MINUTES FOR THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD
HELD IN THE MEETING ROOM 1, RUATANIWHA KAIAPOI CIVIC CENTRE,
176 WILLIAMS STREET, KAIAPOI ON MONDAY 21 NOVEMBER 2016 AT 4PM.

PRESENT

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

IN ATTENDANCE

C Sargison (Manager Community and Recreation), Councillor J Meyer, K Ward
(Community Board Advocate) and L Courtney (Governance Secretary).

J Watson welcomed everyone, in particular the new members to the Board and
highlighted the Board’s Code of Conduct including the dress code.

1 APOLOGIES

Apologies were noted from A Blackie and J Palmer for absence.

2 CONFLICTS OF INTEREST

Item 6.4 (b) – C Greengrass (office holder) and J Watson (Trustee).

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Kaiapoi-Tuahiwi Community Board – 26 October 2016

P Redmond raised that the Deputy Chair role was contested and asked that
it be minuted accordingly.

Moved J Watson seconded N Atkinson

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Amends item 6.1 of the minutes to reflect contesting of the Deputy
Chair role:

J Watson called for nominations for the Deputy Chair position.
M Pinkham nominated P Redmond, which was supported by
C Greengrass. N Atkinson nominated C Greengrass, which was
supported by S Stewart. P Redmond and C Greengrass were both
agreeable to being nominated for the Deputy Chair position.
C Greengrass won by majority vote.

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

CARRIED

4 DEPUTATIONS AND PRESENTATIONS

4.1 Keith Land (Head of Canterbury Land, Earthquake Commission (EQC))
introduced himself to the new Board.

K Land stated that EQC had nearly finished processing claims and
endeavoured to be completed by Christmas. There were approximately
3,000 claims in green zones to be processed across greater Christchurch. There were a few flat land claims and 40 in the Port Hills remaining, adding that 100 flooding vulnerability and 1,600 liquefaction vulnerability claims were left to complete across greater Christchurch.

K Land had no specific data for the Waimakariri District, however the remainder were mostly Red Zoned properties. The delay in the process was due to awaiting a decision from Central Government on the Recovery Plan. He added that settlement with the Crown, via Land Information New Zealand, is expected to be completed in early 2017.

He also advised that he had resigned from EQC with his final day being 16 December 2016. He assured the Board he would make sure his replacement/s were fully briefed; some of his work may be distributed over several EQC staff.

The focus for EQC would soon move to matters related to the Kaikoura earthquake of 14 November 2016 and ongoing aftershocks. He noted a number of complicated issues including Wellington city. The key issue would be to address the worst affected areas first.

K Land thanked the Board for their work and support, in particular C Greengrass. The assistance in formulating an appropriate approach to claims resolutions was highly valued.

M Pinkham queried whether EQC funds would be sufficient considering the claims that would result from the Kaikoura earthquakes. K Land responded that claims have been guaranteed by the Central Government.

M Pinkham asked whether there would be an effect on EQC levies. K Land commented that levies have increased three times since the 4 September 2010 earthquake. He could not give a definite answer regarding future levy increases.

C Greengrass commented that K Land came into his role with a clear focus and took on feedback from the community; she thanked him for listening to the community.

N Atkinson thanked K Land for attending the Board’s meetings and fronting, when requested, to answer some difficult questions posed by the Board.

5 ADJOURNED BUSINESS

Nil.

6 REPORTS

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

C Sargison spoke briefly to the report.

Moved J Watson seconded M Pinkham

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No. 161109115434.
(b) **Approves** the non-appointed Kaiapoi-Tuahiwi Community Board Councillors, representing the Kaiapoi-Woodend Ward, being Councillors A Blackie and J Meyer, to be active members, at the Community Board meeting table, with full speaking rights, but no voting rights.

(c) **Approves** the non-appointed Kaiapoi-Tuahiwi Community Board Councillors, representing the Kaiapoi-Woodend Ward, being Councillors A Blackie and J Meyer, to be active members at any workshop or briefing, held by the Kaiapoi-Tuahiwi Community Board with full speaking rights, but no voting rights, acknowledging such workshop or briefing meetings are non-decision making.

**CARRIED**

J Watson believed that due to their wisdom and experience it was preferable to have the full involvement of all the Kaiapoi-Woodend Ward Councillors. With voting rights at the Council table they would advocate for the Board, at a Council level, when required.

M Pinkham supported J Watson’s comments. However, he believed information regarding the Representation Review had been confusing for the public who were unsure how the two Community Boards in one Ward would work practically. The Board needed to work with the current arrangement and get on with what was best for the community.

P Redmond commented that the Local Government Commission (LGC) set the current arrangement of two Community Boards in one Ward. He stated that Councillors appointed to a Community Board was not a unique situation and were generally appointed in pairs so they did not dominate the Community Boards they were appointed to. He applauded the integrity and active work Councillors undertook but was not convinced the non-appointed Councillors required full speaking rights around the table; he noted the Woodend-Seton Community Board declined speaking rights to its non-appointed Councillors. Regarding the reference to the Council’s Standing Committees at the Board’s October meeting, P Redmond stated Community Boards were not Committees of Council and did not need to follow the same arrangements. He referenced Standing Orders clause 2.9.5, which specifically excludes Councillors being appointed ex-officio to a Community Board. He also could find no jurisdiction to follow which supported this particular arrangement. P Redmond suggested if the non-appointed Councillors wished to share information with the Board that they utilise the ‘Deputations and Presentations’ portion of the meeting to do so. He expressed concern regarding public excluded agenda items, and the possible influence a higher proportion of Councillors around the meeting table could pose. P Redmond questioned whether it was necessary to have all four Ward Councillors at the table, as it could be perceived as circumventing the decision of the LGC. P Redmond supported all Ward Councillors attending some workshops but was still uncertain regarding them all sitting at the table. He believed both the Community Boards having the same structure was the best outcome. He supported declining speaking rights to the non-appointed Councillors, but was prepared to listen to the full debate before making a final decision.

R Blair disagreed with P Redmond’s comments. He saw the Councillors as colleagues and believed any support from them was invaluable. He stated that the Board worked in a collegial manner and could continue to do so.

N Atkinson stated that his views were well known, that the LGC made the wrong decision; one Community Board in one ward would have given parity to the Kaiapoi-Woodend Ward around the Council table. He has accepted the decision but believed that input from all four Kaiapoi-Woodend
Councillors around the Community Boards’ meetings was invaluable. The best way for input to happen was by being able to speak at the table. He had heard anecdotally from members of the community that had they known the outcome of LGC’s decision, they would have voted differently. N Atkinson disagreed with comments that Councillors would dominate meetings as only two Councillors would have voting rights. He added it is Community Board members who generally initiate Board motions and that Councillors usually avoid moving them, except for reasons of expediency. This would show through a study of historic minutes. N Atkinson believed it would be detrimental to the Community Board not to have the input of the non-appointed Councillors especially in relation to each Councillor's portfolio.

S Stewart agreed with N Atkinson’s comments. She expressed disappointment at the decision of the Woodend-Sefton Community Board but acknowledged P Redmond’s comments. S Stewart’s portfolio affects areas of the Woodend-Sefton Community Board and information sharing would now have to be via a deputation rather than through the Community Board’s ‘Members’ Information Exchange’ portion of the meeting, which was a more effective way of passing on information.

C Greengrass, supported the motion, commenting on the experience Councillors Blackie and Meyer brought to the table.

P Redmond commented that upon hearing all comments from the Board members, he was now comfortable in supporting the motion.

After the resolution of item 6.1 was carried, J Meyer was invited to the table to take part in the Board’s discussions.

6.2 Baker Park Redevelopment – G Stephens (Community Green Space Engagement Officer)

G Stephens outlined the plan, highlighting the changes made based on community feedback and commented on funding for the development, referring members to the table in the report. Most respondents were supportive of the plan as explained in the community consultation documents. The only issue raised was that the replacement toilets for those removed after the 2010 Canterbury earthquakes be designed in such a way as to avoid anti-social behaviour. G Stephens also spoke to residents’ responses to the previous Kaiapoi Community Board’s request that residents bordering the park consider reducing their fence height, to enable better surveillance of the park.

C Greengrass asked whether the half (basketball) court was full width. G Stephens replied it was a standard size, the same as the half court at Hinemoa Park.

C Greengrass queried whether staff had considered different shaped tables. G Stephens replied it had not been considered by staff. C Greengrass suggested staff investigate octagonal tables as the seating was easier for older and less abled people to use and access. Octagonal table seating can be accessed from the side without the need to raise legs and step over the seat before sitting down.

P Redmond sought clarification regarding the bike pump track and its compatibility with the park elements around it. G Stephens clarified the pump track was a smaller track, suitable for younger riders, and would not
impact on other park elements. C Sargison added that a similar track at Hinemoa Park was well utilised.

M Pinkham queried lighting in the park. G Stephens commented that lighting had not been planned in the park as lighting can indicate a safe environment, which may not be accurate. He explained light ‘islands’ and the hazards they could present.

M Pinkham expressed concern that the toilets were some distance from the road. C Sargison referred members to the Crime Prevention Through Environmental Design (CPTED) report in the agenda, regarding lighting; current research indicates that lighting in parks can create more issues than benefits. He stated that the Council’s most recently developed parks do not have lights installed in the parks. There was discussion regarding spill over lighting with C Sargison adding that lights could be installed at a later stage if required. N Atkinson asked whether there was still power along footpath in the park. C Sargison replied there was.

To the Chair, N Atkinson requested a presentation from staff to the Board explaining CPTED for the Board’s information. Staff to follow up.

M Pinkham asked why CPTED assessments were not being carried out by an independent company to those who undertake Green Space design work. C Sargison replied the Council’s Safer Communities team once did the assessment but now has a different focus. Green Space staff have training in CPTED and this is why it is part of common practice in all design work.

Moved C Greengrass seconded N Atkinson

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

(a) **Receives** report No 161104113899.

(b) **Notes** that staff have undertaken initial consultation with the community through a feedback flyer and an open meeting on site and staff used the results of this feedback to guide the design of the Draft Concept Plan for Baker Park Playground included as attachment i (Trim No. 161104113866).

(c) **Notes** that further consultation with residents surrounding Baker Park regarding the proposed draft playground development has been undertaken with 24 submissions received out of a total of 610 delivered ‘Let’s Talk’ consultation flyers. Greenspace staff have also talked to the local preschool and Kaiapoi High School regarding the proposal.

(d) **Approves** the implementation of the draft playground concept plan. (Trim No. 161104113864 and 161104113866).

(e) **Notes** that subject to approval for implementation of the Draft Playground Concept Plan staff will prepare detailed contract documentation for tender.

(f) **Notes** that Management Team has the delegated authority to approve a recommended contractor and that subject to this approval the playground could be completed before the end of the current financial year.

**CARRIED**

C Greengrass stated it was great plan and hoped it would be well utilised. She added that the use of fragrant plants would be beneficial for those who were hearing and/or sight impaired.
N Atkinson supported the motion, recalling issues raised in previous meetings, including complaints from neighbours on light spill over into their property. He commented on the invitation to residents bordering the park to lower their fences, noting the reactions from some of the respondents. He believed staff may need to review their approach to residents to make sure the positive aspects of having a clearer view of the park were identified.

P Redmond stated that he had once lived next to a park and had installed a fence, which allowed clear sight into the park, and had never had any issues with it.

J Watson commented many parks in New Zealand have neighbouring residential properties that overlook the parks. Many of these boundaries that flow into the parks have few, or no, issues with security.

6.3 Draft Walking and Cycling Strategy for public consultation – L Beckingsale (Policy Analyst)

K Stevenson spoke to the report. The review of the Strategy was initiated with a community survey and developed with a reference group, and will feed into the Council’s next Long Term Plan. He added that funding had been approved for a cycle link from Christchurch to the Waimakariri River and, it is hoped, over the river, where the Waimakariri District Council would continue the link north.

M Pinkham commented that he had put in a personal submission and felt the Strategy lacked attention to the links between the major towns of the Waimakariri District, and links within each town. He asked whether a priority list could be developed and worked through based on available funding. K Stevenson supported the suggestion; an overall plan would be useful, especially with residential developments occurring through the District.

Moved J Watson seconded P Redmond

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No. 161102112674.

(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.

CARRIED

6.4 Application for Kaiapoi-Tuahiwi Community Board Discretionary Grant – K Ward (Community Board Advocate)

Having declared an interest, C Greengrass and J Watson sat back from the table and took no part in discussions. C Sargison assumed the Chair.

The report was taken as read.

Moved P Redmond seconded S Stewart

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No. 161107114529.

(b) Approves a grant of $500 to You Me We Us Kaiapoi towards the cost of paying for a performer and advertising for a Waitangi Day celebration.

CARRIED
J Watson re-assumed the Chair.

7 CORRESPONDENCE

7.1 Letter from Kaiapoi District Museum regarding McAllister Square Plaque and the Ramsay Memorial Sundial

C Sargison commented that the previous Kaiapoi Community Board had discussed the matter. It had been decided that decisions regarding the Red Zone would inform where some of the items would be placed. C Sargison stated a large wall on the side of the Ruataniwaha Kaiapoi Civic Centre had been left as a space to display local historic information. A concept plan, for a permanent feature, would be brought to the Board for discussion and decision in the future, with plans for the plaque to be donated to the Kaiapoi Museum. An update would be provided at the Board’s December meeting.

P Redmond sought clarification that the square would continue to be called McAllister Square. C Sargison confirmed it would. An information board would be erected to advise and inform the community on the name and history of the square.

The Board received the correspondence.

8 CHAIRPERSON’S REPORT

Moved J Watson  seconded N Atkinson

THAT the Kaiapoi-Tuahiwi Community Board receives the tabled Chairperson’s Report.

CARRIED

9 MATTERS REFERRED FOR INFORMATION

9.1 Rangiora-Ashley Community Board meeting minutes -25 October 2016 (Trim No. 161025109185)

9.2 Woodend-Sefton Community Board meeting minutes – 26 October 2016 (Trim No. 161020108691)

9.3 Oxford-Ohoka Community Board meeting minutes – 27 October 2016 (Trim No. 161025109219)

9.4 Woodend-Ashley Community Board meeting minutes – 19 September 2016 (Trim No. 160916095728)

9.5 Oxford-Eyre Ward Advisory Board meeting minutes – 21 September 2016 (Trim No. 160916095763)

9.6 Rangiora Community Board meeting minutes – 28 September 2016 (Trim No. 160922097956)

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. 160912093902)
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. 160912093764)

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 Watson seconded R Blair

THAT the Kaiapoi-Tuahiwi Community Board receives the information in items 9.1-9.14.

CARRIED

N Atkinson encouraged members to read the items and raise any queries at the Board's meeting as necessary.

10 MEMBERS’ INFORMATION EXCHANGE

10.1 S Stewart

- Waimakariri Water Zone Committee, Waimakariri Land and Water Solutions Programme public meetings. J Watson queried the how long the process would take. S Stewart replied it would take at least another two years including plan changes and hearings.

10.2 P Redmond

- Attended Waimakariri Water Zone Committee public meeting. Commented a follow up meeting would address the solutions part of the consultation.
- Kaiapoi Budgeting Services have not had funding renewed.

10.3 M Pinkham

- Attended Waimakariri Water Zone Committee public meeting.

10.4 J Meyer

- Commented on Kaikoura earthquake, 14 November 2016.
- Attended the New Zealand Traffic Institute (Trafinz) Conference on ‘Communities, Growth and Transportation’.

10.5 C Greengrass

- The Pines and Kairaki Beaches Association (PKBA) have requested Board representation. The Board agreed that C Greengrass attend PKBA meetings until formal representation has been considered by the Board.
- You Me We Us: a number of upcoming events planned. There are the Amazing Race; Christmas Party, Thursday 15 December; Spring Festival; Waitangi Day 2017.
10.6 **R Blair**
- North Canterbury Neighbourhood Support: meeting cancelled due to Kaikoura earthquakes.
- Darnley Club: meeting tomorrow night. The Board agreed that R Blair attend the Darnley Club meetings until formal representation has been considered by the Board.

10.7 **N Atkinson**
- Kaiapoi Bulldogs: meeting tomorrow night. The Board agreed that N Atkinson attend meetings until formal representation has been considered by the Board.
- Kaiapoi Railway Station has been let to a ‘high tea’ operator and will open January 2017.
- Advised Woodend-Sefton Community Board to hold by-election due to the resignation of K Eastwood citing health reasons.
- Welfare Centre at the Woodend Community Centre: operation worked well.
- Refugees at Blue Skies Centre. Queried whether the Council were aware they were there. D Ayers replied that they had been distributed to various communities including Christchurch. It was suggested that elected members be advised for follow up.
- Along with Councillor Blackie and Council staff, carried out assessment of mud in the Kaiapoi River, for the future development of the floating pontoons.

10.8 **J Watson**
- Kaiapoi Promotion Association: Kaiapoi Carnival scheduled for 2 and 3 December, sought members participation.

11 **CONSULTATION PROJECTS**

Nil.

12 **REGENERATION PROJECTS**

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


C Sargison provided the following update:
- Mud in Kaiapoi River, more detail will be provided at the Board’s December meeting
- Deconstruction of Tuhoe Wharf due to commence
- Road access to Tuhoe Wharf to be completed for re-opening of Coastguard Building
- Coastguard building, to be completed in March 2017
- Work on library steps and augmentation of the adjacent riverbank delayed due to ECan’s focus on North Canterbury earthquake impacted rivers
- Kendall Park: still completing fit out of changing rooms; delayed due to contractors going to Kaikoura for earthquake related assistance
- Hinemoa Park: changing rooms expected to be completed January 2017
- Staff planning to have a stall site at this year’s Kaiapoi Carnival as a means to update the community.
13 BOARD FUNDING UPDATE

13.1 Board Discretionary Grant
Balance as at 16 November 2016: $3,434

13.2 General Landscaping Budget
Balance as at 16 November 2016: $73,240.99

There was discussion regarding use of the Board’s General Landscaping Budget. C Sargison clarified that it had accumulated for possible use or support of a project in relation to the Red Zone. He added that some of the funds could be used for art pieces to be placed around the town or for an art piece to be commissioned. It was decided to hold a workshop in early 2017, to discuss use of the budget.

14 MEDIA ITEMS

- Baker Park developments.
- Inclusion of non-appointed Councillors in meetings.

15 QUESTIONS UNDER STANDING ORDERS

There were no questions under Standing Orders.

16 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 19 December 2016 at the Ruataniwha Kaiapoi Civic Centre.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 5.43PM.

CONFIRMED

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Chairperson

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Date
Workshop – 5.48pm-6.45pm.

1. Members’ Forum.
   Members shared potential new ideas and initiatives, which staff noted for the future.

2. Waimakariri District Development Strategy. S Markham (Manager Strategy and Engagement)
   A presentation to the Board of this Strategy was made and an opportunity for the Board to contribute some initial thoughts.

3. Community Board flyer. K Ward (Community Board Advocate)
   An interactive discussion about one proposed tool to advertise how the community can make presentations and deputations to the Board.