas and other houses along that part of Footbridge Terrace. We also have no objection to a public toilet, but would prefer it be relocated away from residential homes.”

L Fuller discussed the three (3) options presented in the Council’s report, indicating the L3 as shown on the map attached to the report would be the residents preferred location.

Questions:

R Blair clarified that the objection was to the location of the public toilets and not the toilets itself.

P Redmond clarified that the residents would prefer L3 over both L1 and L2. L3 being central to shops, bus stops, the car park and playground, as well as being away from residential dwellings and was not in any home’s direct line of sight.

M Pinkham asked that if residents were concerned about the look of toilets in the reserve how that was reconciled by it being visible from Silverstream Boulevard, the main road running past the reserve. L Fuller stated that in her opinion, with landscaping surrounding the toilets it should fit well into the landscape of the reserve.

The Chairperson thanked L Fuller for her attendance.

6  ADJOURNED BUSINESS

There was no adjourned business.

7  REPORTS

7.2  Silverstream toilet installation – Grant MacLeod (Greenspace Manager)

With the agreement of the Board, this item was considered out of sequence.

Correspondence from S Cole, a resident of Silverstream was tabled (Trim Ref 190617084724) and read out. S Cole objected to the proposed location (L2),
as shown on the map attached to the report. If the toilets were built at this
day location it would be in the direct sight of her main living areas.

G MacLeod spoke to the Council report regarding the repositioning of the
public toilets, recounting the background information on why the original
location was selected for the erection of public toilet. He advised that he met
with S Cole and confirmed that public toilets situated at the L2 location would
overlook both S Cole and her neighbour.

G MacLeod advised the Board that services for the toilets were currently
located at L1, the original location but due to the proximity to the Villas it was
no longer deemed a suitable location. Locating the toilet at L2 would require
the services to be extended and could increase the cost by approximately
$30,000. Moving the toilets to L3 would require the services to be extended
even further and could therefore increase the cost by approximately $50,000
to $60,000.

Questions

J Watson asked if the toilets could be screened by landscaping. G MacLeod
advised that planting enough vegetation surrounding the building might render
the building unsafe under the CPTED requirements and that the roof would
still be visible.

P Redmond asked if the sewage line running along the Silverstream
Boulevard could be used instead of extending services from the L1 location.
G MacLeod reported that there were extensive power cables between L3 and
the road and Council was advised not to cross those services.

C Greengrass asked if the building could be reoriented so that the doors were
not visible to residents but faced the roadway, and was told that it was possible.

M Pinkham asked if there was a requirement for there to be public toilets in
this area. G MacLeod confirmed that it was part of the developer’s
requirement to provide public toilets. L1 was established as the designated
spot on the original plan which was why the services were sited there. It was
only later after the Villas had been built that it became apparent that this
location would not be suitable. The developer was still disposed to locate the
toilet at L1, however Council understood residents’ concerns.

Moved J Watson seconded C Greengrass

THAT the Kaiapoi-Tuahiwi Community Board:

(b) Receives report No. 190604078006

c) Recommends staff proceed with the installation of the toilet at Approx
L2 following consultation with direct neighbours. This can be viewed in
attachment i and is located towards the corner of Silverstream
Boulevard and Footbridge Terrace. With appropriate screen planting
the impact of this option could be mitigated for the nearest dwellings.

(d) Notes staff will continue to update the Kaiapoi-Tuahiwi Community
Board on progress including discussion with neighbours along
Footbridge Terrace and with the wider community that have fed into the
process thus far.

(e) Notes further funding can be allocated from within existing land
development budget to cover the increase in cost of Approx L2.

(f) Notes a consented option that was approved through early
development stages exists and this can be seen as Approx L1 in the
attachment i.

P Redmond stated that he visited the reserve and observed other locations
which could be investigated and that this exercise should be carried out with
the residents most affected by the toilets’ location. P Redmond believed that
the toilets should not be the focal point in the reserve and as this matter was not urgent it was prudent to take time to getting the right outcome.

*P Redmond moved an amendment seconded by M Pinkham*

**THAT** the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report No. 190604078006

(b) **Request** that further investigation and consultation occur with affected residents and an amended report come back to the Board with further location options and costs.

**CARRIED**

M Pinkham observed that originally, before the land was developed, the location of the toilet looked appropriate, but now the area was developed it was obvious that the location was not suitable.

N Atkinson was supportive of the L3 location and thought that the cost should not be a consideration in this matter as the whole outlook of the development was more important and should take precedence. However he was not opposed to further consultation and investigation. He therefore supported the amendment.

**7.1 Kaiapoi Town Centre - Request for Approval to Undertake Footpath Improvements on Williams Street at the Charles Street intersection – Joanne McBride (Roading & Transport Manager) & Gerard Cleary (Manager Utilities & Roading)**

J McBride spoke to this report.

N Atkinson raised a concern that this item was being brought to the Board, as this matter should be covered in the Kaiapoi Town Centre Plan. If it had been omitted or overlooked, then more work should be done to rectify this oversight.

He was also concerned if this was not captured in Kaiapoi Town Centre Plan the main street could end up with a 'mishmash' of styles instead of the consistent finish the Council was aiming for.

P Redmond agreed with N Atkinson, and said that the whole point of the Town Centre Plan was to create a similar look throughout the town and this should include areas around the corners of side streets.

N Atkinson requested that a workshop be arranged for this matter to be investigated further.

*Moved J Watson seconded P Redmond*

**THAT** the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report No. 190606080258;

(b) **Approves** the extension of the high amenity paving to tie in with the new Riverview development boundary;

**AND**

**THAT** the Kaiapoi-Tuahiwi Community Board recommends:

**THAT** the Council:

(c) **Approves** the extension of the high amenity paving to tie in with the new Riverview development boundary;

(d) **Approves** $22,000 of budget for the extension of the high amenity footpaths outside Riverview Development from the Kaiapoi Town Centre budget;
(e) **Notes** that following this allocation there will be $572,000 unallocated in the Kaiapoi Town Centre Budget and that future projects have been identified to be carried out from this unallocated budget;

(f) **Notes** that the timing of the work will need to be carried out prior to the opening of the new development on 1 September 2019;

(g) **Circulates** this report to the Utilities and Roading Committee for information.

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**URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

*With the agreement of the Board, this item was considered out of sequence.*

M Pinkham requested that the report ‘Belfast to Kaiapoi Cycleway Consultation’ scheduled to be included in the Utilities and Roading Agenda of 18 June 2019, be brought to the Board under ‘Urgent General Business Under Standing Orders’.

He noted that the report stated that “…the report has been presented to the Kaiapoi-Tuahiwi Community Board at its June meeting,” however the Board had a workshop on this matter at its June 2019 meeting and conducted a subsequent site visit due to various concerns raised, but had not been presented with the report.

*Moved P Redmond seconded M Pinkham*

**THAT** the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report No. 190412055544

(b) **Notes** the report ‘Belfast to Kaiapoi Cycleway Consultation’ be included for discussion on the Kaiapoi-Tuahiwi Community Board agenda of 17 June 2019.

**CARRIED**

B Rice spoke to the report summarising the findings of the assessment done to choose the preferred route. M Smith, Road Safety Engineer, had also been consulted on the best and safest route option(s). B Rice also emphasised that this was to determine the best commuter route rather than a recreation cycle path.

**Questions**

P Redmond noted the assessment document, and asked why the business and residents impacts were weighted the lowest when this route could impact them the most. B Rice replied that even if the weight of these categories was increased by 10% the preferred route would still score the highest.

P Redmond stated that in his opinion that cycleways should be separated from roadways and that introducing on-road cycleways would be detrimental to the safety of road users and businesses.

M Pinkham wondered what data was used to determine that this should be a commuter route as most cycleways were routinely used more for recreation. B Rice advised that funding from NZTA was dependent on this being described as a commuter route so as to encourage people to use alternative methods to commute to work.

M Pinkham enquired if the results from the public consultation would be brought back to the Board for consideration. B Rice assured the Board that the results would be presented to the Board.

N Atkinson asked if cyclists were using a commuter route, why were they not getting the same consideration as vehicles. Cyclist were being diverted away from businesses. B Rice pointed out that cyclist were being directed onto roads that were not as busy for safety reasons.
Moved P Redmond seconded N Atkinson
That the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No. 190412055544;

AND

THAT the Kaiapoi-Tuahiwi Community Board recommends:

THAT the Utilities and Roading Committee:

(b) Notes the Board's concern as to the proposed location of various options.

(c) Notes whichever option is chosen, that the effects on businesses be mitigated as far as possible.

(d) Notes that if adjacent to the carriageway, steps be taken to ensure safety of all road users.

CARRIED

P Redmond stated that the best route should be chosen rather than the easiest route to build.

N Atkinson stated his support of cycleways staying off roads and reminded members that cycling was not the only way of commuting. Electric scooters seem to becoming a popular choice and that the WDC would need to take this into account when considering other options of commuting round the district. He stated that the option using Hall/Wilcox Roads was not an option he would support.

M Pinkham commented on the fact that a cycle plan had been requested from Council on several occasions and wondered how it had suddenly materialized now when this report is ready to be presented.

P Redmond stated that he was supportive of cycleways in general but acknowledged that there were problems that needed to be taken into account such as safety, reduction of parking and business interruption.

R Blair left the meeting at 5.03pm.

7.2 General Landscaping Budget – Grant Stephens (Green Space Community Engagement Officer)

G Stephens spoke to his report outlining the reason the report was initiated and the options explored in the report.

G Stephens advised that Council would prefer a formed path following the informal track with steps down from the top of the bund to the footpath. This would mean that the bund would not need to be disturbed and no resource consent required. He suggested that the work required should be funded from the Board's General Landscaping budget.

J Watson informed the Board that the school preferred Option 2, which was to block the informal track forcing people/students to use the formed pathway already on site.

N Atkinson asked if a six (6) foot fence could be erected from the existing fence down to the pavement. G Stephens felt that this would hinder visibility for residents when exiting their driveways.

S Stewart asked if staff were aware of the history of the reserve as there had been some disagreement between residents and parents dropping off children
for school. G Stephens admitted that they were unaware of any previous tensions regarding the reserve.

J Meyer stated he was in support of Option 2 but felt that the bollards did not need to extend all the way to the pathway to discourage children from using the short cut.

*J Watson moved an amendment seconded by N Atkinson that Option 2 – block the track be adopted, therefore:*

*Moved J Watson seconded N Atkinson*

**THAT** the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report No: 190507064628.

(b) **Notes** the health and safety concerns raised by neighbouring residents and Kaiapoi North School relating to the existing informal pathway to Allison Crescent

(c) **Approves** the allocation of $2,200 from the General Landscaping Budget towards the installation of blocking the informal track completely by installing a line of bollards with chain to discourage people biking through the plantings on the bund.

(d) **Notes** the Board currently has $46,420 available to allocate to general landscape projects within the Kaiapoi-Tuahiwi Ward.

**CARRIED**

*P Redmond against.*

N Atkinson enquired why a path and ramp could not be constructed without damaging the bund. G Stephens explained that the gradient was too steep for cyclists to safely exit on to the footpath.

N Atkinson requested that Council put a sign at the barrier stating that this was a public reserve so that there was no confusion that this was part of the school grounds.

7.3 **Kaiapoi Town Centre Plan – Update Report – Simon Hart (Business & Centres Manager)**

*Moved J Watson seconded P Redmond*

**THAT** the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report No. 190606079809

(b) **Notes** the progress made on various projects within the Kaiapoi Town Centre Plan – 2028 and Beyond.

(c) **Circulates this report to** Council and the other Community Boards for their information).

**CARRIED**

7.4 **Application to the Kaiapoi-Tuahiwi Community Board’s Discretionary Grant 2018-2019 – Kay Rabe (Governance Adviser)**

J Watson reminded members that the current balance of the Discretionary Grant was $2,878 and the requests made to the Board totalled $2,000 which left a remaining balance of $878. The Board had the option of carrying the balance over to the next financial year or increasing some or all allocations to the applicants.
C. Greengrass asked how much the first aid courses cost for the Community Patrols of New Zealand. K. Rabe confirmed that the course cost $80 and the Community Patrols had 10 people attending.

C. Greengrass proposed that the allocation to the Community Patrols New Zealand be increased to $800 to fully cover the cost and the remaining balance of $578 be carried over to the 2019/20 financial year.

Moved J. Watson seconded S. Stewart

THAT the Kaiapoi - Tuahiwi Community Board:
(a) Receives report No. 190516069178.
(b) Approves a grant of $500 to Kaiapoi Toy Library towards the cost of new toys.
(c) Approves a grant of $500 to Person to Person Help Trust towards the cost of resources to enable an interactive programme.
(d) Approves a grant of $800 to Community Patrols of New Zealand towards the cost of first aid courses for members.
(e) Approves a grant of $500 to All Stars Marching Teams towards the cost of a training camp to be held at Spencer Park.
(f) Notes the remaining balance of its Discretionary Grant fund be carried over to the 2019-20 financial year.

CARRIED

7.5 Ratification of the Board’s Comments on the Waimakariri Bus Service Review – Kay Rabe (Governance Adviser)

Moved J. Watson seconded P. Redmond

THAT the Kaiapoi - Tuahiwi Community Board:
(a) Receives report No. 190521071265.
(b) Retrospectively ratifies the Board’s Comments on the ECan Waimakariri Bus Service Review (Trim Ref: 190520070237)

CARRIED

8 CORRESPONDENCE

Tabled correspondence from S Cole (Trim Ref: 190617084724) item 7.2 refers.

9 CHAIRPERSON’S REPORT

9.1 Chair’s Diary for June 2019

Moved J. Watson seconded N. Atkinson

THAT the Kaiapoi-Tuahiwi Community Board:
(a) Receives report No 190611082006.

CARRIED

10 MATTERS REFERRED FOR INFORMATION

Note: Items have been circulated via emailed agenda links to Board members as they have become available.
11 MEMBERS' INFORMATION EXCHANGE

S Stewart
- Council to ratify the Annual Plan on 18 June 2019
- Plan Change notified at the end of the month, Horrelville contamination monitoring continuing, downstream contamination occurring and concern regarding contamination of private wells.
- Land and Water Working Party Update

P Redmond
- 27 May attended Social Services Waimakariri Forum at Riverside Church – covered family violence and restorative justice. Poorly attended.
- 29 May attended Kaiapoi Museum AGM – well attended
- 30 May attended organised cycleway field trip with C Greengrass and M Pinkham
- 4 June attended Waimakariri Health Advisory Group meeting
- 5 June attended emissions reduction presentation at the Town Hall – part of the sustainability strategy
- 6 June attended Woodend by-pass/safety meeting at Woodend and CDHB presentation on progress on health hub
- 11 June attended Kaiapoi Wellbeing networking at Baptist Church and Coastguard North Canterbury meeting
- 12 June attended cycleway field trip with B Rice, Councilors and board members.

J Meyer
- Cycleway site visit
- Update on extension of Townsend Road
- Work progressing on Long Term Plan
- Winding up end of term projects

C Greengrass
- Attended Honda tree planting
- Met with political students with P Redmond
- Attended Social Services Wamakariri Forum at Riverside Church – covered family violence and restorative justice. Poorly attended.
- Met with Dame Sylvia Cartwright re EQC debrief
- Cycle way site visit
- Attended Access Group meeting – footpaths in Silverstream retail area
- Museum AGM

N Atkinson
- Flooding of Kaiapoi – new pond worked well – bark not helpful during flooding
- Rural Residential Strategy passed by Council
- Planting at Honda Forest
- Christchurch Greater Transport Group update
- Concern that cycleways proposed to utilize unlighted areas
12 CONSULTATION PROJECTS

About Parking
https://www.waimakariri.govt.nz/have-a-say/lets-talk/consultations/about-parking

Hurunui Reserve
Consultation closes Friday 21 June 2019.

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:

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 1 July 2019. This meeting is open to the public.

14 BOARD FUNDING UPDATE

14.1 Board Discretionary Grant
Balance as at 11 June 2019: $2,878.

14.2 General Landscaping Budget
Balance as at 11 June 2019: $46,420.

15 MEDIA ITEMS

16 MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

Section 48, Local Government Official Information and Meetings Act 1987
Moved J Watson seconded C Greengrass

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>
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<tbody>
<tr>
<td>15.1</td>
<td>Simon Hart (Business &amp; Centres Manager) &amp; Raymond Qu (Property Assets Advisor)</td>
<td>Property purchase</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>
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<tbody>
<tr>
<td>15.1</td>
<td>To carry out commercial activities without prejudice</td>
<td>A2(b)ii</td>
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**CLOSE MEETING**

See Public Excluded Agenda (blue papers)

**OPEN MEETING**

17 **QUESTIONS UNDER STANDING ORDERS**

**NEXT MEETING**

The next meeting of the Kaiapoi-Tuahiwi Community Board is scheduled for 4pm, Monday 15 July 2019 at the Ruataniwaha Kaiapoi Civic Centre.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 6.15PM.

CONFIRMED

__________________________
Chairperson

__________________________
Date
Workshop

- Draft Kaiapoi Marine Precinct Management Plan and Terms & Conditions – Vanessa Thompson (Business and Centres Advisor)
- Members Forum

Briefing

(please note a briefing is public excluded)

- Climate Change – Simon Markham (Strategy and Engagement Manager)