MINUTES FOR THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD TO BE HELD IN MEETING ROOM 1 (UPSTAIRS), RUATANIWHA KAIAPOI CIVIC CENTRE, 176 WILLIAMS STREET, KAIAPOI ON MONDAY 15 APRIL 2019 AT 4PM.

PRESENT

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

IN ATTENDANCE

D Ayers (The Mayor), J Palmer (Chief Executive), J McBride (Roading and Transport Manager), M Flanagan (Landscape Planner – District Regeneration), Cameron Wood (Senior Policy Planner), K Rabe (Governance Adviser) and C Fowler-Jenkins (Governance Support Officer).

1 APOLOGIES

Moved J Watson seconded C Greengrass

An apology for lateness was received and accepted from Neville Atkinson who arrived at 4.34pm and was absent for clauses 1 – 7.3.

CARRIED

2 CONFLICTS OF INTEREST

There were no conflicts of interest.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Kaiapoi-Tuahiwi Community Board – 18 March 2019

Moved J Watson seconded P Redmond

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Confirms the circulated minutes of the Kaiapoi-Tuahiwi Community Board meeting, held 18 March 2019, as a true and accurate record subject to the following changes:

- Item 7.2 that the following be added “P Redmond stated that he had reservations and concerns regarding permanent structures as indicated in the third option and that the river should be a public reserve and should not be in private ownership.”

- Item 11 under P Redmond the following be added - Attended community BBQ at Moorcroft Reserve – disappointing turn out and requested “staff to investigate the possibility of formalising the ‘informal’ path to link with the existing path already there”.

- “Attended the Food Forest Wellbeing Day
- Attended the ENC function at Rangiora RSA
- Attended Port photo exhibition at Ruataniwha and commented on how blue the water of the Kaiapoi River was in the 1990’s.”

- Item 11 under C Greengrass the following be added – “Attended the opening of the Port and Eagle.”

CARRIED
4 MATTERS ARISING

- Deputation by the Local Police – this matter had been postponed due to the terror attack of 15 March 2019. K Rabe gave an update regarding the postponement. Members would have an opportunity to meet Police at the June All Boards Briefing.

- S Stewart mentioned that concerns had been again raised by residents of The Pines Beach and Kairaki areas regarding burglary, vandalism and other anti-social behaviors. C Greengrass agreed to discuss this matter at the next Pines Beach and Kairaki Residents Group meeting. J Palmer noted that security cameras were installed in town centers but not in rural settlements.

5 DEPUTATIONS AND PRESENTATIONS

There were no deputations or presentations.

6 ADJOURNED BUSINESS

There was no adjourned business.

7 REPORTS

7.1 Report for Town Centre feature Lighting and Decorations Terms of Reference and Working Group Membership Joanne McBride (Roading and Transport Manager) and Gerard Cleary (Manager, Utilities and Roading)

P Redmond asked if this working group would deal with Christmas decorations and was assured that it was all decorations/adornments.

J Watson suggested that P Redmond and C Greengrass would be good representatives as they had a particular interest in this matter. Both P Redmond and C Greengrass agreed that they would accept nomination to the working group.

Moved J Watson seconded C Greengrass

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No. 190403049853.

(b) Appoints two elected members to the Town Centre Feature Lighting and Decorations Working Group. The elected members shall be as follows:

P Redmond and C Greengrass.

CARRIED

Moved J Watson seconded P Redmond

THAT the Kaiapoi-Tuahiwi Community Board recommends:

THAT the Council:

(a) Receives report No. 190403049853;

(b) Approves the Terms of Reference for the working group;

(c) Approves the formation of the Working Group and membership as recommended by the Board.

CARRIED
7.2 Kaiapoi Interpretive Signage – Michelle Flanagan (Landscape Planner – District regeneration)

M Flanagan spoke to her report giving a precise for the Board’s information. The Board had agreed to use $20,000 of its General Landscape Budget to purchase four or five signs to start the project depending on the final costings of the signs.

P Redmond asked about how the sites would be prioritised and was told that the working group had identified the first five sites as McAllister Square and the Old Library and Fire Station, Williams Street Bridge (including Baxters Hut and Kaikai-a-waru), Hansens Mall, Old Post Office, BNZ Building, Rialto Theatre, Old Courthouse and Jail, Trousselot Park (including Mandeville Bridge, War Memorial Hall and Clock, Kaiapoi Kindergarten, Band Rotunda, Trousselot Monument).

S Stewart raised concerns regarding the practice of using weathering steel frame. She felt that as the steel aged it became very hard to read and wanted assurance this would not be the case with these signs.

R Blair agreed that S Stewart’s comments were relevant and had merit and that this matter should be discussed in more detail at the next meeting of the working group.

M Pinkham also suggested that the vertical lettering was difficult for some to read and had health and safety concerns regarding the design of the marker post. The working group assured the Board all these matters would be taken into account at its next meeting and thanked the members for their input.

J Watson congratulated M Flanagan for her excellent work she had done with the regeneration group as well as the signage group. C Greengrass and R Blair added their congratulations and thanks for her leadership on this project.

Moves J Watson seconded C Greengrass

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No. 190404049990.
(b) Approves the concept design for the interpretive signage (included as Attachment ii)
(c) Notes staff will be engaging Larsen’s Art ‘n’ sign Studio Ltd for the design, construction and installation of the interpretive signage up to a value of $5,000 per interpretive panel.
(d) Notes that should the estimated cost for the design, construction and installation of each interpretive panel exceed $5,000 a report to the Kaiapoi-Tuahiwi Community Board will be required.
(e) Notes that a list of potential important sites for interpretive signage has been developed as a working document (included as Attachment i).
(f) Notes that there is $20,000 allocated from the Kaiapoi-Tuahiwi Community Board General Landscaping Budget for the interpretive signage.

CARRIED
7.3 **Kaiapoi Structure Plan – Heike Downie (Principal Planning Analyst) and Cameron Wood (Senior Policy Planner)**

C Wood spoke to his report.

M Pinkham reminded staff that a similar process was done in the 1990s and good work was done at that time and he hoped that this would be referred to when implementing this plan.

There was general discussion regarding current constraints including natural hazards, Christchurch International Airport's review of current plan contours and controlled airspace.

J Watson asked if there was any indication if the contour would increase or decrease and was told that there was speculation about it being broader and shorter but no decision had yet been made known. R Blair commented that on a recent flight the plane came down the centre of the South Island and can nowhere near Kaiapoi.

Moved J Watson seconded M Pinkham

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

(a) **Receives** report No. 190328045496

(b) **Notes** the key project timeline and milestones set out in paragraph 4.4 of this report.

CARRIED

N Atkinson arrived at 4.34pm.

7.4 **Application to the Kaiapoi-Tuahiwi Community Board's Discretionary Grant 2018/2019 – Kay Rabe (Governance Advisor)**

K Rabe spoke to this report.

P Redmond queried, in regard to the Clarkville Playcentre report, the discrepancies of the dates for when the application arrived and the date the report came to the Board. K Rabe explained that the Playcentre had applied to Oxford-Ohoka Community Board earlier in the year. As was policy no new application could be processed until the accountability for the first grant had been received resulting in a delay before this application was processed.

R Blair requested clarification regarding the Board's informal policy in regards to funding schools/projects that were funded by the Ministry of Education. Members agreed that Playcentres did not fall into this category.

C Greengrass requested clarification that the application to Oxford-Ohoka Community Board was for different equipment and was informed that the funding from Oxford-Ohoka Community Board was for puzzles.
THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No. 190308029066.

(b) Approves a grant of $420 to Clarkville Play Centre towards the replacement of a double seated tricycle and the purchase of three balance bikes.

CARRIED

K Rabe spoke to the funding application for Presbyterian Support noting that the grant, if successful, would be retrospective as the event was scheduled for 11 April 2019. This was due to the timing of the Board’s meeting schedule and that because the application had been received in March it missed the deadline for the March meeting. She also clarified that the Rangiora-Ashley Board had funded this event, Woodend-Sefton Board had declined the application and no application had been received for the Oxford-Ohoka Board.

A Blackie commented that Presbyterian Support were a huge operation with income in the millions. He believed the discretionary grant funds were for groups such as sports club or community groups who had little funding.

P Redmond commented that seeing as the event had already happened he was against funding it retrospectively.

Moved P Redmond seconded C Greengrass

(a) Declines the application from Presbyterian Support.

CARRIED

7.5 ANZAC Day Services 2019 – Kay Rabe (Governance Advisor)

Moved J Watson seconded P Redmond

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No. 190315034862.

(b) Appoints Board member M Pinkham to attend the Kaiapoi Cenotaph Dawn Service at 6.30am on Thursday 25 April 2019.

(c) Appoints Board members R Blair, J Watson and P Redmond to lay a wreath on behalf of the Board at the Kaiapoi Cenotaph (Trousselot Park) Service at 10.00am on Thursday 25 April 2019.

(d) Appoints Board members C Greengrass and P Redmond to lay a wreath on behalf of the Board at Tuahiwi (Urupa) ANZAC Day Service at 2.00pm on Thursday 25 April 2019.

CARRIED
7.6 Ratification of the Board’s Submission to the Waimakariri District Council’s Draft Rural Residential Development Strategy – Kay Rabe (Governance Advisor)

Moved J Watson seconded M Pinkham

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No. 190402048283.

(b) Retrospectively ratifies the Board’s submission to the Waimakariri District Council’s Draft Rural Residential Development Strategy (Trim No. 190402047670).

CARRIED

Note: N Atkinson and S Stewart abstained from voting

7.7 Ratification of the Board’s Submission to the Waimakariri District Council’s Draft Annual Plan 2019-2020 – Kay Rabe (Governance Advisor)

Moved C Greengrass seconded R Blair

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No. 190402048085.

(b) Retrospectively ratifies the Board’s submission to the Waimakariri District Council’s Draft Annual Plan 2019-2020 (Trim No. 190402047675).

CARRIED

Note: N Atkinson and S Stewart abstained from voting.

8 CORRESPONDENCE

There was no correspondence.

9 CHAIRPERSON’S REPORT

There was no Chairperson’s report.

10 MATTERS REFERRED FOR INFORMATION

10.1 Oxford-Ohoka Community Board meeting minutes – 7 March 2019 (Trim No. 190226022558).

10.2 Woodend Sefton Community Board meeting minutes – 11 March 2019 (Trim No 190306026937).

10.3 Rangiora-Ashley Community Board meeting minutes – 13 March 2019 (Trim No 190306026941)

10.4 Youth Council meeting minutes – January 2019 (Trim No 1902120155950)

10.5 Report on Notice of Motions of 4 December 2018 and 5 February 2019 re Fireworks and Nuisance – report to Council 5 March 2019 (Trim No 190226022485).

10.7 **Enterprise North Canterbury half year report to December 2018, promotion of the Waimakariri District Business Plan report to December 2018 – report to Audit and Risk Committee** (Trim No 190225021990).

10.8 **Library Update March 2019 – report to Community and Recreation Committee 26 March 2019** (Trim No 190315034754).

10.9 **Aquatic Facilities Update – Community and Recreation Committee 26 March 2019** (Trim No 190227023702).


10.11 **Stock water Race Bylaw Review 2019 – report to Utilities and Roading Committee 19 March 2019** (Trim No 190219018655).


10.13 **Report to Council ANZAC Day services and attendance April 2019** (Trim No 190218018037)

M Pinkham raised the matter of a report that should have been circulated to the Board that was omitted in error to the above list. Board members requested that reports being circulated from Council, Committees or other Boards be circulated at the time of the meeting rather than being kept and sent with the agenda.

Moved J Watson seconded N Atkinson

**THAT** the Kaiapoi-Tuahiwi Community Board receives the information in items 10.1-10.13.

**CARRIED**

11 **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.

**S Stewart**

- First Schedule consultation on the Waimakariri plan change to the Canterbury Land and Water Regional Plan which opened on 15 April and runs to 15 May.
- Environment Canterbury’s response to the intrusion of salt in the Kaiapoi River – report to the Utilities and Roading Committee.
- Traces of arsenic found in water from private bores. Public to be encouraged to test their water more regularly.
- Work with Drainage groups in the area to unify charges and services
- Working with staff to redesign the rhododendron garden in Fairweather Crescent
- Attended Silverstream public meeting on floor levels and other issues.

**P Redmond**

- 23 March attended the Annual Plan Drop-in session outside the library – not many people
- 25 March attended Social Services Youth Forum
- 27 March attended Silverstream public meeting
- 28 March attended Rural Residential Development Strategy Drop in Session in Rangiora – well supported
• 1 April attended Annual Plan and Rural Residential Development workshop
• 2 April attended Waimakariri Youth meeting – petition for after hours medical service in the district
• 9 April attended Council Briefing at Rangiora – Environment Canterbury’s changes to the bus service, do’s and don’ts when electioneering and update on remuneration

M Pinkham
• 19 March attended Rural Residential Development Strategy at Ohoka – good attendance
• 1 April attended Annual Plan and Rural Residential Development workshop
• 9 April attended Council Briefing at Rangiora – Environment Canterbury’s changes to the bus service, do’s and don’ts when electioneering and update on remuneration.

J Meyer
• Commented that the Board should do all in their power to protect the Kaiapoi River from becoming a saltwater estuary
• Footpath replacement south side of Williams Street
• Working on Review of District Plan and Hearings for Annual Plan.

A Blackie
• Update on request for houseboats on the Kaiapoi River – planners now under pressure to push through processes.
• Update on Tenders
• Silverstream Reserve – volunteers safety concerns

C Greengrass
• Attended Annual Plan Drop-in session outside library
• Pines Residents & Kairaki meeting next week
• Attended Silverstream public meeting on floor levels
• Missed Access meeting
• Attended Museum meeting – issue with bulbs blowing continually
• 6 May Red Cross will be celebrating its 80th Anniversary in Kaiapoi-Tuahiwi Community Board

R Blair
• Gave an overview of the recent Community Board Conference and thanked the Board for supporting his attendance
• Super Seniors grant information
• Remuneration observation

N Atkinson
• Six weeks of Greater Christchurch Hearings – interesting process
• District Plan review

12 CONSULTATION PROJECTS

About District Plan Review

Consultation closes Monday 6 May

**About Vehicle crossings**

Consultation closes Friday 1 May

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 6 May 2019. This meeting is open to the public.

14 **BOARD FUNDING UPDATE**

14.1 **Board Discretionary Grant**

Balance as at 9 April 2019: $3,298.

14.2 **General Landscaping Budget**

Balance as at 9 April 2019: $46,420 – note that this money is targeted for the interpretive signage.

15 **MEDIA ITEMS**

No media items.

16 **QUESTIONS UNDER STANDING ORDERS**

No questions under standing orders

17 **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

No urgent business

**NEXT MEETING**

The next meeting of the Kaiapoi-Tuahiwi Community Board is scheduled for 4pm, Monday 20 May 2019 at the Ruataniwha Kaiapoi Civic Centre.
THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 5.24pm

CONFIRMED

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Chairperson

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Date