MINUTES OF THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD
HELD IN MEETING ROOM 1 (UPSTAIRS), RUATANIWA KAIAPOI CIVIC CENTRE,
176 WILLIAMS STREET, KAIAPOI ON MONDAY 18 SEPTEMBER 2017
COMMENCING AT 4PM.

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

IN ATTENDANCE
Councillors A Blackie and J Meyer
J Palmer (Chief Executive), C Sargison (Manager Community and Recreation), R Hawthorne (Property Unit Manager), R Qu (Property Asset Advisor) and A Smith (Committee Advisor)

1 APOLOGIES
There were no apologies.

2 CONFLICTS OF INTEREST
There were no conflicts of interest noted.

ACKNOWLEDGEMENT
Chairperson J Watson acknowledged the recent passing of former District Councillor and Kaiapoi Community Board member John Shivas. John served two terms as a District Councillor and Board member and was an active member of the community.

3 CONFIRMATION OF MINUTES
3.1 Minutes of the Kaiapoi-Tuahiwi Community Board – 21 August 2017

Moved J Watson seconded C Greengrass

THAT the Kaiapoi-Tuahiwi Community Board:
(a) Confirms the circulated minutes of the Kaiapoi-Tuahiwi Community Board meeting, held 21 August 2017, as a true and accurate record.

CARRIED

4 MATTERS ARISING
It was confirmed that information on the safe pedestrian crossing points in the Kaiapoi Western arterial route will be provided at a subsequent meeting of the Board.
5 DEPUTATIONS AND PRESENTATIONS

Simon Rutherford was present and spoke on his proposal to establish a kayak and paddleboard hire service on the Kaiapoi River. With the aid of a powerpoint presentation, S Rutherford provided some background information on the origins of his business which in recent years has been operating at Lake Pegasus. This has involved the hiring of sail boats and kayaks and hosting school groups for sailing lessons. It would be the intention to have a similar facility operating on the Kaiapoi River. S Rutherford noted that having such a facility would boost the numbers of visitors to the town, which in turn would increase patronage at local businesses.

It was suggested that the hire equipment would only travel down the river as far as the Coast Guard building and N Atkinson asked the reasoning for this. S Rutherford said there is other powered boats using the river, and there could be issues with the water being tidal. It would be the intention to determine the previous experience people have had using such equipment, prior to it being hired out. S Rutherford said it would also depend on how long the equipment was being hired for. N Atkinson noted that jet skis do travel quite a long way up the river also.

C Greengrass asked, if there is a group of children having sailing lessons, what safety measures would be in place and would there be a safety boat out on the water during lessons? S Rutherford said that since the Lake Wanaka incident which involved many people using unsuitable inflatable boats and needing to be rescued, there is a duty of care that operators are expected to undertake. There is a challenge to make sure people are safe, though S Rutherford noted that the Kaiapoi River would be quite flat water, compared to being on the water on a windy day in Lake Pegasus. Safety regulations are important, and these can be based on local conditions and it is very important to give advice on tides. S Rutherford said that no one is able to get on or in a vessel without a buoyancy aid on.

S Rutherford expects this proposed hire business will operate seven days a week during school holidays. Lots of family groups have used the facilities at Lake Pegasus which has been very popular. It is intended to have discussions with the local Scout groups for wider promotion of the proposal. Currently there are four or five holiday programme groups being run, and the limitation during school holidays would be the amount of gear that is available for hire.

P Redmond supports this proposal, and considers it an excellent idea for the town. S Rutherford said with using Murphy Park boat ramp this will draw people along the river and make the town centre more vibrant. S Rutherford said they believe their business can be viable, and would be looking at employing two people whenever the business is open. There would be short periods of time when only one person would be there, but there needs to be two at pack up time at the end of the day.

Regarding what is required of the Council in relation to this proposal, C Sargison, advised that arrangements are still to be formalised with others groups proposing to use Murphy Park. This includes the Kaiapoi Croquet Club, which staff have been having discussions with seeking confirmation of their long term plans and St Margaret's College for their rowing facility. The boat ramp referred to needs some maintenance and repair work undertaken on it. C Sargison will work with S Rutherford on arranging temporary access for his hire business, for the coming season.

Mr Rutherford was thanked for his presentation.
6 ADJOURNED BUSINESS

There was no adjourned business.

7 REPORTS

7.1 Kaiapoi Food Forest Trust – Licence to Occupy – Craig Sargison
(Manager Community and Recreation)

C Sargison presented this report which seeks approval of a licence to occupy to the Kaiapoi Food Forest Trust for the development of a food forest in the Kaiapoi East Regeneration Area. This proposal has the support of the Regeneration Steering group.

Moved Neville Atkinson seconded Sandra Stewart

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No 170913098972
(b) Notes that the terms of the Licence to Occupy are aligned with the current lease from the Crown.
(c) Approves the licence to occupy (as amended) with Kaiapoi Food Forest Trust (Trim 170818089574)

CARRIED

N Atkinson offered congratulations to all those involved with the inaugural planting day of the Food Forest that took place on Saturday, with over 250 people attending.

7.2 Application for Kaiapoi-Tuahiwi Community Board’s Discretionary Grant 2017-2018 – Edwina Cordwell (Governance Adviser)

Board Chair, J Watson, spoke to this report, with three applications for funding from the Kaiapoi Pony Club, Clarkville Playcentre and Pines Kairaki Beach Association.

N Atkinson questioned a previous grant that was approved, which was half of the grant actually requested. When considering this request, some Board members had indicated that the issuing of the grant would be benefitting a closed group of people. N Atkinson has concerns that this may have set a precedent. S Stewart noted that the requests that are coming through are all for what could be considered to be closed groups, or for people who are members of groups. It was noted that there needs to be consistency in the administration of these grants. There followed discussion on the criteria for grants.

J Palmer commented that ultimately it comes down to the judgement of the Board members as to whether it is considered to be a worthwhile purpose. Each application is an application considered on its merits and J Palmer does not feel that the Board should be influenced by merits of previous decisions.

P Redmond noted that if the Board approved all applications, it would have spent all of its allowance in the first three months of the year.
The Board then considered the funding applications in this report.

Regarding the Kaiapoi Pony Club application, A Blackie noted that wages cannot be funded by discretionary grant and that as part of the application was to fund coaching for members, this was not considered to meet the criteria. Members also noted that the Pony Club had been the recipient of grants in previous years.

Moved S Stewart seconded C Greengrass

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

(a) Receives report No.170905096019.
(b) Declines the application for funding from Kaiapoi Pony Club.

**CARRIED**

The Board discussed the application for funding from the Clarkville Playcentre and it was agreed that there could be other options considered (including using recycled items) to provide indoor play equipment for the children to use on cold and wet days.

Moved J Watson seconded C Greengrass

(c) Declines the application for funding from Clarkville Playcentre.

**CARRIED**

Following a question from P Redmond on how the rebuild of the Pines Beach Hall building was funded, J Palmer advised that it was funded through insurance pay out, and there was a shortfall of $100,000, which was provided from the Council. The Pines Kairaki Beach Association have also done some fundraising for this facility and assisted with considerable voluntary hours work.

Moved C Greengrass seconded N Atkinson

(d) Approves a grant of $500 to The Pines Kairaki Beach Association towards the costs of a celebration to mark the opening of the new Pines Beach Hall.

**CARRIED**

N Atkinson noted that there has been a struggle for this group to get their community facility back after the damage caused by the earthquakes. N Atkinson supports this funding application, in lieu of the work done by the community towards this hall.

S Stewart also supports this funding application, noting the local community buy-in to make this new facility happen, and it will have use far wider than just this community.

P Redmond noted that on the explanations of other Board members he is happy to support this funding application.
7.3 **Summary of Discretionary Grant Accountability 1 January 2017 to 30 June 2017**– Edwina Cordwell (Governance Adviser)

Chairperson J Watson presented this report. There was no discussion.

Moved P Redmond seconded J Watson

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

(a) **Receives** report No. 170901094834.

(b) **Circulates** a copy of this report to all of the Community Boards.

**CARRIED**

7.4 **Ratification of the Kaiapoi-Tuahiwi Community Board’s Submission to the Waimakariri District Council regarding the Northern Pegasus Bay Bylaw 2016 Implementation Plan**– Edwina Cordwell (Governance Advisor)

Chairperson J Watson presented this report. There was no discussion.

Moved J Watson seconded S Stewart

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

(a) **Receives** report No. 170824091413.

(b) **Ratifies** the Board’s Submission to the Waimakariri District Council regarding the Northern Pegasus Bay Bylaw 2016 Implementation Plan (Trim 170822090392)

**CARRIED**

7.5 **Ratification of the Kaiapoi-Tuahiwi Community Board’s Submission to the Waimakariri District Council regarding the Draft Waimakariri Accessibility Strategy: “Towards an Inclusive Environment”**– Edwina Cordwell (Governance Advisor)

Chairperson J Watson presented this report. There was no discussion.

Moved J Watson seconded P Redmond

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

(a) **Receives** report No. 170824091426.

(b) **Ratifies** the Board’s Submission to the Waimakariri District Council regarding the Draft Waimakariri Accessibility Strategy: “Towards an Inclusive Environment”, (Trim 170822090631).

**CARRIED**
8 CORRESPONDENCE
There was no correspondence.

9 CHAIRPERSON’S REPORT
9.1 Chair’s Diary for August-September 2017
J Watson provided some clarification on the events/meetings listed in her Chair’s Diary for August-September. She was unable to attend the events listed on 14 and 16 September and had attended the Reception for Freddy Declerk, from Passchendaele, Belgium, which was held at the Rangiora Town Hall on Sunday 17 September.

Moved J Watson seconded P Redmond

THAT the Kaiapoi-Tuahiwi Community Board:
(a) Receives report No. 170912098561.

CARRIED

10 MATTERS REFERRED FOR INFORMATION
10.1 Oxford-Ohoka Community Board meeting minutes – 3 August 2017 (Trim No. 170808084495)
10.2 Woodend-Sefton Community Board meeting minutes – 14 August 2017 (Trim No. 170822090257)
10.3 Rangiora-Ashley Community Board meeting minutes – 9 August 2017 (Trim No. 170808084508)
10.4 Annual Report: Dog Control 2016/2017 – Malcolm Johnston, (Environmental Services Manager) – Report to Planning and Regulation Committee meeting 15 August 2017 (Trim No. 170710071156)
10.6 Changes to Kaiapoi (West) Speed Limits – Ken Stevenson, (Roading Manager) – Report to Council meeting 5 September 2017 (Trim No.170822090290)
10.7 Update on Cam River Enhancement Project - Janet Fraser, (Utilities Planner) and Owen Davies (Drainage Asset Manager) – Report to Utilities and Roading Committee 15 August 2017 (Trim No. 170803082835)
10.8 Request for Funding to be Brought Forward for Bramleys Road Well Consent to take Water – Colin Roxburgh (Water Asset Manager) – Report to Council 5 September 2017 (Trim No. 170811086311)

Moved J Watson seconded C Greengrass

THAT the Kaiapoi-Tuahiwi Community Board receives the information in items 10.1-10.8.

CARRIED

Note: Items 10.1 – 10.8 were circulated to Board members separately.
MEMBERS' INFORMATION EXCHANGE

The purpose of this exchange is to provide a short update to other members in relation to activities/meetings that have been attended or to provide general Board related information.

C Greengrass

- There is an issue with an incorrect spelling of a street name in Beachgrove subdivision and this will followed up with Scott Morrow. The street sign for Taupata Street has the incorrect spelling of Tapauta.
- Attended Kaiapoi Historical Society meeting
- Pines Beach Hall is in compliance stage, all major purchases have been made and there have been numerous working bees. Opening Ceremony will be in November. There are still concerns with the car park, which has been upgraded but would like it smoothed out some more.
- Has met with Sandra James, Jude Archer and Tina Robinson who are writing a book on Waimakariri’s earthquake recovery.
- Attended the Kaiapoi Promotions Association (KPA) meeting
- You Me We Us, Christine Watton has resigned.
- You Me We Us, Enterprise North Canterbury (ENC) and KPA have recently held a joint meeting and it is intended to continue holding these on a regularly basis.

A Blackie

- Met with G Byrnes (General Manager, Te Kohaka o Tuhaitara Trust) and Duncan Roxborough, about possible road closures of Clarke Avenue and Hood Avenue, at Pines Beach. The surrounding land is currently Crown Land to be divested to the Trust. There is plans proposed for a field research station to be established here, operated jointly by the Trust and the University of Canterbury.
- The food forest planting day was very successful, people came from far away to attend the plantings, and about 80 trees were donated on the day, some with a value of $50 each. The church opened up for the day, there was a blessing conducted and the Kaiapoi North School kapa haka group performed. Two large barbeque tables were donated from the Kaiapoi High School’s woodwork class, and many local businesses and individuals donated trees. There were many fruit trees included in those donated.

J Meyer

- Roading projects are ahead of schedule.

M Pinkham

- Attended Cam River Rehabilitation meeting.
- Attended two workshops for the Kaiapoi Town Centre Plan Review Reference Group.

P Redmond

- Attended the Community Service Awards at Rangiora Town Hall on 29 August.
• Also attended the two workshops on the Kaiapoi Town Centre Plan Review Reference Group.

• Attended the sod turning ceremony for the Passchendaele Walk/Cycle way.

• Attended the talk given by Freddie Declerk on Passchendaele.

• Attended the Waimakariri Health Advisory Group (WHAG) meeting – lack of disabled toilets in Rangiora was mentioned and concerns were expressed that applications for liquor licenses were being received by the Council. Noted that some local authorities are not issuing any further off licenses and on-licenses.

S Stewart

• S Stewart spoke on the Cam River Rehabilitation project, suggesting that the project be given a joint bi-lingual name. Also S Stewart would like to have signage displayed to inform the public on the different stages of the project. The project will commence at the springhead and is going to be looked at as a model and template for others to take aspects from. S Stewart noted that now the money has been allocated, this will not fix the Cam River, but it will be a good start. After 16 years, Waimakariri is leading on a project of this nature and Sandra would like to see this publicized widely and loudly.

Congratulations were extended to P Redmond and M Pinkham for receiving their Community Service Awards, which were presented on 29 August.

12 CONSULTATION PROJECTS
There are no current consultation projects.

13 REGENERATION PROJECTS

13.1 Town Centre, Kaiapoi
Updates on the Kaiapoi Town Centre projects are emailed regularly to Board members. These updates can be accessed using the link below:

13.2 New Arterial Road, Kaiapoi
Regular updates on the progress of the new Arterial Road will be posted on the Council’s website. There are also links to intersection layout plans for each of the new intersections. The updates can be located using the link below:

13.3 Kaiapoi Regeneration Steering Group
The next meeting of the Kaiapoi Regeneration Steering Group will be held in Meeting Room 1, Ruataniwha Kaiapoi Civic Centre, 4pm on Monday 2 October 2017. This meeting is open to the public.
14 BOARD FUNDING UPDATE

14.1 Board Discretionary Grant

Balance as at 18 September: $2,900.

15 MEDIA ITEMS

There were no media items.

16 MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

Section 48, Local Government Official Information and Meetings Act 1987

Moved J Watson seconded M Pinkham

THAT the public be excluded from the following parts of the proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution, are as follows:

<table>
<thead>
<tr>
<th>Item No</th>
<th>Minutes/Report of:</th>
<th>General subject of each matter to be considered</th>
<th>Reason for passing this resolution in relation to each matter</th>
<th>Ground(s) under section 48(1) for the passing of this resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td>16.1</td>
<td>Rob Hawthorne, (Property Unit Manager)</td>
<td>Proposed sale process for 137–141 Williams Street, Kaiapoi</td>
<td>Good reason to withhold exists under Section 7</td>
<td>Section 48(1)(a)</td>
</tr>
</tbody>
</table>

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987, and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

<table>
<thead>
<tr>
<th>Item No</th>
<th>Reason for protection of interests</th>
<th>Ref NZS 9202:2003 Appendix A</th>
</tr>
</thead>
<tbody>
<tr>
<td>16.1</td>
<td>To carry out commercial activities without prejudice</td>
<td>A2(b)ii</td>
</tr>
</tbody>
</table>

CARRIED
CLOSED MEETING

Recommendation to Resume Open Meeting

Moved J Watson seconded P Redmond

THAT open meeting resumes and the business discussed with the public excluded remains public excluded.

CARRIED

OPEN MEETING

17 QUESTIONS UNDER STANDING ORDERS

There were no questions.

18 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

There was no urgent general business.

NEXT MEETING

The next meeting of the Kaiapoi-Tuahiwi Community Board is scheduled for 4pm, Monday 16 October 2017 at the Ruataniwha Kaiapoi Civic Centre.

There being no further business, the meeting closed at 5.50pm.

CONFIRMED

______________________
Chairman

______________________
Date

Workshop

1. Members’ Forum.
   Opportunity for members to share potential new ideas and initiatives.