MINUTES FOR THE MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD
HELD IN THE WAIMAKARIRI DISTRICT COUNCIL CHAMBERS, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA ON WEDNESDAY 12 DECEMBER 2018 AT 7PM.

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

IN ATTENDANCE
J Millward (Manager Finance and Business Support), K Straw (Civil Projects Team Leader), D Ayers (Mayor), E Cordwell (Governance Adviser) and E Stubbs (Governance Support Officer).

1 APOLOGIES
Moved P Williams seconded D Lundy

Apologies for absence were received and sustained from K Barnett and C Prickett.

CARRIED

2 CONFLICTS OF INTEREST
Item 7.2 b and c J Gerard
Item 7.2 b and c J Hoult

3 CONFIRMATION OF MINUTES
3.1 Minutes of the Rangiora-Ashley Community Board – 13 November 2018 and the Rangiora-Ashley Road and Reserve Naming Committee - 25 October 2018

Moved G Miller seconded M Clarke

THAT the Rangiora-Ashley Community Board:

(a) Amends the circulated minutes of the Rangiora-Ashley Community Board meeting, held on 13 November 2018. Item 11.6 TimeBank project funding was received from the Community Organisation Grants Scheme (COGS) not Rata Foundation.

(b) Confirms the circulated minutes of the Rangiora-Ashley Community Board meeting, held on 13 November 2018, as a true and accurate record.

(c) Receives the circulated minutes of the Rangiora-Ashley Road and Reserve Naming Committee meeting, held on 25 October 2018.

CARRIED

4 MATTERS ARISING

There were no matters arising.
DEPUTATIONS AND PRESENTATIONS

Enterprise North Canterbury

Heather Warwick (Chief Executive, Enterprise North Canterbury) spoke to a PowerPoint Presentation about the role of Enterprise North Canterbury (ENC) in the district. It was noted that H Warwick had spoken to the Woodend-Sefton Community Board and would be speaking to the other boards in the future.

H Warwick noted that ENC was set up as a Council Controlled Organisation (CCO) and Not For Profit (NFP) Trust in 2002 and had been contracted by WDC to promote the Waimakariri District since 2005. H Warwick advised that the Councils appointed all ENC Trustees and recently there had been a recommendation for a new Trustee to Council. Mainpower was the major cooperate sponsor, and there were a number of other smaller sponsors for a total of $69,000, however ENC was owned 50:50 by HDC and WDC. In Hurunui, ENC was not responsible for District promotion like it was in the Waimakariri.

H Warwick described the work streams of ENC which were Business Support and District Promotion and the funding for those. She noted that a large proportion of funding was leveraged from outside sources. It was noted that the Business Awards included a Social Enterprises Award funded through PaknSave.

H Warwick noted that the number of businesses in Waimakariri had been relatively consistent over the last number of years however the number of employees had risen as businesses expand. She noted that ENC had worked with over 3,000 businesses to date across the two districts.

H Warwick advised that ENC was contracted to provide capability assessments (CA) to local businesses and issue vouchers $1 for $1. Last year there were 115 one on one CA’s, $100,000 in vouchers and 200 businesses met with. ENC also assisted with online resources for businesses.

A number of training and networking events were held during the year including training courses the WDC staff attended. The last networking event had been a tour of Misco Joinery which 120 people attended. ENC offered a free ‘talk with the experts session’.

ENC ran the North Canterbury Business Awards, this year they had a record number of entries.

In terms of Business attraction, ENC was the first point of call for a start-up business with Council directing enquiries of that nature to ENC. They worked with business wanting to expand in the district rather than relocate. They made introductions and linkages with existing developers, welcomed and promoted new businesses who opened through Facebook and newsletters. They worked alongside the Council’s Business Centres and Communications teams.

H Warwick commented that visitor numbers were growing and were up 18% from the previous year. There were over 100 Airbnb’s in the district.

H Warwick outlined product development including:

- Development of an off-road cycle trail in district – within a year and fully promoted to Christchurch residents (1-2 years)
- Development of an off-road cycle trail through the district with first night in Kaiapoi and Surrounds (2-5 years). Working title – Wheels to Waipara.
- In discussions with developers regarding hotel and conference facilities in the District.

H Warwick commented that ENC was a busy team of five full time and five part time staff. Much of their interaction with businesses was at a time of change and they worked closely with business mentors. ENC saw their role in facilitation, collaboration and connections.
P Williams commented on the Business Awards Gala selling out in 24 hours. H Warwick believed they could sell 600 tickets however there was not currently a suitable venue for an event that size. A marquee in winter did not work well and was expensive however the multi-use stadium was a potential option for the future.

**TimeBank**

Ruth Zahner (Chair, TimeBank) and Martin Pugh (Secretary, TimeBank) spoke to a PowerPoint presentation (Trim 181219150837) in support of the TimeBank discretionary funding application (Item 7.2).

R Zahner outlined what TimeBank was and noted that it used time as a currency, members shared skills and time, members earned/spent time credits, everyone contributed, everyone benefited and everyone’s time was of equal value.

Benefits of a TimeBank were that it helped build stronger communities, provided opportunities for people to connect with each other, valued everyone equally and allowed people to give and receive.

R Zahner explained that there had been a public meeting in February 2017 which included the WDC Community Team and Councillor Peter Allen as a passionate supporter. A steering group was established in March 2017 and looked at vision, mission, objectives, studied other TimeBanks, determined interest/support from local community organisations, looked at a strategic framework, policy and membership processes, and software. The group developed branding had a logo and leaflet designed with services kindly donated from Create, Design Studio Printing.com. A copy of the brochure was distributed to members.

R Zahner explained that in 2018 a working relationship (MOU) was established with Presbyterian Support (PSUSI) who provided free office, IT support and laptop for the coordinator. In addition funding options were explored, legal and financial advice sought (Williams McKenzie and Prosser Quirke) and the constitution developed.

2018 milestones included;

- July - Community Organisation Grant Scheme funding success $8,000 received for six month pilot project.
- August - TimeBank Waimakariri Incorporated (TBW).
- September - Official TBW public launch and management committee formalised.
- October - Coordinator appointed. Pilot started in greater Rangiora area.

R Zahner explained how the system worked and noted that there were currently well over their target of 30 people signed up for the pilot project and there was an interest from the community. Organisations were also enquiring if they could sign up, with R Zahner noting they were looking to grow the scope of timebanking within wider Waimakariri district. In 2019 there were planned funding applications to Rata Foundation and others. TimeBank was looking to develop a relationship with a local, community-minded business for sponsorship. TimeBank would be promoted at community events. There were few community classes the Learning Exchange would help fill that gap.

M Pugh outlined his experience with TimeBank in Hurunui. He had initially joined after moving back to Canterbury as a way of connecting with the community. He commented that his experience so far had been eye opening.

P Williams queried tax liability for members. R Zahner explained that issue had been looked at with strict rules which were explained during the required orientation and signup sessions. Any skills could be traded as long as they were not skills you earnt a living with. For example a retired plumber could trade on plumbing but not one currently in business.
G Miller commented he had attended a learning exchange session in Hurunui where non-members provided a cash donation. R Zahner advised that was the kind of model they hoped to introduce in the Waimakariri. The seeds were there however the membership needed to be grown first.

D Gordon commented he had attended the launch and had been impressed with the enthusiasm and passion and asked about membership so far. R Zahner advised there were 22 signed up and 17 waiting to attend an orientation session.

In relation to funding, K Galloway asked if TimeBank would become self-funding. R Zahner explained due to the nature of TimeBank they would always need to rely on grants and donations. It was important to have someone employed as a coordinator. Next year’s budget was not yet set however it was likely to be $25,000 at least for a coordinator.

6 ADJOURNED BUSINESS

There was no adjourned business.

7 REPORTS

7.1 Request for Loading Zone alterations and carpark removal – Good Street and Gables Arcade, Rangiora – G Kempton (Engineering Technician), K Straw (Civil Projects Team Leader) and J McBride (Roading and Transport Manager)

K Straw spoke to the report which was seeking approval from the Community Board to remove three existing carparks on Good Street, alteration of an existing loading zone and installation of a new loading zone on Good Street. The concept design had been approved by the former Rangiora Community Board in May 2016.

P Williams commented that the area at the back of New World was a mess and asked if it was New World or Council land. S Hart advised that Council had entered into an arrangement to purchase three pieces of land which would allow the improvements to take place. In the interim they were working with New World regarding the unloading area. J Gerard commented that there was a major issue around safety and the land had been acquired to make the area safer.

P Williams asked if it was not better to have a business plan from New World first, before spending money on altering carparks as there was a lot of land available however it was unorganised with pallets taking up space. S Hart advised that the design had been brought to the Community Board in 2016. It included engineering reports and surveys to illustrate the design including the number of people moving in that space and the space required for larger trucks. There were three activities in that space; east bound traffic, pedestrians and deliveries and there was no way to facilitate that concurrently without widening. In 2016 the budget for the project had been approved, however the majority of funding was coming from New World.

P Williams asked should that information not have been provided in this report so that Board members had the full information as to what was happening and should they not have a business plan from New World. K Straw commented that the design had been approved by the previous Community Board, and this report was a further iteration formally ratifying the specific car parking changes. He was happy to provide the information retrospectively.

K Galloway asked how many trucks that removing the three carparks would allow. K Straw advised the proposed loading zone on Good Street was 9m. It was too small for the likes of a semi-trailer however they could turn into the
gated compound to be completely separated from pedestrians. S Hart described how the new loading zone would accommodate trucks.

K Galloway asked if trucks would be unloaded in the carpark and K Straw replied no. K Galloway noted that removing the three carparks would remove the ability of 24 cars to park and asked would the business community accept that. S Hart noted that car park surveys at peak times showed car parking to be 80% full. He believed that it was better that the considerable hazard was removed. Car parking in Rangiora was being addressed as a wider strategy.

K Galloway commented the changes were beneficial to one retailer and costly to others. S Hart referred to the safety and linkages provided by the acquired land. There were potential future projects to increase car parking. K Galloway requested S Hart to meet him to observe available car parks.

D Gordon referred to the comments of P Williams and asked what the level of consultation with the Board had been. S Hart commented that the previous Community Board had approved the concept design and there had been a number of other meetings and updates with the Community Board and Council regarding design and budget. None of those meetings had secured approval for the carparks so this report dealt with that formal request. He noted that the work was due to start at the end of January 2019.

D Gordon referred to para 5.3 and 5.4 and related to consultation and asked about when information would go to businesses regarding details of the work to be completed. K Straw advised staff would go do or to door around the Gables Arcade and businesses that backed onto the laneway in the new year. They would refer to the management of traffic once the project was underway.

D Gordon referred to the reorganisation of the carpark behind the Gables and removal of the toilet - was there a partnership with New World to provide a toilet for the public within their complex. That was the understanding of S Hart and J Gerard.

R Brine asked if staff had been requested to provide copies of previous reports prior to the meeting would that have been possible for them to circulate. S Hart replied yes and noted that questions asked tonight about the design had been covered in previous reports.

R Brine asked if it was requested to lay the report on the table until February would that impact on the work; K Straw replied yes it would, it had been their understanding that the concept had been approved and this report was a formalisation to allow the loading zones to be enforced. There had been no intention to change the design.

Moved J Gerard seconded G Miller

THAT the Rangiora-Ashley Community Board:

(a) Receives report No. 181026125716 and

that the District Planning and Regulation Committee:

(b) Approves the removal of three existing carparks and loading zone as shown in Figure 1 of the report 181026125716.

(c) Approves the time limit reduction for parking within the 16m loading zone shown in Figure 1 from 20 minutes to 5 minutes.

(d) Approves the installation of a new approximately 9m long loading zone on Good Street as shown in Figure 1 of the report 181026125716.

CARRIED

J Gerard commented that the matter had been before the Council and Board for some time. To hold up the project at this stage was foolhardy in his opinion. Property owners had made it clear that it was an unsafe area. He agreed
there was a cost to the loss of three carparks but believed the gated compound which could take two trucks with one waiting was a better solution. It was a difficult area however he believed it was better to proceed after contracts had been tendered and following decisions of the previous Community Board.

G Miller advised he had been involved in the previous decision to proceed and the Community Board had been behind the project due to the current shambles of the area. He was in favour of proceeding due to concerns about safety.

R Brine completely agreed with the previous comments. He had asked the question with respect to previous reports to show that they are accessible. It was important to read the agenda and give staff an opportunity to answer questions before the meeting. The question could then be repeated at the meeting for the record. He believed the Board needed to support an important project that addressed a safety issue. With respect to the number of carparks he noted the ongoing work trying to increase the number of car parks.

P Williams commented that it was the first time it had been brought to his attention that they would be losing car parks. He believed the area at the back of New World was a mess and believed that with a business plan the area could be better managed by New World, for example removing pallets to create more room. He asked would that area be cleaned up following the changes. With regard to trucks waiting to unload that could be managed via use of a cell phone with trucks waiting away from site. He believed more information was required. He was disappointed that the work was commencing in January as it forced the Community Board to approve this evening.

D Gordon commented that he did not feel forced. There had been a lot of process up to this point and he commended staff with coming to an agreement with all parties to purchase land and get on with the development. Like others he was also concerned with the loss of carparks however felt there was a greater good around the issue of safety. Progress was being made on car parking strategies. Removing toilets from the carpark in the past had increased the number of parks available and New World had incorporated toilets in their building at no cost to ratepayers. He was sure feedback on the business plan could be fed back to New World. Issues with the back of New World were fair comment for a town centre however they also had to function.

7.2 Applications to the Rangiora-Ashley Community Board’s Discretionary Grant Fund 2018/2019: – E Cordwell (Governance Team Leader)

J Gerard and J Hoult sat back from the table and D Lundy took the role of chair.

E Cordwell spoke briefly to the report commenting the applications were self-explanatory.

THAT the Rangiora Ashley Community Board:

(a) Receives report No. 181128139669.
(b) Approves a grant of $500 to TimeBank Waimakaniri Inc. towards the cost of promotional material.

CARRIED

G Miller believed it was a very worthwhile project. The work completed so far had created an excellent platform which he would like to see move forward.

D Gordon commented he was involved in the original Time Exchange and was pleased to see where this project had got to and acknowledged the work of the committee. It was a worthwhile cause he wholeheartedly supported.
D Lundy thanked R Zahner and M Pugh for a well presented deputation.

E Cordwell explained that the grant would assist with keeping the children safe while allowing the Garden to Table programme to flourish.

Moved K Galloway seconded G Miller

(c) **Approves** a grant of $500 to North Loburn School towards the purchase of a small garden shed.

**CARRIED**

K Galloway commented that having visited the school on a Board visit and seen what they were doing he couldn’t think of a more worthy cause

G Miller echoed K Galloways comment and noted their enthusiasm for environmental projects.

8 **CORRESPONDENCE**

E Cordwell advised that Loburn School had sent a letter of thanks to the Community Board for funds towards the William Pike Challenge.

9 **CHAIRPERSON’S REPORT**

9.1 **Chair’s Diary for November 2018**

Moved J Gerard seconded R Brine

**THAT** the Rangiora-Ashley Community Board:

(a) Receives report No. 181204142444.

**CARRIED**

10 **MATTERS FOR INFORMATION**

10.1 **Oxford-Ohoka Community Board meeting minutes – 8 November 2018** (Trim No. 181031127749).

10.2 **Woodend-Sefton Community Board meeting minutes – 12 November 2018** (Trim No 181122137148).

10.3 **Request for three elected members to be appointed to a hearing panel to consider objections to a new bus shelter installation adjacent to 321 High Street, Rangiora – report to Council 6 November 2018** (Trim 181024124226).

10.4 **Youth Council meeting minutes – 25 September 2018.**

10.5 **Adoption of Reviewed Kaiapoi Town Centre Plan – 2028 and Beyond – report to Council 6 November 2018** (Trim No 181001135553).

10.6 **Annual Report for Enterprise North Canterbury for the Year Ended 30 June 2018 – report to Audit and Risk Committee 20 November 2018** (Trim No 181100132111).

10.7 **Annual Report for Te Kōhaka o Tūhaitara Trust for the Year Ended 30 June 2018 – report to Audit and Risk Committee 20 November 2018** (Trim No 181100132152).

10.8 **Capital Projects Report for the period ended 30 September 2018 – report to Audit and Risk Committee 20 November 2018** (Trim No 181101128611).
10.9 **Community Facilities – User applications for exemption from fees – report to Community and Recreation Committee 20 November 2018** (Trim No 181109132237).

10.10 **Library Update to 31 October 2018 – report to Community and Recreation Committee 20 November 2018** (Trim No 181108131993).

Moved J Gerard seconded G Miller

THAT the Rangiora-Ashley Community Board receives the information in items 10.1-10.10.

**CARRIED**

11 **MEMBERS’ INFORMATION EXCHANGE**

11.1 **M Clarke**

- Assisted with residents concerned over works at West Belt /Johns Road.
- Notified Council of issues following receiving complaints over South Belt. Received good answer from staff. The ditch was to be filled in to allow cars to park further off the road.

11.2 **J Hoult**

- Attended North Canterbury Neighbourhood Support meeting, some engagement with Communications Team over proposed parties in parks / reserves.
- Attended All Boards meeting.
- TimeBank meeting – members were signing up and engaging with each other.

11.3 **S Lewis**

- Commented the Christmas Celebration night was a great night.
- Attended Fernside Gardens fundraiser and visited stunning properties.
- Attended All Boards meeting.
- Attended Ashgrove School Gala.
- Attended Riding for Disabled fundraiser.
- Attended Twilight Fete in Rangiora Showgrounds.
- Advised she had been given a tour of the new North Canterbury Sport and Recreation Trust Fitness centre in Flaxton Road and commented that it was a fantastic facility that she would recommend.

11.4 **G Miller**

- Attended All Boards meeting.

11.5 **P Williams**

- Attended a number of meetings including Rangiora Airfield, ECan, Garrymere Water Advisory Group and West Eyreton Summerhill Water Advisory Group.
- Attended fireworks display in Victoria Park which was well supported.
- Attended the Rangiora Christmas Parade.
- Attended Oxford Rural No1 opening with the Minister and noted that it may be a political nightmare to chlorinate Rangiora water.
- Thanked K Galloway and C Prickett for the work at the dog park including hands on work to reduce cost to Council. It was great to see the community spirit.

11.6 **D Gordon**

- Attended a number of events previously mentioned.
- Attended White Ribbon Events at Rangiora High and New Life Schools.
- Attended Garrymere Water Advisory Group meeting with D Lundy and C Prickett and had been nominated as chair. Commented that initially they
would ensure all options had been investigated. A three hour meeting was scheduled the following week, a representative of Hurunui District Council would be attending to explain what they were doing in that district.

- Attended Rangiora Christmas Parade and commented that Rangiora Promotions had had a successful year. Noted that it had been agreed there would not be an event on High Street for Muscle Car Madness in January (MCM), it was not through lack of trying to negotiate with MCM organisers, and it was not due to compliance issues.
- Presented PepperTree preschool with their bronze Enviro School Award.
- Attended Good Street Park neighbourhood event where there was good attendance and encouraged other Board members to attend events where they could.
- Meeting with staff regarding issues with Cones Road seal issues.
- Noted issues with traffic management on Rangiora Woodend Road had been raised.
- Raised issue with NZTA requesting closure of Lineside Road for a whole day in the run-up to Christmas for reseal work. He had been approached by concerned business owners and spoken to staff at NZTA regarding consultation. NZTA had acknowledged they had not undertaken due process and had changed the proposed date of work to the new year. An alternative was for the work to be completed at night.

11.7 **D Lundy**

- Attended Garrymere Water Advisory Group meeting and was deputy chair. They would go over ground to make sure the best option was selected.
- Attended Bob Spark’s funeral.
- Attended All Boards meeting.
- Assisted with objection for an off-licence. E Cordwell advised the submission had been lodged and would come back to the Board for public record in February.

11.8 **K Galloway**

- Noted that since the November Board meeting he had lodged five Snap Send Solve requests and had not been advised on any of those request. E Cordwell would follow up.
- Party in the Park was amazing and congratulated Rangiora Promotions.
- Attended All Boards meeting.
- Congratulated the RSA on their lighting of the outside area.
- Assisted with getting water to the large dog park and gave particular thanks to John Nuku from Rangiora Hire who provided assistance free of charge.
- J Gerard commented on K Galloway passion for the dog park and thanked him for his work on behalf of the Board.

11.9 **R Brine**

- Commented on complaints from residents around long grass recently. It was not possible for contractors to retain the normal level of service due to the unusual weather meaning grass growth which quicker than normal.

12 **CONSULTATION PROJECTS**

**Residential 4 Zones & San Dona Olive Grove Area**

Consultation closes Friday 23 December 2018.  


The Board noted the consultation.
13 **BOARD FUNDING UPDATE**

13.1 **Board Discretionary Grant**

Balance as at 5 December 2018: $5,423 plus estimated carry forward of $1,451.

13.2 **General Landscaping Fund**

Balance as at 5 December 2018: $26,160.

14 **MEDIA ITEMS**

Nil.

15 **QUESTIONS UNDER STANDING ORDERS**

Nil.

16 **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

Nil.

**NEXT MEETING**

The next meeting of the Rangiora-Ashley Community Board is scheduled for 7pm, Wednesday 13 February 2019 in the Council Chambers at the Rangiora Service Centre.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 8.45pm

CONFIRMED

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Chairperson

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Date

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**Briefing**

- Simon Hart – update on Good Street