MINUTES FOR THE MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD
HELD IN THE LOBURN DOMAIN PAVILION, 154 LOBURN-WHITEROCK ROAD,
LOBURN ON WEDNESDAY 14 MARCH 2018 AT 7PM.

PRESENT
J Gerard QSO (Chair), D Lundy (Deputy Chair), K Barnett, R Brine, M Clarke, K Galloway,
D Gordon, J Hoult, S Lewis, G Miller, C Prickett and P Williams.

IN ATTENDANCE
J Millward (Manager Finance and Business Support), J Palmer (Chief Executive), G Cleary
(Manager Utilities and Roading), C Brown (Manager Greenspace), K Simpson (3 Waters
Manager), C Roxburgh (Water Asset Manager), S Hart (Business and Centres Manager),
Seán de Roo (Project Coordinator), E Cordwell (Governance Adviser) and E Stubbs
(Minute Secretary).

1 APOLOGIES
An apology was received and sustained from R Brine for early departure at 8.30pm.

2 CONFLICTS OF INTEREST
Nil.

3 CONFIRMATION OF MINUTES
3.1 Minutes of the Rangiora-Ashley Community Board – 14 February 2018
Moved P Williams seconded D Gordon
THAT the Rangiora-Ashley Community Board:
(a) Confirms the circulated minutes of the Rangiora-Ashley Community
Board meeting, held on 14 February 2018, as a true and accurate
record.

CARRIED

4 MATTERS ARISING
R Brine provided additional information to item 12.7 in the February Minutes, the
$40,000 requested by Neighbourhood Support had not been included in the draft
LTP.

C Prickett and M Clarke arrived at 7.05pm and 7.09pm respectively

5 DEPUTATIONS AND PRESENTATIONS
5.1 C Brown introduced Rosie Oliver and D Robertson from the North Canterbury
Sports and Recreation Trust (the Trust). C Brown played two videos, one a
‘flyover’ of the proposed Multi Use Sports Facility and the other from the Trust
showing the possible uses of the proposed facility. These uses included;
netball, basketball, futsal, badminton, volleyball, archery tag, indoor bowls,
roller derby, table tennis, korfball, dodgeball, handball, gymnastics and
tumbling, group fitness, fitness centre, community use, cultural events,
corporate events and civil defence.
R Oliver was excited to help in the consultation process for the new multi-use sports facility. The Trust was working with grass roots sports every day.

P Williams asked what were the criteria for introducing a new kind of sport. R Oliver commented that newer sports could be introduced before high usage sports. There would need to be some ‘give and take’. With the ability to curtain off four courts, it would provide more flexibility.

P Williams asked if new sports would require unique equipment, and if money was to be spent on new equipment, was there a criteria. D Robertson commented that they did not know what the trends were, however, a number of the new sports on the videos used equipment already available. C Brown commented that the facility would cater for the real demand in the current main sports. When the facility was built, there would be flexibility to cater for new sports and staff would work with those sports as they emerged. Often ‘fringe’ sports had their own equipment. New sports could be introduced on the ‘shoulder’ seasons when it was not so busy. Other spaces could also be used including the Woodend Community Centre.

R Brine requested clarity on the situation with the Rangiora High School gym. D Robertson advised that the current building required refurbishment, which was likely to begin in Term 4 and would require the building to be plastic wrapped. It would be closed for 12 months. Once the building reopened, it became a little more complicated, as there would be new requirements under the Vulnerable Children’s Act in order for the Trust to negotiate access.

C Prickett asked if the new stadium had been designed with enough storage. C Brown advised that had been a part of the functional design brief. There was considerable storage at the rear of the facility and there was a lot more storage percentage wise than the Woodend Community Centre.

C Prickett asked if it was an open space such that one sport could not dominate an area and C Brown commented that the Trust had experience in managing equipment, and there were options such as roll out cages.

C Prickett asked if there had been consideration for a café space in the stadium. C Brown advised that it had been considered in the working group. The decision at the time was that a café facility was not viable. There was space for caterers and mobile food vendors. The financial viability of a café required consideration as well as the availability of space due to the requirements for a commercial kitchen and the impact on the space available for sports.

K Barnett asked about the arrangements for ongoing management by the Trust. D Robertson advised that management by the Trust on behalf of the community had been accepted in principle, however the arrangement had not been finalised.

6 ADJOURNED BUSINESS

Nil.

7 REPORTS

7.1 Rangiora town entrance enhancement – Tori Stableford (Green Space Landscape Architect)

C Brown spoke to the report highlighting that the Board had allocated $30,000 towards the enhancement of Rangiora town entrances, as a number of the entrances were looking tired. He noted that following concerns raised by the Board, bollards had been temporary installed to restrict car parking at the Lineside Road entrance and they appeared to be working.

C Brown advised that the report proposed implementation of stage 1 followed by stage 2. C Brown explained the different aspects of stage 1 noting that
part of the solution would be to take over maintenance of the area from NZTA who were not focused on the amenity of the area. The costs of stage 1 were lower cost as compared to stage 2, as much of the work had already been completed with the Passchendaele Path. The cost for the proposed kerb and channel would come from the roading budget.

C Brown noted that staff would be preparing a report to Council seeking funding to prepare a strategic town entrance plan in order to get consistency around town entrances. It was recommended that stage 2 of the report be implemented after the strategy was completed.

C Brown explained various aspects of stage 2. He highlighted the problem with the fastigiated oaks requiring trimming on one side of the road and the suggestion that these be replaced with a more suitable species. He noted that there would be strong public interest in the possibility of removing entrance trees and would require community consultation. C Brown commented that the worst area in stage 2 was directly outside the old Lineside Auto and it was possible that this one section of stage 2 could be included.

C Prickett asked why the price of the ‘extra area’ outside Lineside Auto was $22,000 compared to $30,000 for all of stage 1 and C Brown advised it was due to the large number of plants required.

R Brine asked if there were economies of scale of completing stage 1 and the extra area together and C Brown said there may be cost savings as there would be one set up cost, less traffic management costs, however the cost for the plants would be the same.

R Brine asked how the extra area could be funded and J Gerard advised there was $23,000 remaining in the Board's General Landscaping Fund. D Gordon asked if there were any projects identified for that and C Brown advised that they had a list of Board requests however, there was nothing that the Community Board had currently asked for. E Cordwell advised there would be another allocation in the next financial year.

G Miller asked about large trees on the entranceway and C Brown advised that they would be looking at the most practical way of getting the most amount of large trees on entranceways, as it was important for biodiversity and amenity. There were complications with the presence of powerlines. G Miller commented that Keep Rangiora Beautiful wished also to see greater enhancement of the area and asked C Brown if the community could provide assistance. C Brown advised they would welcome funds and assistance to help reduce the cost of planting.

Some concerns were raised regarding the use of London Plane trees and C Brown acknowledged the concerns, and commented there were other options that could be considered.

K Barnett asked if care and maintenance of the plants had been considered while they were becoming established. C Brown advised that watering was included as part of the first year growing period. In addition hardy species were selected, including wind, drought and wet feet tolerant so that they had a low maintenance cost.

K Barnett asked if there were plans to make the Lineside Road corner safer and C Brown advised that there was to be a meeting to discuss that corner with NZTA. K Barnett asked about the level of maintenance and C Brown advised that roading were already in discussion with NZTA.

D Lundy asked if there was any discussion at a political or staff level regarding Mainpower overhead wires in that area of town. D Gordon advised that there was an upcoming meeting with the Chief Executive of Mainpower, Councillors, the Board Chair and Craig Sargison to discuss that area as well as wires on Kippenberger Avenue.
K Galloway asked for trees planted in front of businesses was any consideration given to the effect on those businesses and C Brown replied yes, the plants were low growing and they would discuss with business owners. In stage 1, there were only a few businesses to consult. Subject to the outcome of the proposed strategy for town entrances there would be wider community consultation.

Moved D Gordon seconded R Brine

THAT the Rangiora–Ashley Community Board:

(a) Receives report No. 180302022080.
(b) Approves the implementation of Stage 1 of the Rangiora Town entrance Lineside Road planting scheme. This involves planting of new berms and the creation of new planting areas in the area between the railway and the new cycleway road crossing.
(c) Notes that the cost of implementing stage 1 is estimated to be $30,000. The Rangiora – Ashley Community Board have already allocated this amount of funding towards town entrance enhancement.
(d) Approves the inclusion of the area in stage 2 as set out in section 4.22 of the report, and allocates $22,000 from this year’s General Landscape Fund to fund it.
(e) Notes that the extension to the kerb to the rail crossing will cost $30,000 and will be undertaken by the Roading Unit.
(f) Notes that staff will be preparing a report for Council consideration which will seek funding to prepare a strategic plan for town entrances in the district. This will look to ensure consistency in levels of service relating to development and maintenance.
(g) Notes that subject to the outcome of the town entrance strategic plan staff will look to undertake consultation with affected business owners and the general public regarding the implementation of stage two which is proposed to include a tree replacement programme and that staff will consult with Mainpower regarding the potential for possible undergrounding or services.
(h) Notes that at this stage there is no funding available for the implementation of stage two for either the proposed shrub beds or tree replacement.

CARRIED

D Gordon commented that it was good timing while the old Lineside Auto was vacant to tidy the area up and start a precedent. He appreciated the work of staff already to prevent car parking and noted he was not getting the same number of complaints. The Strategic Plan for town entrances was important and the report was timely as many places were poised for development, as well as the Rangiora Town Centre Strategy about to be raised. He was pleased to see progress.

R Brine concurred with D Gordon.

C Prickett referred to potential cost savings with the ‘extra section’ of stage 2 included and suggested the $22,000 may not all be spent. He agreed with the concept of completing stage 2 at some time.

7.2 Adoption of Community Board Standing Orders – Edwina Cordwell (Governance Adviser)

E Cordwell spoke to the report reassuring the Board the content was the same as within the current WDC Standing Orders, but it was now easier to read. It mirrored those adopted by Council but did not include sections only relevant
to Council. Council had lengthened their allowable meeting time from 6hrs to 10hrs, however 6hrs had been retained for the Boards. The length of time to wait for a quorum had been extended to 15 minutes and there was the inclusion of a section regarding the use of electronic devices in meetings. E Cordwell drew the Board’s attention to a 75% voting requirement to adopt rather than a majority. There was a refresher session available 5.30pm Wednesday 21 March in the Rangiora Council Chambers.

E Cordwell advised that the three other Boards at their previous meetings had adopted the Standing Orders. Kaiapoi Tuahiwi Community Board in Section 12.3 had decided to delegate leave of absence to the chair to ensure confidentiality.

J Gerard highlighted Sections 19.7/8 where if a financial conflict of interest was declared the member should withdraw from the table and leave the room. In a non-financial conflict of interest was declared that member should leave the table but not the room.

C Prickett asked if there was a threshold for financial interest and J Gerard stated that was a matter for members to determine for themselves.

D Lundy asked for clarification around a member of the public attending a meeting and wishing to speak, he was aware that they would be required to apply to the Community Board Advocate beforehand. He suggested the Community Board would be seen in a poor light if that person were not allowed to speak. E Cordwell advised that if a member of the public turned up on the night, it would be at the Chair’s discretion prior to the meeting to decide if it was a relevant and reasonable request. She noted that on occasion there could be a public forum. This had a slightly different format and the public forum would be on the agenda. C Prickett commented in the past it was not unknown for the members of the public to answer questions during debate.

D Gordon supported the comments of D Lundy and suggested consideration be given to holding public forums and advertising of those.

K Barnett asked whether assisting with a funding application should be considered a conflict of interest. J Gerard suggested it would be as the member had made a decision prior to debate, however ultimately it was an individual responsibility.

Moved G Miller seconded J Hoult

THAT the Rangiora–Ashley Community Board:

(a) **Receives** report No. 180130008380.

(b) **Adopts** the Draft Waimakariri District Council Community Boards’ Standing Orders (Trim 180124006310) effective from 20 March 2018.

(c) **Notes** that once adopted these Standing Orders will also apply to the Rangiora-Ashley Road and Reserve Naming Committee.

(d) **Delegates** the Chairperson of the Rangiora Ashley Community Board to grant a member leave of absence pursuant to Standing Orders Rule 12.3.

**CARRIED**

G Miller believed the Standing Orders were right and proper.

J Hoult supported the inclusion of the right to delegate leave of absence to the Chair.

8 **CORRESPONDENCE**

Nil.
9 CHAIRPERSON’S REPORT

9.1 Chair’s Diary for February/March 2018
Moved J Gerard seconded D Lundy
Moved M Clarke seconded J Hoult

THAT the Rangiora-Ashley Community Board:
(a) Receives report No. 180305022847.

CARRIED

10 MATTERS FOR INFORMATION

10.1 Oxford-Ohoka Community Board meeting minutes – 8 February 2018
(Trim No. 180201009687).

10.2 Woodend-Sefton Community Board meeting minutes – 12 February 2018
(Trim No. 180208012087).

10.3 Youth Council meeting minutes – 28 November 2017 (Trim No. 180115002480)


10.6 Herbicide, Glyphosate use for Waimakariri District Council weed control operations Report to Council 30 January 2018 (Trim No. 180111001840).

10.7 Additional Business and Centres Unit Resource Report to Council 30 January 2018 (Trim No. 180109001129)

10.8 Community Facilities Provision Report to Council 30 January 2018 (Trim No. 171026115830)

10.9 China Sister City Visit to Enshi & Establishment of an Advisory Group Report to Council 7 February 2018 (Trim No. 180117003619)

10.10 Capital Projects Report for the period ended 31 December 2017 Report to Audit and Risk Committee 13 February 2018 (Trim No. 180117003619)

10.11 Library Update Report to Community and Recreation Committee 13 February 2018 (Trim No. 180201010087)

Moved C Prickett seconded R Brine

THAT the Rangiora-Ashley Community Board receives the information in items 10.1-10.11.

CARRIED

11 MEMBERS’ INFORMATION EXCHANGE

11.1 M Clarke
- Drafted letter on behalf of Waimakariri Health Advisory Group regarding inclusion of a waiting room for those discharged at night.

11.2 J Hoult
- Attended North Canterbury Neighbourhood Support (NCNS) strategic meeting to increase effectiveness of group within the district. Represented NCNS at an Older Peoples Expo and suggested that
there were a number of groups trying to do the same thing and that it would be good to improve co-ordination.

- Timebank – had initially made good progress however now required financial advice to further its intention to become an incorporate society.
- Attended ‘Rubbish Trip’ presentation regarding ecoeducation around waste. Information regarding Waimakariri businesses without packaging would be included on the Rubbish Trip website.
- Attended All Boards Briefing.
- Attended multi-use sport stadium presentation.

11.3 **S Lewis**

- Attended Passchendaele Path opening and noted huge attendance.
- Attended Friends of Tuhaitara Trust open day with D Gordon and was impressed with the work of the group.
- Was interviewed for the Northern Outlook Woman's Day celebration for her work in founding the Cycling and Walking Group.

11.4 **G Miller**

- Attended Passchendaele Path opening.
- Keep Rangiora Beautiful
  - Submission to the LTP regarding the Koura Creek area commenting it was a fantastic potential asset to the community.
  - Submission regarding Flaxton Road in Fernside Road and Threkields Road area.
- Commented on large trucks parking on road and lack of bylaw to address.

11.5 **C Prickett**

- Attended All Boards Briefing.
- Attended Cust Community Network meeting and noted their wish list for direction/action.
- Attended Rangiora Airfield noise contour evening for public.
- Attended Loburn Reserve meeting.
- Noted graffiti on Ashley Bridge.

11.6 **P Williams**

- Attended meeting with residents of Northbrook area affected by flooding, was pleased with the way staff handled the situation and provided a temporary solution.
- Attended Airport designation meeting and commented it was important for the area and long term for future of the airport. Noted it was used for Civil Defence and emergency, there were now 90 hangers and 24 full time staff.
- Attended Poyntzs Road and Garrymere water meetings.
- Attended two Civil Defence meetings and noted procedures to declare an emergency. In the absence of the Mayor or Deputy Mayor, he or J Meyer could declare an emergency.
- Attended multi-use stadium public meeting and was disappointed at the attendance.

11.7 **K Barnett**

- Attended Local Government Rural Provincial Sector Meeting and noted hot topics of – water and affordability of rates. She noted the difficulty of comparing rates across the country, however in one method of comparison Waimakariri rated the fourth best in country. In some areas 18% of household income went to rates.
- Rangiora Colour Festival – needs more volunteers.
- Noted the large number of meetings prior to Easter.
11.8 **D Gordon**

- A busy month.
- Noted number of issues raised in Garrymere drop in session and upcoming public meeting at the Loburn Domain 7pm Tuesday.
- Meeting with Spring Brook subdivision residents and agreed staff response was well managed.
- Met with resident regarding lack of footpath on Coldstream Road – railway line to Hockey Turf. Should consider a submission to the LTP for safety of access.
- Attended Rangiora Croquet Club meeting.
- Attended Salvation Army meeting.
- Attended Passchendaele Path opening.
- Attended Tuhaitara Trust open day.
- Attended Airfield meeting.
- Attended multi-use stadium drop-in session.
- Attended LTP drop in session at Pak n Save and commented staff were doing a great job in promoting. The rates calculator was very successful.
- Attended Friends of the Town Hall meeting – a defibrillator would be installed at the Town Hall this month – funds raised from Christmas Tree festival.
- Noted Pride Festival 11am Sunday 18 March.

11.9 **D Lundy**

- Attended Garrymere water supply drop-in session and received a number of calls from residents, commented that it was a hot topic in the area.
- Attended All Boards briefing.
- Attended Civil Defence meeting.
- Attended Loburn Reserve Meeting – provided background regarding the Memorial. It had been decided that the honour boards should be displayed more respectfully on the old Coronation Hall site. Acknowledged the help of Grant Stephens (Green Space Community Engagement Officer). Noted the issues with Health and Safety with work carried out on a volunteer basis and housekeeping with Council buildings. Discussed permanent light onto the road.

11.10 **K Galloway**

- Attended All Boards Briefing.

Discussion with residents of Frazer Place regarding condition of stream.

- Thanked staff for placement of rubbish bin at White Street bus stop.
- Asked if copies of the minutes of the Rangiora Promotions Association meetings could be circulated to the Board.
- Attended GreyPower meeting – J Palmer spoke and was well received.
- Noted felling of trees at St Johns Church.
- In discussion with roading regarding safety improvements at Arlington playground.
- Milton Dog Park – shelters progressing over $5000 available.

*R Brine left at 8.30 during item 11.*

12 **CONSULTATION PROJECTS**

E Cordwell reminded the Board of the submission workshop on Wednesday 21 March.

13 **REGENERATION PROJECTS**

Updates on the Rangiora Town Centre projects are emailed regularly to Board members. These updates can be located using the link below:


14 **BOARD FUNDING UPDATE**

14.1 **Board Discretionary Grant**


14.2 **General Landscaping Fund**

Balance as at 14 March 2018 $23,840.

15 **MEDIA ITEMS**

Nil.

16 **QUESTIONS UNDER STANDING ORDERS**

Nil.

17 **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

Nil.

**NEXT MEETING**

The next meeting of the Rangiora-Ashley Community Board is scheduled for 7pm, Wednesday 11 April 2018 in the Council Chambers at the Rangiora Service Centre.

THERE BEING NO FURTHER BUSINESS THE MEETING WAS CLOSED AT 8.49PM.

CONFIRMED

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Chairperson

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Date