MINUTES OF THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD
HELD IN MEETING ROOM 1 (UPSTAIRS), RUATANIWHA KAIAPOI CIVIC CENTRE,
176 WILLIAMS STREET, KAIAPOI ON MONDAY 18 FEBRUARY 2019
COMMENCING AT 4.00PM.

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

IN ATTENDANCE
D Ayers (Mayor), G Cleary (Manager Utilities and Roading), G Barnard (Parks Community Assets Officer) and K Rabe (Governance Adviser).
Councillors A Blackie and J Meyer

1 APOLOGIES
Moved J Watson seconded N Atkinson
An apology for lateness was accepted for J Meyer who arrived at 4.02pm and was absent for clauses 1-4.

CARRIED

2 CONFLICTS OF INTEREST
M Pinkham advised of a conflict of interest regarding item 7.2 a funding request from Karanga Mai Early Learning Centre as he is a Trustee.

CARRIED

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Kaiapoi-Tuahiwi Community Board – 17 December 2018
Moved J Watson seconded R Blair
THAT the Kaiapoi-Tuahiwi Community Board:
(a) Confirms the circulated minutes of the Kaiapoi-Tuahiwi Community Board meeting, held 17 December 2018, as a true and accurate record subject to the amendment in clause 11 Members’ Information Exchange – P Redmond Barkers Park should read Bakers Park.

CARRIED

4 MATTERS ARISING
No matters arising.

5 DEPUTATIONS AND PRESENTATIONS
No deputations or presentations.

6 ADJOURNED BUSINESS
No adjourned business
7 REPORTS

7.1 Requested removal of the Oak Trees in Adderley Terrace Reserve, Kaiapoi – Greg Barnard (Parks Community Asset Officer)

G Barnard spoke to the report and informed members of the measures taken to mitigate the problems raised by D Blackwell which included mowing the reserve with catchers to pick up excess leaves weekly when needed, providing bags for leaves in D Blackwell’s property and an arrangement to remove bags when full.

G Barnard also informed the Board that the report had been given to D Blackwell and that he had met with him prior to the Board meeting. D Blackwell had reiterated that all five Oak trees be removed but would accept a compromise that at least the largest middle tree of the three closest to his property be removed.

D Blackwell’s concerns were the large amount of leafing, and the shading effect when coming from sunlight into the shadow whilst driving. He perceived this as a safety risk as it was difficult for one’s vision to adapt quickly.

G Barnard also mentioned that the public consultation with other residents in the area overwhelmingly showed support for retaining all the trees in the reserve.

J Watson acknowledged that the biggest issue for D Blackwell was the amount of leaves in his property, especially when there was a nor wester and wondered if this could be addressed by getting community groups involved in helping with periodic clean ups on the property.

S Stewart commented that oak leaves made very good compost and could be utilised and suggested the community garden may be able to compost the leaves.

P Redmond noted that D Blackwell had cut down one of the trees on his own property recently. This was confirmed. P Redmond then asked about the problem of acorns with regards to health and safety risk of slipping on crushed acorns or having the acorns rolling underfoot. G Barnard confirmed that the Council had arranged for weekly sweeping of the area to mitigate the problem but this was hampered by parked cars.

N Atkinson told the Board that a local farmer regularly collected the dropped acorns for feeding his pigs.

N Atkinson empathised with D Blackwell but felt there were other ways of mitigating the problems raised rather than removing beautiful trees.

S Stewart said it would be a tragedy to remove the trees and agreed that the community gardens could utilise the leaves for composting and that the recently formed Waimakiriri Student Army might be able to help with regular clean ups.

R Blair requested clarification on a proposed compromise of removing the one tree that D Blackwell had suggested. G Barnard agreed that it would improve the light in the area and as this was the largest tree in the group would mean that fewer leaves fell in the short term. However with the biggest tree removed the other two would grow substantially bigger and quicker given the room and light and in the long term there would be very little difference in the leaf and acorn litter.

Moved N Atkinson seconded S Stewart

THAT the Kaiapoi Tuahiwi Community Board:

(a) Receives report No. 181205143817

(b) Approves the retention of the English Oak (Quercus robur) trees located in Adderley Terrace reserve
Notes that retention of the trees is consistent with section 3.3 of the Council’s standard operating procedure for the removal of trees and the Council’s Streets and Reserves Tree Policy s-CP4535.

Notes that the concerns around the car parking, road use and road condition raised by Mr Blackwell is being managed by Council’s Roading Team who have undertaken to investigate the matters raised and bring them to the Board at a subsequent meeting.

CARRIED

7.2 Application to the Kaiapoi-Tuahiwi Community Board’s Discretionary Grant Fund 2018/2019 – Kay Rabe (Governance Adviser)

Moved P Redmond seconded J Watson

THAT the Kaiapoi Tuahiwi Community Board:

(a) Receives report No. 1901190002127.

(b) Approves a grant of $415 to Karanga Mai Early Learning Centre towards the cost of a washing line and a wireless speaker.

J Watson commented on the great work that this group does.

CARRIED

Moved J Watson seconded N Atkinson

(c) Approves a grant of $500 to Kaiapoi Baptist Church towards the cost of upgrading the Public Address system.

CARRIED

J Watson mentioned that this was a wonderful facility that was well used by the community.

S Stewart requested that consideration be given to advertising in local papers to encourage community groups to apply for funding from the Board. Staff advised of recent adverts place in the Chatter community newsletter.

7.3 New Zealand Community Boards’ Conference 2019 – Kay Rabe (Governance Adviser)

Moved P Redmond seconded J Watson

THAT the Kaiapoi Tuahiwi Community Board:

(a) Receives report No. 190109001650.

(b) Approves two members, being J Watson and R Blair attend the New Zealand Community Boards’ Conference to be held in New Plymouth from 11 to 13 April 2019.

(c) Notes the attendees will write an individual report on the conference sharing ideas/knowledge gained and present the report at their respective Board’s May 2019 meeting.

(d) Notes that the total cost for each attendee is approximately $1,821 (including GST).

CARRIED

P Redmond stated that earlier in the term there had been mention made of training through webinars and other forms of training which could be accessed but as yet no further information on that had been received. Staff to follow up.
7.4  **Summary of Discretionary Grant Accountability 1 July 2017 to 30 June 2018 – Kay Rabe (Governance Adviser)**

Moved J Watson  seconded P Redmond

**THAT** the Kaiapoi Tuahiwi Community Board:

(a)  **Receives** report No 190109001449.

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

**CARRIED**

7.5  **Summary of Discretionary Grant Accountability 1 July 2018 to 31 December 2018 – Kay Rabe (Governance Adviser)**

Moved J Watson  seconded N Atkinson

**THAT** the Kaiapoi Tuahiwi Community Board:

(a)  **Receives** report No 190110002007

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

**CARRIED**

**8  CORRESPONDENCE**

There was no correspondence.

**9  CHAIRPERSON’S REPORT**

9.1  **Chair’s Diary for January/February 2019**

Moved J Watson  seconded P Redmond

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

(a)  Receives report No. 190211014638.

**CARRIED**

**10  MATTERS REFERRED FOR INFORMATION**

10.1  **Oxford-Ohoka Community Board meeting minutes – 6 December 2018** (Trim No. 181128139880).

10.2  **Woodend-Sefton Community Board meeting minutes – 10 December 2018** (Trim No 181205142989).

10.3  **Rangiora-Ashley Community Board meeting minutes – 12 December 2018** (Trim No 181206144348).

10.4  **Youth Council meeting minutes – October 2018.**

10.5  **Zone Implementation Programme Addendum (ZIPA) implementation-WDC role and funding options – report to Council 29 January 2019** (Trim No 181217148924).

10.6  **Library Update to 30 November 2018 – report to Community and Recreation Committee 18 December 2018** (Trim No 181130141223).

10.7  **Aquatic Facilities Update Report – report to Community and Recreation Committee 20 November 2018** (Trim No 181030126776).

10.8  **Youth Development Annual Report 2018 – report to Community and Recreation Committee 18 December 2018** (Trim No 181205143969).
10.9 **Waimakariri Youth Strategy Review – report to Community and Recreation Committee 18 December 2018** (Trim No 181206144197).

10.10 **Community Team Update – report to Community and Recreation Committee 18 December 2018** (Trim No 181206144576).

10.11 **Report to Annual Plan on Town Centre Feature Lighting and Decorations – report to Council 29 to 31 January 2019** (Trim No 190111002267)

Moved J Watson    seconded C Greengrass

**THAT** the Kaiapoi-Tuahiwi Community Board receives the information in items 10.1-10.11.

**CARRIED**

*Note: Items were circulated to Board members separately.*

11 **MEMBERS’ INFORMATION EXCHANGE**

**S Stewart**
- Update on the Water Zone Committee
- Minutes of the Cam River Enhancement Committee available
- Crime and anti-social behavior in Kairaki Beach area

**P Redmond**
- Concern regarding Police Stations not available to residents who need to report crime. Request that the Police be asked to report to the Board on crime statistics in Kaiapoi and surrounds. Staff advised of regular Police updates to All Boards.
- Enjoyable Board Christmas function
- Attended All Boards Briefing
- Attended Age Friendly workshop at Silverstream – good turn out
- Attended the Kaiapoi Regeneration Steering Group meeting
- Attended Waitangi Day celebrations, Pines Beach Gala and River Carnival – all great events and well attended

**M Pinkham**
- River Carnival – does not think it should be an annual event
- Working on You Me We Us fun run to be held on 17 March 2019

**J Meyer**
- Draft Annual Plan should be much easier to understand
- Roading in the Kaiapoi regeneration land area and update on dust issues
- Met with residents regarding their concern about the social housing on Butchers Road

**A Blackie**
- Attended Kaiapoi Regeneration Steering Group meeting
- Also agrees on the improvement of the Annual Plan process
- Silverstream Advisory Group update

**C Greengrass**
- Attended Pines Beach Gala, Waitangi Day celebrations and River Carnival
- Attended Kaiapoi Signage meeting
R Blair
- Darnley Club meeting and update
- Attended Historical Association meeting
- Attended the Pines Gala and the River Carnival

N Atkinson
- River Carnival – great to see people out enjoying the river
- Portfolio Update – Communications Team now at full strength
- Submission opportunities on the Draft Annual Plan and Draft District Plan
- Update on Greater Christchurch Transport Plan
- Roading issues – large number of potholes encountered in a newly completed road

J Watson
- Kaiapoi Signage Group – interpretive signs in design stage
- Thanked A Blackie and C Greengrass for their work on a successful River Carnival

12 CONSULTATION PROJECTS

**About an Age-Friendly Community**

Consultation closes Thursday 28 February 2019.

Staff advised the Board that public consultation on the Draft Annual Plan starts on 11 March and runs until 11 April 2019. The All Boards Briefing to be held on 6 March 2019 will focus on the Draft Annual Plan.

The Board decided to hold a Board workshop to formulate its submission on Monday 1 April 2019 at 3pm in the Meeting Room, Ruataniwha Kaiapoi Civic Centre.

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 **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 4 March 2019. This meeting is open to the public.

14 BOARD FUNDING UPDATE

14.1 **Board Discretionary Grant**
Balance as at 10 December 2018: $3,048 (including carry forward).
14.2 **General Landscaping Budget**
Balance as at 12 September 2018: $46,420 (including carry forward).

15 **MEDIA ITEMS**
A suggestion was made that allocations from the Discretionary Funding should be emphasized in the publicised outcomes of the meeting so as to advertise the fund to possible community groups.

16 **QUESTIONS UNDER STANDING ORDERS**
Nil.

17 **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**
Nil.

**NEXT MEETING**
The next meeting of the Kaiapoi-Tuahiwi Community Board is scheduled for 4pm, Monday 18 March 2019 at the Ruataniwha Kaiapoi Civic Centre.

There being no further business the meeting closed at 5.07pm.

CONFIRMED

___________________________________________  Chairperson

___________________________________________  Date