MINUTES OF THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD
HELD IN THE PEGASUS COMMUNITY CENTRE, MAIN STREET, PEGASUS ON
MONDAY 11 JUNE 2018 AT 7.06PM.

PRESENT
S Powell (Chairperson), A Thompson (Deputy Chair), A Allen, J Archer, R Mather and
J Meyer.

IN ATTENDANCE
C Sargison (Community and Recreation Manager), S Nichols (Governance Manager),
G Wilson (Building Inspector), Mayor D Ayers and E Stubbs (Minutes Secretary).

1 APOLOGIES
Moved J Archer seconded A Allen
An apology was received and sustained from A Blackie for absence.

CARRIED

2 CONFLICTS OF INTEREST
Nil.

3 CONFIRMATION MINUTES
3.1 Minutes of the Woodend-Sefton Community Board – 14 May 2018
Moved S Powell seconded A Thompson
THAT the Woodend-Sefton Community Board:
(a) Confirms the circulated minutes of the Woodend-Sefton Community
Board meeting, held 14 May 2018, as a true and accurate record.

CARRIED

4 MATTERS ARISING
Nil.

5 DEPUTATIONS AND PRESENTATIONS FROM THE COMMUNITY
Nil.

6 ADJOURNED BUSINESS
Nil.

Note: Item 7.3 was taken at this time, the minutes have been set out as per Agenda.

7 REPORTS
7.1 General Landscaping Budget — G Stephens (Green Space Community
Engagement Officer)
C Sargison spoke to the report noting there had been some Board workshop
discussion with G Stephens (Greenspace Community Engagement Officer) regarding how they would like to see the funding spent. The report formalised the result of those discussions. C Sargison referred to the layout plan of
Sefton Domain in the report. He suggested that the remaining $59 be added to the $8,000 allocated for native planting in the south-east of the domain.

C Sargison noted that some information on roadside signage had been included in the report. He suggested that the Board could nominate two members to work with G Stephens on signage or the whole Board be involved in a workshop prior to him bringing a future report on signage to the Board.

J Archer asked if the Sefton Domain Advisory Group would be involved in sign design and C Sargison commented the Domain would have the standard Reserve sign. Members of the Sefton Domain Advisory Group were happy to meet with staff at the Domain to discuss. C Sargison explained that he was referring to a broader idea of signs when he suggested members work with staff on signage. For example the Board could decide a priority area to have a sign and once that was decided they could then engage with the local advisory group. There had been a report to Kaiapoi-Tuahiwi Community Board regarding establishing a signage working group. He suggested allowing Kaiapoi-Tuahiwi Community Board to be a test case which could be potentially rolled out to other Community Boards. The work needed to be staggered with the Boards for resourcing purposes. A Allen reiterated the importance of Sefton residents being involved as there was not a resident on the Board.

J Meyer asked if there was funding available for a Rangiora Woodend Path name signs. S Nichols did not believe there was, as the Passchendaele Trust was looking at funding for the Passchendaele Memorial Path signs.

J Archer referred to an unallocated area of land on the Sefton Domain Plan and asked if there were funds for planting in that area. C Sargison advised that the planting on the plan was what the Advisory Group had requested and staff had followed their direction.

Moved J Archer seconded R Mather

THAT the Woodend-Sefton Community Board:

(a) Receives report No. 180530060111.
(b) Notes the information provided regarding the process to provide road signage.
(c) Notes the board currently has $11,259 available to allocate to general landscape projects within the Woodend Sefton ward.
(d) Approves the allocation of $8,059 towards a native planting in the south eastern corner of Sefton Domain.
(e) Approves the allocation of $1,500 towards the installation of three concrete pads on which the donated concrete seats from the Sefton Library will be placed – final location to be determined in conjunction with the Sefton Domain Advisory Group and Green Space Staff.
(f) Approves the remaining allocation of $1,700 towards the installation of a sign at the entrance to Sefton Domain. Design to be in keeping with standard Council signage.

CARRIED

J Archer believed it was a worthwhile project.

R Mather and S Powell commented positively on the report.

A Thompson commented that the signage was not urgent however he would like to see the Board have a goal of completing a sign each year throughout the Board’s area.
7.2 **Woodend Sefton Community Board Representation on the Forestry Project Control Group — J Millward (Manager, Finance and Business Support)**

C Sargison spoke briefly to the report noting that it was a significantly high profile project that it required a Project Control Group. The people included in the group were J Millward (Manager, Finance and Business Support), Contractor representative, Te Kohaka o Tuhaitara Trust Manager, Project Manager, Communications and Community Board Representatives (Kaiapoi-Tuahiwi and Woodend-Sefton). C Sargison noted that the Chair of Kaiapoi-Tuahiwi would be their representative.

J Archer expressed an interest in the position. S Nichols advised the meetings were likely to be during the day.

A Thompson asked if the contract had been signed. S Nichols advised that details were being finalised after which it would go back through the Management Team. There were changes to proposed truck movements. Houses that would be effected would be liaised with.

Moved R Mather seconded A Thompson

**THAT** the Woodend-Sefton Community Board:

(a) **Receives** report No. 180511051693

(b) **Appoints** S Powell and J Archer as the Woodend-Sefton Community Board’s representatives to the Forestry Harvest Project Control Group;

(c) **Notes** the terms of reference provides for a representative from the Woodend-Sefton and Kaiapoi-Tuahiwi Community Boards.

**CARRIED**

R Mather noted that as it was a significant project and the Kaiapoi-Tuahiwi Community Board had nominated their chair as representative that it was appropriate that the chair of the Woodend-Sefton Board was also on the Project Control Group.

A Thompson noted the work of S Powell trying to advance communications around the project.

7.3 **Building (Earthquake Prone Buildings) Amendment Act 2016 — G Wilson (Building Inspector) and L Beckingsale (Policy Analyst)**

G Wilson referred to information circulated earlier (Trim No. 180620068323) which provided background to the report. The greater Christchurch/Canterbury area was classified as a high seismic hazard area. The hazard rating coincided with proximity to the Alpine Fault.

Following the Canterbury Earthquakes, the Building Amendment Act 2016 replaced all Council Earthquake Buildings Policy throughout New Zealand. It set mandatory timelines for remediation. In addition, it changed the way buildings were looked at so that individual elements below threshold were identified rather than the buildings as a whole.

G Wilson outlined the process; the building owner would be advised in writing that their building was earthquake prone and they had one year for a detailed evaluation/report. Then if the building was still deemed to be earthquake prone the mandatory timeline for Waimakariri was 15 years to fix or demolish the building. The Ministry of Business Innovation and Employment required an annual report on how many earthquake buildings were still to be remediated.

G Wilson advised that post earthquake the Council Management team had made funds available for assessment of buildings in the district. When looking
at the legislation, Waimakariri was at the forefront of building assessment in New Zealand.

Another aspect of the legislation was priority buildings and priority routes, these included unreinforced masonry buildings (URM). In July/August there would be consultation with the community regarding identifying priority routes. G Wilson noted the plans in the report that included URM buildings.

J Archer asked what was happening with the Kaiapoi bank building. G Wilson advised that a Building Consent had been submitted and issued for strengthening work. Heritage New Zealand was supportive with funding. Work was being progressed to allow reinstatement of the footpath.

S Powell referred to an earthquake on the Alpine Fault. G Wilson commented the district was in an enviable stage with the recent strengthening work and a lack of tall buildings. They were aware of what buildings would need to be looked at first.

G Wilson advised that they would continue the relationship with earthquake prone building owners that had begun following the earthquakes including engaging on a one on one basis with discussion. Other drivers to upgrade included affordable insurance and tenant confidence. Many companies wanted 67% earthquake standards as a minimum and banks wanted near 100%.

A Thompson referred to the High Street/Kippenberger Avenue earthquake prone buildings and G Wilson outlined which buildings they were.

Moved J Archer seconded R Mather

THAT the Woodend-Seton Community Board:
(a) Receives report No: 180530059664.
(b) Notes consultation with affected property owners is being undertaken.

CARRIED

7.4 Application to the Woodend-Seton Community Board’s Discretionary Grant Fund 2017/2018 Sefton Community Newsletter – E Cordwell (Governance Adviser)

S Nichols noted the update of information from E Cordwell, the rural mail cost was $35 per month, (not $350 as included in the funding application).

Moved A Allen seconded R Mather

THAT the Woodend-Seton Community Board:
(a) Receives report No. 180522056084.
(b) Approves a grant of $500 to Sefton Community Newsletter towards the cost of printing and distribution of the newsletter.

CARRIED

A Allen commented that C Stewart did a wonderful job with the Newsletter and it was good to support it.

R Mather noted the Newsletter was running at a loss. She supported the newsletter getting out to the community and noted it was used by the Community Board.

J Archer reiterated that it was worthwhile to support the newsletter.
7.5 **Allocation of the balance of the Woodend-Sefton Community Board’s Discretionary Grant Fund:** E Cordwell (Governance Adviser)

S Nichols noted the adjustment to the funds carried forward from the previous report. The Council had allowed Discretionary Grant Fund to be carried forward this year but did not always. Board members should continue to encourage community groups to apply.

Moved R Mather seconded A Allen

**THAT** the Woodend-Sefton Community Board:

(a) **Receives** report No. 180529059377.

(b) **Notes** that as of 10 June 2018 there is currently $1,635.97 remaining in the Board’s Discretionary Grant Fund.

(c) **Notes** the Council has approved any unallocated funds to be carried over to the Woodend-Sefton Community Board’s 2018/19 Discretionary Grant.

**CARRIED**

S Powell thanked the Council for allowing unallocated funds to be carried forward to the new financial year.

8 **CORRESPONDENCE**

Nil.

9 **CHAIRPERSON’S REPORT**

9.1 **Chairperson’s Report for May - 2018**

Moved S Powell seconded J Meyer

**THAT** the Woodend-Sefton Community Board:

(d) **Receives** report No. 180605061728.

**CARRIED**

S Powell noted the upcoming opening of the Rangiora Woodend Path.

10 **MATTERS FOR INFORMATION**

10.1 **Oxford-Ohoka Community Board meeting minutes – 3 May 2018** (Trim No. 180426045233).

10.2 **Rangiora-Ashley Community Board meeting minutes – 16 May 2018** (Trim No. 180515052911).

10.3 **Kaiapoi Tuahiwi Community Board meeting minutes – 16 April 2018** (Trim No. 180410038481).

10.4 **Youth Council meeting minutes – 1 May 2018**

10.5 **Fees and Charges for Community Facilities** Report to Council 29 May 2018 (Trim No. 180514052641).

10.6 **Funding and Budget Options Kaiapoi River Dredging Proposals** Report to Council 29 May 2018 (Trim No. 180514052211).

10.7 **Multi Use Sports Facility** Report to Council 29 May 2018 (Trim No. 180430046651).

10.8 **Capital Projects Report for the period ended 31 March 2018** Report to Audit and Risk Committee 22 May 2018 (Trim No. 180424044711).
10.9 Libraries Update Report to Community and Recreation Committee 22 May 2018 (Trim No. 180511051846).


Moved J Meyer seconded A Thompson

THAT the Woodend-Sefton Community Board receives the information in items 10.1-10.10.

CARRIED

11 MEMBERS’ INFORMATION EXCHANGE

11.1 March Diary for A Allen, A Thompson and R Mather (Trim No. 180605061742)

A Allen

- Noted that Medical Corner Doctors’ was being transferred to Pegasus Health, not the Pegasus locality as reported in the diary.

A Thompson

- Assisted with planting at Taranaki Stream and passed on appreciation for the work of Council staff in preparing planting area.

R Mather

- Completed an individual submission to the Alcohol Bylaw consultation.
- Pegasus Residents Group – upcoming meeting with Council regarding community facilities.

J Meyer

- Noted the work of the Finance Team to keep rates as low as possible with the 10 year plan ‘wish list’.
- Roading – poor weather was not helping with repairs and the roundabout in Williams/Beach Road, Kaiapoi.
- Noted it was positive to have the cycleway opening.
- Attended Water Zone Committee meeting and noted the challenges to look after water for the future.

J Archer

- Attended Woodend Community Association meeting. They were looking at promotion and development with the website and membership drive.

12 CONSULTATION PROJECTS

Alcohol in our District –

Consultation closes Monday 11 June 2018.


S Nichols advised that Trevor Ellis (Development Planning Manager) in charge of the District Development Strategy and the District Plan would speak to the Board about issues leading into the next big stage of work in July.

13 FOSTERING COMMUNITIES

C Sargison advised that the Town Centre Plan for Kaiapoi was coming out for consultation in a few weeks time. A staff member could attend to do a presentation if that was the desire of the Board, although there would be public drop-in session
members could attend. S Nichols advised that Rangiora was looking at a Town Centre Strategy before Christmas.

14 REGENERATION PROJECTS
14.1 Town Centres, Woodend-Pegasus
Updates on the Woodend-Pegasus area projects are emailed regularly to Board members. These updates can be located using the link below:

15 BOARD FUNDING UPDATE
15.1 Board Discretionary Grant
Balance as at 11 June 2018: $1,135.97 to be carried forward to 2018/19 fund following allocation at this meeting.

15.2 General Landscaping Fund
Balance as at 11 June 2018 $0 all spent at this meeting.

16 MEDIA ITEMS
The decisions relating to the Sefton Domain improvements and the Sefton newsletter funding.

There was some discussion around forestry harvest communications. S Nichols noted that matters needed to be finalised before information went out to the public and the working group would be meeting later in the week.

17 QUESTIONS UNDER STANDING ORDERS
Nil.

18 URGENT GENERAL BUSINESS UNDER STANDING ORDERS
Nil.

NEXT MEETING
The next meeting of the Woodend-Sefton Community Board is scheduled for 7pm, Monday 9 July 2018 at the Woodend Community Centre.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 8.14pm
CONFIRMED

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Chairperson

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Date

Workshop held from – 8.14pm – 8.30pm.
1. S Nichols (Governance Manager) Community Board Discretionary Grant Criteria and Form
2. S Nichols (Governance Manager) Community Board Plan Document.