

**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 JUNE 2022 AT 5PM.**

PRESENT

J Watson (Chairperson), J Meyer (Deputy Chairperson), N Atkinson and B Cairns.

IN ATTENDANCE

Mayor D Gordon, Councillor P Redmond (Kaiapoi-Woodend Ward Councillor).

J Millward (General Manager Finance and Business Support), S Markham (Manager Strategic Projects), S Nichols (Governance Manager), K Simpson (Three Waters Manager), R Kerr (Delivery Manager – Stimulus and Shovel Ready), K Straw (Civil Projects Team Leader), T Stableford (Landscape Architect), M McGregor (Senior Advisor Community and Recreation) and C Fowler-Jenkins (Governance Support Officer).

There were eight members of the public present.

1 APOLOGIES

Moved: J Watson

Seconded: B Cairns

THAT apologies for absence be received and sustained from A Blackie and S Stewart.

CARRIED

2 CONFLICTS OF INTEREST

There were no conflicts of interest declared.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Kaiapoi-Tuahiwi Community Board – 16 May 2022

Moved: J Meyer

Seconded: N Atkinson

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Confirms** the circulated Minutes of the Kaiapoi-Tuahiwi Community Board meeting, held 16 May 2022, as a true and accurate record.

CARRIED

3.2 Matters Arising

Nil.

4 DEPUTATIONS AND PRESENTATIONS

4.1 Kaiapoi Croquet Club – Brian White

B White thanked the Board for the opportunity to update them on the Kaiapoi Croquet Club's (the Club) position on the proposed new club facilities. He advised that the Club's Management Committee met on Saturday, 9 April 2022 to consider the Draft Trust Deed for the proposed Community Hub (the Hub). The Club's attitude about the Hub concept had been one of keeping an

open mind and seeing how things develop. However, over time, there had been an increase in disquiet. It was now the view of the Club that the disadvantages of relocating to the Hub outweighed the advantages. The proposed arrangements for the Hub added layers of cost and bureaucracy, and the Club would lose its autonomy. For this reason, the Club would not be signing the Trust Deed and would no longer participate in the formation of the Hub.

B White noted that the Club's consideration of relocating to the Hub in 2020 was based on the new site on the northern side of Charters Street. However, things changed in 2021 when the Hub was reduced to an area on the southern side of Charters Street. The Council's engineers, Tonkin and Taylor's Geotechnical Desktop Assessment of April 2021, showed that the land on the south side of Charters Street would be unsuitable to the Club's needs. Lawns were the most important asset for the Club, and land quality was, therefore, the main factor in the Club's decision to withdraw from further participation in the Hub. The Club believed there was no point in relocating unless it ended up with a "fit-for-purpose" facility. Committee members, therefore, joined Council staff on a tour of four prospective alternative sites in Kaiapoi - Ryder Park, Kaiapoi Domain, Wylie Park and Hinemoa Park. The Kaiapoi Domain potentially had the least challenges, and Ryder Park had considerable potential. Also discussed were Norman Kirk Park, which had received extensive upgrading, the Club's last new destination, Corner Courtenay and Charters, and the Community Hub. B White proceeded by elaborating on the identified challenges of each prospective site.

P Redmond questioned the Club's current number of members, and B White confirmed that the Club had about thirty members. Furthermore, P Redmond asked if the Club were still using their present site. B White explained that they were, however, the land had dropped half a meter since the 2011 earthquakes. In 2021 the site flooded four or five times due to the spring tides and heavy rain; nevertheless, the lawns survived as the area was free draining. It was, however, impossible to maintain straight and true lawns.

N Atkinson asked if the Club knew that Norman Kirk Park was reengineered ground from the earthquakes. B White confirmed that the Council had advised the Club that some competing interests existed. The Club was concerned about the site being only three meters above sea level and would much rather relocate the domain.

J Watson noted that the Board had been very enthusiastic about having the Club at the Community Hub, so they were slightly disappointed. She thought the benefits of relocating the Community Hub were more significant than being located somewhere else due to the landscaping, the parking, and the ambience. However, B White responded that this was not a high priority for the Club as their primary concern was the suitability of the land.

J Meyer commented that he had lived in Kaiapoi for a long time, noting that many groups and organisations had requested that the Kaiapoi Domain be earmarked for their use. He would be very surprised if any organisation would be allowed to enclose the domain, which was considered a treasure of Kaiapoi.

5 ADJOURNED BUSINESS

Nil.

6 REPORTS

6.1 General Landscaping Budget, Project Updates – T Stableford (Landscape Architect)

T Stableford updated the Board on the status of the projects which had been allocated funded from the 2021/22 General Landscaping budget. She noted that \$25,000 had been allocated to the Tuahiwi Reserve Development in November 2020. The Council had been attempting to secure input from the Rūnanga on the proposed project, however, to date, no response had been received. It was therefore recommended that the funding be carried forward to the 2022/23 financial year and that the Board consider reallocating the funds towards another project. If the Rūnanga chose to respond later, the project could be reassessed.

The Board had also allocated \$7,700 towards the landscaping of Patchina's Walkway. However, due to increased costs, the concept plan had become too expensive to implement, especially as the project was only for the temporary beautification of a space, which could be utilised for other purposes in the near future. Consequently, Council staff suggested allocating the funds to a community organisation such as GapFiller to beautify this space.

T Stableford noted that the Town Entrance Projects were still progressing and that \$45,000 would be carried forward into the 2022/23 financial year. In addition, it was anticipated that the concept plans for the first two entrances, Williams Street and Main North Road, would be presented to the Board later in the year. She also noted that the Board had allocated \$10,000 to install the Raymond Herber sculpture, and work on securing a location was progressing.

The Board had allocated \$3,200 towards seats and planting along the Passchendaele Cycle and Walk Way. Currently five seats had been installed and staff were working with the RSA to determine what planting would be required.

J Watson enquired if the community groups such as Greening the Rubble still exist and if they would be prepared to assist the Council with a project. T Stableford believed there were similar groups still running, however, the Board would have to indicate if this were an option they would support before doing further research on an appropriate organisation.

J Watson asked if it would be possible to cover the area with crusher dust, which would be a cheaper option and would tidy the area. This was a significant site in the centre of town and was utilised constantly by the public, and currently, it looked very shabby and untidy. T Stableford noted she had reduced the scope for what would be achievable within the budget, making the space neater.

N Atkinson enquired if staff thought it advisable to present the Tuahiwi Reserve Development to the Mahi Tahī Joint Development Committee to determine whether this project was still viable. T Stableford confirmed that this could be a way forward.

B Cairns asked if any data on the number of pedestrians that used Patchina's Walkway was available. He questioned the term 'temporary' as he believed that access from the main street of Kaiapoi to the car park would be an excellent long-term resource. He suggested that this should be a permanent area which could be landscaped. B Cairns enquired if the Menz Shed had been approached to assist with the project and if any shortfall in funding could be sourced from Rata or the Lions Club to make this a feature and a green space on the main road. T Stableford stated that the Council had not done a

study on pedestrian numbers, and the temporary approach had been based on the understanding that the Council's Business Development Unit were aware of possible future development causing uncertainty about the site. She noted that the Menz Shed was a good suggestion and that she could contact them if the Board were in support.

B Cairns further noted that the Tuahiwi School had approached him to assist with establishing a food forest in the area. Accordingly, he enquired if a mini food forest could be included in the Tuahiwi project.

Moved: N Atkinson

Seconded: B Cairns

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 220609098130.
- (b) **Notes** that Council staff would work with the RSA and the Passchendaele Advisory Group to implement planting behind the installed seats along the Passchendaele Pathway within the \$3,200 budget approved by the Board.
- (c) **Notes** that a report would be brought to the Board with a location for the Raymond Herber 'Wind Swept Tree' after meeting with the Waimakariri Public Arts Trust.
- (d) **Notes** that a report would be brought with draft concept plans and cost estimates for the Williams Street and Main North Road town entrances to the Board for approval in the 2022/23 financial year.
- (e) **Approves** that the funding of \$7,700 previously allocated for the Patchina's Walkway Project be made available to an existing external organisation to develop this space. Greenspace staff would identify the best suited organisation based on capacity and expertise.
- (f) **Rescinds** its decision of 16 November 2020 to allocate \$25,000 towards landscaping at the Tuahiwi Reserve with the view of reallocation if required at a later date.
- (g) **Approves** the Tuahiwi Reserve Project being put on hold and referred to the Council's Mahi Tahī Joint Development Committee for input and/or feedback. Noting that the previously allocated \$25,000 would be returned to the General Landscaping Budget for allocation towards future projects.
- (h) **Notes** that should the Rūnanga wish and capacity becomes available to initiate the Tuahiwi Reserve Project in the future, Council staff would work with the Rūnanga to scope the project and bring a clear estimate of cost to the Board for budget consideration at that point.
- (i) **Notes** the recommendations within this report support Greenspace to achieve community outcomes within the following areas of wellbeing; Sustainable Development Goals, Social Wellbeing, Economic Wellbeing, Environmental Wellbeing and Cultural Wellbeing.

CARRIED

N Atkinson noted that these were all good projects that were all still relevant, however, it was imperative to ensure that the projects be completed.

B Cairns commented that some of these projects had not been long outstanding, and he would like to see them completed, particularly the Patchina's Walkway, which was an eye sore in the centre of town. However, he believed this should not be considered a temporary project but rather as access from the car parking area to the town centre.

J Watson agreed that Patchina's Walkway needed to be completed, as it was an eye sore in the town. However, she did not believe this would be a permanent open space, nevertheless supported it being tidied up, even if that was just crusher dust.

6.2 **Proposed Roothing Capital Works Programme for 2022/23 – J McBride (Roothing and Transport Manager)**

K Straw spoke to the report, which invited feedback on the proposed 2022/23 Roothing Capital Works Programme. A general allocation of the budget was provided in the Council's 2021/31 Long Term Plan (LTP). The programme was for kerb and channel renewal, footpath renewal, minor improvements and new footpaths. The programmes were developed taking into account several factors, including condition rating, service requests and road safety audits from a prioritised database. Also, co-funding requirements under Waka Kotahi needed to be met. The new footpath programme did not receive Waka Kotahi funding.

N Atkinson noted that Kāinga Ora was due to start construction on houses in Princess Place, and the increase in people would require road crossings and entrances. He inquired if the Council were working on a coordinated programme to mitigate disruption in the area while construction occurred. K Straw undertook to investigate this matter further and report back to the Board.

N Atkinson also mentioned that stormwater projects were currently being undertaken in Otaki Street and asked if the projects would be coordinated with the work at Princess Place. K Straw noted he was unaware of the scope of the projects, however, he would follow up with relevant staff.

J Meyer questioned if any consideration had been given to installing bike stands in the town centre as part of the public transport infrastructure. K Straw confirmed that currently, no provision had been made for bike stands. However, staff working on the infrastructure project would investigate the possibility of providing any additional infrastructure other than bus shelters.

Moved: J Watson

Seconded: J Meyer

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 220601092942.
- (b) **Notes** that feedback was be provided on the Draft Programme to the Roothing and Transport Manager at the Board meeting.

CARRIED

6.3 **Appointment of Kaiapoi-Tuahiwi Community Board members – S Nichols (Governance Manager)**

S Nichols was present during the consideration of the report, which was taken as read.

There were no questions by elected members.

Moved: J Meyer

Seconded: B Cairns

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 220530091245.
- (b) **Resolves**, pursuant to section 117(3)(b) of the Local Electoral Act 2001, to leave the extraordinary vacancies created by the resignation of M Pinkham and the death of C Greengrass unfilled for the remainder of the 2019-22 Local Body Triennium.
- (c) **Requests** that the Chief Executive give public notice of this decision.

CARRIED

6.4 **Application to the Kaiapoi-Tuahiwi Community Board's 2021/22 Discretionary Grant Fund – K Rabe (Governance Advisor)**

J Watson noted that this was the Board's last opportunity to allocate funding from the 2021/22 Discretionary Grant Fund. S Nichols explained that if the Board granted the two applications currently before them, they would have a balance of \$2,127 left. The Board could decide to leave the fund balance in the hope that the Council rolled the funding over to the next financial year. However, there was no guarantee this would occur, which could mean the funds would be lost to the Board. The other option was for the Board to allocate the balance of the funds to groups who had requested funding during the 2021/22 financial year, giving them each an equal share or donating the remaining funding to one or two particular projects or groups.

N Atkinson enquired how the process would work if the Board divided the fund balance between groups who had already furnished Accountability Forms and how they would provide accountability on the funding they had not requested. S Nichols reported that previously the Kaiapoi-Tuahiwi Community Board had chosen to donate money to groups that were always in need of funding. As it were donations, the groups would not be required to submit Accountability Forms.

P Redmond sought further clarification regarding the remaining balance, which was generally carried over into the next financial year. S Nichols explained that the decision to carry over the funding would be taken by the Council when approving the 2022/23 Annual Plan.

S Nichols noted that the Good Night Sleep Tight Trust had also requested funding from the Woodend-Sefton Community Board, who had granted the Trust \$500. However, the original application had come to the Kaiapoi-Tuahiwi Community Board and been referred to the Woodend-Sefton Board by staff to cover the whole ward area.

B Cairns asked if it was correct that 25% of the winter night packs went to families residing in Kaiapoi. S Nichols noted that Council staff had based the information on the application received.

P Redmond noted that in terms of the Discretionary Grant Fund criteria, funding should be limited to projects within the Board area or primarily benefiting the area's residents. He was not convinced that the application from Good Night Sleep Tight met the criteria.

Moved: N Atkinson Seconded: J Meyer

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 220519080763.
- (b) **Declines** the application from the Good Night Sleep Tight Charitable Trust.
- (c) **Approves** a grant of \$500 to the Allstars Marching Teams towards the cost of hosting a training camp.

CARRIED

N Atkinson noted that he did not believe the Board had sufficient information on the application from the Good Night Sleep Tight Charitable Trust, and he, therefore, could not support the application. The application showed no evidence that the Trust had delivered any packs to families in the Kaiapoi area. He noted that he would be happy to reconsider the application if the relevant information was provided and would like the application resubmitted. N Atkinson agreed that most of the All Stars Marching team was from Kaiapoi and understood that it had originated in Kaiapoi and had been active for many years. He preferred the Board to risk losing the balance of the 2021/22 Discretionary Grant Funding rather than allocating it to organisations and groups that had not applied.

J Watson commented that to her knowledge, the Good Night Sleep Tight Charitable Trust worked through social agencies that covered the whole of Canterbury.

In his right of reply, N Atkinson did not consider requesting further information from the Trust was unreasonable. The Board needed to ensure that any funding being provided would benefit their community.

7 CORRESPONDENCE

Nil.

8 CHAIRPERSON'S REPORT

8.1 Chairperson's Report for May 2022

- Kairaki and Pines Beach Residents Association update.
- Attended the Community Service Awards.
- Attended the Huria Reserve Opening Day, which was a successful event.
- Attended a meeting of the Kaiapoi Marine Precinct Advisory Group.
- Attended All Boards Briefing.

- Attended the opening of Link Road, Silverstream.
- Attended the Waimakariri Public Arts Trust Meeting.
- Met with Martin McGregor regarding the Croquet Club.

Moved: J Watson

Seconded: J Meyer

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 May 2022
- 9.2 Rangiora-Ashley Community Board Meeting Minutes 11 May 2022
- 9.3 Woodend-Sefton Community Board Meeting Minutes 9 May 2022
- 9.4 Roading Service Requests and Flood Budget – Report to Council Meeting 3 May 2022 – Circulates to all Boards.
- 9.5 Health Safety and Wellbeing Report May 2022 – Report to Council Meeting 3 May 2022 – Circulates to all Boards.
- 9.6 May 2021, December 2021 and February 2022 Flood Events – Service Requests Update – Report to Utilities and Roding Committee Meeting 17 May 2022 – Circulates to all Boards.
- 9.7 Zone Implementation Programme Addendum Capital Works Programme – 2022/23 – Report to Land and Water Committee Meeting 17 May 2022 – Circulates to all Boards.
- 9.8 Water Supply Utilities and Roding Staff Submission to Draft Annual Plan – Report to Council 24 May 2022 – Circulates to all Boards.
- 9.9 Drainage – Utilities and Roding Department Staff Submission to the Draft Annual Plan – Report to Council 24 May 2022 – Circulates to all Boards.
- 9.10 Wastewater – Utilities and Roding Department Staff Submission to the Draft 2022-23 Annual Plan– Report to Council 24 May 2022 – Circulates to all Boards.
- 9.11 Roding Staff Submission May 2022 - Request changes to the Roding Capital Works Budget– Report to Council 24 May 2022 – Circulates to all Boards.
- 9.12 Notification of Private Plan Change 31 – Rolleston Industrial Developments Ltd– Report to Council 31 May 2022 – Circulates to all Boards.
- 9.13 2021 Beach User Survey – Northern Pegasus Bay Bylaw – Report to Community and Recreation Committee 31 May 2022 – Circulates to all Woodend-Sefton Community Board and Kaiapoi-Tuahiwi Community Board.
- 9.14 Library Update to May 6th, 2022 – Report to Community and Recreation Committee 31 May 2022 – Circulates to all Boards.

PUBLIC EXCLUDED REPORTS

- 9.15 Huria Reserve Heritage & Mahinga Kai Contract Stage One Pathways – Tender Process Approval – Report to Council Meeting 3 May 2022 – Circulates to the Kaiapoi-Tuahiwi Community Board.

Moved: J Meyer

Seconded: J Watson

THAT the Kaiapoi-Tuahiwi Community Board

- (a) **Receives** the information in Items 9.1 to 9.14.
- (b) **Receives** the public excluded information in Item 9.15, which would remain in public excluded and which was circulated separately.

CARRIED

10 MEMBERS' INFORMATION EXCHANGE

N Atkinson

- Attended many meetings and it was great to be back out in the community.
- Attended a meeting of Rural and Provincial in Wellington regarding the Three Waters reform and other matters that involved Local Government New Zealand (LGNZ). They had a discussion on different ways of accomplice things and how they could get LGNZ in a much better state. Heard from Minister of Local Government, N Mahuta that the Government was proceeding on its current course, and the first Bill was being read in Parliament. The major issue for Local Government was the speed and amount of reform that was expected while continuing to deal with business as usual. Serving on a Council was an extremely difficult job given that Councillors were not full time and most had other jobs/careers. The next three years would be very difficult.

J Meyer

- Attended Courtenay Drive Planting day which was successful.
- Noticed that there were a number of cyclist coming into Kaiapoi.
- Provided an update on the Darnley Club.

P Redmond

- Attended a Creative Communities Waimakariri sponsored an event down by the River in May 2022 and another in Trousselot Park that was moved to St Bartholomeus.
- Attended the Kaiapoi Historical Society Annual General meeting.
- Attended the Fee Waiver Sub Committee meeting which granted \$18,000. He explained that community groups had a special rate and that the waiver was on top of that.
- The Water Services Bill – the Council had resolved to make a submission to the Select Committee and LGNZ, provided that a legal opinion was obtained to determine whether or not it would be appropriate for the Council to submit.
- The Councils Building Unit was still under pressure but was coping reasonably well compared to neighboring Councils.
- Compliance – there had been some complaints regarding heat pump noise, however, it was found that most of the complaints did not breach the District Plan standards and the odd faulty heat pump had been replaced.
- Civil Defence Team were proposing to compile four emergency hubs in the district to be possibly extended if required depending on the response and were

now working closely with North Canterbury Neighborhood Support. A Lander started in February 2022 as the educator working with Primary Schools. The Civil Defence Cadets were up and running again with sixteen cadets remaining after Covid. The Council's new Civil Defence Officer was keen to oversee the Cadet Programme and volunteers were required to replace two Council staff who previously volunteered to assist with the Cadet Programme.

B Cairns

- North Canterbury Neighborhood Support (NCNS):
 - A large number of people were signing up to Getsready App every week.
 - Attended a Beachgrove 'Welcome to the Community' get together.
 - The NCNS website (www.NCNS.org.nz) had been updated with useful links and tips to keep yourself and neighborhood safe.
 - Thanked to W Howe from the Council's Community Team, for upskilling the NCNS' governance team with workshops.
- Food Forest – Update.
 - Entrance Poū were installed on Oram Place.
 - The Mushroom Growing Workshop was a great success with many people attending.
 - Multiple groups visited the Food Forest, mainly from Christchurch.
 - Preparation was going well for Celebrating Matariki, Kaiapoi Promotions Association were promoting both Kaiapoi events on the radio.
- Food Secure North Canterbury had noted a growing need for food in the community.
- All Together Kaiapoi – Planning for Matariki event.
- Road opening – connecting Silverstream.
- Chris Greengrass' funeral.
- Free music event at Trousselot Park – small enthusiastic number attended.
- Mahinga Kai planting day.
- Attended Walking and Cycling Network Plan drop-ins at the library and there was a good turnout, good questions and feedback.
- Attended All Boards briefing.
- Residents – concern about vehicle damage to Corcoran Reserve and with 4WDs accessing the strip of land adjacent to the stopbank and behind Placemakers. It was accessed from behind the Borough School.
- Attended the Historical Society Annual General Meeting.

11 CONSULTATION PROJECTS

11.1 Waikuku Beach Reserves Spatial Plan

<https://letstalk.waimakariri.govt.nz/let-s-talk-waikuku-beach-reserves-spatial-plan>

Consultation closed on Sunday 26 June 2022.

11.2 Walking and Cycling Network Plan

<https://letstalk.waimakariri.govt.nz/walking-and-cycling-network-plan>

Consultation closed on Thursday 30 June 2022.

11.3 **Gambling**

<https://letstalk.waimakariri.govt.nz/gambling>
Consultation closed on Monday 11 July 2022.

The Board noted the consultation projects.

12 **REGENERATION PROJECTS**

12.1 **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:
<http://www.waimakariri.govt.nz/your-council/district-development/kaiapoi-town-centre>.

The Board noted the regeneration projects.

13 **BOARD FUNDING UPDATE**

13.1 **Board Discretionary Grant**

Balance as at 31 May 2022: \$3,127.

13.2 **General Landscaping Budget**

Balance as at 31 May 2022: \$25,430.

The Board noted the funding update.

14 **MEDIA ITEMS**

Nil.

15 **QUESTIONS UNDER STANDING ORDERS**

Nil.

16 **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

Nil.

NEXT MEETING

The next meeting of the Kaiapoi-Tuahiwi Community Board will be held at the Ruataniwha Kaiapoi Civic Centre on Monday 18 July 2022 at 5pm.

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 6.24pm.

CONFIRMED



Chairperson

18 July 2022
Date

Workshop (6:25pm to 6:34pm)

- *Chris Greengrass Memorial Grant – Grant Macleod (Community Greenspace Manager)*

Briefing (6:35pm to 7:34pm)

- *Whow – MOU an Next Steps – Simon Markham (Manager Strategic Projects)*
- *Flooding and Stormwater Update – Rob Kerr (Delivery Manager – Stimulus and Shovel Ready) and Kalley Simpson (3 Waters Manager)*
- *Members Forum*