MINUTES OF THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD HELD IN MEETING ROOM 1 (UPSTAIRS), RUATANIWHA KAIAPOI CIVIC CENTRE, 176 WILLIAMS STREET, KAIAPOI ON MONDAY 24 APRIL 2017 AT 4PM.

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

IN ATTENDANCE
Councillors J Meyer and A Blackie.
J Palmer (Chief Executive), C Brown (Community Green Space Manager), K Stevenson (Roading Manager), S Hart (Business and Centres Manager), K Ward (Community Board Advocate) and L Courtney (Governance Secretary).

1 APOLOGIES
Moved J Watson seconded C Greengrass
Apologies were received and sustained from N Atkinson and S Stewart for absence.
CARRIED

2 CONFLICTS OF INTEREST
J Watson – Item 7.5 (c), Waimakariri Arts Trust - Kaiapoi Art Expo 2017

3 CONFIRMATION OF MINUTES
3.1 Minutes of the Kaiapoi-Tuahiwi Community Board – 20 March 2017
M Pinkham raised that the workshop topic was in relation to the Western Arterial, not the Northern Arterial.
Moved J Watson seconded P Redmond
THAT the Kaiapoi-Tuahiwi Community Board:
(a) Amends the minutes of the Kaiapoi-Tuahiwi Community Board meeting of 20 March 2017 as follows:
   • Workshop item 3a subtitle: replace ‘Northern’ with ‘Western’.
(b) Confirms the circulated minutes of the Kaiapoi-Tuahiwi Community Board meeting, held 20 March 2017, as a true and accurate record.
CARRIED

4 MATTERS ARISING FROM THE MINUTES
Nil.

5 DEPUTATIONS AND PRESENTATIONS
Nil.

6 ADJOURNED BUSINESS
Nil.
7 REPORTS

Item 7.2 was taken at this time. Note that the minutes have been recorded in accordance with the order of the agenda as circulated.

7.1 Kaiapoi High School – 40km/h Variable Speed Limit Signs on Ohoka Road – K Stevenson (Roading Manager) and H Davies (Roading Project Engineer)

K Stevenson spoke to the report. He advised that traffic calming measures had been installed outside the school and that the school have been consulted on, and are supportive of the proposal.

P Redmond queried clause 3.3, whether a more recent speed survey had been carried out. K Stevenson advised it was unlikely that a more recent speed survey would demonstrate a significant change in the average speed of motorists travelling past the school.

Moved J Watson    seconded R Blair

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No. 170316025901.

(b) Approves consultation being carried out on the proposal to change the speed limit and install 40km/h variable speed limit school zone signs outside Kaiapoi High School.

(c) Notes that the 40km/h speed limit will apply 35 minutes before the start of school, until the start of school; and 20 minutes at the end of school, commencing 5 minutes before the end of the school day.

(d) Notes the existing speed on Ohoka Road, outside Kaiapoi High School is 50km/h.

(e) Notes the consultation on this proposal will be carried out between 28 April and 19 May 2017.

(f) Notes the Board will be updated at the end of the consultation process.

(g) Notes that any submissions on the proposal will be taken into account before the speed limit change is presented to the Council on 6 June 2017 for consideration.

CARRIED

J Watson highlighted the need for traffic management outside schools.

R Blair supported J Watson’s comments, welcoming the proposed measures.

A Blackie commented that traffic exiting the motorway off ramp were unlikely to have reduced to a safe speed by the time the motorists have passed the school.

7.2 Kaiapoi-Tuahiwi General Landscaping Budget – C Brown (Community Green Space Manager)

C Brown spoke to the report, outlining the proposed projects.

Flagpoles

P Redmond queried what kind of poles would be used. C Brown replied staff were proposing white metal flag poles.

P Redmond queried whether the flagpoles could be cantilevered from the top of the canopy of the Ruataniwha Kaiapoi Civic Centre. C Brown advised that it had not been considered, however staff could investigate.

C Greengrass queried how often the flags would be need to be changed. C Brown advised that the Rangiora Service Centre raised flags on notable
occasions such as a recent Chinese sister city delegation and the Tino Rangatiratanga flag for Waitangi Day.

A Blackie queried the timeframe for the MV Tuhoe mast to be installed and its suitability as a flag pole. C Brown advised that the Regeneration Team would be investigating suitable locations for various MV Tuhoe artefacts. P Redmond, as a member of the Kaiapoi Maritime Heritage Trust, advised that the Trust hoped artefacts would be used as part of a broader landscaping project along the Kaiapoi riverbank.

M Pinkham supported angled flags and queried how often the flags would be raised. It was advised that the Rangiora Service Centre kept the New Zealand flag constantly raised with a second flag being raised as required.

J Meyer queried whether the flagpole could be sourced through the Council’s Annual Plan as he believed they were items of relevance to the district.

Tuhoe Planters

A Blackie queried the cost of the planters. C Brown replied that staff had compared the cost to a similar past project, and that staff had opted for this particular fabricator for consistency, having completed constructions of established planters. Previously contracted fabricator consistency was acknowledged, however staff were requested to return to the Board with more recent quotes and particularly Osbournes who had provided a more competitive rate.

Vertical Planters

C Greengrass referred to clause 3.8.4 and sought clarification regarding who would be responsible for maintenance. C Brown replied that the agreement was that YouMeWeUs would plant out the planters and replace plants when necessary, with the Council responsible for watering.

Moved J Watson seconded P Redmond

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No. 170412036395.
(b) Notes the Kaiapoi-Tuahiwi Board currently have $73,240.99 of General Landscaping Budget available.
(c) Approves You Me We Us painting the outside of the Morgan Williams Toilets to resemble a series of boat sheds as shown on the image included in report Attachment i. (Trim No. 170412036395[v02]).
(d) Allocates $2,000 as a grant to You Me We Us for the construction of vertical floral planters to be temporarily located in the town centre of Kaiapoi.
(e) Notes that the final design of the vertical planters and their location for display is to be signed off by the Community Green Space Manager.
(f) Allocates $30,000 towards Kaiapoi Town Entrance Enhancement to be carried over into the 2017/18 financial year.
(g) Requests staff provide further information towards the purchase of two additional aluminium planter boxes to be located on the Williams Street Bridge.
(h) Requests staff provide information regarding potential locations of flagpoles.

Recommends that the Council:

(i) Allocates funds towards the purchase and installation of two flagpoles to be installed in the Kaiapoi Town Centre.
(j) **Notes** the matter of the location of the flagpoles is still to be considered by the Kaiapoi-Tuahiwi Community Board following additional information.

(k) **Approves** any remaining Kaiapoi-Tuahiwi General Landscaping budget be carried over into the 2017/18 financial year.

**CARRIED**

J Watson believed the proposals were worthy and that it would be good to have the town centre beautified. More consideration was required on the locations of the flagpoles. Two planters would be sufficient due to their cost.

P Redmond was pleased that the remaining budget would likely be carried over, and a significant contribution to the town centre’s entrance project.

C Greengrass expressed satisfaction with the outcome for projects discussed, and looked forward to seeing their completion.

---

**7.3 Stop Bank Maintenance Update – C Brown (Community Green Space Manager)**

C Brown spoke to the report, tabling a map which outlined the areas the Council currently maintains. He advised that Environment Canterbury (ECan) were responsible for the maintenance of all trees along the riverbanks. At a recent ECan meeting, it had been decided that there would be increased maintenance and more communication with the Council’s Green Space unit to ensure a more proactive approach to maintenance of the riverbanks.

J Watson sought clarification on the area to be maintained. C Brown replied that there were variations on the areas to be maintained. These ranged from the top of the stopbank to the riverbank, or to just the top of the stopbank. He added that although the area of grass left along the riverbank may be considered unsightly by the public, it is beneficial to the aquatic life in the river. However, if it continues to be an issue, then riparian planting may be required.

J Watson queried the frequency of maintenance. C Brown replied that the contractor is advised to mow, not by frequency, but by the length of the grass which is recommended to be at 100mm.

P Redmond queried whether ECan could be asked for more of a contribution. J Meyer responded that ECan were being cooperative and were supportive of a collaborative approach to riverbank maintenance. He added that a review on riverbank maintenance would be carried out through ECan’s Long Term Plan process.

R Blair sought clarification that the report covered the northern side of the Mandeville Bridge, and would include having weeds and undesirable plants removed. C Brown confirmed it was.

**Moved** P Redmond **seconded** M Pinkham

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

(a) **Receives** report No. 170411035522.

(b) **Notes** that staff have investigated the total maintenance cost for the riverbanks between the western end of Murphy Park and the Courtney confluence on both sides of the river.

(c) **Notes** that increasing the levels of service for mowing will cost $63,200 per annum.

(d) **Notes** that increasing the levels of service for tree maintenance will cost $120,000 for the first year and then $25,000 per annum going forward.
(e) **Notes** that Environment Canterbury have been provided with the information regarding levels of service increase standards and costs and that staff are waiting to hear back regarding what contribution they may be able to make.

(f) **Notes** that staff will clarify what levels of service Environment Canterbury propose as well as potential long-term levels of service for consideration as part of the Long Term Plan process.

CARRIED

P Redmond commended staff on the report and looked forward to further discussion in the future.

7.4 **ANZAC Day 2017 – K Ward (Community Board Advocate)**

K Ward spoke briefly to the report.

Moved J Watson seconded P Redmond

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

(a) **Receives** report No. 170418037179.

(b) **Appoints** Board members J Watson and C Greengrass to lay a wreath on behalf of the Board at the Kaiapoi Cenotaph Dawn Service, 6.30am, Tuesday 25 April 2017.

(c) **Appoints** Board members J Watson and P Redmond to lay a wreath on behalf of the Board at the Kaiapoi Cenotaph (Trousselot Park) Service, 10.00am, Tuesday 25 April 2017.

(d) **Appoints** Board members J Watson and C Greengrass to lay a wreath on behalf of the Board at the Tuahiwi Service, 2.00pm, Tuesday 25 April 2017.

CARRIED

7.5 **Applications to the Kaiapoi-Tuahiwi Community Board Discretionary Grants 2016-2017 – K Ward (Community Board Advocate)**

*Having declared a conflict of interest, J Watson took no part in discussion or decision of item 7.5(c).*

K Ward spoke to the report highlighting the amount being sought by the applicants exceeded that Board’s current balance.

Moved P Redmond seconded C Greengrass

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

(a) **Receives** report No. 170321027661.

(b) **Approves** a grant of $100 to Kaiapoi Toy Library towards the purchase of board games.

(c) **Approves** a grant of $300 to Waimakariri Arts Trust-Kaiapoi Art Expo towards running costs associated with the Kaiapoi Art Expo and Schools’ Art Expo, in particular advertising in the Kaiapoi Advocate and venue clearing costs.

(d) **Approves** a grant of $250 to R13 Youth Development Trust to enable the Chair/Manager to attend a Five Day Child Protection programme.

(e) **Approves** a grant of $200 to Tuahiwi Community Preschool towards the creation of a bicultural themed entranceway feature.

CARRIED

*J Watson abstained*
7.6 **Retrospective Ratification of Submission – K Ward (Community Board Advocate)**

K Ward took the report as read.

Moved J Watson  seconded P Redmond

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No. 170330031353.

(b) Ratifies the Board’s submission to the Waimakariri District Council regarding the Waimakariri District Council Draft Annual Plan 2017/2018 (Trim No. 170328030390).

CARRIED

8 **CORRESPONDENCE**

8.1 Invitation to Kaiapoi District Museum 2017 Annual General Meeting.

The Board received the correspondence.

9 **CHAIRPERSON’S REPORT**

9.1 Chair’s Diary for March – April 2017

Moved J Watson  seconded P Redmond

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No. 170418037473.

CARRIED

10 **MATTERS REFERRED FOR INFORMATION**

10.1 Rangiora-Ashley Community Board meeting minutes – 8 March 2017

Trim No. 1703030320481

10.2 Oxford-Ohoka Community Board meeting minutes – 9 March 2017

Trim No. 1703030320494

10.3 Woodend-Sefton Community Board meeting minutes – 13 March 2017

Trim No. 170329030579

10.4 Canterbury Water Management Strategy Waimakariri Zone Committee Annual Report for the 2016 Calendar Year – G Meadows (Policy Manager) – Report to Council – 4 April 2017  (Trim No. 170315025251)

10.5 Earthquake Infrastructure Recovery Programme – April 2017 Update – G Boot (Project Delivery Consultant) – Report to Council – 4 April 2017  (Trim No. 170228019100)


10.8 Governance Statement Adoption – S Nichols (Governance Manager) – Report to Council – 4 April 2017  (Trim No. 170110001424)

10.9 ANZAC Day Services 2017 – S Nichols (Governance Manager) – Report to Council – 4 April 2017  (Trim No. 170327029704)

10.11 **Kaiapoi Street Camera Surveillance Upgrade** – C Sargison (Manager Community and Recreation) – Report to Council – 4 April 2017  (Trim No. 170323028314)

Moved J Watson  seconded C Greengrass

THAT the Kaiapoi-Tuahiwi Community Board receives the information in items 10.1-10.11.

CARRIED

11 **MEMBERS’ INFORMATION EXCHANGE**

11.1 **P Redmond**

- Attended a variety of events and meetings for elected members including:
  - All Boards briefing
  - Annual Hui between Rūnanga and Council
  - Regeneration Steering Group
- Also represented the Board at:
  - Waimakariri Health Advisory Group meetings
- Also attended:
  - North Canterbury Big Brothers Big Sisters

11.2 **M Pinkham**

- Attended a variety of events and meetings for elected members including:
  - Annual Hui between Rūnanga and Council
  - All Boards briefing
  - Enterprise North Canterbury
- Also attended:
  - Civil Defence briefing regarding tsunami risks.

11.3 **C Greengrass**

- Attended a variety of events and meetings for elected members including:
  - Enterprise North Canterbury
  - local business presentation
  - Kaiapoi Museum
  - Board drop in sessions
- As a Board representative:
  - Attended Pines and Kairaki Beaches Association meeting.
    - Raised the need for signage advising where defibrillators are located. M Pinkham advised that there is an application available to smartphones giving locations of defibrillators. Staff to follow up.
    - Provided an update on the new hall with regard to issues of the roof leaking. This is being following up with Building Unit staff.
  - Attended Waimakariri Landmarks meeting. Advised the soldier at the Kaiapoi Cenotaph has received new bayonet.
- Advised Board’s Facebook page still in progress.

11.4 **R Blair**

- As a Board representative attended:
  - Darnley Club
  - North Canterbury Neighbourhood Support. Advised of successful event at Beachgrove and noted growth in membership.

12 **CONSULTATION PROJECTS**

12.1 **Kaiapoi River Rehabilitation**

12.2 **Woodend Beach Speed Limits Review**

The Board noted the consultation projects.
13 REGENERATION PROJECTS
13.1 Waimakariri Residential Red Zone Recovery Plan
13.2 Town Centre, Kaiapoi
13.3 New Arterial Road, Kaiapoi
13.4 Kaiapoi Regeneration Steering Group
The Board noted the regeneration projects.

14 BOARD FUNDING UPDATE
14.1 Board Discretionary Grant
14.2 General Landscaping Budget
The Board noted the balances.

15 MEDIA ITEMS
There were no media items.

16 QUESTIONS UNDER STANDING ORDERS
There were no questions under Standing Orders.

17 URGENT GENERAL BUSINESS UNDER STANDING ORDERS
There was no urgent general business under Standing Orders.

NEXT MEETING
The next meeting of the Kaiapoi-Tuahiwi Community Board is scheduled for 4pm, Monday 15 May 2017 at the Ruataniwha Kaiapoi Civic Centre.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 5.24PM.

CONFIRMED

__________________
Chair

__________________
Date
Workshop – 5.25pm – 5.50pm

1. **Members’ Forum.**

   Discussions included:
   
   - Safety issues at the corner of Charles Street and Williams Street intersection.
   - Status of vacant land on Williams Street, adjacent to Riverside Church.
   - New bus service timetable.

2. **Kaiapoi 2028: Simon Hart (Business and Centres Manager)**

   The monitoring report, assessing the “Kaiapoi Town Centre Plan 2011”, was presented and results discussed. The report completes the 2011 plan and signifies the start of the Kaiapoi Town Centre review, “Kaiapoi 2028”. 