MINUTES FOR THE MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD
HELD IN THE COUNCIL CHAMBERS, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA ON WEDNESDAY 11 OCTOBER 2017 AT 7PM.

PRESENT
J Gerard QSO (Chair), D Lundy (Deputy Chair), M Clarke, K Galloway, J Hoult, G Miller, C Prickett and P Williams.

IN ATTENDANCE
J Millward (Manager Finance and Business Support), C Brown (Community Green Space Manager), K Ward (Community Board Advocate) and E Stubbs (Minute Secretary).

1 APOLOGIES
Moved J Gerard seconded C Prickett
Apologies were received and sustained from S Lewis, R Brine, and D Gordon for absence.

CARRIED

2 CONFLICTS OF INTEREST
Nil.

3 CONFIRMATION OF MINUTES
3.1 Minutes of the Rangiora-Ashley Community Board – 13 September 2017
Moved J Hoult seconded P Williams
THAT the Rangiora-Ashley Community Board:
(a) Confirms the circulated minutes of the Rangiora-Ashley Community Board meeting, held on 13 September 2017, as a true and accurate record.

CARRIED

4 MATTERS ARISING
D Lundy queried whether the Council had decided to have a stand at the Rangiora A and P show. K Ward advised M McIlraith, Communications and Engagement Manager, had decided not to proceed with a presence at this year’s event due to insufficient communication projects currently underway to fill a site. D Lundy expressed his opposition to this decision, commenting it was a lost opportunity to meet face to face with residents.

5 DEPUTATIONS AND PRESENTATIONS
5.1 Citizens Advice Bureau
Beverley Mitchell, Chair, spoke to the work of Citizens Advice Bureau (CAB) in the Waimakariri District. She noted that CAB was established on the eve of WWII in Britain, to cope with the trauma and dislocation of war. In New Zealand there were 82 branches and 2800 volunteers dealing with 0.5 million client enquiries annually. In 1978 the North Canterbury (NC) branch was established and it would be their 40th anniversary next year. B Mitchell advised that 30 branches in New Zealand (including NC) had been chosen by MBIE to assist with migrant communities. The NC branch had 42 volunteers and one part-time coordinator.
B Mitchell provided a breakdown of the 700 calls received by the NC CAB over the last two months with topic examples:

- 274 consumer calls – goods/services and online trading, the answers were not always what people wanted to hear
- 78 community calls – neighbour problems, trees, fences, barking dogs, finding clubs
- Education – teachers, bullying (an increasing issue)
- 33 employment and business – hours, wages, lack of written contracts/no contracts (600 calls on this topic alone in the last 2 years) and bullying
- 47 family or personal – relationship breakups, wills, parenting, power of attorney
- 59 finance and benefits – budgeting, mortgage, reverse mortgages, WINZ, scams.
- 50 health – doctors, dentists, and health insurance – A notable topic of advice to migrants was health insurance as they were not covered if in NZ for less than two years. Mental health issues - The CAB handled bookings for the St John Health Shuttle that went from Amberley to Christchurch Monday – Friday, for any medical appointment, not just those at Christchurch Public Hospital
- 19 housing/renting – landlords, tenants, and real estate agents
- 155 legal government – Hold a fortnightly legal clinic which is always fully booked

B Mitchell advised that they had a number of teams; for example:

- The CAB organised the JP Service.
- On Wednesday mornings there is a migrant clinic and migrant connect services to assist the migrant community.
- There is a Civil Defence Team, and CAB had assisted at the Woodend hub after the Kaikoura earthquakes.
- There is a CV team who assisted youth and those re-entering the workforce.
- There is a team that focused on updating information
- There is a team of Trainers

Volunteers received nine months training before ‘going solo’. There was ongoing learning every month for all volunteers. B Mitchell commented the CAB was a busy place and she hoped she had provided an overview of the work they did.

J Gerard asked if they obtained sufficient funding. B Mitchell replied it was with great difficulty. They received central government funding for the work they did with the migrant community, and Rata Foundation assisted with funding also. They were grateful to WDC for provision of rooms and power. They found volunteers time was better spent assisting people than fundraising. J Gerard advised of the Discretionary Grant.

C Prickett referred to issues for clients accessing WINZ and asked if those that approached CAB had gone through appropriate channels first. B Mitchell replied a bit of both. With regard to WINZ the CAB wanted to introduce an advocacy service that would allow CAB volunteers to go to WINZ with clients in order to assist, as it was difficult for some clients to articulate what they needed in the appointment time they were allocated.

C Prickett asked how many requests for assistance came over the phone.

B Mitchell replied a large proportion. The NC branch covered a large area from Kaikoura to Waimakariri. C Prickett asked if other forms of communication such as
Facebook were used and B Mitchell replied that brochure information had been transferred to the website, and confirmed that the CAB is also on Facebook.

C Prickett asked if any clients had expressed frustration at Council services and B Mitchell replied that complaints around trees were very common.

M Clarke asked if volunteers had legal protection. B Mitchell replied that they did have an exemption in insurance. Volunteers are trained to only give advice and options, they did not tell people what to do.

J Hoult asked what qualities are sought in the CAB’s volunteers. B Mitchell advised volunteers were often retired from the business world or education. Computer skills were important. Due to the nature of its work, the CAB had to be selective in their volunteers; Police checks were required.

P Williams commented due to having a CAB volunteer in his family, that he was familiar with the work. He thanked B Mitchell and CAB for the work they did in the community.

J Gerard thanked B Mitchell for speaking to the Board and for the work CAB did in the community.

5.2 Chris Brown, Green Space Manager, spoke to the Parks and Playground Management Plan (the Plan). He advised that staff were preparing for the Long Term Plan (LTP) 2018/2028 and that the budget was due to be finished in November. He spoke to a PowerPoint presentation. The purpose of the presentation was to:

- provide the Boards with information about Levels of Service (LoS) for Green Space, and how those levels of service impacted the LTP
- receive feedback from the Boards on the projects, and timing of those projects, which have been identified by staff to fill gaps in LoS
- receive the Board’s feedback regarding any projects for consideration as part of the LTP.

As background C Brown explained that staff, as part of the preparation for LTP 2018/28, prepared a number of strategies which related to the key asset types of play spaces, toilets, sports facilities and community facilities. The strategies identified current LoS relating to the asset types as well as some new service levels. These LoS then inform the Activity Management Plan which, in turn, informs the LTP. C Brown explained that there are many LoS which relate to the provision and development of reserves. These LoS are different depending on the park type and the catchment area of the park. He advised that there are a number of LoS changes which are being proposed in relation to the strategies which have been prepared.

For playgrounds the changes in LoS include:

- An emphasis on the assessment of play value and a specified age and ability provision linked with park catchment type
  - For example, a local park had the ages 1-5 as a primary focus, as the catchment increased the age range was more broad

- Shade provision and UV protection:
  - Shade sails or structures will be installed at key play spaces
  - High-use, long stay sites will be prioritised particularly junior play areas with no natural shade
  - Guidelines had been added around relocation of large trees for shade where appropriate

- Premium supplementary play assets (skate parks, etc.):
  - Provision of skate parks needed an even distribution across the District’s key activity centres
  - Size and scale should reflect the population catchment

- More emphasis on integrating opportunities for inclusive play into play space general design, rather than specific equipment provision
• There would be an emphasis on increasing accessibility to current equipment; for example, removing step-up barriers

C Prickett hypothesised about a family with a 12 year old and 5 year old going to a local park. C Brown advised that was not the funding for every single reserve at the local level to cover the range of ages. There would be more focus on the 5 year old play items at the local park, and there was also more of a focus on natural play items which meant less expenditure and also encouraged use of imagination.

C Prickett commented on the many small parks in Pegasus, and asked if it was better to have slightly less parks so that more could be spent in each. C Brown commented that was preferable.

J Hoult commented that she had had feedback requesting more to keep young ones occupied at the Dudley Skate Park. C Brown commented that the Board had the opportunity to raise ideas, and that there was a LoS to cater for that.

C Prickett noted that LoS for skate parks were based on population, and asked if there was consideration of distance to travel. C Brown commented that was not a consideration; a key activity centre was an urban area, there was not an expectation for a skate park in a rural area. Even if the community wanted to fundraise $200,000 for a skate park, the Council would still need to budget that cost for maintenance and future replacement.

C Brown explained that the implications of the new LoS meant there were several new playground developments required to meet the LoS:

• Elm Green / Kippenberger linkage
• Hurunui Reserve Pegasus
• East Eyreton Domain
• Skate Park in Woodend/Pegasus Area
• Millton Memorial Reserve

D Lundy commented that it could be argued that the East Eyreton Domain was in the middle of lifestyle blocks, and asked if there was a trend or demand from that type of area. C Brown replied there was a trend. Many people had moved into rural residential areas with an expectation of urban facilities. The East Eyreton Domain did not meet LoS but there had been a detailed process over the last 4-5 years to develop a concept plan. There had been development there that had fallen into disrepair. The Domain was currently proposed for development in 10 years, the Council could choose to move it further out.

There was some discussion around the East Eyreton Domain, including:

• increased rates for higher neighbourhood amenity
• development contributions for developments that did not trigger urban LoS until a number of developments were completed

J Gerard asked if a skate park at Woodend/Pegasus would include Ravenswood, and C Brown confirmed this.

C Brown showed a list of playgrounds in order of replacement priority. The priority was based on:

• the age of the playground
• the play value that it provides
• public expectations

There was an aim to complete one or two per year across the ten year LTP.

J Gerard noted there were six to be completed in Kaiapoi-Tuahiwi and C Brown replied that that area had older playgrounds. Rangiora-Ashley had
two which indicated there were not that many in that part of the District due for upgrades.

P Williams commented on the price of playground equipment. It was expensive due to safety standards. He asked if there was consideration of Council building play equipment themselves. C Brown replied that approach required a producer statement from a qualified engineer certifying manufactured equipment was safe. Currently Council did not employ an engineer with that capability, and consultant engineers’ fees were prohibitive in this context. In addition, there was now a focus on natural play. A child did not care how much play equipment cost and often preferred natural play elements; the use of tracks and wind grass at Elephant Park was an example.

C Brown advised that changes to LoS for toilets included:

- Provision of toilets in Neighbourhood Parks with large catchment areas
  - This came from public feedback
- Unisex and accessible cubicles in new toilets.
- Trend towards having toilets closed at night to prevent antisocial behaviour and vandalism
- Development of a LOS for town centre toilets
- Development of LOS for toilets on or servicing land owned by others; for example, DOC and ECan land at Saltwater Creek
  - The criteria revolved around the benefit to the District, and solving problems on Council land

P Williams asked if putting a public toilet in places like Saltwater Creek would encourage freedom campers. C Brown commented that they would not want to create an issue. Freedom campers were another debate.

C Brown explained that the implications of the new LoS meant there were new toilets required to meet the LoS. These were:

- Mandeville Sports Ground Equestrian
- Rangiora Town Centre
- Millton Memorial Reserve
- West Oxford Reserve

The toilet replacement schedule was:

- Victoria Park Upgrade
- Kairaki Reserve
- Ashley Picnic Ground
- Woodend Beach Domain
- Maria Andrews

To complete these projects would take around 10 years.

The number one complaint regarding LoS was around Rangiora Town Centre (RTC) toilets, which it is on the list for new toilets. The vandalism at Victoria Park toilets was commented on and the historic need for durability over aesthetic quality. A high quality RTC toilet would be better incorporated into a business with set open hours, and there was currently no opportunity for that. New RTC toilets would cost $350,000. An option was to upgrade the Victoria Park toilets including lighting and making them more visible. Because of the large amount of investment of RTC toilets, staff needed to be confident in the decision.

C Brown advised of the location of all the existing public RTC toilets including:

- New World
- Rangiora Library
- Rangiora Town Hall
- The Warehouse
- Centennial Memorial Centre
- Council buildings
• Victoria Park

K Galloway suggested development of an app around locating toilets would assist the public to locate them. C Brown advised that when the Public Toilet Strategy had been approved, the location details could also be provided on the WDC website and passed through to Google.

The vandalism at Victoria Park toilets was commented on and the need for durability over aesthetic quality.

C Brown further commented that there was extensive activity at Millton Memorial Park and consequently was an area where a toilet was appropriate.

An assessment was undertaken to determine what sports facilities would be required over the next 30 years as part of the Plan. It considered:

• sport and recreation trends
• carrying capacity of current fields
• population and demographic projections
• participations trends

Conclusions were:

• No new land was required to cater for projected numbers of sports field users
  o Even with district growth participation numbers for games were remaining relatively static
• A Four Court indoor venue was a high priority
  o There was a trend to playing weeknight games, particularly basketball, rather than weekend sport
• Council should consider a programme of sports field upgrades to increase the usability of fields rather than invest in a further artificial turf
  o Upgrades include increased drainage and sand carpet fields
  o Currently some fields only had a carrying capacity of 4 hours per week which could be improved to over 14 hours
  o Money for an artificial turf would be better spent on improving a number of fields around the District
• Development of softball facility in Kaiapoi

Sand carpet fields were discussed. C Brown advised that an excellent example of sand based fields was Gladstone Park. The advantage was around eight fields across the district could be improved at the same cost as one artificial turf, and a sand carpet field did not have the same replacement cycle as an artificial turf.

C Brown advised there had been other key service enhancements that had been identified by staff or members of the public. The list included:

• Millton Memorial Park concept plan implementation
• old Kaiapoi dump site development
• sealing of the Kairaki Beach car park (half share with ECan)
• development of old pit land at Kaiapoi Lakes
• installation of fully accessible beach viewing platform at Waikuku and Pegasus
• installation of a new surf lifesaving tower at Pegasus Beach

P Williams asked if there were other funding options available for a surf lifesaving tower at Pegasus Beach and C Brown advised staff could look at options.
C Brown provided a Board specific overview of LoS issues within their community area:

- Milton Memorial Reserve Playground, toilet and concept plan implementation
- Elm Green Kippenberger linkage
- Playground Replacements
  - Canterbury Street Reserve
  - Bush Street Reserve
- Toilet Replacements
  - Victoria Park Toilets
  - Ashley Picnic Grounds
  - Maria Andrews
- Rangiora Town Centre Toilet
- Indoor Court Development
- Upgrades to Maria Andrews and Southbrook Park (sand carpet fields, drainage and irrigation)

P Williams asked if the tree side of the department could be more proactive in preventing root damage before it occurred. C Brown advised that staff were currently preparing an answer to that. In short it was cheaper to deal with issues as they arose, rather than instigating an investigation regime. Currently three to four complaints were dealt with annually.

6 ADJOURNED BUSINESS

Nil.

7 REPORTS


C Brown spoke briefly to the report noting that it was in relation to Business 1 and Business 2 areas and the activities that could be carried out in those locations; for example, activities with sandwich boards and hawkers.

K Galloway advised that he would like to be considered.

J Gerard advised he would like to be considered and that his understanding was two members could be appointed.

G Miller advised he would like to be considered.

Moved D Lundy seconded M Clarke

THAT the Rangiora–Ashley Community Board:

(a) Receives report No. 170926103979.
(b) Approves Board member K Galloway and G Miller to represent the Rangiora-Ashley Community Board on the Draft Public Domain Policy Review Reference Group.

CARRIED

7.2 Applications for Rangiora-Ashley Community Board Discretionary Grant 2017-2018 – K Ward (Community Board Advocate)

K Ward advised that the report detailed an application by Kids First Kindergarten for funds to replace books. She had been unsuccessful at seeking additional financial information.
J Hoult queried what that information was and K Ward replied it was clarification of the term ‘administrative recharge’ and a full balance statement was not provided to show how much money was in the bank.

Moved K Galloway seconded C Prickett

THAT the Rangiora–Ashley Community Board:

(a) Receives report No. 170926104076.
(b) Lies the report on the table pending further information.

CARRIED
G Miller against

8 CORRESPONDENCE

Moved P Williams seconded M Clarke

THAT the Rangiora-Ashley Community Board:

(b) Receives the invitation from Kaiapoi RSA to attend the centennial commemorative Memorial Service of the Battle of Passchendaele (Trim 170922102696) (previously circulated by email).

CARRIED

9 CHAIRPERSON’S REPORT

9.1 Chair’s Diary for September 2017

Moved J Gerard seconded G Miller

THAT the Rangiora-Ashley Community Board:

(a) Receives report No. 171002105986.

CARRIED

10 MATTERS FOR INFORMATION

10.1 Oxford-Ohoka Community Board meeting minutes – 7 September 2017
(Trim No. 170926103789)

10.2 Woodend Sefton Community Board meeting minutes – 11 September 2017 (Trim No. 171003106542)

10.3 Kaiapoi-Tuahiwi Community Board meeting minutes – 18 September 2017 (Trim No. 170918100755)

10.4 Capital Projects Report for the period ended 30 June 2017 – Report to Audit and Risk Committee 19 September 2017 (Trim No. 17090609337).


Moved K Galloway seconded D Lundy

THAT the Rangiora-Ashley Community Board receives the information in items 10.1-10.6.

CARRIED
11 MEMBERS’ INFORMATION EXCHANGE

11.1 G Miller
- Commented that on his trip around Canada he had encountered many small towns with much the same issues comparable to towns and districts in New Zealand.
  - Also commented on the beautiful flowers on the main streets of Canadian towns and how this is one idea that Rangiora may wish to trial.
  - K Galloway noted Rangiora High Street used to have hanging petunia baskets.
- Noted the progress of the cycleways.

11.2 C Prickett
- Attended All Boards
- Attended Water Advisory Group meeting regarding Poyntz Road and West Eyretown schemes.
  - There was general agreement to a way forward with a second bore established 50m from the existing bore as backup.
  - Questions had been raised regarding losing both in the event of an earthquake and advice had been given that in previous earthquakes effect on bores was non-specific.
  - Poyntz Road raised more issues, as the well did not meet drinking water standards.

11.3 J Hoult
- Noted progress of the cycleways project.
- Attended All Boards meeting.
- Timebank is continuing to be established.
  - A community led project, the group had established its own Facebook page, set up policies and signed a memorandum of understanding with Presbyterian Support for it to act as an ‘umbrella group’ until such time Timebank could operate autonomously.
- Creative Communities:
  - a photographic exhibition working with migrants and getting their stories is planned.
  - It would be toured around the Waimakariri towns and Christchurch.
- District Plan submission.

J Gerard thanked J Hoult for her work with Timebank. There was a suggestion to get the Chair along to speak to the board in the future.

11.4 M Clarke
- Croquet Club:
  - the carpark by the ramp needed to be tarsealed as there was accessibility issues over the rough shingle.
- Attended Rangiora Promotions evening.
- Attended Central Drainage Committee meeting:
  - real time footage of flooding events had been shown.
- Waimakariri Health Advisory Group (WHAG):
  - The Chair was retiring
  - The position of independent Chair is being advertised.

11.5 K Galloway
- Millton Avenue Dog Park:
  - There is now a gate in the fence off River Road.
Friends of the Millton Ave Dog Parks are fundraising to provide shelters for the park. There will be a Quiz night 7pm on 13 November at Five Stags; the Board was invited to put in a team.

11.6 D Lundy
- Attended Civil Defence training.
- Was unable to attend the Central District Drainage meeting however noted that there was some resolution on the historical McAlpines consent issues.
- There would be a Loburn Reserve Statement regarding the Memorial project.

11.7 P Williams
- Had a meeting with H Warwick, Enterprise North Canterbury (ENC), regarding the value of what the Council put into ENC.
- Attended Summerhill water meeting.
- Commented that he found the 6% rates rise and the increase in council debt levels concerning. J Gerard referred to Council’s strict guidelines around debt levels. J Millward advised that the current 6% increases was the current worst case scenario with everything we are aware of at this stage included. The Staff and Council still had to undertake the review and it was likely to be reduced significantly prior to being consulted on with the community. Part of the issue is still the significance the earthquake expenditure has had on rates and currently being funded by debt and rates.

The Council manages debt well within the statutory limits. Something investors looked at was the ratio interest as a proportion to rates revenue which is being kept well within the Council’s own self-imposed limits and the Local Government limit benchmark. Our forecast debt and cost of interest to rates revenue was also being kept well under these limits. Council had an AA credit rating and it was worth noting its AA Local Government excellence status that was just recently received, understood to be the only AA rating issued in the last review. WDC was sitting at about 7%, with approval that could go to 25% and to 30% with the approval of the Local Government Funding Agency. WDC also had a self-imposed limit of debt, which was to take it within $70 million of that limit, which meant Council could still fund a significant disaster event without insurance, should it not be made available in the market. J Millward commented that the Council did still have a significant debt compared to some others, but it was managed well within the limits allowed under the mandatory reporting limits, disclosed under the LG Financial Reporting Prudence Regulations 2014. The last annual Credit Review undertaken by Standards & Poors audit review maintained WDC with an AA rating, with a positive outlook, which meant they were managing well. J Millward commented that he agreed with P Williams in that Council needed to look at its spend and start prioritising capital projects going into the LTP, and that 6% would most likely be unacceptable to our community.

D Lundy commented on 6% rate rises, over the next four years and stated he did not want staff to increase rates beyond its means and development was costly. J Millward commented that the funding methodology was provided within the Council’s Revenue and Financing Policy. A substantial amount of new growth capital was funded through developments contributions. The WDC rate demand was very detailed on how rate charges were used to ensure transparency to ratepayers for each of the services the ratepayer receives.

K Galloway asked if Council had considered charging for water through metering. J Millward advised that the installation and operating cost of the system would cost more in rates than the current supply and charging
system. The amount of water currently used is a 7% of the total amount of water used in the District and that the conversation benefit to cost was currently costly at this stage.

G Miller asked if Council was borrowing money for operating costs. J Millward replied Council had borrowed money for earthquake operating costs to a degree over the first few years. The Targeted Earthquake rate is progressive increased about 1.2% of total rates annually to an amount where the loan is repaid back over a twenty-five year period.

J Millward advised the Council fully funds the replacement of its Assets and takes a whole of life approach, so that there is sufficient funds available to fund the replacement of its assets. The audit office has been referring to our Councils Infrastructure Strategy as one of the best that was produced for the LTP and refers to it at a number of forums and conferences held thorough New Zealand as a good example of an Infrastructure Strategy.

12 CONSULTATION PROJECTS

12.1 District Plan Review

Consultation closes 5pm, 27 October 2017.


Moved K Galloway seconded J Hoult

THAT the Rangiora-Ashley Community Board:

(a) Resolves that they wish to submit on the District Plan Review Consultation.

CARRIED

P Williams abstain

13 REGENERATION PROJECTS

Updates on the Rangiora Town Centre projects are emailed regularly to Board members. These updates can be located using the link below:


14 BOARD FUNDING UPDATE

14.1 Board Discretionary Grant

Balance as at 11 October 2017: $10,564.04.

15 MEDIA ITEMS

Nil.

16 QUESTIONS UNDER STANDING ORDERS

Nil.

17 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.
NEXT MEETING
The next meeting of the Rangiora-Ashley Community Board is scheduled for 7pm, Wednesday 8 November 2017 in the Council Chambers at the Rangiora Service Centre.

THERE BEING NO FURTHER BUSINESS THE MEETING WAS CLOSED AT 9.10PM.

CONFIRMED

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Chairperson

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Date