

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 FEBRUARY 2023 AT 4PM.

PRESENT

J Watson (Chairperson), S Stewart (Deputy Chairperson), A Blackie, N Atkinson, T Bartle, T Blair (Arrived at 4.42pm) and R Keetley.

IN ATTENDANCE

B Cairns (Kaiapoi-Woodend Ward Councillor).

C Brown (Community and Recreation Manager), S Morrow (Rates Officer – Property Specialist), G Stephens (Greenspace Design and Planning Team Leader), V Thompson (Senior Advisor Business and Centres), K Nutbrown (Communication and Engagement Advisor), A Mace-Cochrane (Project Engineer), K Rabe (Governance Advisor), and A Connor (Governance Support Officer).

There was one member of the public present.

1 APOLOGIES

Moved: J Watson

Seconded: A Blackie

THAT an apology for lateness be received and sustained from T Blair (Arrived at 4.42pm) and an apology for absence be received and sustained from P Redmond.

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 –12 December 2022

Moved: J Watson

Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Confirms** the circulated Minutes of the Kaiapoi-Tuahiwi Community Board meeting, held 12 December 2022, as a true and accurate record subject to the amendment to the Silverstream Advisory Group representative from T Bartle to S Stewart which was incorrectly captured in the minute.

CARRIED

3.2 Matters Arising

Nil.

3.3 Notes of the Kaiapoi-Tuahiwi Community Board Workshop – 12 December 2022

Moved: J Watson

Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the notes of the Woodend-Sefton Community Board workshop, held on 12 December 2022.

CARRIED

4 DEPUTATIONS AND PRESENTATIONS

4.1 Beach Grove Development – C Scott

C Scott Development Manager with Momentum Projects introduced himself and noted the development was approximately a quarter of the way through to completion of the current phase. The proposed road names had had been chosen from the pre-approved list with input the Hancock Family who lived next to the development and were longstanding Kaiapoi residents. He drew attention to the road that ran alongside the reserve which would be a significant road in the development. Currently it was listed as Pohio Lane on the map, however there was a desire for this to be changed to Pohio Parade to acknowledge the roads significance in the development. The Board was supportive of this request.

J Watson questioned if Cordla Street should be Cordelia Street as after doing research on the name 'Cordla', Board members were unable to find any information linking the name to the area, however Cordelia was the name of one of the ships plying its trade along the Kaiapoi River. C Scott noted they were not opposed to changing any of the proposed names especially when there were stories behind the names.

5 ADJOURNED BUSINESS

Nil.

6 REPORTS

6.1 Road Naming – Beach Grove Estates – S Morrow (Rates Officer – Property Specialist)

S Morrow the report as read.

A Blackie noted the recommendation included a Merrin Street and queried if this would cause confusion with the street in Ilam, Christchurch. S Morrow confirmed there were already duplicate names in the Waimakariri and Christchurch and it would not be an issue. However he did agree that duplication of names within the district did cause issues and were not encouraged.

Moved: N Atkinson

Seconded: A Blackie

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 230209017412.

(b) **Approves** the following proposed road names for Roads 1 – 16 for future stages of Beach Grove as shown on the attached plan.

- 1 Tuuta Street
- 2 Merrin Street
- 3 Cordelia Street
- 4 Rice Street
- 5 McGarry Drive
- 6 Dempsey Street (on original plan)
- 7 Pender Street (on original plan)
- 8 Waiotahi Road (Continuation)
- 9 Lintott Street
- 10 Croucher Street
- 11 Naish Street
- 12 Bristow Lane
- 13 Isa Lei Road (Continuation)
- 14 Rice Street (Continuation)
- 15 Ranginui Drive (Continuation)
- 16 Pohio Parade

(c) **Notes:** That the Community Board may replace any proposed names with a name of its choice.

CARRIED

N Atkinson noted the name Cordelia fit well in the development as there were many other road names in the area that originated with boats that used the Kaiapoi port.

J Watson stated that the Merrin family were an important family in Kaiapoi and there were many duplicate names already in the district and Christchurch.

6.2 **Approval of Disc Golf for Kaiapoi Domain – G Stephens (Greenspace Design and Planning Team Leader)**

G Stephens took the report as read and highlighted the that ninety percent of respondents were supportive of having a disc golf course at Kaiapoi Domain. The consultation reached just over 34,000 people and received 148 submissions.

S Stewart enquired if the tee pads and cages were permanent fixtures. G Stephens replied that they would be semipermanent. The system worked much like a golf course where overtime the holes would change to keep the course interesting. The disc golf cages would slot into concrete and bolt on and would be able to be moved. Any changes to the course would be consulted with operations staff to ensure there were no vulnerable trees or other issues with the proposed changes.

S Stewart then questioned if the group would be responsible for taking care of any damages to the equipment. G Stephens replied that the group would own, maintain and shift all the equipment with the agreement of the operations team. If the cages were damaged in a way that posed a health and safety risk the Council would have

the matter dealt with immediately to make the equipment safe until the group could replace the damaged equipment.

S Stewart noted the initiative was dependent on the group finding funding and queried the status of this. G Stephens clarified the group had a very positive response to fund raising however as there had been no confirmation of whether the course would be approved, they could not start raising the money required. Now that the Board had approved the course the group could now begin to raise the funds required and intended to apply to the Board for some discretionary funding.

Moved: J Watson

Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. TRIM 230209017481.
- (b) **Notes** that staff undertook consultation with the community regarding the Kaiapoi Domain Disc Golf proposal and 90% of respondents were in support of the proposal.
- (c) **Notes** following consultation, staff collated feedback and have included changes in the overall layout and discussed.
- (d) **Notes** that the group intended to fund this project using external fundraising.
- (e) **Approves** the provision of a nine-hole disc golf course in Kaiapoi Domain subject to external funding being received of approximately \$15-20,000.
- (f) **Notes** that from time to time the layout of the course may change. This would be done in consultation with the group and Greenspace Team and would stay within the confines of the Kaiapoi Domain. A memo would be brought to the Board informing them of these changes at that stage to keep the Board informed.
- (g) **Notes** the recommendations within this report support Greenspace to achieve community outcomes within the areas of social, economic, environmental, and cultural wellbeing.

CARRIED

J Watson believed that the addition of the disc golf course would be amazing for Kaiapoi. The group setting it up were very enthusiastic and this would be popular with a positive outcome for Kaiapoi and the district.

T Bartle noted he had not heard of disc golf before and it seemed like a brilliant idea.

B Cairns commented that this activity promised to be great for all ages.

6.3 **Kaiapoi Town Centre Market temporarily located at 131 Raven Quay – V Thompson (Senior Advisor Business and Centres)**

V Thompson spoke to the report which requested approval for a market to be set up in Raven Quay. At the end of 2022 the Council was approached by a member of the public wanting to start a new town centre market. Staff had recommended that the farmers market elements be removed from the proposed plan so as not to compete with the pre-existing market on Charles Street. Another condition would be that food trucks be limited in the early stages of the market due to the close proximity to vendors in Williams Street.

T Bartle questioned if there had been any consultation with the existing farmers market. V Thompson answered she had suggested the organiser talk to the existing

market holders to see if they would consolidate both markets into one offer however, the organiser preferred to keep the activities separate.

N Atkinson confirmed that the organiser was aware that exploratory work was scheduled for the suggested site on Ravens Quay in the future. V Thompson replied that the organiser was aware of future plans for the site therefore agreed to operate on a three month roll over lease.

S Stewart questioned where the Northern Community Market was located. V Thompson clarified it was in the Belfast area in Christchurch.

S Stewart then asked if the exclusion of farmers market type stalls had been agreed to with the person setting up the market. V Thompson stated it was discussed but not formalised. The organiser had been sent a copy of the report for feedback and asked if they would like to speak in support of the report at the meeting however V Thompson had not received a response.

Moved: N Atkinson

Seconded: S Stewart

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. BAC-03-119-01 / 230209017184.
- (b) **Notes** the proposal for the town centre market to be temporarily located at 131 Raven Quay in Kaiapoi.
- (c) **Notes** that alternative locations are potentially available should the market be successful and need to be relocated to another site (at the Community Board and/or Council's discretionary approval) due to progression of commercial development at 131 Raven Quay or the market's growth.
- (d) **Notes** that the market must not compete directly in product with the existing farmers market located on Charles Street running on Saturdays.
- (e) **Approves** the presence of the market located temporarily at 131 Raven Quay under a recurring reserve booking for an initial term of three months, to be rolled over in three month booking blocks thereafter at the discretion of staff should the market continue to operate without incident.

LAPSED

N Atkinson noted he was not a fan of farmers market as he felt they worked in opposition to established businesses in the town, however he acknowledged that they brought visitors to the area.

S Stewart felt it would add to the vitality of the town however she had concerns about having anything in conflict with the existing market. She questioned if the people running the farmers market knew about this application. V Thompson stated she was unsure as it had been left with the applicant to engage directly.

B Cairns noted he had spoken to the person wanting to set up this market and they had previously tried starting a market elsewhere that was unsuccessful. The object of the market was that any profits would be used to support school children with books and uniforms.

A Blackie suggested that the matter lay on the table and request both groups to come to speak to the Board prior to any decision being made.

Moved: A Blackie

Seconded: J Watson

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. BAC-03-119-01 / 230209017184.

- (b) **Leaves** the report to lay on the table and invite both groups to come to speak to the Board prior to a decision being made.

CARRIED

A Blackie moved that this lay on the table till the existing market had been approached for their input.

6.4 **Nomination of the Zone 5 Representative on the Community Boards' Executive Committee – K Rabe (Governance Advisor)**

N Atkinson suggested that the Board consider nominating someone from the district in the future.

Moved: J Watson

Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 230201013666.
- (b) **Nominates** Simon Britten as the Ko Tātou Zone 5 representative on the Community Boards' Executive Committee.

CARRIED

6.5 **Application to the Kaiapoi-Tuahiwi Community Board's Discretionary Grant Fund 2022/23 – K Rabe (Governance Advisor)**

J Watson questioned why the North Canterbury Pride had only applied for \$270. K Rabe noted they had applied to the Rangiora-Ashley Community Board and perhaps they were unaware they could apply for \$500 from both Boards rather than \$500 between both. She stated they applied to both Boards as Canterbury Pride target the two High Schools to support this event.

A Blackie was told by a member of the Rangiora-Ashley Community Board that they were unaware North Canterbury Pride had applied to both boards and he believed it was meant to be part of the report if groups had applied to multiple boards. K Rabe noted that normally the Boards were notified however different staff wrote the reports and it must have been missed. She would investigate that for future applications and reports.

T Bartle noted in the North Canterbury Pride application the event would happen regardless of receiving funds as this would allow them to pay for services offered through goodwill. He questioned if that meant they already had sufficient funds for the project. J Watson clarified that doing it with goodwill meant people were offering services for free and this would enable them to pay for the services instead.

Moved: J Watson

Seconded: S Stewart

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 230118005615.
- (b) **Approves** a grant of \$300 to the North Canterbury Pride towards hosting the Lesbian, Gay, Bisexual, Transgender, Questioning and Others (LGBTIQ+) picnic in Victoria Park, Rangiora.

CARRIED

K Rabe noted Clarkville Playcentre had applied to the Oxford-Ohoka Community Board and the Rangiora-Ashley Community Board as well as the Kaiapoi-Tuahiwi Community Board and that was the reasoning for not applying for the full \$500.

Moved: J Watson

Seconded: S Stewart

- (c) **Approves** a grant of \$387 to the Clarkville Playcentre towards the costs of first aid courses.

CARRIED

J Watson felt it was a good use of the Boards funds to support parents attending first aid courses.

7 CORRESPONDENCE

7.1 Kaiapoi District Historical Society – Errors on signs

K Rabe noted that Roading staff were comfortable changing the road name signage however there was concern regarding the inconvenience to the residents living on that street.

N Atkinson felt it should be changed as it was a historical name and it should be correct.

Moved: J Watson

Seconded: A Blackie

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the correspondence from the Kaiapoi District Historical Society regarding errors on signs (TRIM: 230210017906).

CARRIED

8 CHAIRPERSON'S REPORT

8.1 Chairperson's Report for December 2022 and January 2023

Moved: J Watson

Seconded: N Atkinson

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the report from the Kaiapoi-Tuahiwi Community Board Chairperson (TRIM: 230214019397).

CARRIED

9 MATTERS REFERRED FOR INFORMATION

9.1 Oxford-Ohoka Community Board Meeting Minutes 7 December 2022.

9.2 Woodend-Sefton Community Board Meeting Minutes 12 December 2022.

9.3 Rangiora-Ashley Community Board Meeting Minutes 14 December 2022.

9.4 Oxford-Ohoka Community Board Chairpersons Report February to September 2022 – Report to Council meeting 6 December 2022 – Circulates to all Boards.

9.5 Woodend-Sefton Community Board Chairpersons Report February to September 2022 – Report to Council meeting 6 December 2022 – Circulates to all Boards.

- 9.6 Rangiora-Ashley Community Board Chairpersons Report February to September 2022 - Report to Council meeting 6 December 2022 – Circulates to all Boards.
- 9.7 Kaiapoi-Tuahiwi Community Board Chairpersons Report February to September 2022 – Report to Council meeting 6 December 2022 – Circulates to all Boards.
- 9.8 Waka Kotahi Interim State Highway Speed Management Plan Consultation – Report to Council meeting 6 December 2022 – Circulates to all Boards.
- 9.9 Kerbside Recycling Bin Audits Methodology – Report to Council meeting 6 December 2022 – Circulates to all Boards.
- 9.10 Ohoka Mill Road Stormwater Management Area Resource Consent Issues – Report to Council meeting 6 December 2022 – Circulates to all Boards.
- 9.11 Submission on the Review into the Future of Local Government – Report to Council meeting 7 February 2023 – Circulates to all Boards.
- 9.12 Ratification of Council Submission Variation 1 Proposed District Plan – Report to Council meeting 7 February 2023 – Circulates to all Boards.
- 9.13 Submission on Water Services Legislation Bill – Report to Council meeting 7 February 2023 – Circulates to all Boards.
- 9.14 Review of Elected Member Conference and Training Policy – Report to Council meeting 7 February 2023 – Circulates to all Boards.
- 9.15 Health, Safety and Wellbeing Report January 2023 – Report to Council Meeting 7 February 2023 – Circulates to all Boards.

Moved: J Watson

Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board

- a) **Receives** the information in Items 9.1 to 9.15.

CARRIED

10 MEMBERS' INFORMATION EXCHANGE

Neville Atkinson

- Council had set up the Property Portfolio Working Group.
- Attended Council Annual Plan Budget Meeting. Would be going out to consultation with 5.97% rate increase.
- Future for Local Government Submissions were out as well as Submissions for Variation One to the District Plan and Water Services Legislation Bill.
- Attended Audit and Risk meeting. At the end of the second quarter were 93% on target for capital works.
- The first day of the Motorhome Park had 11 motorhomes, second day had 14, third had 33 and the fourth day had 47 motorhomes. Was very successful already and would add to the economics of the district. There would be 110 sites however they were not all operational yet.

Tim Bartle

- Attended Health Advisory Board meeting. Was a large shortage of doctors and were still dealing with effects of covid.
- Had a resident contact regarding damage to a small side road of Tram Road. Staff had gone out to meet him and look however they were told there would be nothing in the budget for the short term.

Al Blackie

- The River Carnival was scheduled for Saturday 1 April 2023.
- Had been a news article released talking about the land leases at Kairaki Beach. It was yet to be passed by Trustees.
- There was another boat berthed on the river and the vibrancy of the town was growing.
- Up to stage two of the Huria Reserve which involved more planting. Contracts were prepared and the lease was still to go to Te Kohaka o Tuhaitara Trust.
- Boulder Copper Sounds Family Music Event 5 March 2023.

Tracey Blair

Nothing to report.

Brent Cairns

- Kaiapoi Hub was fully Established and consultation events would be on 23 February 2023 and 4 March 2023.
- Attended Auditing of recycling bins in a Kaiapoi Subdivision. Only two bins were perfect. Education surrounding the issue was needed. The third time your bin got pulled up for having the wrong materials it would be take away.
- Attended Retail Crime Event. There were good resources shared and was well attended.
- NZ Motor Home Association had opened. They were establishing if there was going to be an official opening.
- Accessibility Training was happening on 9 March 2023 in the Council Chamber.
- River Carnival was on 1 April 2023.
- Waka Kotahi were funding Locky Docky Charging Stations and Council had applied for one to be installed in Patchina's walkway.
- The E-scooters arrangement was up for review.
- Public Arts Forum was scheduled for 16 March 2023.
- Volunteers Expos were looking at being hosted by libraries in late March 2023.
- Attended Destination Management Plan at Mainpower Stadium to look at the district strategy.
- Kaiapoi Promotions Association were setting up a Thursday night market in the New World car park.

Sandra Stewart

- Had calls from residents concerned about the runoff of the roadworks on the Smith Street roundabout however it was up to the developer.
- The Kaiapoi East Residents association were wanting to plant 1000 more plants. Suggested they talk to the Board as it would extend the approved area.
- Attended information evening with Waka Kotahi regarding Saltwater Creek to Cam River safety improvements. Had significant impact to Kaiapoi however were only consulting with Woodend.
- There was a property for sale on Lineside Road. It was an old wetland and acted as a retention basin.

Russel Keetley

- Was a successful Waitangi Day with a great turnout.
- Attended Annual General Meeting for the Northern Bull Dogs.

11 CONSULTATION PROJECTS

Nil.

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 31 January 2023: \$5,559.

13.2 General Landscaping Budget

Balance as at 31 January 2023: \$49,490.

14 MEDIA ITEMS

15 QUESTIONS UNDER STANDING ORDERS

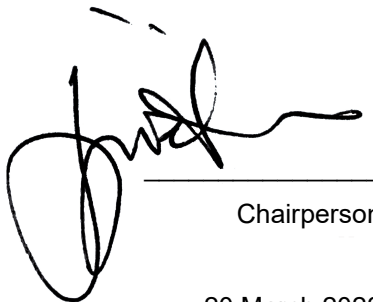
16 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

NEXT MEETING

The next meeting of the Kaiapoi-Tuahiwi Community Board will be held at the Ruataniwha Kaiapoi Civic Centre on Monday 20 March 2023 at 4pm.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 5.15PM.

CONFIRMED



Chairperson

20 March 2023

Date