Kaiapoi-Tuahiwi Community Board

Agenda

Monday 15 October 2018

4.00pm

Meeting Room 1 (upstairs)
Ruataniwha Kaiapoi Civic Centre
176 Williams Street, Kaiapoi

Members:
Jackie Watson (Chair)
Chris Greengrass (Deputy Chair)
Neville Atkinson
Roger Blair
Martin Pinkham
Philip Redmond
Sandra Stewart
AGENDA FOR THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD TO BE HELD IN MEETING ROOM 1 (UPSTAIRS), RUATANIWHA KAIAPOI CIVIC CENTRE, 176 WILLIAMS STREET, KAIAPOI ON MONDAY 15 OCTOBER 2018 AT 4PM.

RECOMMENDATIONS IN REPORTS ARE NOT TO BE CONSTRUED AS COUNCIL POLICY UNTIL ADOPTED BY THE COUNCIL

BUSINESS

1 APOLOGIES

2 CONFLICTS OF INTEREST

3 CONFIRMATION OF MINUTES
   3.1 Minutes of the Kaiapoi-Tuahiwi Community Board – 17 September 2018

   RECOMMENDATION
   THAT the Kaiapoi-Tuahiwi Community Board:
   (a) Confirms the circulated minutes of the Kaiapoi-Tuahiwi Community Board meeting, held 17 September 2018, as a true and accurate record.

4 MATTERS ARISING

5 DEPUTATIONS AND PRESENTATIONS
   5.1 Tracy Doe and Cat Hannah will present an overview of the work of North Canterbury Neighbourhood Support.

6 ADJOURNED BUSINESS
7 REPORTS

7.1 Re-installation of the Dr M Ramsay Commemorative Sundial in Memorial Reserve, Kaiapoi – Greg Barnard (Parks Community Asset Officer)

RECOMMENDATION

THAT the Kaiapoi Tuahiwi Community Board:

(a) Receives report No.181002114004.

(b) Notes that staff have received a request from the Kaiapoi District Historical Society and the Kaiapoi Returned Services Association to re-install the Dr M Ramsay Memorial Sundial.

(c) Notes that both the Kaiapoi District Historical Society and the Kaiapoi Returned Services Association have confirmed that the Kaiapoi Memorial Reserve is the appropriate location to have the sundial re-installed.

(d) Approves the installation of the commemorative sundial to honour Doctor Maxwell Ramsay previously located in McAllister Square, Kaiapoi to Kaiapoi Memorial Reserve.

(e) Approves staff working with the Kaiapoi RSA to determine the exact location for the sundial to be re-installed within Kaiapoi Memorial Reserve.

8 MATTERS REFERRED FROM THE REGENERATION STEERING GROUP

8.1 Licence to Occupy, AA Bees Club North Canterbury – Roxanne Ramsay (Project Administrator – District Regeneration)

RECOMMENDATION

THAT the Regeneration Steering Group recommends:

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No. 180906101921.

(b) Approves staff issuing a Licence to Occupy to the AA Bees Club North Canterbury on the basis of the standard Council Licence to Occupy agreement with the following conditions included:

i. Term of lease is for an initial period of 3 years with the right of renewal and the rental fee being $1.00 per year.

ii. The plan, spatial definition, and landscape design of the area to be approved by the Community Greenspace Manager.

iii. The club shall obtain the written approval of the Council prior to the erection of any signage and structures (including fences).

iv. The Kaiapoi-Tuahiwi Community Board have the right to terminate the contract immediately should there be any nuisance caused to the neighbouring property or the wider community, or any non-compliance with the Licence conditions.

v. The maintenance of the area will maintained to a standard that is acceptable by the Council.
9 CORRESPONDENCE

10 CHAIRPERSON’S REPORT

10.1 Chair’s Diary for August - September 2018

RECOMMENDATION
THAT the Kaiapoi-Tuahiwi Community Board:
(a) Receives report No. 181008116679.

11 MATTERS REFERRED FOR INFORMATION

11.1 Oxford-Ohoka Community Board meeting minutes – 6 September 2018 (Trim No. 180829098038).
11.2 Rangiora-Ashley Community Board meeting minutes – 12 September 2018 (Trim No. 18905101297).
11.3 Woodend-Sefton Community Board meeting minutes – 10 September 2018 (Trim No. 180905101421).
11.4 Youth Council meeting minutes – 31 July 2018.
11.5 Community Facilities – user applications for exemption from fees – report to Community and Recreation Committee 18 September 2018 (Trim No 180907102652).
11.6 Capital Projects Report for the period ended 30 June 2018 – report to Audit & Risk Committee 18 September 2018 (Trim No 180906101922).
11.7 Library Update to 31 August 2018 – report to Community and Recreation Committee 18 September 2018 (Trim No 180906102191).

RECOMMENDATION
THAT the Kaiapoi-Tuahiwi Community Board receives the information in items 11.1-11.8.

Note: Items were circulated to Board members separately.

12 MEMBERS’ INFORMATION EXCHANGE
The purpose of this exchange is to provide a short update to other members in relation to activities/meetings that have been attended or to provide general Board related information.

13 CONSULTATION PROJECTS
Rangiora Woodend Road Speed Limits
Consultation closes Sunday 4 November 2018.
14 REGENERATION PROJECTS

14.1 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:


14.2 Kaiapoi Regeneration Steering Group

The next meeting of the Kaiapoi Regeneration Steering Group will be held in Meeting Room 1, Ruataniwha Kaiapoi Civic Centre, 4pm on Monday 5 November 2018. This meeting is open to the public.

15 BOARD FUNDING UPDATE

15.1 Board Discretionary Grant

Balance as at 9 October 2018: $4,048 (including carry forward).

15.2 General Landscaping Budget

Balance as at 12 September 2018: $46,420 (including carry forward).

16 MEDIA ITEMS

17 QUESTIONS UNDER STANDING ORDERS

18 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

NEXT MEETING

The next meeting of the Kaiapoi-Tuahiwi Community Board is scheduled for 4pm, Monday 19 November 2018 at the Ruataniwha Kaiapoi Civic Centre.

Workshop
- Regeneration Area Reserves Names – Duncan Roxborough (Implementation Project Manager – District Regeneration) and Michelle Flanagan (Landscape Planner – District Regeneration)
- Members Forum
MINUTES OF THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD
HELD IN MEETING ROOM 1 (UPSTAIRS), RUATANIWHA KAIAPOI CIVIC CENTRE,
176 WILLIAMS STREET, KAIAPOI ON MONDAY 17 SEPTEMBER 2018
COMMENCING AT 4.00PM.

PRESENT
J Watson (Chairperson), C Greengrass, M Pinkham and S Stewart.

IN ATTENDANCE
Councillors A Blackie and J Meyer
J Palmer (Chief Executive), Mayor D Ayers, C Brown (Community Green Space Manager),
B Rice (Senior Transport Engineer), E Cordwell (Governance Advisor), and A Smith
(Committee Advisor)

1 APOLOGIES

Moved J Watson Seconded C Greengrass

THAT apologies for absence be received and sustained from Members R Blair,
N Atkinson and P Redmond

CARRIED

2 CONFLICTS OF INTEREST

There were no conflicts of interest recorded.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Kaiapoi-Tuahiwi Community Board – 20 August 2018

Moved J Watson seconded C Greengrass

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Confirms the circulated minutes of the Kaiapoi-Tuahiwi Community Board meeting, held 20 August 2018, as a true and accurate record.

CARRIED

4 MATTERS ARISING

Regarding the comment in M Pinkham’s Members Information Exchange, S Stewart wished to state that there is no confusion of the formal roles and responsibilities of the different parties involved with the maintenance of the Cam River tributaries.

5 DEPUTATIONS AND PRESENTATIONS

There were no deputations or presentations.
6 ADJOURNED BUSINESS
There was no adjourned business.

7 REPORTS
7.1 General Landscaping Budget – Grant Stephens (Green Space Community Engagement Officer)

C Brown presented this report, in the absence of G Stephens. The report follows on from a Board workshop at which staff were asked to provide further details of three potential projects that the Board’s General Landscaping budget could be used for. These three projects are:

- The relocation of 30 camellias from the drainage pond area (est. cost $10,000)
- Installation of four interpretive signs in Kaiapoi (est. cost $20,000)
- Additional planter boxes to match those already in Kaiapoi (est. cost $16,000)

C Brown spoke on the installation of four interpretative signs, which has an estimated cost of $20,000. This is an indicative cost based on previous interpretive signage and will depend on the information content and size of panel. The signage and potential locations will be considered by the Signage Working Party which is due to convene shortly and has members J Watson, C Greengrass, R Blair together with representatives of the Museum and other agencies. The Board has already submitted potential locations for signs to the Regeneration and Greenspace teams.

There was discussion on the relocation of the 30 camellias from the drainage pond area and C Brown advised that suggested site is the proposed location of the Memorial Gardens in the Waimakanri Residential Red Zone Recovery Plan at the corner of Jollie and Cass Street. It is envisaged that the shrubs would provide an entrance to the site and act as a living reminder of the heritage of the area. J Meyer commented that the land is reserved for a future Memorial Garden and had concerns if the surrounding land was to be leased out in the future for grazing. C Brown advised that if that were to happen then appropriate fencing would be put in place to provide protection for the camellias. C Brown advised that it is expected the shrubs would be moved within the next one to two weeks. Members commented that the overall cost of $10,000 yielded a costs of $330 to relocate each plant which seemed excessive. Staff had also identified a number of rhododendrons which are currently located on Sewell Street properties which could also be moved to the same site. C Greengrass asked if the cost of relocating the camellias should be part of the regeneration budget and C Brown advised that this work had not been included in any budget estimates. He further advised that the cost related to the need for the appropriate removal and relocation methods for the plants to ensure their best chance of survival. The plants were hardy but would require pruning and also watering and maintenance for a period until they were established and this was included in the overall cost estimate.

M Pinkham questioned spending $330 each on a shrub that may not survive and suggested as an alternative option, that they be given away to the community. There was further discussion on this matter and A Blackie commented that he felt that the proposed Memorial Garden site within the regeneration area is too far away from the main areas of the town and will remain so until the Garden is required which could be many years. In the interim very few people would be attracted to that area and the visual effect of having the shrubs planted there would go unnoticed. A Blackie also suggested the $10,000 would be better used to enhance the town centre and
supported the camellias being donated to a worthy cause. C Greengrass asked if there would be the opportunity for a community group to undertake the work of removing the shrubs. C Brown replied that this could be done but noted that a small Council budget would need to be included to allow for this to proceed. It was also noted that the shrubs would need to be dug up soon as extensive excavation works in that area were due to commence. The possibility of You Me We Us working with the Council’s Greenspace team to distribute the shrubs and ensure that they were re planted, nurtured and enjoyed in numerous gardens within the township was explored and agreed as feasible.

Regarding the additional planter boxes, C Brown advised that the boxes currently on the bridge were designed specifically. The cost for additional boxes has been discussed with local engineers, who have indicated that they could design something a little different. C Brown pointed out that if the original design was used the cost would be the same as if a new design was sought.

S Stewart commented that she had reservations about the design of the current planter boxes given that the plants do not seem to thrive and that there is no ability to retain water which runs off and is lost. S Stewart was not supportive of the current design being used for any new planter boxes and sought assurance that something be done to redesign the current boxes so that they will work properly. C Brown advised that this would be possible and that he would follow up on this.

C Brown advised that the planter boxes are still available at the same price as they were when originally purchased.

C Brown advised that staff were investigating why the Totara trees were not thriving and they would be temporarily removed, in a way which does not damage the trees. Staff will then review the soil and other aspects of the site and try to ascertain the reasons why these trees are not doing so well. There will be further information provided to the Board, once this is known. C Brown confirmed that the existing operational maintenance budget would be used to cover the costs of this assessment.

S Stewart felt that the Totara trees have not been successful due to their location. Mention was also made of the native grasses and trees and S Stewart believes this is not successful town centre landscaping. The suggestion was made that the whole section of Williams Street from the railway line to Charles Street should be looked at, to determine if all the plantings are successful and also if the planting that is there, is appropriate. S Stewart also noted that there are other areas in the town where there are vibrant floral displays.

C Brown also advised that costs were estimates and that any unspent funds would be available for reallocation by the Board to other Landscaping projects.

Moved M Pinkham seconded J Watson

THAT the Kaiapoi Tuahiwi Community Board:

(a) Receives report No. 180904100893.

(b) Allocates $2,000 from the General Landscaping Budget to enable staff to work with You, Me, We, Us to remove the camellias and rhododendron shrubs and offer these to the community.

(c) Approves the allocation of $20,000 for the installation of four interpretive signs in central Kaiapoi.

(d) Approves the allocation of $16,000 towards the manufacture and installation of four additional planter boxes the same as those already in place on the Williams Street bridge.
(e) **Approves** staff undertaking an investigation into the reasons why the Totara trees at the entrance to the Williams Street Bridge are not succeeding.

(f) **Notes** that this investigation will include the temporary removal of two of these Totara trees to allow investigation of the tree pits and soil quality/nutrient levels.

(g) **Notes** the Board currently has $84,420.00 available to allocate to general landscape projects within the Kaiapoi-Tuahiwi Ward.

CARRIED

### 7.2 Rangiora-Woodend Road, Gressons Road, Boys Road and Northbrook Road Speed Limit Review – Bill Rice (Senior Transport Engineer) and Nick Rochford (Graduate Engineer)

B Rice presented this report seeking the Board’s support for the Council to consult on the proposed speed limit changes on Rangiora-Woodend Road, Gressons Road, Boys Road and Northbrook Road. A review of the speed limits on Rangiora-Woodend Road has been prompted by the addition of the cycleway along this road and also an increase in traffic. The other adjoining roads have been included to provide consistency of approach to speed limits in the area.

The Ravenswood development is also expected to have a significant impact on the Rangiora-Woodend Road, north west of Chinnerys Road.

Staff have sought feedback from the community on whether the current speed limits on these roads should be reduced, but without suggesting any proposed new limit. This was undertaken via printed survey forms which were distributed to adjacent property owners and to pupils of Woodend School. An on-line survey was also carried out.

A letter has been received from the Woodend Community Association questioning the differing speed limits for the entrances to Woodend. B Rice provided explanation for the reason for the stretch of road which suggested 60km per hour speed limit that the Association is suggesting should be 50km.

B Rice advised the Board that NZTA would be making a range of safety improvements to SH1 through Woodend which may include new traffic signals and/or a roundabout. These measures would have an impact on speeds and also the traffic volume along Rangiora Woodend Road. The road was currently rural in nature and to achieve a real reduction in speed to 50km per hour would require redesign of the road at a cost. Such alterations may well be negated or need to be altered as a consequence of the changes to SH1. Staff would review the speed limits again once NZTA had identified its SH1 proposals. NZTA are actively working on this project with consultation anticipated by the end of 2018.

Moved J Watson seconded M Pinkham

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

**THAT** the Council:

(a) **Receives** report No. 180809089699.

(b) **Approves** consultation being carried out on the proposed speed limit changes summarised below,
### Location

<table>
<thead>
<tr>
<th>Location</th>
<th>Current</th>
<th>Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rangiora Woodend Road from end of existing 80km/h east of Smarts Road to proposed Ravenswood roundabout</td>
<td>100km/h</td>
<td>80km/h</td>
</tr>
<tr>
<td>Rangiora Woodend Road from proposed Ravenswood roundabout to start of existing 70km/h west of Chinnerys Road</td>
<td>100km/h</td>
<td>60km/h</td>
</tr>
<tr>
<td>Rangiora Woodend Road from start of existing 70km/h west of Chinnerys Road to start of 50km/h north of School Road</td>
<td>70km/h</td>
<td>60km/h</td>
</tr>
<tr>
<td>Gressons Road</td>
<td>100km/h</td>
<td>80km/h</td>
</tr>
<tr>
<td>Boys Road from Rangiora Woodend Road to existing 50km/h at railway line</td>
<td>100km/h</td>
<td>80km/h</td>
</tr>
<tr>
<td>Northbrook Road from Boys Road to existing 50km/h east of Goodwin Street</td>
<td>100km/h</td>
<td>80km/h</td>
</tr>
</tbody>
</table>

(c) **Notes** the consultation on this proposal will be carried out between 8th October and 4th November 2018.

(d) **Notes** the Community Boards will be updated at the end of the consultation process.

(e) **Notes** that any submissions on the proposal will be taken into account before the speed limit change is presented to the Council on 4th December for approval.

**CARRIED**

M Pinkham congratulated the roading team on looking at the entire area rather than just one stretch of road and believes it is appropriate to have 80km per hour for these roads.

A Blackie noted that Rangiora-Woodend Road is a feeder road for a lot of people from across the district and as such supports the widespread consultation proposed, rather than the speed limits just being a matter for the Woodend-Sefton Community Board.

### 7.3 Applications to the Kaiapoi-Tuahiwi Community Board's Discretionary Grant Fund 2018/2019 - Edwina Cordwell (Governance Adviser)

E Cordwell spoke to this report and provided an explanation on the Board’s criteria for applications with regard to schools in the context of Ministry of Education funding. This matter had been discussed by the Board members previously and it had been agreed that any application from an educational facility would be considered on a case by case basis.

Moved J Watson seconded C Greengrass

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

(a) **Receives** report No. 180807088710.

(b) **Declines** the application from Kaiapoi North School Raupo Team.

**CARRIED**
Moved J Watson seconded C Greengrass

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

(c) **Approves** a grant of $500 to Coastguard North Canterbury towards the cost of a replacement Coastguard Rescue vessel.

**CARRIED**

Moved J Watson seconded C Greengrass

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

(d) **Approves** a grant of $500 to Tuahiwi School towards the cost of the Tuahiwi Ka Matakura O Ruataniwha 2018 event

**CARRIED**

M Pinkham noted the cost of $1300 to Tuahiwi School to hire a facility to host this event.
7.4 Ratification of the Board’s Submission to the Waimakariri District Council’s Draft Kaiapoi Town Centre Plan 2028 and Beyond - Edwina Cordwell (Governance Adviser)

E Cordwell presented this report, taken as read. C Greengrass will present the Board’s submission to the Draft Kaiapoi Town Centre Plan at the hearing be held on Wednesday 26 September.

There were no questions.

Moved J Watson seconded M Pinkham

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No. 180827096709.

(b) Retrospectively ratifies the Board's submission to the Waimakariri District Council's Draft Kaiapoi Town Centre Plan 2028 and Beyond (Trim No. 180821094704).

CARRIED

8 CORRESPONDENCE

Moved J Watson seconded C Greengrass

THAT the Kaiapoi Tuahiwi Community Board:

(a) Receives the letter regarding the consultation on reducing speed limits on Rangiora Woodend Road from Woodend Community Association. (Trim 180911104072).

CARRIED

9 CHAIRPERSON’S REPORT

9.1 Chair’s Diary for August - September 2018

Moved J Watson seconded C Greengrass

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No. 180910103648.

CARRIED

10 MATTERS REFERRED FOR INFORMATION

10.1 Oxford-Ohoka Community Board meeting minutes – 9 August 2018 (Trim No. 180801086128).

10.2 Woodend-Sefton Community Board meeting minutes – 13 August 2018 (Trim No. 180807088486).

10.3 Rangiora-Ashley Community Board meeting minutes – 8 August 2018 (Trim No. 180731085593).

10.4 Youth Council meeting minutes – 26 June 2018.


10.6 Annual Report to the Alcohol Regulatory and Licensing Authority 2018 – report to District Planning and Regulation Committee 21 August 2018 (Trim No 180731085418).
10.7 **NZTA Investment Audit Report – report to Utilities and Roading Committee 21 August 2018** (Trim No 180809089507).

10.8 **Approval of the 2018/19 Roading Programme – report to Utilities and Roading Committee 21 August 2018** (Trim No 180529059018).

10.9 **Seal Extensions and Roading Subdivision Contribution Budget – report to Utilities and Roading Committee 21 August 2018** (Trim No 180511051675).

10.10 **Approval of New Footpaths Programme – report to Utilities and Roading Committee 21 August 2018** (Trim No 180502047634).

Moved J Watson seconded S Stewart

**THAT** the Kaiapoi-Tuahiwi Community Board receives the information in items 10.1-10.10.

**CARRIED**

11 **MEMBERS’ INFORMATION EXCHANGE**

The purpose of this exchange is to provide a short update to other members in relation to activities/meetings that have been attended or to provide general Board related information.

S Stewart

An update was provided from the Waimakariri Water Zone Committee. The draft Zone Implementation Plan Addendum (ZIPA) should be out today for consultation and this is open until October 12. There will be a presentation from the Committee Chair as part of the All Boards Briefing on Monday 24 September. S Stewart suggested that members read through this document, noting the surface water issue, the nitrate problems in Kaiapoi River, Ohoka Stream and Silverstream. There are potentially long term issues with the groundwater which supplies the drinking water and Council staff have asked that there be limits in place in nitrate levels to protect the drinking water supplies in the district.

This is a non RMA process which means that the community are asked to provide feedback, rather than formal submissions. This is a non-statutory document, and is a suite of recommendations for this Council and ECan to consider and action accordingly. This could also potentially mean the Council stepping up to undertake work it has not traditionally undertaken. The ZIPA is to be part of the Land and Water Regional Plan which is a statutory plan and will be publicly notified by July 2019.

Mr Palmer noted that the ZIPA is now available on the ECan website and it is being emailed out to all Board members. Mr Palmer said an option is for all the Community Boards to choose to present a joint submit.

S Stewart noted the complaints received about Kairaki Creek, where whitebaiters are closing the gates and this is impacting on long finned eels which are then having great difficulty surviving. WDC staff are working on remediating this issue working with ECan staff, as the responsibility for the Creek is split between the two authorities.

S Stewart is involved with the Flaxton Road redesign and it is planned to have a solution that will create a nice entranceway and fix the issues with Pond C, located on the corner of Flaxton and Fernside Roads. Mr Palmer added that from a roading prospective, Council needs to think about the hierarchy from Ohoka Road all the way to West Belt, where priorities are, and there is a need to bring multiple areas together.
M Pinkham

Attended the KPA committee meeting.
Attended a Stakeholder meeting regarding the upcoming Carnival.
Attended the Town Centre public meeting on 23rd August.
Attended the Wellbeing Trust meeting on 27 August, congratulated the group on winning the award at the ENC Business Awards.
Attended a meeting looking at setting up a 10k running event in Kaiapoi in 2019.
Attended the Regeneration Steering Group meeting on 3 September

John Meyer

Attended the Darnley Club AGM.
Attended the picnic event to mark the first birthday of the Food Forest on Sunday 16 September.
Attended a forum in Wellington on Climate Change, also attended by A Blackie. Interesting speakers and major decisions to be made in the future but noted advantages with the short coastline in this district. There was a large attendance at the forum.

A Blackie

Added some comments on the Climate Change forum which was a very interesting meeting. Sea level rise is now a given, the hydrostatic pressure up to a kilometre inland will have an impact. There was discussion on the responsibilities of coastal settlements and should any developments be restricted and does the Council get involved with this?

A Blackie advised that as part of the Canon Camera Awards, Clarkville School pupils have won an award for all their work at Silverstream Reserve.

Chris Greengrass

Attended Kaiapoi Promotions Association Stakeholders’ meeting.
Attend the AGM of the Waimakariri Access Group– noting there is a new Chairperson of this group.
Attended the Food Forest first birthday celebrations
Regarding the Cass Street footpath – noted that this is not in good condition, A Blackie noted that it will be a year before work is undertaken on this, to coincide with other work in the area.
You Me We Us have the spring festival coming up on Sunday 30 September. Party in the Park. Kaiapoi businesses are dressing up their windows in spring style.
You Me We Us AGM is being held this evening at Jagz, Sovereign Palms at 6.30pm.
Regarding the major road works at the end of Bracewell Street, workers are doing a great job keeping everyone safe – complimented the workers of Texco.
J Watson

Attended the Food Forest first birthday. Complimented the work associated with the Food Forest, this has created a wonderful hub for the Regeneration Area.

J Meyer noted that there are many visitors from outside the district to the food forest.

12 CONSULTATION PROJECTS

Earthquake-prone Buildings Legislation
Consultation closes Thursday 20 September 2018.

Draft Reserves Master Plan – Regeneration
Consultation closes Friday 5 October 2018.
https://www.waimakariri.govt.nz/have-a-say/lets-talk/consultations/draft-reserves-master-plan-regeneration

13 REGENERATION PROJECTS

13.1 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:

13.2 Kaiapoi Regeneration Steering Group
The next meeting of the Kaiapoi Regeneration Steering Group will be held in Meeting Room 1, Ruataniwha Kaiapoi Civic Centre, 4pm on Monday 1 October 2018. This meeting is open to the public.

14 BOARD FUNDING UPDATE

14.1 Board Discretionary Grant
Balance as at 12 September 2018: $5048 (including carry forward).

14.2 General Landscaping Budget
Balance as at 12 September 2018: $84,420 (including carry forward).
15 MEDIA ITEMS

16 QUESTIONS UNDER STANDING ORDERS
There were no questions.

17 URGENT GENERAL BUSINESS UNDER STANDING ORDERS
There was no urgent general business.

NEXT MEETING
The next meeting of the Kaiapoi-Tuahiwi Community Board is scheduled for 4pm, Monday 15 October 2018 at the Ruataniwha Kaiapoi Civic Centre.

There being no further business, the meeting closed at 5.15pm.

CONIRMED

___________________________
Chairperson

___________________________
Date
WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO: GOV-26-08-05 / 181002114004

REPORT TO: Kaiapoi -Tuahiwi Community Board

DATE OF MEETING: 15 October 2018

FROM: Greg Barnard Parks Community Asset Officer

SUBJECT: Re-installation of the Dr M Ramsay Commemorative Sundial in Memorial Reserve, Kaiapoi

SIGNED BY: (for Reports to Council, Committees or Boards) Department Manager

1. SUMMARY

1.1 This report is to provide information to the Board to allow a decision to be made on the proposed relocation to the Kaiapoi Memorial Reserve of the Doctor M Ramsay Memorial sundial which was previously located in McAllister Square.

1.2 The proposal is supported by both the Kaiapoi District Historical Society (KDHS) and the Kaiapoi Returned Services Association (RSA)

1.3 The Kaiapoi Returned Services Association has requested that the sundial is re-installed in time for their Remembrance Day commemoration on 11 November which is the 100th anniversary of 1918 WW1 armistice. The Kaiapoi Museum has no preference for the location of the sundial.

Attachments:

i. Photo of Dr M Ramsay Memorial Sundial (in storage) (Trim 181002113960)
ii. Request from the Kaiapoi District Historical Society Request return sundial to the original reserve. (Trim 180906101805)
iii. Ramsay Sundial Proposed Location Map (Trim 181008116471)

2. RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No.181002114004.

(b) Notes that staff have received a request from the Kaiapoi District Historical Society and the Kaiapoi Returned Services Association to re-install the Dr M Ramsay Memorial Sundial.

(c) Notes that both the Kaiapoi District Historical Society and the Kaiapoi Returned Services Association have confirmed that the Kaiapoi Memorial Reserve is the appropriate location to have the sundial re-installed.

(d) Approves the installation of the commemorative sundial to honour Doctor Maxwell Ramsay previously located in McAllister Square, Kaiapoi to Kaiapoi Memorial Reserve.
3. **BACKGROUND**

3.1 Prior to the 2010/11 seismic events that damaged many parts of Kaiapoi, a sundial commemorating the contribution that Doctor Maxwell Ramsay made to Kaiapoi Borough as well as his outstanding war service as a member of the Royal Army Medical Corp and later the New Zealand Division in World War One, was located in McAllister Square adjacent to the then Kaiapoi Service Centre.

3.2 Doctor Ramsay, who was born in Dunedin, was a long term resident of Kaiapoi and served in a number of public capacities including an executive member of the RSA, served various terms on the Kaiapoi Borough Council and Kaiapoi Beautifying Association and was chairman of the Waimakariri Harbour Board. He was also heavily involved in various local sporting groups including the Kaiapoi Golf Club, Kaiapoi Bowling Club, Kaiapoi Workingmen's Club and the Rugby Referees Association.

3.3 On Doctor Ramsay's death a committee was formed to raise money for a suitable tribute. Sufficient funds were raised to install the sundial, together with an appropriate plaque, in the area directly opposite McAllister Square which is now officially designated as the Kaiapoi Memorial Reserve. It was originally placed adjacent to the stature of the lone soldier where it stayed until it was relocated across the road into McAllister Square when the Memorial Reserve was redeveloped into its current form in 2003/4.

3.4 Following damage caused by the earthquakes to McAllister Square and the adjacent Council Kaiapoi Service Centre a decision was made to redevelop the area to make way for the Ruataniwha Centre and the reserve infrastructure was removed and placed in storage.

3.5 The RSA and KDHS have now asked that the sundial be reinstalled at the Kaiapoi Memorial Reserve so that Doctor Ramsay’s war service and contribution to the District can again be publicly acknowledged. It should be noted that the request from the RSA was made verbally by the president of the Association and the KDHS has made a supporting request in writing.

3.6 The KDHS have no preference for the positioning of the sundial within Memorial Reserve but the RSA has expressed a desire that it be placed near the large memorial cross commemorating WW1. They have also asked that it be installed in time for the planned Remembrance Day event to be held in the Reserve on 11th November. Should the Board approve its installation staff have been assured by contractors that this time frame can be met.

4. **ISSUES AND OPTIONS**

4.1. The options available to the Board are:

4.1.1. **Option 1:** Approve the installation of the sundial commemorating the contributions made by Doctor Maxwell Ramsay in an appropriate position in the Kaiapoi Memorial Reserve. **This is the preferred option.**

**Option 2:** Decline the requests from the Kaiapoi Returned Services Association and the Kaiapoi District Historical Society to install the sundial in the Kaiapoi Memorial Reserve. This is not the preferred option.

4.2. Staff recommend the installation of the sundial for the following reasons:
• The sundial as a memorial to Doctor Maxwell’s military service and is therefore in keeping with the other memorials within Kaiapoi Memorial Reserve.

• Kaiapoi Memorial Reserve is a place that is highly regarded by members of the Kaiapoi RSA and the general public and the sundial will provide a direct connection between the work done by Dr Ramsay as a member of the RSA executive and the present members.

• The sundial was originally placed in the area now occupied by the Memorial Reserve following Dr Ramsay’s death in 1937. Given the earthquake damage to the immediate area, relocating it back to near its original position not only provides a link honouring Dr Ramsay but also provides a link to the events that occurred in the vicinity and the subsequent redevelopment.

• While a sundial is no longer of practical use in everyday life it marks the passing of time in a traditional manner which is in keeping with the solemnity of the Memorial Reserve as a place of contemplation of larger events.

4.3. The Management Team have reviewed this report and support the recommendations.

5. COMMUNITY VIEWS

5.1. Groups and Organisations

5.1.1. The RSA has specifically requested that the sundial be placed within Kaiapoi Memorial reserve. The KDHS have requested that the sundial be placed somewhere within the Kaiapoi CBD at a location of the Board’s choosing. If the recommendations in this report are approved staff would work with the RSA to determine the best position for the sundial to be installed.

5.2. Wider Community

5.2.1. Wider community consultation has not been carried out. Given that there is a direct link between the sundial and the Memorial Reserve for the reasons given in section 4.2 of this report and that the main users of the reserve, the RSA, have requested its installation staff believe that the relevant community members are aware of the proposal and wider consultation is not necessary.

5.2.2. It should be noted that staff have attempted to trace any descendants of Doctor Ramsay to inform them of the request and ascertain their views in this matter. Staff were unable to find details of any family members who may be related to Doctor Ramsay.

6. IMPLICATIONS AND RISKS

6.1. Financial Implications

6.1.1. The cost of installing the sundial in the reserve is estimated to be $900. This will be funded by the Greenspace Parks and Reserves General Operations Budget (10.538.100.2465)

6.2. Community Implications

6.2.1. The installation of the sundial will provide the opportunity for members of the RSA to honour a former member who contributed not only to their own organisation but also served their country with honour.
6.2.2. The re-installation of the sundial is consistent with the Council's community outcome of ensuring cultural heritage links with our past are preserved. The re-installation will bring back a positive contribution to Kaiapoi for the community to enjoy.

6.3. **Risk Management**

6.3.1. There is no identifiable risks associated with the installation of the sundial.

6.4. **Health and Safety**

6.4.1. The installation would be carried out under Council’s usual Health and Safety protocols. The original plinth would be used and this would minimise the risk of the structure failing.

6.4.2. The identifiable risks and hazards associated with the correct placement of the sundial are considered negligible.

7. **CONTEXT**

7.1. **Policy**

This matter is not a matter of significance in terms of the Council’s Significance and Engagement Policy.

7.2. **Legislation**

7.2.1. There is no relevant legislation for this matter

7.3. **Community Outcomes**

Places and Spaces

*f. The community’s cultures, arts and heritage are conserved and celebrated*

- Heritage buildings and sites are protected and the cultural heritage links with our past is preserved.

7.4. **Delegations**

The Community Board has the following specific jurisdiction as detailed in the Council’s Delegations Policy Part 3 section 15:

Delegated authority on matters in the Community Board Ward in accordance with Council policies and guidelines in respect of the following matters—

- Approving, on behalf of the Council as landowner, proposed developments or activities on parks, reserves and waterways and within existing budgets;

Greg Barnard

Park Community Asset Officer
3 September 2018

Waimakariri District Council
Private Bag 1005
Rangiora 7440

Dear Greg

Ramsay Sun-Dial

At the meeting of the KDHS on 29th August we discussed the moving back to the Memorial Reserve of the Sun-Dial where it came from in the first place. Dale Brown our President, was not well and did not attend the meeting, but he had been asked by Neill Price of the RSA to us agreeing to the placement back in the Reserve. It was remarked that it stood on a stone or granite stand which was destroyed when the Sun-Dial was moved across to the McAllister Square site in front of the Service Centre. From there it was put in storage when the Library/Service Centre was demolished.

I have contacted Neill Price also, that we are very agreeable to returning the Sun-Dial to its original position.

Yours faithfully

Jean Turvey
Secretary
Kaiapoi District Historical Society

"Somewhere to work, somewhere to live, someone to love, something to hope for."
Norman Kirk, Mayor of Kaiapoi 1953-57, Prime Minister of New Zealand 1974
WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO: RGN-02-01 / 180906101921

REPORT TO: Regeneration Steering Group

DATE OF MEETING: 1 October 2018

FROM: Roxanne Ramsay, Project Administrator – District Regeneration

SUBJECT: Licence to Occupy, AA Bees Club North Canterbury

SIGNED BY: (for Reports to Council, Committees or Boards)

Department Manager

Chief Executive

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1. SUMMARY

1.1 The purpose of this report is to seek approval for staff to issue a Licence to Occupy to the AA Bees North Canterbury Club for the installation of three beehives at Cass Street in the Kaiapoi East Regeneration area.

Attachments:

i. Plan showing the proposed location of the bee hives.

2. RECOMMENDATION

THAT the Regeneration Steering Group recommends:

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No. 180906101921.

(b) Approves staff issuing a Licence to Occupy to the AA Bees Club North Canterbury on the basis of the standard Council Licence to Occupy agreement with the following conditions included:

   i. Term of lease is for an initial period of 3 years with the right of renewal and the rental fee being $1.00 per year.

   ii. The plan, spatial definition, and landscape design of the area to be approved by the Community Greenspace Manager.

   iii. The club shall obtain the written approval of the Council prior to the erection of any signage and structures (including fences).

   iv. The Kaiapoi-Tuahiwi Community Board have the right to terminate the contract immediately should there be any nuisance caused to the neighbouring property or the wider community, or any non-compliance with the Licence conditions.

   v. The maintenance of the area will maintained to a standard that is acceptable by the Council.
3. **BACKGROUND**

3.1 Susani Gebhardt, a member of the AA Bees Club North Canterbury, recently met with Mayor David Ayers and Chris Brown, Community and Greenspace Manager with a proposal for the club to install three beehives at Cass Street in the Kaiapoi East Regeneration area.

3.1 The AA Bees Club North Canterbury has been operating since 2016 and has around 40 members. The club meet twice a month. One day is for a hive day and the other day is for a discussion evening.

3.2 The presence of the beehives at the identified location would be unlikely to result in an increased risk of bee stings to members of the community using the nearby reserve areas as there are already bees in the area. There is no restriction on private bee hives being installed close to reserve areas.

4. **ISSUES AND OPTIONS**

4.1. **Option 1 – Issue a Licence to Occupy**

4.1.1. The club are looking for a space of approximately 20 x 20 metres. The area will be fenced with deer fence netting to a height of 1.8 metres with a lockable gate entrance. An interpretive panel will be attached to the fence telling the story of bees. The club would not require vehicle access to the area.

4.1.2. The proceeds from the honey that is produced would be used to go back into the club to buy protective equipment. Some of the honey produced would be given to the Kaiapoi Food Bank as a way of giving back to the community.

4.2. **Option 2 – Decline a Licence to Occupy**

4.2.1. Decline the Licence to Occupy option and leave as status quo.

4.3. The Management Team have reviewed this report and support the recommendations.

5. **COMMUNITY VIEWS**

5.1. **Groups and Organisations**

5.1.1. The AA Bees Club work to ensure a thriving and sustainable club is maintained in the North Canterbury area and advocate for beekeeper’s interests, support bee health research and deliver practical training and information to the clubs members.

5.2. **Wider Community**

5.2.1. The wider community has not be consulted however the AA Bees Club have been in contact with the neighbouring property owners who are supportive of the beehives being located near their property. Staff have followed this up with the neighbouring property owners to confirm their approval.

6. **IMPLICATIONS AND RISKS**

6.1. **Financial Implications**

6.1.1. The Council is not being asked for a financial commitment for the installation or on-going costs of the beehives. The hives will be managed by the local Kaiapoi Commercial Bee Keeper and the club will maintain the grass inside the fenced area. The club will also provide the fencing and the landscaping around the area.
6.2. Community Implications

6.2.1. There are a number of community benefits associated with this proposal including the following:

- Beekeeping has positive ecological consequences and it is estimated that one third of the food that we consume each day relies on pollination mainly by bees.
- The pollination of bees helps the ecosystem remain diverse and sustainable.
- Provides the opportunity for a local club to promote an outdoor activity and will help raise awareness of the important role bees play in the environment.
- Will provide education opportunities (co-ordinated with the Kaiapoi Food Forest).

6.2.2. There will be a nuisance clause included in the Licence to Occupy stating the Kaiapoi-Tuahiwi Community Board will have the right to terminate the contract immediately should a nuisance be caused to the neighbouring property or the wider community.

6.3. Risk Management

6.3.1. The appropriate fencing, signage and planting will be installed to ensure the safety of the community.

6.3.2. The beehives will be fenced off in a locked compound and will be strapped down to prevent them from being stolen. The hives will be located near to a neighbouring property which should deter the public from trying to enter the site.

6.4. Health and Safety

6.4.1. Members of the Parks and Recreation team have met with Susani Gebhardt to assist with the planning of a Health and Safety Management Plan for the beehives.

6.4.2. There will be signage attached to the fence that will provide information on what to do if you are stung by a bee. The club will be growing some known herbs that can reduce minor reactions to bee stings on site as part of the landscaping.

7. CONTEXT

7.1. Policy

This matter is not a matter of significance in terms of the Council’s Significance and Engagement Policy.

7.2. Legislation

7.2.1. Reserves Act 1977

7.2.2. Sport and Recreation Reserves Management Plan 2015

- Under section 5.7 policy 4 it is considered that public notification is not necessary.

- Under section 5.7 policy 13 states a licence may be issued for a proposed use of less than three years, and where Council has the right to resume occupation at any time during that period with one month notice.
• Under section 5.7 policy 14 states all licence agreements shall identify:
  a) The term of the licence;
  b) Fees/rent payable according to Council policy;
  c) Fees/rent to be reviewed every three years;
  d) Any conditions attached to the licence; and
  e) The responsibilities of the lessor and lessee with respect to maintenance.

7.2.3. Greater Christchurch Regeneration Act 2016 – it is considered that the proposal
does not conflict with the Recovery Plan.

7.2.4. It is a legal requirement in New Zealand for all beekeepers to register themselves
and the details of their apiary locations.

7.3. Community Outcomes

• There is a healthy and sustainable environment for all.
• There are areas of significant indigenous vegetation and habitats for indigenous fauna.

7.4. Delegations

7.4.1. The Kaiapoi-Tuahiwi Community Board have the delegated authority to on matters
in the Community Board Ward in accordance with Council policies and guidelines
in respect of the following matters:

• Granting of new leases or licences on reserve land: excluding the airfield.
1. SUMMARY

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>1 October</td>
<td>Youth Development Grant shortlisting</td>
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<tr>
<td>2 October</td>
<td>Kaiapoi-Tuahiwi Community Board Submission workshop with WDC staff re ZIPA (Water Zone Committee) and Public Transport Strategy</td>
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<tr>
<td>6 October</td>
<td>Silverstream Reserve meeting</td>
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<tr>
<td>10 October</td>
<td>Forestry Harvesting Project Control Group meeting</td>
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THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No. 181008116679.

Jackie Watson
Chair
Kaiapoi-Tuahiwi Community Board