MINUTES FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD
HELD IN WAIKUKU BEACH HALL, 1 BRIDGE STREET, WAIKUKU BEACH ON
TUESDAY 15 NOVEMBER 2016 AT 7.02PM

PRESENT

J Archer, A Blackie, R Mather, S Powell, and A Thompson.

IN ATTENDANCE

C Sargison (Manager, Community and Recreation), Councillor S Stewart, S Nichols (Governance Manager), K Ward (Community Board Advocate) and L Courtney (Governance Secretary).

Note: the meeting date and venue of the Woodend-Sefton Community Board differs from that advertised, being postponed by 24 hours. The Woodend Community Centre was being used as a welfare centre for those affected by the 14 November 2016 earthquakes.

K Ward opened the meeting advising the apology received form J Meyer and after advising she had consulted with the Deputy Chair, called for nominations for Chair.

Moved R Mather seconded A Thompson

THAT the Woodend-Sefton Community Board:

(a) Approves A Blackie as Chair for the duration of the 15 November 2016 meeting of the Woodend-Sefton Community Board.

CARRIED

A Blackie assumed the Chair and outlined the legislation with regard to the change of venue. Legislation allows for changes to meeting venues, dates and times due to extraordinary circumstances. Staff have met all legal obligations with regard to holding the meeting of the Woodend-Sefton Community Board and all decisions will be legally binding.

1 APOLOGIES

Moved A Blackie seconded R Mather

An apology was received and sustained from K Eastwood and J Meyer for absence.

CARRIED

S Nichols announced the resignation of Board member K Eastwood, citing health reasons, from the Woodend-Sefton Community Board effective immediately. S Nichols read a prepared statement from K Eastwood who wished “the new Board and the Council well in continuing to integrate fabulous facilities to the district”; she spoke of her confidence in how the district “would prosper and develop to be an even more enticing place to live than the already wonderful place it is”. She wished the Board well with its future.

Due to K Eastwood’s resignation, and its acceptance by the Chief Executive, a by-election will be required for the position on the Woodend-Sefton Community Board. S Nichols outlined the process going forward for the information of the Board. Nominations would open Tuesday 22 November and close noon 22 December 2016.
If an election was required as a result of receiving more than one nomination, voting would close 17 February 2017.

A Thompson questioned whether the next candidate in the election results could be co-opted to fill the now vacant position. S Nichols advised that staff were bound by the Local Electoral Act regarding a vacancy on a Community Board, stating the only situation where a by-election was not required was when a vacancy occurred within twelve months of the next triennial election.

R Mather acknowledged K Eastwood’s contribution to the Board and the community, in particular the Pegasus community.

Moved R Mather  seconded A Blackie

THAT the Woodend-Sefton Community Board:

(a) Requests staff forward to K Eastwood, the Board’s expression of regret at her resignation and acknowledge her valued contribution to the community and Community Board.

CARRIED

2  CONFLICTS OF INTEREST

There were no conflicts of interest.

3  CONFIRMATION MINUTES

3.1 Minutes of the Woodend-Sefton Community Board – 26 October 2016

R Mather raised an error on page 3 of the minutes regarding the reference to Todd Property.

Moved A Blackie  seconded R Mather

THAT the Woodend-Sefton Community Board:

(a) Amends page 3, item 4.4, paragraph 3 of the minutes, to correct the reference Todd’s Property to Todd Property Group.

(b) Confirms, as a true and accurate record, the circulated minutes of the Woodend-Sefton Community Board meeting held 26 October 2016.

CARRIED

4  DEPUTATIONS FROM THE COMMUNITY

4.1 Doug Wethey, Woodend Beach resident, spoke to the Board with a proposal to improve road safety in his residential area, particularly in relation to child safety. He referred to his email (161118118802 and 161118118764) sent prior to the meeting that included photos and a petition that had been circulated to all Board members.

D Wethey provided background to his passion behind the proposal, recounting how his family dog had been hit by a car outside their home by a vehicle travelling too fast. At the time, his grandchildren had been playing with the dog which highlighted the fact that one of his grandchildren could have been hit instead of the dog.
D Wethey stated that vehicles at Woodend Beach travel too fast. He and other residents would like speed bumps installed, to reduce vehicle speed including vehicles with horse floats that often travel above the 30kmh speed limit. He noted the speed bumps and traffic calming measures at Waikuku Beach, Pegasus and Rangiora and would like to see traffic calming measures at Woodend Beach. He stated a speed bump at the 30kmh sign in Woodend, installed before the upcoming Christmas break would be ideal, with other traffic calming measures to follow in due course.

Regarding the Woodend to Woodend Beach walking and cycling track: R Mather queried if the community were supportive of the project. D Wethey believed the community supported the walking and cycling track with children who bike along it regularly. He added that users of the Woodend Christian Camp use the path to get the beach.

J Archer supported D Wethey’s proposal and would like to see it extended to Sandhill Road.

A Blackie asked whether the horse floats were being brought in by local residents or those outside the community. D Wethey replied that all floats were from outside the community as most local residents have their own access.

C Sargison commented that he had spoken to the Council’s Roading Manager, K Stevenson, who has been in communication with the Woodend Community Association and would present a report to the Board at its December meeting, in relation to speed issues at Woodend Beach.

R Mather queried if a temporary sign could be erected prior to Christmas, especially if there was not enough time to install a speed bump. C Sargison replied that there was a speed limit bylaw that had to be adhered to but he would inquire whether a temporary speed bump could be put in place until something more permanent could be installed.

5 ADJOURNED BUSINESS

There was no adjourned business.

6 REPORTS

6.1 Community Board Governance Arrangements – S Nichols (Governance Manager)

S Nichols took the report as read noting this was first time the Waimakariri District Council had had two community boards in one ward. She highlighted that the Board was an unincorporated body of Council; therefore the structure differed from the Council’s Standing Committees.

Moved R Mather    seconded S Powell

THAT the Woodend-Sefton Community Board:
(a) Receives report No. 161103113736.
(b) Declines speaking and voting rights of the non-appointed Woodend-Sefton Community Board Councillors, representing the Kaiapoi-Woodend Ward, being Councillors N Atkinson and S Stewart; with attendance at any Woodend-Sefton Community Board meeting being seated in the public gallery, with the same rights as the public.
(c) **Declines** the non-appointed Woodend-Setfton Community Board Councillors, representing the Kaiapoi-Woodend Ward, being Councillors N Atkinson and S Stewart, to be active members at any workshop or briefing, held by the Woodend-Setfton Community Board with full speaking rights, but no voting rights, acknowledging such workshop or briefing meetings are non-decision making.

**CARRIED**

*A Blackie abstained*

R Mather meant no disrespect to the non-appointed Councillors in moving the motion but believed the Councillors could carry out their roles without requiring speaking rights at the Woodend-Setfton Community Board meetings. She was confident the Community Board’s appointed Councillors could represent the interests of the Kaiapoi-Woodend Ward at the Board’s meetings and that additional Councillors, at the meeting table, had the potential to hinder the performance of the Board. In R Mather’s opinion, an over representation of Councillors at the meeting table, also had the potential to reduce the Board’s individuality.

S Powell supported R Mather’s comments, reiterating that no disrespect to the non-appointed Councillors should be inferred with the current motion. She would like the current members to be able to carry out their duties to the community as its elected representatives.

A Thomson supported the motion highlighting it was nothing personal against the non-appointed Councillors. He acknowledged the precedent set in having the two Community Boards in one ward and believed there was a risk in not respecting the wishes of the community. He referenced the Representation Review, completed in early 2016, which acknowledged the differing identities of the two communities: Woodend-Setfton and Kaiapoi-Tuahiwi. A Thompson acknowledged the experience the Board’s two appointed Councillors would bring to meetings and discussions, highlighting that the Board only sought good and fair outcomes.

J Archer supported the motion. He stated the intention of the Representation Review was to have separate Community Boards, due to the differing issues and challenges of the Woodend-Setfton and Kaiapoi-Tuahiwi Communities. An over representation of Councillors at the Board’s meetings had the potential to hinder progress.

A Blackie clarified that Councillors represented the ward’s interests as well as the wider Waimakariri district; some in the community had not agreed with the concept of two Community Boards in the Kaiapoi-Woodend Ward. J Archer acknowledged A Blackie’s comments but believed the different aspects of the Kaiapoi-Woodend ward, as reflected in the two Community Boards, needed to be respected as individual entities.

R Mather, as her right of reply, commented that members were elected based on the boundaries and membership determined by the Local Government Commission, and it was now time for the elected members to get on with representing the community’s interests. However, this did not preclude contribution from the non-appointed ward Councillors, when and where appropriate.

6.2 **Pegasus Beach Toilet – C Brown (Community Green Space Manager)**

C Sargison spoke to the report, commenting that Pegasus Beach is now a popular beach. He highlighted that the current toilet had always been intended as a temporary facility which would be relocated, once new
facilities were completed. C Sargison stated that a number of factors needed to be considered when designing the new facility, including its environment and aesthetics. Community consultation saw a request for change facilities which have been included in the design.

S Powell queried whether there would be a lack of toilet facilities while the new toilet and changing facilities were being installed where the current one is located. Staff expected the installation of the new toilets and changing rooms to be relatively quick.

S Powell queried the location of the outdoor shower. C Sargison replied it would be located adjacent to the changing rooms. Beach users had been asked about the location of the shower. Those asked had suggested the current location due to the wind; so that those using the shower would not have to contend with the easterly wind. S Powell was concerned that it may not be visible to casual users. C Sargison stated that staff were happy to take advice from the Board regarding the location of the outdoor shower. After discussion the Board agreed that its current location was suitable due to its proximity to the changing rooms.

Moved A Thompson seconded J Archer

THAT the Woodend-Sefton Community Board:

(a) Receives report No.161104113788.
(b) Approves staff contracting Felgroup to build and install a toilet at Pegasus Beach Car Park in accordance with the plan included in this report as attachment ii (161104113788).
(c) Notes that staff have already started the process of designing the water connection and that this process is separate to the toilet installation.

CARRIED

6.3 Forecast Projects in the Board Area – C Sargison (Manager Community and Recreation)

C Sargison commented that the Board at the October meeting had requested staff report on projects based on the Board's suggestions. It would not preclude adding to the suggestions list once the report had been brought before the Board.

A Thompson suggested a discussion regarding priorities for the community and a link between Waikuku Beach to Pegasus.

R Mather suggested a report regarding connectivity between Waikuku and Pegasus, Woodend and Ravenswood/Pegasus and an update on the Woodend to Woodend Beach walking/cycleway. She commented that once the Council portacom, as approved by the Council, has been moved to Pegasus for use as a community centre, then the next likely request would be for toilet facilities.

Regarding road safety: S Powell raised concerns regarding Chinnerys Road, which is used as a short cut to the Woodend-Rangiora Road from Main North Road, Woodend and vice versa. Also the removal of rumble strips in Pegasus. R Mather commented that some of the rumble strips were removed due to complaints regarding noise and jarring to vehicles. The strips have been replaced with asphalt strips that have been reduced in height to mitigate the noise and jarring. There is more of this work to be done as budget allows.
The matters raised have been noted by staff and will be brought back as a report to the Board’s December meeting. C Sargison encouraged members to contact him directly if they considered additional items to add to the report.

Moved A Blackie  seconded R Mather

**THAT** the Woodend-Sefton Community Board:

(a) **Receives** report No. 161103113685.

(b) **Notes** the projects that are scheduled for completion by June 2018.

(c) **Requests** staff to investigate the feasibility of the following and report back to the Board prior to the close of submissions to the 2017/18 Annual Plan.

- Priorities for the Woodend-Sefton community
- Connectivity links between Waikuku and Pegasus, Woodend and Ravenswood, Woodend and Pegasus
- Woodend to Woodend Beach walking and cycling path
- Toilet facilities at the Pegasus Community Centre
- Road safety at Chinnerys Road, Woodend
- Rumble strips in Pegasus

CARRIED

6.4 **Draft Walking and Cycling Strategy for Public Consultation – L Beckingsale (Policy Analyst)**

L Beckingsale spoke to the report commenting the current funding environment is different to 2013 when the Strategy was last reviewed with funding approved for the two high priority projects in the district: the walking and cycle ways between Rangiora and Woodend, and between Rangiora and Kaiapoi. L Beckingsale commented that the review of the Strategy was initiated by a survey of the community. She noted the timing of the consultation on the Strategy was during the Board's election process and so consultation has been extended to December to allow for feedback from the Community Boards.

S Powell queried whether consideration had been given to the Woodend to Woodend Beach walking and cycling path project. L Beckingsale replied that a submission had been received regarding the project. C Sargison added that although it was a community led project, the Board had funding available to them through the General Landscaping Budget. He commented it could be an option for the Board to consider as a way of supporting the project. The importance of the link was acknowledged in relation to also providing a connection to the Te Kōhaka o Tuhaitara Trust’s Tuhaitara Coastal Park.

Regarding road calming measures at Woodend Beach Road and Sandhill Road: J Archer queried how the Board could encourage progress. C Sargison suggested the Roading Manager be contacted directly regarding the matter.

A Thompson, to the members, asked whether the Board would like to put in a submission. K Ward outlined the Board’s options. C Sargison suggested a workshop be held at the Board’s December meeting to discuss the submission. It was requested that the Roading Manager also attend the meeting to provide insight and advice.
Regarding Kippenberger Avenue: C Sargison commented that measures are in place now for infrastructure to support residential developments in terms of pathways etc and developers must now provide connecting paths for future residents. He added that paths being created now are wider, to take into account mobility scooters and prams.

Moved A Thompson  seconded J Archer

**THAT** the Woodend-Sefton Community Board:

(a) **Receives** report No. 161101112557.

(b) **Notes** there will be further assessment of individual projects once the strategy is confirmed. Any projects requiring additional funding will be consulted through the Annual and/or Long Term Plan processes.

(c) **Requests** the Roading Manager attend the December 2016 meeting to provide insight and advice relating to this project.

**CARRIED**

J Archer commented on the importance of walking and cycling links between the Woodend-Sefton communities.

A Thompson commended staff on the Strategy. He referenced the Waimakariri District Development Strategy, highlighting the importance of connections to, and within, the community. He added that although roads are an important connection in the community, they are not the only way to connect communities. A Thompson suggested a map be used to illustrate and discuss connectivity, adding that mobility scooters need to be considered in the discussions. He noted there was a natural triangle between Woodend, Waikuku and Pegasus, and it was important to incorporate secondary connections into that triangle. He had received comments regarding funding for the two major cycle/walk way projects, that funding was for the whole district but only benefited some. He disagreed with the sentiment referencing Hanmer Springs; visitors utilise biking tracks in Hamner but would not have contributed financially to the development of them. A Thompson also supported a connection through Kaiapoi Pa Road; not as a road but as a means of connecting the beach communities. He believed it would be good for the Council to consider re-evaluating the importance of walking and cycling connections in its roading budget, and for allocations to be made accordingly. He commented on the cycle path along Waikuku Beach Road and the mess left by cows crossing that road. A Blackie commented that cow pat is the responsibility of the farmer, but was uncertain how that responsibility related to cycleways.

6.5 **Appointments to Advisory Groups and Outside Organisations - K Ward (Community Board Advocate)**

K Ward spoke to the report noting the appointments are historic and are made to create a liaison connection between the Community Board and key organisations. Contribution is varied and involvement in an organisation does not preclude a member from being the Board’s appointed representative; meetings dates and times vary.

A Thompson suggested a table showing the meeting frequencies, schedules and locations of each group would be helpful. He also queried whether other groups/organisations should be added to the list including the North Canterbury Cycling Club and the Waikuku Beach Residents Group. K Ward commented that the appointments had been reviewed but the Waikuku Beach Residents Group had not been brought to her notice and would be an appropriate addition if the Board members all agreed.
She highlighted that to add community groups to the appointment list an invitation for Board representation needs to come from the groups/organisations themselves. K Ward added that with a vacancy on the Board, it may be appropriate to wait and defer some or all appointments. R Mather added that the Pegasus Residents Group had requested a backup, so if the appointed representative could not attend a meeting, the Board could still have a presence at meetings.

A Thompson commented on the interpretation of representative and liaison; that a Board member could liaise with a group/organisation but not necessarily be a Board representative.

J Archer commented on reciprocal connections. He believed that as well as the Board seeking representation on community groups and organisations that those groups needed to approach the Board should they require assistance or representation.

A Thompson asked whether there was a Sefton Residents group. C Sargison replied the Sefton Township River and Drainage Ratepayer District acted as a residents group as well. He added the Sefton Public Hall Society may appreciate liaison with the Board due to upcoming upgrades to the Sefton Hall.

Moved R Mather seconded A Thompson

THAT the Woodend-Setfion Community Board:

(a) Receives report No. 161102112769.

(b) Approves the appointment of Board Member J Archer as a Board representative and liaison person, to the Woodend Community Centre Advisory Group.

(c) Approves the appointment of Board Member R Mather as a Board representative and liaison person, to the Gladstone Park Advisory Group.

(d) Approves the appointment of Board Member R Mather as a Board representative and liaison person, to the Pegasus Residents Group.

(e) Approves the appointment of Board Member J Archer as a Board representative and liaison person, to the Woodend Community Association.

(f) Approves the appointment of Board Member A Thompson as a Board representative and liaison person, to the Waikuku Beach Residents Group.

(g) Approves the appointment of Board Member S Powell as a Board representative and liaison person, to the Sefton Public Hall Society.

(h) Defers allocating the remaining groups and organisations to the Board’s December meeting where information regarding meeting frequency, dates and times can be presented.

(i) Approves the appointment of Board member S Powell as a Board representative and liaison person to Grey Power North Canterbury.

CARRIED
7 CORRESPONDENCE

There was no correspondence tabled.

8 CHAIRPERSON’S REPORT

There was no Chairperson’s Report.

9 MATTERS FOR INFORMATION

9.1 Rangiora-Ashley Community Board meeting minutes – 25 October 2016 (Trim No. 161025109185)
9.2 Kaiapoi-Tuahiwi Community Board meeting minutes – 26 October 2016 (Trim No. 161025109208)
9.3 Oxford-Ohoka Community Board meeting minutes – 27 October 2016 (Trim No. 161025109219)
9.4 Oxford-Eyre Ward Advisory Board meeting minutes – 21 September 2016 (Trim No. 160916095763)
9.5 Kaiapoi Community Board meeting minutes – 26 September 2016 (Trim No. 160922097905)
9.6 Rangiora Community Board meeting minutes – 28 September 2016 (Trim No. 160922097926)
9.7 Capital Projects Report for the period ended 30 June 2016 - Paul Christensen (Finance Manager) – Audit Committee, 20 September 2016 (Trim No. 160905091231)
9.8 Summary of Status of Council Water Supply Schemes - Colin Roxburgh (Water Asset Manager) – Utilities and Roading Committee, 27 September 2017 (Trim No. 160914094969)
9.9 Chairperson’s End of Term Report – Robyn Wallace (Chairperson, Kaiapoi Community Board) – Council, 4 October 2016 (Trim No. 1609120993902)
9.10 Chairperson’s End of Term Report – Judith Hoult (Chairperson, Rangiora Community Board) – Council, 4 October 2016 (Trim No. 160912093829)
9.11 Chairperson’s End of Term Report – Karen Eastwood (Chairperson, Woodend-Ashley Community Board) – Council, 4 October 2016 (Trim No. 160912093801)
9.12 Chairperson’s End of Term Report – Vic Allen (Chairperson, Oxford-Eyre Ward Advisory Board) – Council, 4 October 2016 (Trim No. 160912093801)
9.13 Visit to Belgium for Passchendaele Commemorations – Jim Palmer (Chief Executive) – Council, 1 November 2016 (Trim No. 161026109825)

Moved J Archer seconded S Powell

THAT the Woodend-Sefton Community Board receives the information in items 9.1-9.14.

CARRIED
10 MEMBERS' INFORMATION EXCHANGE

10.1 R Mather
- Pegasus Residents Group: put in submissions to the Walking and Cycling and Waimakariri District Development Strategies
- Woodpecker: promoted, to Councillors, for community news including issues with quad bikes. She had organised an article and photo be published to introduce the new Community Board
- Raised the state of some empty sections. In liaison with ECan and the Council to resolve the issue
- Analysing the results of a community survey, and will be distributed to the Board
- Met with Council managers regarding a number of local issues
- Attended the Waimakariri District Development Strategy launch
- Attended All Boards briefing.

10.2 S Powell
- Woodend Community Association: discussed speed limits.

10.3 A Thompson
- Attended Waimakariri District Development Strategy launch
- Northern Pegasus Bay Bylaw: its relevance to Woodend-Sefton communities; and would like to see greater publicity of changes to the Bylaw.
- Te Kōhaka o Tuhaitara Trust open day.

11 CONSULTATION PROJECTS

11.1 Let's Talk About Speed Limits
The Board noted the consultation project.

It was noted the staff had extended the deadline for receiving submissions from the Community Boards.

Application for off-licence in Pegasus. K Ward suggested the information regarding the application be emailed to the members. A Thompson queried whether the Pegasus Residents Group held a view regarding the application. It was decided that there were no grounds to object to it. K Ward advised that the Board could make a submission, to ensure community concerns would be on record.

12 FOSTERING COMMUNITIES

C Sargison outlined this was a forum for identifying and discussing emerging groups.

- Woodend Community Centre Welfare Centre: people have been evacuated out of earthquake affected communities with representatives from various consulates to aide with tourists. It was not certain how long the welfare centre would stay open. Community groups have assisted with transport to Christchurch
- Leadership in Communities (LinC): offered to speak to the Board about the programme. The Board agreed and staff would follow up.
13 REVITALISATION PROJECTS

Regular updates on the Woodend Pegasus area projects are emailed regularly to Board members. These updates can be located at the link below:


The Board noted the projects.

14 BOARD FUNDING UPDATE

14.1 **Board Discretionary Grant**
Balance as at 8 November 2016: $1,620

14.2 **General Landscaping Budget**
Balance as at 8 November 2016: $15,278.71

S Powell queried the proposed workshop regarding use of the Board’s General Landscaping Budget. C Sargison clarified that item 6.3, regarding current projects, would include discussion on what projects the funds could be allocated to in the future.

15 MEDIA ITEMS

There were no media items raised.

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 Woodend-Sefton Community Board is scheduled for 7pm, Monday 12 December 2016 at the Woodend Community Centre.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 9.02PM

CONFIRMED

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Chairperson

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Date
Workshop – 9.03pm-9.22pm.

1. *Community Board Flyer.* Karyn Ward (Community Board Advocate)