

**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, 17 JULY 2023 AT 4PM.**

**PRESENT**

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

**IN ATTENDANCE**

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

C Brown (Community and Recreation Manager), M McGregor (Senior Advisor Community and Recreation) T Stableford (Landscape Architect), G Stephens (Design and Planning Team Leader), V Thompson (Senior Advisor Business and Centres), T Allison (Senior Policy Analyst), H Rose-Belworthy (Intermediate Landscape Architect) T Kunkel (Governance Team Leader), and A Connor (Governance Support Officer).

There were four members of the public present.

**1 APOLOGIES**

Moved: J Watson

Seconded: T Bartle

**THAT** an apology for absence be received and sustained from N Atkinson.

**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 – 19 June 2023**

Moved: J Watson

Seconded: A Blackie

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

- (a) **Confirms** the circulated Minutes of the Kaiapoi-Tuahiwi Community Board meeting, held on 19 June 2023, as a true and accurate record.

**CARRIED**

**3.2 Matters Arising (From Minutes)**

Nil.

**3.3 Notes of the Kaiapoi-Tuahiwi Community Board Workshop – 19 June 2023**

Moved: J Watson

Seconded: R Keetley

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

- (a) **Receives** the notes of the Kaiapoi-Tuahiwi Community Board Workshop, held on 19 June 2023.

**CARRIED**

## **4 DEPUTATIONS AND PRESENTATIONS**

### **4.1 Ryder Park Reserve – Lokie, Luca and Tyler**

Lokie introduced himself Luca and Tyler. They all lived in Sovereign Palms near the Ryder Park Reserve and believed the space was being under utilised and felt more people would use the area if there were sports facilities available such as rugby and/or football post(s). They felt there was a lack of field sports facilities in Sovereign Palms and hoped the installation of a rugby and/or football post would encourage people to get outside and be active rather than stay indoors on their devices. They had set up a petition via 'Change.org' and had received 145 signatures. They also had canvassed and had 100 physical signatures. The petition had been shared on the Kaiapoi Residents Page on Facebook which had received immense support. Having sporting facilities in the area would benefit social wellbeing by encouraging people to play and interact together as well as physical and mental wellbeing as people developed their sporting abilities. They acknowledged there was a playground at Ryder Park however this was focused at younger children. Rugby and/or football posts would target older children, teens and young adults in the area.

J Watson congratulated them on their initiative.

P Redmond questioned if they were wanting a pair of goal posts, one at either end. Lokie replied that one goal would suit the space, they were not wanting a field, only posts.

A Blackie questioned if you could get combined rugby and football posts. Lokie replied yes you could. It was essentially a football goal with rugby posts sticking out the top, however they were slightly more costly.

R Keetley asked C Brown if there was any plan for the park? C Brown replied there was not. The original intention was to have kickable space, not sports field but not community focused size. There were other similar sized reserves in the district with similar posts. There had been other groups in the past who provided ideas and staff believed that this reserve was serving its purpose however it could be enhanced.

T Bartle wondered if there was room in the budget. C Brown confirmed there was no budget for the park however these requests normally would come to the Board and the General Landscaping Budget would provide funding. Some groups would fundraise, or an application could be put to the Long Term Plan. There was no funding currently however could be in the future or the Board could ask for staff to bring a report back requesting to use money from its General Landscaping Budget.

J Watson noted this was a great idea and would be well received in the community. The Board requested for a report on options and costs to be brought back to a future meeting.

#### 4.2 **Community Outcomes – Temi Allinson**

T Allinson gave an overview of the proposed revised community outcomes which would be used in the 2024-34 Long Term Plan and would consider the changes to the Local Government Act in 2019 which put the responsibility of wellbeing on Local Government. Currently there were 15 outcomes with another 55 sub indicators under each outcome. Staff had rationalised and aligned the outcomes to the four wellbeing's, economic, social, cultural, and environmental. The Council had adopted the outcomes for public consultation at its July meeting.

T Allinson gave an overview of the four outcomes which also had sub groups:

- Outcome One – Social, A place where everyone can have a sense of belonging (to turangawaewae).
- Outcome Two – Cultural – Where our people are enabled to thrive and give creative expression to their identity and heritage (e tangata whakapuawai).
- Outcome Three – Environmental – That values and restores our environment (hei kaitiaki).
- Outcome Four – Economic - Supported by a resilient and innovative economy (he ohanga manawaroa).

### 5 **ADJOURNED BUSINESS**

Nil.

### 6 **REPORTS**

#### 6.1 **Ground Lease Kaiapoi Croquet Club – M McGregor (Senior Advisor Community, and Recreation)**

M McGregor took the report as read and highlighted that this was the first lease agreement brought to the Board for the Kaiapoi Community Hub. It was a unique lease as it formed a sale and purchase agreement of the Club's pre-earthquake site which enabled the Croquet Club to move to a better site. This land sale and purchase agreement also provided access for the Murphy Park River Precinct project.

J Watson questioned why the Croquet Club was the first agreement received. M McGregor noted it was just the way the timing had worked. The Club had decided not to be involved with the Trust. He expected the Trust lease agreement would be with the Board in next few months.

S Stewart noted the Croquet Club wanted four lawns and sought clarity on what the Council would be providing for the Club. M McGregor clarified that the Council would fully construct two lawns and would fence a leased area which had room for two more lawns for the future, however it would be the Club's responsibility to establish the new lawns.

B Cairns asked if there were any other buildings being put on the site. M McGregor replied the Club anticipated having a storage shed and club rooms. For the Club to move and function on the new site they required two lawns and the storage shed which would have power and water. They were currently fundraising for an equipment shed and once they had settled onto the new site would continue to fundraise for the club rooms.

S Stewart questioned what type of fencing would be used? M McGregor answered that chain link fencing would be used.

Moved: J Watson

Seconded: A Blackie

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

- (a) **Receives** report No. 230705100909.
- (b) **Approves** the awarding of a ground lease to the Kaiapoi Croquet Club at the Kaiapoi Community Hub located at 38 Charters Street for a term of 30 years.
- (c) **Notes** the lease fee would only be paid if requested (\$1.00 per annum).
- (d) **Notes** the lease agreement would be a condition of the Sale and Purchase Agreement for the acquisition of the Croquet Clubs' current site located at 8c and 10c Revell Street Kaiapoi.
- (e) **Notes** the delegation for the approval of the Sale and Purchase agreement sat with the Council. This approval would be sought in a separate report which would include the approval of the Community Board for the awarding of the ground lease.
- (f) **Notes** that a 30-year term was the maximum term possible under the current land classification of the leased site and there would be review periods within the lease terms. This was likely to be a three yearly rental review.

**CARRIED**

J Watson noted it was a relief for them to finally get to their new site. A Blackie concurred.

6.2 **Kaiapoi-Tuahiwi Community Board's 2023/24 Discretionary Grant Fund and 2023/24 General Landscaping Budget – K Rabe (Governance Advisor)**

T Kunkel spoke to the report noting the budget for the General Landscaping Budget was \$27,370 with the carryover to still be determined and the Discretionary Grant fund had been allocated \$5,390 with \$2,132 carried over for a total of \$7,522.

Moved: T Bartle

Seconded: R Keetley

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

- (a) **Receives** Report No. 230609084821.
- (b) **Notes** that the Board's General Landscaping Budget allocated by the Council for 2023/24 was \$27,370, with a carry forward for 2023/24 still to be determined due to outstanding invoices being processed.

- (c) **Notes** that the Board's Discretionary Grant Funding allocated by the Council for 2023/24 was \$5,390 and that an amount of \$2,132 was expected to be carried forward from the 2023/24 budget. Thereby bringing the Discretionary Grant Fund to a total of \$7,522 for the financial year.
- (d) **Approves** the Board's 2023/24 Discretionary Grant Fund Application Criteria and Application Form (Trim No. 210603089866).
- (e) **Approves** the Board's 2023/24 Discretionary Grant Accountability Form (Trim No. 210603089980).
- (f) **Adopts** the Financial template for Informal Groups (Trim No: 230627095307).
- (g) **Approves** that Discretionary Grant Fund applications be considered at each meeting during the 2023/24 financial year (July 2023 to June 2024).

**CARRIED**

6.3 **Applications to the Kaiapoi-Tuahiwi Community Board's Discretionary Grant Fund 2022/23 – K Rabe (Governance Adviser)**

T Kunkel spoke to the report. She noted the Coastguard were more in demand due to extreme weather events the district had been experiencing. The Coastguard had applied to all the other Community Boards.

Moved: A Blackie

Seconded: S Stewart

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

- (a) **Receives** Report No. 230630098459.
- (b) **Approves** a grant of \$750 to Coastguard North Canterbury towards upgrading its swift water rescue vessel.

**CARRIED**

A Blackie stated this was a no brainer, the river was the jewel of the town and the Coastguard protected it. S Stewart endorsed

**7 CORRESPONDENCE**

Nil.

**8 CHAIRPERSON'S REPORT**

8.1 **Chairperson's Report for July 2023**

J Watson noted it had been a busy Month. The Art Expo had gone very well and there was only one point throughout the weekend that it was not packed.

The Matariki event also had gone very well. There was some small damage to the softball pitch, however there was an incredible number of people in attendance throughout the night.

The Public Arts Trust had shared their ideas of a website with T Sturley as part of the proposed Arts Strategy, however since then they had become aware of a new Council website which may supersede these ideas.

A Blackie asked if there was an estimate of the number of people in attendance at the Matariki event. J Watson replied there was no way to count, it was waves and waves of people.

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 7 June 2023.
- 9.2 Woodend-Sefton Community Board Meeting Minutes 12 June 2023.
- 9.3 Rangiora-Ashely Community Board Meeting Minutes 14 June 2023.
- 9.4 Enterprise North Canterbury Approved Statement of Intent Beginning 1 July 2023; Approved Enterprise North Canterbury Business Plan and Budget 2023/24; and Promotion of Waimakariri District Plan 23/24 – Report to Audit and Risk Committee 13 June 2023 – Circulates to all Boards.
- 9.5 Mandeville Resurgence and Channel Diversion Upgrade Project – Public Consultation – Report to Utilities and Roading Committee 20 June 2023 – Circulates to the Oxford-Ohoka Community Board.
- 9.6 July 2022 Flood Response Update – Report to Utilities and Roading Committee 20 June 2023 – Circulates to all Boards.

Moved: J Watson

Seconded: S Stewart

**THAT** the Kaiapoi-Tuahiwi Community Board

- (a) **Receives** the information in Items 9.1 to 9.6.

**CARRIED**

## **10 MEMBERS' INFORMATION EXCHANGE**

### **R Keetley**

- Attended monthly Historical Society meeting.
- Attended the Arts expo which had a very good turnout.
- Attended the Fire and Ice Event, it was a shame it got rained out.
- Attended the Matariki Event. Very glad to live close enough to walk and not get stuck in traffic.

### **S Stewart**

- Attended Michael Blackwells memorial service. Had such admiration for his family and children who spoke very eloquently.
- Kaiapoi Promotions Association had new date for Annual General Meeting 26 July 2023. Quiz very successful, however they did not make as much profit as hoped.
- Waimakariri Environmental Awards were progressing. There would be three categories: individual, youth and group/corporate. Nomination forms would be available soon.
- Biodiversity Trust Winter Lectures would start on 17 August 2023. There would be three seminars this year.

- National Policy Statement for Indigenous Biodiversity was out. It would set requirements for local bodies throughout New Zealand on protecting, enhancing and increasing the amount of native cover.

### **Brent Cairns**

- Attended Silverstream CCTV camera event, had only a small crowd due to residents not knowing about it. Residents were going to hold an additional event. Cameras would be purchased by the community however they would be managed by the Council.
- Visited Matariki Winter Lights Festival in Oxford – the township looked magical with the towns trees and businesses lit up. Along with the residential competition with many houses entered.
- Attended Woodend/Pegasus Area Strategy Plan workshop. Discussions involved Woodend with and without a main road going through it and what it could look like without high traffic volumes. Had good discussions about connectivity, business impact, open spaces and roading upgrades.
- Water services bill impact workshop.
- Attended Flavour for Business. There were three speakers who emphasised supporting and buying local food, green prescriptions and the impact of fresh food and how it impacts the likes of diabetes.
- Kaiapoi promotions Chase Event, was well run and good promotion for the district.
- Road Safety meeting – students against dangerous driving spoke. AA were dealing with electric vehicles breakdowns for both bikes and cars. Rangiora high School had driver training and start next year so would Kaiapoi High School. AA were providing lights for cyclists.
- Pegasus Residents Group had a movie night planned for 4 August 2023.
- Matariki Event was huge. Accessibility parking was available.
- North Canterbury Neighbourhood Support – updating incorporation society status rules to comply with new legislation. Had set up a new bank account to accept donations for CCTV cameras. Council staff were developing a policy as they would be the owners once the cameras were set up.
- Pegasus Residents Group held an information meeting of CCTV cameras and will fund raising promotions.
- Visited Amberly and Pines Beaches to discuss future food forests.
- The Kaiapoi market held behind the library had decided to stop operating. The new Sunday market at the Kaiapoi Club had started well and they were going to hold a kids market in July 2023.
- Members of Aotearoa Food Rescue Alliance visited the Kaiapoi Food Forest.

### **Philip Redmond**

- Cones Road meeting on drainage improvements.
- Clarkville Rural Drainage Advisory Group Meeting.
- Kaiapoi Promotions Association Fundraiser at Kaiapoi School – with the Chase's Dark Destroyer. 450 attendees.
- District Licensing Committee Training in Amberly.
- Christchurch Art gallery Exhibition "Ship Nails and Tail Feathers". Joint event with Canterbury Museum.
- Audit and Risk Committee Meeting – Sefton Library rate remission approved, marked increase in LGOIMA requests. March 2023 to May 2023 there was 52 requests, in the same period in 2022 there was 31.
- Council Briefing / Workshop with Waka Kotahi – Lineside Road median barrier was proposed for most of the length of the road. Council had been resistant on a median barrier, had not hear a final outcome.
- Ronel's Cuppa.

- Facilities and Consents Fee Waiver Subcommittee Meeting – Drafted amendments to Terms of Reference for Community and Recreation Committee and Council approval.
- Central Rural Drainage Advisory Group Meeting.
- Pegasus Residents' Group Meeting – Steering Group established to hold a public meeting.
- Tuahiwi Marae – Tangi for Clare Williams.
- Matt Doocey Meeting – Discussion on Nationals position on speed management plans (to repeal the rule if in government).
- Utilities and Roothing Committee Meeting.
- Speed Management Plan Workshop.
- Council meeting to adopt Annual Plan – Not all aspects unanimous for example MR873 Development Contribution remissions.
- Canterbury Property Investors Association Forum – Nationals housing policy for landlords.
- District Licensing Committee webinar.
- Chaired Waimakariri Road Safety Group – Various sections represented including road transport, Police, AA (Automobile Association) and SADD (Students Against Dangerous Driving) amongst others.
- Coastal Rural Drainage Advisory Group Meeting.
- Road Reserve Management Policy discussion.
- District Licensing Committee training via Zoom.
- Water Services Entities Amendment Bill submission discussion via Zoom.
- Draft Waimakariri Economic Development Strategy (2024-34) discussion.
- Waimakariri District Council Social Club mid-winter dinner at Pegasus Arms.
- Property Portfolio Working Group meeting – Discussed a number of disposals and strategic acquisitions.
- Integrated Transport Strategy pre-briefing discussion.
- Council Meeting – Dark Sky presentation, appointed to Community Outcomes Hearing Panel, approved Community Board increase in remuneration (Woodend-Sefton Community Board Chair \$15,457, Members \$7,729).
- Waimakariri Health Advisory Group meeting – Finalized Terms of Reference.
- Corcoran French Kaiapoi Art Expo Opening – Very well attended and high standard of art on display.
- Large increase in Official Information requests, doubled from year previous.
- Community outcomes, appointed to hearing panel.
- Board members received pay increase from 1 July 2023.
- Roothing portfolio - consultation was on hold for transport choices walking and cycling projects, it was not as simple as anticipated. Would be interesting portfolio after elections. Staff working on Waka Kotahi Funding bid for the next three years.

#### **T Blair**

- Attended the Arts expo. Was great art on display.
- Attended Fire and Ice Event however was not there long due to the weather.
- The Darnley Club were looking to have planter boxes built if anyone had recommendations.

#### **A Blackie**

- Honda Forest planting - was the final planting for this stage. The Chief Executive Officer of Honda was in attendance. Honda had donated \$200,00 for project.
- Congratulated All Together Kaiapoi for the Matariki Event. Feedback had been overwhelmingly positive. E Sard completed assessment of damage on the softball field. Would be easily fixed with rolling and mowing.

### **T Bartle**

- Attended three Drainage Advisory Board meetings. Works were moving forward with a few minor issues that would be easily solved.
- Art Expo - was an amazing night.

## **11 CONSULTATION PROJECTS**

### **11.1 Environment Canterbury Regional Policy Statement**

<https://haveyoursay.ecan.govt.nz/about-our-future-canterbury>

Consultation closes Sunday 27 August 2023.

## **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>.

## **13 BOARD FUNDING UPDATE**

### **13.1 Board Discretionary Grant**

Balance as at 30 June 2023: \$7,522.

### **13.2 General Landscaping Budget**

Balance as at 30 June 2023: \$27,370 with a carry forward still to be determined.

## **14 MEDIA ITEMS**

Nil.

## **15 QUESTIONS UNDER STANDING ORDERS**

Nil.

## **16 URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

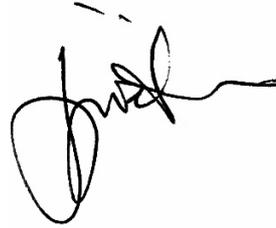
Nil.

## **NEXT MEETING**

The next meeting of the Kaiapoi-Tuahiwi Community Board will be held at the Ruataniwha Kaiapoi Civic Centre on Monday 21 August 2023 at 4pm.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 4.45pm.

**CONFIRMED**



Chairperson

21 August 2023

Date

**Workshop**

- *Town Entrances – Tori Stableford (Landscape Architect)- 30mins*
- *Greenspace Update – Grant Stephens (Design and Planning Team Leader)- 15mins*
- *Kaiapoi Memorial Reserve Update – Vanessa Thompson (Senior Advisor – Business and Centres) 20mins*
- *Members Forum*