

**MINUTES FOR THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD HELD IN THE KAIKANUI ROOM, RUATANIWHA KAIAPOI CIVIC CENTRE, 176 WILLIAMS STREET, KAIAPOI ON MONDAY 20 NOVEMBER 2023 AT 4PM.**

**PRESENT**

J Watson (Chairperson), S Stewart (Deputy Chairperson), N Atkinson, A Blackie, T Bartle, T Blair and R Keetley.

**IN ATTENDANCE**

Mayor D Gordon.

B Cairns and P Redmond (Kaiapoi-Woodend Ward Councillors).

C Brown (General Manager Community and Recreation), G MacLeod (Greenspace Manager), K Straw (Civil Project Team Leader), T Stableford (Landscape Architect), C Taylor-Claude (Parks Officer Greenspace), V Thompson (Senior Advisor – Business and Centres), K Rabe (Governance Advisor) and A Connor (Governance Support Officer).

There were five members of the public present.

**1 APOLOGIES**

There were no apologies.

**2 CONFLICTS OF INTEREST**

B Cairns declared a conflict of interest for item 6.2. as he was a Trustee of the Food Forest.

**3 CONFIRMATION OF MINUTES**

**3.1 Minutes of the Kaiapoi-Tuahiwi Community Board – 16 October 2023**

Moved: J Watson                      Seconded: T Bartle

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

- (a) **Confirms** the circulated Minutes of the Kaiapoi-Tuahiwi Community Board meeting, held 16 October 2023, as a true and accurate record.

**CARRIED**

**3.2 Matters Arising (From Minutes)**

There were no matters arising.

**3.3 Workshop Notes of the Kaiapoi-Tuahiwi Community Board – 16 October 2023**

Moved: J Watson                      Seconded: N Atkinson

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

- (a) **Receives** the circulated Notes of the Kaiapoi-Tuahiwi Community Board workshop, held 16 October 2023, as a true and accurate record.

**CARRIED**

**PUBLIC EXCLUDED MINUTES** (Refer to public excluded agenda)

3.4 **Minutes of the public excluded portion of the Kaiapoi-Tuahiwi Community Board meeting held on 16 October 2023**

**4 DEPUTATIONS AND PRESENTATIONS**

4.1 **Kaiapoi Promotions Association (KPA)– M Pinkham and J Duke**

M Pinkham and J Duke in attendance to present the Kaiapoi Promotions Association's annual report which had been presented to the Council's Audit and Risk Committee. The Oxford Promotions Association and Rangiora Promotions Association also presented their annual report to the same meeting. He observed that all Promotion Associations were in the same position, struggling to obtain and retain sponsors. They had met with Council staff regarding potential future funding models.

M Pinkham stated the KPA had 60 floats in their 2022 Christmas Carnival and had estimated 6,000 people attended. The carnival provided a large amount of free entertainment particularly for children. They had a new waste contractor for the carnival who were committed to recycling and achieved an 83% recovery with the site completely clean by 5pm. The street market was important to locals however it was becoming poorly supported due to a lack of volunteers to run the stalls. He informed the Board they had planned to run a River Carnival in early 2023 however due to unfavourable weather conditions it had been cancelled. The KPA had run a quiz night with Shawn Wallace and the event was sold out however despite a ticket price of \$110 there had been little profit made.

M Pinkham reported a future challenge for the KPA was a lack of an events space in Kaiapoi. Victoria Park in Rangiora worked very well and was around one hectare and highlighted the option for Kaiapoi to utilise the South Mixed Use Business Area (MUBA) for a dedicated event space. Council staff's preference was for Norman Kirk Park to be used for events however the KPA had some concerns with the site. Traffic management was a large issue as well as the lack of overflow parking, power and staging. KPA was involved in the original discussion regarding the Kaiapoi Town Centre plan developed after the earthquakes and were disappointed that key features consulted on were not included in the approved plan.

J Watson questioned if KPA were still running monthly events with the Kaiapoi businesses. M Pinkham responded they were not due to poor uptake. J Duke added she wanted to restart from the foundations and find what the businesses were wanting.

N Atkinson asked if KPA had talked to the Kaiapoi Park Trustees about using their space as a venue for events. M Pinkham replied they had run a few successful events on their grounds however it was not set up for long term events and there were only narrow windows of opportunity when it was available.

N Atkinson then queried if they had obtained sponsors for the Christmas Carnival in 2023. M Pinkham answered it was hard work to maintain sponsors however they had obtained sponsorship for the current year.

B Cairns sought information on how many businesses were members of the KPA and what those businesses wanted to get out of being a member. M Pinkham stated they had 80 members. J Duke reported that social media was tough for local businesses and how to use it effectively. KPA was also helping them with the legal side of businesses for example employment contracts.

B Cairns then asked if they had spoken to Heather Warwick from Enterprise North Canterbury (ENC) regarding the Digital Boost Course they ran. M Pinkham replied they did promote courses being run by ENC however they as well as the KPA were finding it hard to run the courses due to poor turnout.

#### 4.2 **Kaiapoi North School – G Thompson and J Miles**

G Thompson and J Miles stated the school was in support of the changes as stated in the report however they felt the changes did not go far enough in addressing the pedestrian access ramp. The ramp was incredibly steep and was non-compliant. G Thompson highlighted that if entering from the western side of the ramp by the time it was noticed that the eastern side was too steep there was little someone with a mobility aid or pram could do. People choose not to cross at the pedestrian crossing due to the ramp was noncompliant and dangerous. The school monitored the crossing which left them liable for safety. They understood, based on initial conversations with Council staff, there was insufficient funding to address the concerns regarding the ramp and requested the Board to advocate on their behalf that the funding be found. J Miles added when consulted by the Council on the crossing they looked at the safety of the entire crossing. The ramp had been neglected for many years and incidents had occurred where parents and students had slipped.

N Atkinson noted the ramp was around one metre above the road meaning to make the ramp compliant it would need to be extended 12m each way. Due to that he questioned if the pedestrian crossing was in the correct location. G Thompson replied moving the pedestrian crossing had been part of the consultation however there was nowhere in close enough proximity to the school and if it was located further away families would be unlikely to use it. They currently had struggled with families crossing unsafely and moving the crossing would amplify those issues.

N Atkinson requested a report back to the Board on costs and design for making the ramp compliant and safer to use.

#### 4.3 **Kaiapoi Food Forest – G Foley and K Adams**

G Foley and K Adams from Kaiapoi Food Forest spoke about the proposed education shelter. The design had been through Council process and the final aspect was the inclusion of a public toilet within the education building. The Food Forest had been one of the smallest budgets in regeneration projects and had been established by thousands of hours of volunteer work. They were the number two attraction in Kaiapoi on trip advisor with a 4.8/5 rating. The report stated the lack of public toilets was felt by those most with extra needs such as families with young children and older people. These were the people who visited the Food Forest most often. G Foley stated the Public Toilet Strategy said that "Public Toilets attracted more families to use parks and encouraged longer visits". The Kaiapoi Food Forest's five main goals were: Connect, Educate, Rongoā, Nourish and Inspire.

G Foley informed the Board the Food Forest hold many events and visits from children from schools and kindergartens, having to walk 300m to the nearest public toilet reduced the ratios of caregivers and staff to children. Portaloos and temporary toilets were not accessible and they wanted an area for people to wash their hands to help maintain hygiene. Some education sessions were held over multiple hours in evenings which meant if an attendee had to use the bathroom they would lose out on 20 minutes of their lesson. There would already be fresh water and wastewater plumbed into the building. The Food Forest were trying to be as inclusive as possible. The funding of the Education Shelter came from hosting education sessions. They had many volunteers and wanted to maximise their time without taking 20 minutes to go to the toilet. The Food Forest had changed from an empty patch of land into a flourishing garden. He highlighted their preference was for a toilet.

J Watson questioned if they could use the toilet at the church across the road. G Foley answered they had for some occasions however it needed to be preorganised for large events. It was not suitable for education sessions or people generally visiting.

S Stewart asked if they had relationship with New World to use their toilet. G Foley responded they did have a relationship with the supermarket however it was not for access to the toilets. They did have access to the public toilets opposite the supermarket.

P Redmond sought clarity on if this was not a public toilet but was a toilet with restricted use. G Foley clarified at this point it was for the forest to manage

P Redmond then questioned if there would be any cost to the Council to maintain the toilet if it was open to the public. K Adams answered it would be an imposition on the Food Forest to maintain the toilet however they understood they would have to accept the responsibility.

## **5 ADJOURNED BUSINESS**

Nil.

## **6 REPORTS**

### **6.1 Kaiapoi North School – Proposed Pedestrian Crossing Improvements – K Straw (Civil Project Team Leader), S Binder (Senior Transportation Engineer) and J McBride (Roading and Transport Manager)**

K Straw highlighted staff were seeking approval of part one of the design for improving visibility and speed reduction around the pedestrian crossing outside the Kaiapoi North School. The current stage of works was included in existing budgets. Staff were looking at seeking additional budget in the 2024/25 financial year to address deficiencies in the raised crossing. This report was seeking reduction of the lane size, installation of new curb buildouts which would allow for signs to be relocated and the installation of a speed cushion. In addition to those works staff were also looking to formalise the unrestricted parking on the northern side of the crossing and would amend the length of the parking bays to be more suited to standard vehicle lengths. A short length of no stopping lines would also be installed where the shoulder was too steep for vehicles to park. A detailed design of the second stage was yet to be developed however survey had been done and the height of the ramp was around 700mm which would result in the ramp needing to extend eight metres.

N Atkinson sought clarification on if the ramp would extend eight metres in both directions. K Straw clarified it would need to extend in both directions.

J Watson asked if the works were done in part two would affect the work that had already been completed in part one. K Straw answered the two stages would not affect each other as they addressed different issues and would complement each other.

N Atkinson questioned if the speed cushions had been consulted on with the immediate residents. K Straw responded they had not consulted with residents however they could prior to installation. J Watson sought information on when part two would occur and K Straw replied the budget would be received in July 2024 and subject to staff resourcing would likely happen by November 2024.

T Bartle wondered how long the ramp had been this way and if anything happened to result in it being noncompliant. K Straw noted it had always been noncompliant.

N Atkinson questioned if the budget for part two was already allocated. K Straw stated he did not control the minor works budget however it was J McBride's intention to put \$50,000 towards the project which would come to the Board and the Utilities and Roading Committee for approval.

R Keetley asked if all improvements were costed against relocating the crossing. K Straw stated staff met with the school and discussed that option however it was not the best option for the school. Due to the number of side streets the main safety concern was for road patrollers to be able to see a certain distance down the road and ensure it was safety of students when crossing the road.

Moved: N Atkinson                      Seconded: J Watson

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

(a) **Receives** Report No. 231011161371.

*AND*

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

**THAT** the Utilities and Roading Committee:

- (b) **Approves** the design as per section 4.2.1 of the report, and attachment i of this report.
- (c) **Approves** the implementation of no stopping signage outside No. 227 Williams Street (south of the pedestrian crossing) during the hours of 8:00am – 9:00am and 2:30pm – 3:30pm School Days.
- (d) **Approves** the implementation of no stopping signage outside No. 231 Williams Street to Sims Road (north of the pedestrian crossing) during the hours of 8:00am – 9:00am and 2:30pm – 3:30pm School Days.
- (e) **Approves** the installation of 13m no-stopping lines on Williams Street, outside No. 274 Williams Street.
- (f) **Approves** the extension of existing no-stopping lines outside No. 239 Williams Street by five metres.
- (g) **Approves** the extension of existing no-stopping lines outside No. 229 Williams Street by three metres.
- (h) **Notes** that the installation of no-stopping lines as per recommendation (e) was due to the road shoulder camber being unacceptable for roadside parking that resulted in motor vehicles unable to access the road shoulder, and therefore parking within the adjacent cycle lane.
- (i) **Notes** that the extension of the existing no-stopping lines as per recommendations (f) and (g) was to adjust the parking bay length to ensure it accommodated full car lengths. This avoided excess space that may encourage vehicles to squeeze into left over space which may result in encroachment into the no-parking area and obstruct visibility to the crossing.
- (j) **Notes** that there was budget allocated for minor safety improvements in the current financial year for this project, as this was a carryover project from 2022/23.
- (k) **Notes** that the Utilities and Roading Committee approved this project as part of an overall programme of minor safety improvements on 19 July 2022.
- (l) **Notes** that following the works, the steps to the pedestrian crossing would remain and that this would be added to the future minor improvement programme for 2024/25.
- (M) **Requests** that neighbouring residents are consulted prior to the “speed cushions” being installed.

**CARRIED**

N Atkinson stated this had been an ongoing issue for many years and needed safety improvements. There were many more people coming from the north than before, and the location of the pedestrian crossing gave the best view of oncoming vehicles. He hoped funding for part two would come through quickly as it was needed.

J Watson concurred and was glad the project was in progress and would not have to wait for many more years for all the works to be complete.

6.2 **Kaiapoi Food Forest Education Shelter – G MacLeod (Greenspace Manager) and C Taylor-Claude (Parks Officer, Greenspace)**

G MacLeod highlighted staff were recommending the exclusion of a toilet. The main reasoning for this recommendation was the current levels of service would not support an additional toilet within the area. The Food Forest did great work however staff were concerned about pushing community groups and volunteer time into management and maintenance of public buildings. If this was not a genuine public toilet or was open to the public and did not have support from the Council to be maintained or operated there would be a very high expectation on the Food Forest to clean and maintain the toilet themselves. This would involve an ongoing cost and have high volunteer time. Staff appreciate there were concerns regarding groups having to walk to the toilets, especially after dark.

N Atkinson noted many community spaces had public toilets and questioned what made them different from the Food Forest. G MacLeod stated most were predominately locked toilets and were on sports park which fell into the level of service. It depended on the classification of the site as to what the levels of service were. The Food Forest was an ecological link or neighbourhood park meaning the levels of service did not include a toilet and if supplied would have to go to the Council for approval. It could be argued that the Food Forest was used more regularly than other community facilities in Kaiapoi however staff were wanting to be risk adverse. C Brown commented the levels of service differentiated between recreation reserves and their catchment area. If the Food Forest Trust ceased to exist, the Council would then have to either take over maintenance or remove the toilet. The toilet would be beneficial however there were alternative options in the area.

P Redmond asked if staff would support the installation of a toilet if it was for private use and otherwise locked. G MacLeod replied there had been toilets like that in the past however they had ultimately fallen back onto Council to continue to maintain and operate. When a group like the Food Forest disbanded there was no ability for them to remove anything on the site as it was not generally covered by insurance.

A Blackie asked why staff were recommending to decline a temporary toilet. G MacLeod responded it was a risk adverse approach as a temporary toilet could easily become permanent. C Brown stated they were not opposed to a temporary toilet being used for events. C Taylor-Claude noted the recommendation was to decline a temporary toilet being installed in the interim while a permanent toilet was being built.

A Blackie questioned why it mattered if they were installing a private toilet. C Brown replied they could install a private toilet as long as they were comfortable they could afford to install and maintain it in the long term. The risk arose for Council when they were no longer able to look after it.

T Bartle noted there would already be contractors maintaining the other public toilets in the area and wondered what the cost would be to the Council if one more was added. C Brown responded staff would bring the information back.

P Redmond questioned if the issue of the toilet was different to the issue of the shelter if the Food Forest disbanded. C Brown stated a toilet was more expensive to install and maintain. If Council had to take on the shelter it would likely stay there until it needed to be replaced. Toilets cost the Council \$100,000s of dollars to install, connect to services and maintain. The difference was the replacement timeframe and cost. There were also much larger maintenance costs involved with a toilet than just a shelter.

R Keetley asked if the construction was a portable building did the issue resolve itself. C Brown noted it could potentially if the Food Forest had enough money or insurance to cover it.

Moved: N Atkinson

Seconded: A Blackie

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

- (a) **Lays** this matter on the table until further information is provided in regard to the provisions for maintaining the toilet's cleanliness ie any commitment from the Trust to manage this appropriately and clear costings for installation and maintenance especially if this became a Council asset in the future given there are two other public toilets in the vicinity that would need to be maintained.

**CARRIED**

6.3 **Parking Restriction Changes in the Kaiapoi Town Centre – V Thompson (Senior Advisor Business and Centres) and S Binder (Senior Transportation Engineer)**

V Thompson stated she was seeking endorsement for parking restriction changes in the Kaiapoi Town Centre. These changes had all gone through the Staff Parking Working Group.

A Blackie asked how many people parked for multiple days at the park-and-ride. V Thompson replied she was unsure however the request came from the Environmental Services Unit to enable a way to enforce the parking.

J Watson questioned why there were P120 parks in the park-and-ride. V Thompson answered there was a desire to put more P120 parks in the town centre many years ago. Originally the budget was for a P120 car park with the possibility to allocate some parks as all day parking on a charged basis however that did not eventuate.

R Keetley sought clarity on if visibility was covered in consenting process for the Fire and Emergency New Zealand (FENZ) building. V Thompson clarified it would have been covered in their consenting process as part of traffic management. She noted S Binder had come to a compromise with FENZ as they originally wanted it to extend further down. Staff did however understand trucks were higher which gave them an extra sight advantage.

R Keetley wondered if there was an issue at the Cattermoles Butchery for requested P15 parking. V Thompson replied she was unsure however as it was being recommended she imagined there had been issues with it being unrestricted.

N Atkinson asked if it was necessary to install no-stopping restrictions outside the FENZ building as there were many other businesses down Hilton Street that relied on this area for parking. V Thompson stated staff had compromised with FENZ regarding the no-stopping restrictions. N Atkinson further questioned if the changes on Hilton Street had been consulted with other businesses along the street. V Thompson answered they had not however if the Board wanted them to be consulted staff would undertake to do so.

Moved: N Atkinson

Seconded: T Bartle

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

- (b) **Receives** Report No. 231103176324.

*AND*

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

**THAT** the District Planning and Regulation Committee:

- (c) **Approves** the addition of four P120 parks and no-stopping lines at the Hilton Street frontage of the FENZ station to support the station's unobstructed access to Hilton Street.
- (d) **Approves** the addition of one P15 on-street park at 159-161 Williams Street, to support fast parking turnover for Cattermoles Butchery and Kaiapoi Super Seven Dairy.

- (e) **Approves** the application of a P120 restriction to the Tom Ayers off-street carpark to support short-stay visitor parking for proximity businesses in this area, including for Paris for the Weekend Café.
- (f) **Approves** the entirety of the Kaiapoi Central park-and-ride existing P120 carparks (x48) being converted to all-day park-and-ride parking.
- (g) **Approves** the addition of a three day maximum parking limit at the Kaiapoi Central park-and-ride to support Waimakariri District Council parking enforcement at the site.
- (h) **Requests** that all businesses in Hilton Street be informed of the restrictions prior to them being installed.

**CARRIED**

N Atkinson stated FENZ bought their site knowing about the traffic however saving lives took precedence and was necessary to support. He did however believe it needed public consultation of whole street.

T Bartle stated although he was not in favour of removing car parks from businesses these changes did need to happen.

#### 6.4 **Kaiapoi Main North Road Town Entrance – T Stableford (Landscape Architect)**

T Stableford stated she was seeking approval of the concept design for the Main North Road town entrance sign. The concept included raising the sign and removing the annual plant beds.

P Redmond questioned if staff considered raising the lettering on the existing sign. T Stableford stated it was considered however for the lettering to be seen adequately it would need to be raised two metres which was not possible on the existing sign.

S Stewart asked when staff were planning the consultation period for and T Stableford replied staff were looking to carry out consultation in February and would run for at least three weeks. J Watson queried the necessity to consult on this as everyone would have a different opinion on how they wanted the entrance to look.

S Stewart noted in Concept A there were three plant beds priced at \$30,000 and asked what the dimensions were and if anything else contributed to the high cost. T Stableford responded there was timber boxing at the base of the boxes and the costs were based off numbers received recently. The dimensions of the boxes were 20m by 5m. S Stewart then questioned if consideration was given to making this area a pollinator path. C Brown clarified this site had not been chosen to be a pollenated path but staff could look at species that provided food for birds.

J Watson sought information on how the consultation would be managed as everyone would have different ideas. T Stableford informed the Board they would only be going out with one option to the public. C Brown noted it was up to the Board to decide what went out to consultation however also highlighted there was no requirement to go out to consultation.

N Atkinson felt it was better to draw attention to the sign and not plants however an entrance went both ways. He asked if there was a price for getting a second sign made. C Brown stated there had not been pricing sought for a second sign.

Moved: A Blackie                                      Seconded: R Keetley

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

- (a) **Receives** Report No. TRIM 231109179721.
- (b) **Approves** the Kaiapoi Main North Road Town Entrance conceptual scheme which will include:
  - i. Entrance Sign: Concept 2 (TRIM 231109180419)
  - ii. Avenue Tree Scheme (TRIM 231109180415)



- (c) **Notes** that the estimated cost of implementing the proposed scheme was \$75,000, which would be funded from the Kaiapoi–Tuahiwi Community Board General Landscaping budget. The budget allocated towards the project was \$75,810 which meant the estimated costs were within budget.
- (d) **Notes** that staff were currently carrying out investigations into the locations of services within the grass berm where additional Liquidambar trees were proposed, and the exact locations and quantities of trees may change prior to consultation being carried out.

**CARRIED**

S Stewart against

#### 6.5 **Application to the Kaiapoi-Tuahiwi Community Board's 2023/24 Discretionary Grant Fund – K Rabe (Governance Advisor)**

K Rabe took the report as read. She noted the School was trying to separate the activities to help ensure health and safety.

Moved: A Blackie

Seconded: R Keetley

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

- (a) **Receives** report No. 231107178672.
- (b) **Declines** the application from St Patricks School Parent-Teachers Association (PTA).

**CARRIED**

A Blackie felt PTA's existed to raise money for their school and schools should be funded by the Ministry of Education.

N Atkinson stated if this was a health and safety concern it should be covered by the Ministry of Education

Moved: N Atkinson

Seconded: T Bartle

- (c) **Approves** a grant of \$750 to Community Watch Kaiapoi Inc towards replacement pad and battery for the patrol car Automated External Defibrillator (AED).

**CARRIED**

N Atkinson felt the Community Watch attended many events where an AED may be needed and was very important. T Bartle concurred.

## 7 **CORRESPONDENCE**

Nil.

## 8 **CHAIRPERSON'S REPORT**

### 8.1 **Chairperson's Report for October and November 2023**

Attended Waimakariri Public Arts Trust meeting. Finalising planning for the Braided Exhibition.

Attended Pines and Kairaki Beaches Association meeting. Nick Chapman the General Manager of Te Kohaka o Tuhaitara Trust attended to explain the release of the Kairaki sections. Christmas drinks had been planned for 18 December 2023.

Attended Korero and Kai. Afghani Dinner at Baptist church hosted by Timebank Waimakariri and GLOW Waimakariri. There was a good turnout of locals as part of a three week anti-racism venture.

Assisted with judging of the Waimakariri Youth Group Art Awards.

Kaiapoi Community Garden Open Day was a successful event with a good turnout. Held a fundraiser through preserves sales and promotion of Garden to Table programme.

The Youth Development Grant had three applications received and two were successful.

Waimakariri Public Arts Trust had released a calendar as a promotional tool and it was also for sale as a fundraising mechanism.

Moved: J Watson

Seconded: A Blackie

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

(a) **Receives** the verbal report from the Kaiapoi-Tuahiwi Community Board Chairperson.

**CARRIED**

## **9 MATTERS REFERRED FOR INFORMATION**

- 9.1 Oxford-Ohoka Community Board Meeting Minutes 4 October 2023.
- 9.2 Rangiora-Ashley Community Board Meeting Minutes 11 October 2023.
- 9.3 Woodend-Sefton Community Board Meeting Minutes 9 October 2023.
- 9.4 July 2023 Flood Event Response and Recovery – Forecast Costs and Funding Sources – Report to Council Meeting 3 October 2023 – Circulates to all Boards.
- 9.5 Submission Emergency Management Bill – – Report to Council Meeting 3 October 2023 – Circulates to all Boards.
- 9.6 Significance and Engagement Policy for Adoption – Report to Council Meeting 3 October 2023 – Circulates to all Boards.
- 9.7 Submission: Government Policy Statement on Land Transport – Report to Council Meeting 3 October 2023 – Circulates to all Boards.
- 9.8 Council Meeting Schedule January 2024 to December 2024 – Report to Council Meeting 3 October 2023 – Circulates to all Boards.
- 9.9 Health, Safety and Wellbeing Report September 2023 – Report to Council Meeting 3 October 2023 – Circulates to all Boards.
- 9.10 Consultation on the Draft Speed Management Plan – Report to Council Meeting 17 October 2023 – Circulates to all Boards.
- 9.11 Approval of Design for Projects 1 and 3 of the Transport Choices Programme (Kaiapoi to Woodend and Woodend to Ravenswood Cycleways – Report to Utilities and Roding Committee Meeting 17 October 2023 – Circulates to Woodend-Sefton and Kaiapoi-Tuahiwi Community Boards.
- 9.12 Eastern Districts Sewer Scheme and Oxford Wastewater Treatment Plan Annual Compliance Monitoring Report 2022-23 – Report to Utilities and Roding Committee Meeting 17 October 2023 – Circulates to all Boards.
- 9.13 July 2023 Flood Recover Progress Update – – Report to Utilities and Roding Committee Meeting 17 October 2023 – Circulates to all Boards.
- 9.14 Cam River / Ruataniwha Report – Report to Utilities and Roding Committee Meeting 17 October 2023 – Circulates to all Boards.
- 9.15 Adoption of Road Safety Action Plan 2023/24 – Report to Utilities and Roding Committee Meeting 17 October 2023 – Circulates to all Boards.
- 9.16 Aquatics October Update – Report to Community and Recreation Committee Meeting 17 October 2023 – Circulates to all Boards.

## PUBLIC EXCLUDED

- 9.17 Updated Memorandum of Understanding Agreement and Outline Stage Plan with William Hill Consulting Ltd for the South MUBA Development – Report to Council Meeting 3 October 2023 – Circulates to Kaiapoi-Tuahiwi Board.

Moved: N Atkinson                      Seconded: T Bartle

**THAT** the Kaiapoi-Tuahiwi Community Board

- (a) **Receives** the information in Items.9.1 to 9.16.  
(b) **Receives** the separately circulated public excluded information in item 9.17.

**CARRIED**

## **10 MEMBERS' INFORMATION EXCHANGE**

### **Philip Redmond**

- Kainga Ora Briefing.
- Waimakariri Health and Advisory Group.
- Rangiora Art Society Spring Exhibition. Open night at Rangiora Borough School Hall. There was great art on display.
- Enterprise North Canterbury Business Awards held at Mainpower Stadium.
- Ronel's Cuppa at the Pegasus Community Centre.
- Passchendaele Memorial Service at the Kaiapoi Cenotaph.
- Drainage All Boards. Had a presentation from NIWA.
- Paris for the weekend re-opening.
- Road Safety Committee.
- Community Service Awards. Presented the citation for Micheal Bates.
- Solid Watse Working Party. Received an update on the transfer station.
- Road Reserve Management Policy Hearing.
- Mainpower Sports Awards.
- Rangiora A&P Show.
- Community Wellbeing North Canterbury Trust Annual General Meeting.
- Waitaha Primary Health AGM. Mayor Gordon is Deputy Chair.
- Local Government New Zealand in Wellington. Future for Local Government, Rural and Provincial.
- Roothing Profolio Update:
  - Construction Season Commenced.
  - Wind issues with fallen tress – resilience funding from Waka Kotahi.
  - Lees Valley slip scoped.
  - Traffic Choices Funding – paused pending change of government including Woodend-Kaiapoi cycleway.
  - Cycle Sense Training – 193 Students, seven schools including Woodend safety initiative.

## **Brent Cairns**

- Homelessness – Riverside Church had provided intel and staff were working with ESU with the intent to develop an information resource that inspectors could use to support statutory obligations whilst informing and supporting people into alternative accommodation as required. A stakeholder group were working on better support for Pine Acres, alongside the work the Housing Response Working Group were undertaking around emergency transitional housing.
- Civil Defence Welfare Response – Team assisted with outreach visits in affected communities and were actively involved in the Emergency Operations Centre (EOC). It was heartening to see outlying rural communities largely self-supporting.
- Relationship Safety – Facilitated delivery of local professional development workshop for teachers, community, health and social services workers. Planning was underway for white ribbon events in November 2023.
- Arts Strategy – draft content was completed however the Communications team was at capacity so the published version was yet to be completed.
- Suicide Prevention and Mental Health – Over 700 locals, predominantly men, reached four events facilitated and/or supported by Nicola Trolove from the Community Team. Ensured strengths-based approach with practical tools to address stress and anxiety and the enabling of strong local referral paths where counselling was needed.
- On Track Capacity and Capability Building – Suite continued with sessions in the new Incorporated Societies Act, Marketing and Promotion, Strategic Planning and support for managers in the volunteer sector. Full suite also included financial planning and monitoring, funding and funding plans, Health and Safety and good marketing.
- Community Development Strategy Review – Engagement surveys developed with Communications Team working on the Let's Talk engagement. A community forum was planned for 29 November 2023.
- Welcoming Communities had a new facilitator start.
- National Safe Community Model – were trying to establish membership for a small working group. Public Health Association had agreed to umbrella whilst keeping the Kaupapa of Safe Communities Aotearoa separate. Would be hosting a national hui in Kaiapoi on 8 December 2023.
- Down the back Paddock Rural safety Programme was continuing to build strong rural safety culture through local schools. Feedback from teachers and parents was that students were passing on safe practice advice to their parents.
- Youth Development:
  - Disability Sporting Event was a huge success.
  - Good environment Planning and River Clean-up had 200 people attend.
  - Dudley Mural was almost ready to install. Was designed by Kaiapoi High School students.
  - Employment Expo, planned by Youth Futures was a success.
- Mayor's Taskforce for Jobs – Over half of deliverables achieved in the first three months. Would continue to fill work-readiness gaps in the District.
- Next Steps Website – received very positive feedback from the community partners and strong push on marketing across the district. External Funding had meant that radio ads, fridge magnets and bookmarks were now possible.
- Kaiapoi Promotions worked with FunHQ to run a "spooktacular" event on 31 October 2023. In future years the event would grow into a three-part event. Unfortunately due to weather the event was cancelled.

- The Sovereign Palms community group have currently raised over \$3000 towards the CCTV camera project.
- Two Brown Girls Ltd were organising a ‘Party at the Poi’ event to be held in Norman Kirk Park.
- Emergency Hub Launch at the Sterling.
- The Kaiapoi Museum had been making enquires regarding a stairlift or wheelchair platform installed to access the stairs. The approximate cost would be up to \$52,000.
- Pines Kairaki Beach are planning a Christmas event for 26 November 2023.
- North Canterbury Neighbourhood Support Annual General Meeting was well supported.
- Community Watch were struggling for membership.

### **S Stewart**

- Long Term Plan workshop on the Mandeville Resurgence Channel. One option was for the resurgence channel to go into the old Eyre River. the flow on effects would then go through Silverstream into the Kaiapoi River. Another option was to divert the water into the Eyre River diversion and then to the Waimakariri River.
- N Atkinson stated Council did not know what the payment scheme would be. He had concerns regarding diverting the water to Kaiapoi however since the workshop staff he been investigating the idea of having the cut out be further down the Eyre River meaning it would not interact with Kaiapoi.
- Waimakariri Biodiversity Trust held a strategic review session. There was still lots to achieve.
  - Environmental Volunteers Showcase in Victoria Park.
  - Speed Management Plan drop-in session in Kaiapoi was poorly attended.
  - Environment Canterbury was holding a full day workshop on their Long Term Plan at Mainpower Stadium on 24 November 2023.

### **R Keetley**

- Attended monthly museum meeting. They had further discussion on a stairlift.
- N Atkinson asked if the museum had investigated what the Coastguard installed? R Keetley stated they had however it was not suitable.
- Attended the St Barts 170<sup>th</sup> anniversary fete.

### **N Atkinson**

- District Plan stream 7 would start in January 2024. The next deliberations would be on light and sound. Submission from Waka Kotahi and NZ Rail regarding 80m setbacks from rail corridors and some road corridors including some internal roads. Developers were finding it very hard with all the regulation changes.

### **T Bartle**

- Community Service Awards.
- Attended a Local Government New Zealand zoom call. Over 500 people could have been on the call only 36 attended two from Waimakariri. Six attendees were staff.

- Coastal Drainage Advisory Group. NIWA report produced concerns about widening channels as budgets would not be enough.
- North Canterbury Neighbourhood Support. Attended two A&P shows. Had doubled the numbers of households singed up this year.
- Speed Management drop-in session.

### **A Blackie**

- Road Reserve Bylaw Review Hearing.
- Waimakariri Public Arts Trust 'BRAIDED' art display opened on 21 November 2023.
- Kairaki sections were on the market. Received 50 expressions of interest in the first 24 hours.
- Huria Reserve Committee was completing the designs for entrances.
- Met with Belfast Kaiapoi Rotary Club regarding the River Carnival and they were interested in helping organise it. Funding had been promised from Enterprise North Canterbury and the Belfast Kaiapoi Rotary Club. Carnival would take place on 3 March 2024.

### **T Blair**

- Darnley Club meeting.
- North Canterbury Neighbourhood Support Annual General Meeting.
- Attended the Community Garden Day, it was very good.

## **11 CONSULTATION PROJECTS**

### **11.1 Speed Management Plan 2023-27**

<https://letstalk.waimakariri.govt.nz/speed-management-plan-2023-27>

Consultation closes on Monday 27 November 2023.

### **11.2 Let's Pick a Path – Environment Canterbury**

<https://haveyoursay.ecan.govt.nz/hub-page/pick-a-path-ourfuture>

Consultation closes Sunday 3 December 2023.

## **12 BOARD FUNDING UPDATE**

### **12.1 Board Discretionary Grant**

Balance as at 31 October 2023: \$5,422.

### **12.2 General Landscaping Budget**

Balance as at 31 October 2023: \$26,790.

## **13 MEDIA ITEMS**

**14 MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED**

In accordance with section 48(1) 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 (or sections 6, 7 or 9 of the Official Information Act 1982, as the case may be), it is moved:

Moved: A Blackie

Seconded: T Bartle

1. That the public be excluded from the following parts of the proceedings of this meeting:
  - Item 14.1 Confirmation of Public Excluded Minutes of Kaiapoi-Tuahiwi Community Board meeting of 18 September 2023.
  - Item 14.2 Kaiapoi Night Market Proposal.

The general subject of the matter to be considered while the public is excluded, the reason for passing this resolution in relation to the 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:

Meeting Item No. and subject	Reason for excluding the public	Grounds for excluding the public-
14.1 Confirmation of Public Excluded Minutes of Kaiapoi-Tuahiwi Community Board meeting of 16 October 2023	Good reason to withhold exists under section 7	To enable any local authority holding the information to carry on, without prejudice or disadvantage negotiations (including commercial and industrial negotiations) (s 7(2)(i)).
14.2 Kaiapoi Night Market Proposal	Good reason to withhold exists under section 7	To protect the privacy of natural persons, including that of deceased natural persons, maintain legal professional privilege and enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s 7(2)(a),(g) and (i)).

**CARRIED**

**CLOSED MEETING**

*The Public excluded portion of the meeting was held from 6.08pm to 6.45pm*

**Resolution to resume open meeting.**

Moved: J Watson

Seconded: T Bartle

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

**CARRIED**

**OPEN MEETING**

15 **QUESTIONS UNDER STANDING ORDERS**

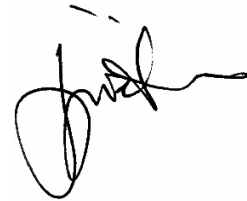
16 **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

**NEXT MEETING**

The next meeting of the Kaiapoi-Tuahiwi Community Board will be held at the Ruataniwha Kaiapoi Civic Centre on Monday 11 December 2023 at 4pm.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 6.46PM.

**CONFIRMED**



Chairperson

11 December 2023

Date

**Workshop (6.46pm to 7pm)**

- *Members Forum*