MINUTES FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD TO BE HELD IN PEGASUS COMMUNITY CENTRE, 8 TAHUNA STREET, PEGASUS ON MONDAY 12 JUNE AT 7PM.

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

IN ATTENDANCE
Mayor Ayers, C Sargison (Manager, Community and Recreation), S Nichols (Governance Manager), K Stevenson (Roading Manager), T Sturley (Community Team Manager), G Barnard (Parks Community Assets Officer), G Byrnes (Te Kōhaka o Tūhaitara Trust), and E Stubbs (Minutes Secretary).

1 APOLOGIES
Nil.

2 CONFLICTS OF INTEREST
Item 7.3 - R Mather
Item 17 - A Thompson

3 CONFIRMATION MINUTES
3.1 Minutes of the Woodend-Sefton Community Board – 8 May 2017

Moved S Powell seconded R Mather

THAT the Woodend-Sefton Community Board:
(a) **Amends** the minutes of the Woodend-Sefton Community Board meeting held 8 May 2017 as follows:
   - Item 11.1, sixth bullet point, first sub-bullet point: remove detail on camera.
   - Item 11.5, fourth bullet point, first sub-bullet point: change to ‘Challenging the Tiritiri Moana Drive to Kaiapoi Pa Road access decision’.
(b) **Confirms** the circulated minutes of the Woodend-Sefton Community Board meeting, held 8 May 2017, as a true and accurate record.

CARRIED

4 MATTERS ARISING
Nil.

5 DEPUTATIONS FROM THE COMMUNITY
Nil.

6 ADJOURNED BUSINESS
Nil.
REPORTS

7.1 Pegasus to Waikuku Beach Link – K Stevenson (Roading Manager)

K Stevenson advised that he had met with Te Kōhaka O Tūhaitara Trust (Trust) and visited the existing Trust walkway/cycleway between Reserve Road, Waikuku Beach and Tiritiri Moana Drive, Pegasus. Upgrading the path would provide a good connection between Waikuku Beach and Pegasus.

G Byrnes spoke about the safety of the path as being a matter of perception. From informal surveys conducted at entrance points to the path, respondents had been unanimous in advising they felt safe. There were many regular users of the path including Trust volunteers; recreational runners, cyclists and walkers; families; and students from Pegasus School. To improve the feeling of safety at Tiritiri Moana Drive a number of simple measures could be undertaken, for example, removing and/or pruning back trees at the path entrance and sewerage ponds.

G Byrnes added that there would also be changes when the forestry harvest was completed which would open the area and allow pockets of native plants and trees to be established. In addition, cameras could be intermittently placed around the park.

K Stevenson advised that the upgrade would be a wide, all weather path, as well as repair and upgrade work along Tiritiri Moana Drive, Pegasus.

A Thompson asked about cutting the fence to Kaiapoi Pa Road for cyclists and walkers. R Mather advised the matter was ongoing.

S Powell asked if the carpark could be improved with gravel. G Byrnes responded that it would require discussion with the Council.

S Powell asked if the path along Tiritiri Moana Drive, Pegasus would be widened. G Byrnes replied that the path was relatively wide, however the vegetation on either side required maintenance. Increased signage would also highlight that it was a link.

J Archer asked if there was any recognition of the value of pines for establishing plantings and if concerns had been raised regarding forestry extraction damaging the secondary dune system. G Byrnes invited J Archer to the site to observe the work, as Trust staff were gaining a good understanding of dune restoration.

Moved R Mather seconded A Allen

THAT the Woodend-Sefton Community Board:

(a) Receives report No 170526054014.

(b) Approves the upgrading of the existing Te Kōhaka O Tūhaitara Trust walkway/cycleway between Reserve Road in Waikuku Beach and Tiritiri Moana Drive in Pegasus and the upgrading of the exiting path in Tiritiri Moana Drive.

(c) Circulates this report to the Utilities and Roading Committee.

Recommend that the Council:

(d) Reallocates the 2017/18 budget allocation for Kaiapoi Pa Road to the upgrading of the existing Te Kōhaka O Tūhaitara Trust walkway/cycleway between Reserve Road in Waikuku Beach and Tiritiri Moana Drive in Pegasus and the upgrading of the existing path in Tiritiri Moana Drive.

CARRIED
R Mather commented that she believed a connection between Waikuku and Pegasus was extremely important and was something that had been advocated for some time. She wanted to see the track suitable for all users, including parents with prams, and mobility scooters.

A Allen reiterated the importance of suitability for disability users.

A Thompson agreed that the sewerage pond area was ‘scruffy’ and would benefit from improvements.

A Blackie noted the budget for the Kaiapoi Pa Road was available to fund the proposed path upgrade.

S Powell thanked staff for the report noting her concerns had been addressed with regard to safety.

7.2 The Future of six Council owned Silver Birch trees in Owen Stalker Park, Woodend – G Barnard (Parks Community Assets Officer)

G Barnard spoke to report. The six Silver Birch trees were located beside the new Ministry of Education (MoE) building for Woodend School. The new building was much larger than the previous building and the emergency exits were now located beside the Silver Birch trees. In the event of an emergency, the location of the trees close to the exit could cause confusion during an evacuation.

G Barnard highlighted that removal of the Silver Birch trees did not meet the criteria under the Council’s policy, however it was Board’s discretion. The MoE was not insisting the trees be removed, however, in the interest of being a ‘good neighbour’, it was suggested removing the trees would be sensible.

J Archer asked if an Acacia in Owen Stalker Park could be removed at the same time. G Barnard advised it was the Board decision but it had not been included in the scope of the report before the Board. Proposed changes to Owen Stalker Park would be brought to the Board in the next year and it was more appropriate to consider that particular tree at that time.

S Powell noted there would be funding for replanting and asked if replanting could be deferred until the overall plan for Owen Stalker Park had been completed. G Barnard confirmed that was possible.

J Meyer asked if all the trees required removal. G Barnard commented that it was possible, however the trees had not been assessed individually and there would still be issues with sight lines. In relation to safety, the recommendation was that all the trees be removed.

Moved J Archer    seconded A Thompson

THAT the Woodend-Sefton Community Board:

(a) Receives report No. 170531055420.

(b) Approves the removal of the six council owned Silver Birch trees situated in the northern boundary of Owen Stalker Park located at 19 Main North road, Woodend due to the proximity to the emergency exits of the new Woodend Primary School building.

(c) Notes that the removal of the Silver Birch trees is not consistent with section 4.4 of the Council’s Street and Reserve Trees Policy S-CP 4535.

CARRIED
J Archer commented, having viewed the trees, he believed they did not add amenity value to the park. In addition Silver Birch trees had been known to be the cause of some health issues.

S Powell stated that although she was not in favour of removing healthy trees, she understood the rationale for the Ministry request being that the trees could cause disorientation in an emergency, and therefore supportive of the motion.

**7.3 Applications for Woodend-Sefton Community Board Discretionary Grant 2016-2017 – K Ward (Community Board Advocate)**

_Having declared an interest, R Mather sat back from the table and took no part in discussions._

S Nichols took the report as read.

S Powell queried the sustainability of The Woodpecker newsletter, as the grant only covered two months of cost, noting that community newsletters were often run as fundraisers. S Nichols advised that The Woodpecker had sought funding approximately two and a half years ago when questions had also been raised regarding its ongoing viability. The Board had an option to defer the report if members had questions relating to financial information.

A Allen asked if the group had sought other sponsorship, noting 5% of Kaiapoi-Tuahiwi residents received the newsletter and that the amount requested would reduce the Board’s discretionary grant balance to $320. S Nichols advised a new allocation of funding would be available in July.

S Powell queried, if the Board did approve a grant, whether it would be possible to put parameters on when the Trust could reapply. S Nichols replied that was at the discretion of the Board, including an option that the Trust be requested not to apply to the Board within the next twelve months.

Moved J Archer seconded A Thompson

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

(a) Receives report No. 170601056210.

(b) Approves a grant of $500 to the Woodpecker Community Trust towards the shortfall between commercial advertising and printing costs for three months.

(c) Requests that the Woodpecker Community Trust do not apply to the Woodend-Sefton Community Board for a grant within twelve months.

**LOST**

J Archer commented that the value of a community newsletter should not be underestimated, having only received positive comments about The Woodpecker. He would be sad to see it disappear from the community and believed the Council should support this type of local communication.

J Archer referenced discussions at the recent New Zealand Community Boards’ Conference regarding engaging with the community and saw The Woodpecker as a vehicle for engagement which could be better utilised by the Community Board.

A Thompson believed that The Woodpecker and Sefton Community News were advocates for the Community Board and that it could be argued that they assisted the Board in doing its job. The Board could ask that items, such as upcoming Community Board meetings, be advertised.
A Allen suggested that if the discretionary grant funds were not carried over into the next financial year, then $600 could be granted to the Trust, as the Board had the discretion to exceed the requested amount.

Moved A Allen seconded A Blackie

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

(a) **Receives** report No. 170601056210.

(b) **Approves** a grant of $600 to the Woodpecker Community Trust towards the shortfall between commercial advertising and printing costs for three months.

(c) **Requests** that the Woodpecker Community Trust do not apply to the Woodend-Sefton Community Board for a grant within twelve months.

**CARRIED**

A Blackie commented the Board funds are available to be spent, and did not exceed the amount of the cost of the project as per the application.

A Thompson commented that the money did not have to be spent and would not support the motion as it would not be good stewardship to exceed what had asked been for.

J Archer commented that it was a generous offer.

J Meyer was supportive of the motion.

7.4 **Approval of the Woodend-Sefton Community Board Plan – K Ward (Community Board Advocate)**

S Nichols took the report as read, noting the Board Plan would be reviewed in February 2018 and could be amended at that time. It was suggested a slight reorganisation of the order of content be made.

R Mather suggested that the Waikuku Pegasus track be added and that under Walking and Cycling, page 3, it should refer to the ‘Woodend Beach Cycleway’.

Moved S Powell seconded R Mather

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

(a) **Receives** report No. 170531055847.

(b) **Approves** the final version of the Woodend-Sefton Community Board Plan (Trim: 170110001412) subject to any minor edits discussed and approved by the Board Chairperson.

**CARRIED**

7.5 **Report back on New Zealand Community Boards’ Conference 2017 – S Powell (Board Chair), A Thompson (Board Member), R Mather (Board Member), A Allen (Board Member), and J Archer (Board Member)**

S Nichols advised that feedback from the other Boards would also be circulated.

J Archer expressed his thanks at being able to attend the conference.
THAT the Woodend-Seton Community Board:
(a) Receives report No. 170524052890.
(b) Circulates the attachments to the other Community Boards.

CARRIED

A Thompson raised that the Board should meet to reflect collectively and
express what they got out of the conference. Staff would work with the Chair
to arrange such a discussion.

8 CORRESPONDENCE

Nil.

9 CHAIRPERSON’S REPORT

9.1 Chairperson’s Report for 1 May - 4 June 2017

THAT the Woodend-Seton Community Board:
(a) Receives report No.170607057594.

CARRIED

10 MATTERS FOR INFORMATION

10.1 Oxford-Ohoka Community Board meeting minutes – 8 May 2017
(Trim No. 170504043961)

10.2 Rangiora-Ashley Community Board meeting minutes – 10 May 2017
(Trim No. 170504043973)

10.3 Kaiapoi-Tuahiwi Community Board meeting minutes - 15 May 2017
(Trim No. 170511047432)

10.4 Customer Satisfaction Survey 2016 Reports – Community Support and
Community and Recreation Services and Facilities - R McClung (Senior
Policy Analyst) – Report to Community and Recreation Committee –
16 May 2017 (Trim No. 170503043774)

10.5 Library Update - P Ashbey (Libraries Manager) – Report to Community
and Recreation Committee – 16 May 2017 (Trim No. 17050448535)

10.6 Capital Projects Report for the period ended 31 March 2017 -
P Christensen (Finance Manager) – Report to Audit and Risk Committee –
16 May 2017 (Trim No. 170501041899)

10.7 Customer Satisfaction Survey 2016 Reports – Customer Service and
Democratic Process, Communications and Overall Satisfaction -
R McClung (Senior Policy Analyst) – Report to Audit and Risk Committee
– 16 May 2017 (Trim No. 170503043785)

10.8 Register of Interests for Elected Members - S Nichols (Governance
Manager) – Report to Council – 6 June 2017 (Trim No. 170423039527)

10.9 Consultation of the Draft Waste Management and Minimisation Plan -
S Collin (Infrastructure Strategy Manager) and K Waghorn (Solid Waste
Asset Manager) – Report to Council – 6 June 2017 (Trim No.
170501042046)
10.10 **Changes to Woodend Beach Speed Limits** - K Stevenson (Roading Manager), H Davies (Roading Projects Engineer) and C Sexton (Summer Intern Engineer) – Report to Council – 6 June 2017 (Trim No. 170517049561)

10.11 **Pegasus Road Connection to Gladstone Road Budget Adjustment** - K Stevenson (Roading Manager) - Report Council 30-31 May 2017 (Trim No. 17051805120)

10.12 **Community and Recreation Department Staff Submission** - C Sargison (Manager Community and Recreation) - Report to Council - 30 May 2017 (Trim No. 170505044822)

Moved J Meyer    seconded J Archer

THAT the Woodend-Sefton Community Board receives the information in items 10.1-10.12.

**CARRIED**

### 11 MEMBERS’ INFORMATION EXCHANGE

It was suggested that members provide a written copy of their report prior to the meeting. At the meeting members could comment further on specifics.

11.1 **A Allen**

- Sefton Tug of War
  - Successful day, met local residents who raised concerns regarding trees. Staff would follow up matters, advising any tree removal required consultation with the local community and a report to the Board.

- Waimakariri Health Advisory Group meeting (WHAG)
  - The Bottle-O in Pegasus was proceeding.

- North Canterbury Neighbourhood Support (NCNS)
  - Old Fashioned Picnic on 9 July 2017; invited Community Board members to attend.
  - Noted disestablishment of Community Constable role and suggested the Board submit in support of retaining the position for localism and community connection.

11.2 **A Thompson**

- Raised the importance and sensitivity of the coastal strip. It had been raised at the recent All Boards meeting, and a robust process was important with a wide variety of view and implications of change.

11.3 **A Blackie**

- Three Waters Rating Review Subcommittee:
  - Draft recommendation for the proposed district wide rating scheme will be reported to the Council and then proceed to community consultation (probably through the Long Term Plan process). It was anticipated little effect on rates in Woodend-Sefton ward.

- Gladstone Road Emergency Access Road:
  - Progressing with staff assessing options for a locked or automated gate.

- Elected Member Interests Register:
  - Commented on Council report regarding Elected member interests register. It was advised that the matter would come to the Board in August. It was related to transparency of elected members. D Ayers clarified only that which could be conceivably related to Council contracts was required to be disclosed.
11.4 **J Meyer**
- Council had been busy with the Annual Plan matters and were trying to keep the average rate rise under 4%.

11.5 **R Mather**
- Pegasus Residents Group (PRG):
  - The Pegasus Community Centre was open and operational. There would be an official opening in July.
  - AGM held 9 May 2017. D Ayers and C Sargison had been present to answer questions and K Stevenson had provided a roading update.
  - Upcoming fundraising evening.
  - Written to Todd Properties regarding concerns on a number of issues.
  - Christmas by the Lake, Saturday 9 December 2017.
  - School holiday programme to be run at the Community Centre.
- The Woodpecker:
  - Articles on Community Board and Residents Group
  - AGM held 1 May 2017. Now circulated to Pegasus, plans in place to resolve funding situation long term.
- Attended New Zealand Community Board Conference.
- Attended Sefton Tug of War.
- Attended cultural diversity workshop.
- Attended All Boards briefing.

11.6 **J Archer**
- Woodend Community Association:
  - Raised concern that when the Woodend Community Centre was utilised for concerts and school presentations, no staging was available. Staff advised staging could be hired and the resource consent did not permit live music at the hall.
  - The Boys Club at Woodend Domain had requested three trees be removed due to acorn dropping and sun shade issues.

12 **CONSULTATION PROJECTS**

12.1 **Ohoka Domain**

12.2 **Waste Management Minimisation Plan**
S Powell was trying to organise a drop in session specifically for kerbside collection.

12.3 **Draft District Development Strategy**
There will be a drop in session for the District Development Strategy at the Woodend Community Centre, 6 July 2017.

Consultation was important and it was requested Board members ‘spread the word’ in their communities.

The Board noted the consultation projects.

13 **FOSTERING COMMUNITIES**

13.1 **Update on Community Team priorities. T Sturley (Community Team Manager)**
T Sturley distributed a handout ‘Strategy/Ideas to Action’ and provided an update on Community Team priorities. She highlighted the link between international/national/regional and local strategic priorities and noted that the Council was a World Health Organisation-recognised Safe Community.
T Sturley outlined a number of initiatives and results in the Waimakariri Community including:

- Timebank - which had a new steering group.
- LinC Programme – to grow local leaders
- Working with Migrants – English language classes, ‘got your back’, educating migrants workers and employers
- Youth development – new intake for Youth Council
- Volunteer Sector Project – promoting volunteering
- Development of shared centre hubs – more holistic approach
- Facilitating links – for consultation
- Assisting community networks, associations and residents groups.

S Powell thanked T Sturley for the overview and commented that it had been a desire of the Board to understand youth needs in the area and wanted to improve engagement with youth.

A Allen enquired of the Youth Council being advised the group represented each area in the district with an age range from 17 to early 20s. Mayor Ayers, Councillors Doody and Gordon, and Community Board member Thomas Robson were also members of the Youth Council. A Allen commented that not all Waimakariri residents went to school in the district and asked if that had been considered. T Sturley noted that it had been, with Canterbury University students on the Council and a promotion via social media for nominations.

T Sturley advised that the Youth Council had co-chairs which provided more of a voice. They had recently undergone team building and skills development with their first priority to look at the Youth Development Strategy. D Ayers advised that the Youth Council would be invited to the All Boards meeting to meet the Community Board members to enhance their understanding of issues in the wider community.

14 REGENERATION PROJECTS

14.1 **Town Centres, Woodend-Pegasus**

14.2 **New Arterial Road, Kaiapoi**

It was noted that the Kaiapoi-Tuahiwi Community Board were looking at arterial road issues this month.

The Board noted the Regeneration Projects.

15 BOARD FUNDING UPDATE

15.1 **Board Discretionary Grant**

15.2 **General Landscaping Budget**

The Board noted the balances.

16 MEDIA ITEMS

Pegasus Community Centre.
MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

Section 48, Local Government Official Information and Meetings Act 1987

Moved S Powell  seconded J Meyer

THAT the public be excluded from the following parts of the proceedings of this meeting.

CARRIED

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution, are as follows:

<table>
<thead>
<tr>
<th>Item No</th>
<th>Minutes/Report of:</th>
<th>General subject of each matter to be considered</th>
<th>Reason for passing this resolution in relation to each matter</th>
<th>Ground(s) under section 48(1) for the passing of this resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td>17.1</td>
<td>C Sargison (Manager Community and Recreation)</td>
<td>General Landscaping Budget</td>
<td>Good reason to withhold exists under Section 7</td>
<td>Section 48(1)(a)</td>
</tr>
</tbody>
</table>

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987, and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

<table>
<thead>
<tr>
<th>Item No</th>
<th>Reason for protection of interests</th>
<th>Ref NZS 9202:2003 Appendix A</th>
</tr>
</thead>
<tbody>
<tr>
<td>17.1</td>
<td>Protection of privacy of natural persons To carry out commercial activities without prejudice</td>
<td>A2(a) A2(b)ii</td>
</tr>
</tbody>
</table>

CARRIED

The meeting adjourned at 9.03pm and reconvened at 9.10pm.

CLOSED MEETING
The public excluded portion of the meeting occurred from 9.10pm to 9.50pm.

Resolution to resume in Open Meeting
Moved S Powell  seconded A Thompson

THAT the open meeting resumes and the business discussed with the public excluded remains public excluded.

CARRIED

OPEN MEETING
18 QUESTIONS UNDER STANDING ORDERS
There were no questions under Standing Orders.

19 URGENT GENERAL BUSINESS UNDER STANDING ORDERS
There was no urgent general business under Standing Orders.

NEXT MEETING
The next meeting of the Woodend-Sefton Community Board is scheduled for 7pm, Monday 10 July 2017 at the Woodend Community Centre.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 9.52PM.

CONFIRMED

__________________________
Chairperson

__________________________
Date