MINUTES FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD
HELD IN THE PEGASUS COMMUNITY CENTRE, MAIN STREET, PEGASUS ON
MONDAY 9 OCTOBER 2017 AT 7PM.

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

IN ATTENDANCE
C Brown (Community Green Space Manager), S Nichols (Governance Manager) and
E Stubbs (Minutes Secretary).

1 APOLOGIES
Moved J Archer Seconded R Mather
An apology was received and sustained from A Allen for absence.
CARRIED

2 CONFLICTS OF INTEREST
Nil.

3 CONFIRMATION MINUTES
3.1 Minutes of the Woodend-Sefton Community Board – 11 September 2017
Moved J Meyer seconded R Mather
THAT the Woodend-Sefton Community Board:
(a) Confirms the circulated minutes of the Woodend-Sefton Community
Board meeting, held 11 September 2017, as a true and accurate record.
CARRIED

4 MATTERS ARISING
Nil.

5 DEPUTATIONS AND PRESENTATIONS FROM THE COMMUNITY
5.1 Jenny Lake, Sales Manager of Ravenswood, spoke to agenda item 7.1 (Road
Naming for Ravenswood Developments). J Lake tabled a stage map and
advised that construction of Stage 1 would start at the end of the month.

The Clegg farm had been purchased for the development and the sales and
purchase agreement had included the provision that a road would be named
‘Clegg’. Inadvertently this had not been included when road names were
formed and J Lake requested the change from Lilburne to Clegg to honour
that agreement. J Lake noted that the Clegg family had been in Woodend for
over 50 years.

A Blackie noted that the proposed change from Shipton to Shrimpton was the
result of a typing error.

Item 7.1 was taken at this time.
5.2 C Brown, Green Space Manager spoke to the Parks and Playground Management Plan. 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 Long Term Plan (LTP)
- to seek the Boards feedback on the projects and timing of those projects which have been identified by staff to fill gaps in levels of service
- to seek the Boards feedback regarding any projects for consideration as part of the LTP 2018/2028

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 proposed 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 vary 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 proposed changes in LoS include:

- An emphasis on the assessment of play value and a specified age and ability provision linked with park catchment type
- 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
- Premium supplementary play assets (skate parks etc): Provision of skate parks in an even distribution across the District’s key activity centres. Size and scale will reflect the population catchment
- More emphasis on integrating opportunities for inclusive play into play space general design, rather than specific equipment provision

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

- Milton Memorial Reserve
- Elm Green / Kippenburger linkage
- Hurunui Reserve, Pegasus
- East Eyreton Domain
- Skate Park in Woodend/Pegasus Area

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 and public expectations. There was an aim to complete one or two per year. Woodend Sefton Community Board had six in the list of fifteen:

- Owen Stalker Reserve
- Waikuku Beach North Oval
- Woodend Beach Domain
- Allin Drive Reserve
- Pegasus View Park
- Pankhurst Reserve

S Powell asked if youth had been consulted and if a skatepark was what they wanted as a skatepark was just one possibility. C Brown advised that consultation had not yet been undertaken in the area but was likely in the
future. Currently youth were also using scooters in skateparks. If there was approval, the first action would be to go to the community. At a high level the LoS indicated there needed to be something like that in the Board’s community area, however there were many issues to consider; for example, considering the position of SH1 or would there need to be two smaller skate parks. Also to be considered was land availability.

S Powell inquired about developer contributions to playgrounds in Ravenswood. C Brown replied that developers could offset against reserve development contributions. There would be other requirements; for example, contributions to Gladstone Park. The developer could build something which exceeded the LoS as long as it was maintainable and replaceable within operational budgets. It was commented there was not a huge amount of reserve land identified on the Ravenswood map and C Brown advised that in Stage 6 there was proposed to be a half basketball court. In addition, need for a skate asset had been identified.

A Blackie raised the removal of tractors from playgrounds for safety reasons. There was some discussion around safety requirements in playground with some board members expressing concern that favourite pieces of play equipment were being removed. C Brown noted staff would do their best to retain the train in Owen Stalker Park. It was asked if kids were being ‘cotton-woolled’ and C Brown commented that Council had to adhere to safety standards.

C Brown advised that proposed changes to LoS for toilets included:
- Provision of toilets in Neighbourhood Parks with large catchment areas
- Unisex and accessible cubicles in new toilets
- Trend towards having toilets closed at night
- Development of a LOS for town centre toilets
- Development of LOS for toilets on or servicing land owned by others; for example, Department of Conservation (DOC) and Environment Canterbury (ECan) land at Saltwater Creek

A Thompson queried why Council toilets did not have soap and C Brown replied it was due to vandalism. A Thompson asked why there could not be a robust mechanism and C Brown replied that any attachments such as hand driers or soap got kicked off. They were replaced until it had happened too often. Toilet vandalism was high and there was always a toilet in the district getting repaired. At least two toilets a week had graffiti.

J Archer asked if hidden cameras could be placed on toilet blocks and C Brown advised that there were privacy laws and it was uneconomical unless they were high use locations. Police have prosecuted a number of offenders after investigating graffiti cases.

C Brown explained that the implications of the proposed new LoS meant there were new toilets are required in some locations to meet the revised standards of provision. These were:
- Mandeville Sports Ground Equestrian,
- Rangiora Town Centre,
- Millton Memorial Reserve
- West Oxford Reserve

The proposed toilet replacement schedule is:
- Victoria Park Upgrade
- Kairaki Reserve
- Ashley Picnic Ground
Woodend Beach Domain
Maria Andrews

To complete these projects would take around 10 years, however the Woodend Beach Domain toilets would have some remediation this year.

An assessment had been undertaken to determine what sports facilities would be required over the next 30 years. The assessment included consideration of:

- sport and recreation trends
- carrying capacity of current fields
- population and demographic projections
- participation trends

Implications of the assessment was that with regard to sports facilities there was nothing required in the Woodend-Sefton community area for the next 30 years.

Over the entire district conclusions were:

- No new land was required to cater for projected numbers of sports field users. Even with district growth participation numbers for games were remaining relatively static
- A Four Court indoor venue was a high priority
  - 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
  - Upgrades include increased drainage and sand carpet fields, Currently some fields only had a carrying capacity of 4 hours per week which could be improved to over 14 hours
  - Money for an artificial turf would be better spent on improving a number of fields around the district.
- Development of a softball facility in Kaiapoi

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

- 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

C Brown advised that the installation of a fully accessible beach viewing platform at Pegasus should be straightforward, however it would be difficult at Waikuku due to the nature of the beaches and current access. R Mather requested that the fully accessible beach viewing platform at Pegasus Beach be pushed up the list of priorities, as it was relatively easy to complete and Pegasus was already well utilised by those with accessibility issues.

C Brown requested feedback on the priority for the installation of a new surf lifesaving tower at Pegasus Beach. S Powell commented that feedback from people was that they valued the lifesaving service.
Ongoing funding of $2000 annually for the Taranaki Stream Development (similar to what occurred at Silverstream) was discussed. C Brown commented that it was easily justifiable in terms of LoS. A Thompson commented that arrangements needed to be made to allow the group to step up. A level of certainty in funding would be helpful. C Brown advised Taranaki Stream development would be added to the list of priorities.

R Mather asked if community centres and halls were included within the Plan. C Brown advised that C Sargison (Community & Recreation Manager), was completing a community facility strategy. LoS around community facilities and meeting space would be included in that work.

Improving the acoustics at Waikuku Hall was queried. It was noted it had been included in the Board’s Annual Plan submission. C Brown advised that he would ask staff to investigate options for acoustic panelling at the hall and add that to the LoS list of priorities.

A Thompson noted the walkability issues around SH1, especially with regard to community facilities, and asked about a safe pedestrian passage across the road. J Meyer noted the presence of a pedestrian underpass in the North Island. S Powell raised another barrier to community connectivity, being the lack of public transport to and from Rangiora.

J Archer raised the possibility of future need for swimming pools and a library in Ravenswood, and the need to set aside land for them before it was too late. C Brown advised that in terms of aquatics there was no plan for another aquatic facility in the Board’s community area. Pools were very expensive to build and run. The existing Kaiapoi Library serviced the entire Kaiapoi-Woodend ward. It was suggested that C Sargison could speak to the Board regarding community facilities.

A Thompson congratulated staff on the speed of installation of the Alison Swain memorial seat.

6 ADJOURNED BUSINESS

Nil.

7 REPORTS

7.1 Road Naming – Ravenswood Developments Limited, Woodend – S Morrow (Land Information Officer).

S Morrow spoke briefly to the report noting that its purpose was to reconsider renaming two roads.

S Powell asked if ‘Drive’ fitted the type of road proposed as Clegg Drive. S Morrow commented that a ‘Drive’ was more of a long road, it did not really suit a shorter road. There was already a long Drive in the subdivision. S Morrow’s recommendation was for ‘Street’

A Blackie sought clarification whether ‘Avenue’ was a suitable descriptor for road number b (Shrimpton), as he questioned if an ‘avenue’ normally went in a curve. S Nichols advised that an ‘avenue’ was a broad roadway usually planted each side with trees.

Moved R Mather seconded A Blackie

THAT the Woodend-Sefton Community Board:

(a) Receives report No 170926103729.

(b) Approves the alteration to the existing road name number 6 from Shipton Avenue to Shrimpton Avenue.
(c) Approves the alteration of existing road name number 3 to Clegg Street.

CARRIED

Item 5.2 was taken at this time.

7.2 Draft Public Domain Policy Reference Group – G Meadows (Policy Manager)

C Brown advised the Reference Group would develop policy around permitted activities in Business 1 and Business 2 public domain areas; for example, hawkers, buskers, café seating, sandwich boards.

S Nichols advised that A Allen had expressed interest. Timeframes for the meetings would be determined once the group had been formed. Oxford-Ohoka Community Board had appointed J Lynn.

Moved A Blackie seconded R Mather

THAT the Woodend-Sefton Community Board:

(a) Receives report No. 170926103974.

(b) Approves Board member Andrea Allen to represent the Woodend-Sefton Community Board on the Draft Public Domain Policy Review Reference Group.

CARRIED

8 CORRESPONDENCE

The timing of the response to the Draft Annual Plan was initially queried, with S Nichols advising that the document had been sent to the Board Chair’s only.

Moved A Thompson seconded J Archer

THAT the Woodend-Sefton Community Board:


(b) Receives the invitation from the Kaiapoi RSA to attend the Memorial Service to commemorate the centennial of the Battle of Passchendaele (Trim 170922102696).

CARRIED

It was noted that A Blackie and S Powell would be attending the Memorial Service. One wreath would be laid on behalf of the Waimakariri District, and another on behalf of the people of Belgium.

S Nichols advised that there were two key events the Waimakariri District Council’s representatives to Belgium would be attending.

9 CHAIRPERSON’S REPORT

9.1 Chairperson’s Report for September-October 2017

Moved S Powell seconded A Blackie

THAT the Woodend-Sefton Community Board:

(a) Receives report No. 171002106157.

CARRIED

A Thompson commented on the suggestion from the Chair of the Woodend-Sefton Community Board at the recent All Boards meeting, to initiate a web link to keep people up to date on the forestry operation at the
beach and to allow people to view the latest programme of work. A Thompson commented that he did not believe that the simple message of why the logging was occurring was as comprehensive as required; that was what people would get agitated about. S Powell noted the forestry would be replanted in a manner better than the existing forestry planting, and a coastal native strip would be retained. A Thompson suggested there could be lots of questions and concerns from the community.

10 MATTERS FOR INFORMATION

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

10.2 Rangiora-Ashley Community Board meeting minutes – 13 September 2017 (Trim No. 170919101095).

10.3 Kaikapoi-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 R Mather seconded J Archer

THAT the Woodend-Sefton Community Board receives the information in items 10.1-10.4.

CARRIED

11 MEMBERS’ INFORMATION EXCHANGE

11.1 September-October Diary for A Allen and R Mather (Trim No. 1710021005935)

R Mather added that the Pegasus Residents Group were currently looking to purchase a seat to place outside the Pegasus Community Centre. It would be paid for out of income from the facility.

11.2 J Archer

- Attended Woodend School Fair with Woodend Community Association.
- Attended All Boards briefing.
- Attended Woodend Community Association meeting.
- Completed landscape plan for Pines Beach Pavilion.
- Developed planting program for Woodend Walkway; commented on the effect of the high water table.

11.3 J Meyer

- Attended All Boards briefing.
- In terms of his Councillor portfolio of Roading, noted that the majority of road deaths over the last 12 months were the result of people not wearing seatbelts.

11.4 A Blackie

- The Food Forest project was going very well and had been great for public relations in the area. 280 had attended planting day including people from outside the district.

12 CONSULTATION PROJECTS

12.1 District Plan Review

Consultation closes 5pm, 27 October 2017.
Moved S Powell seconded J Archer

THAT the Woodend Sefton Community Board:

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

CARRIED

It was noted that a workshop to discuss this would be held after the meeting.

13 **FOSTERING COMMUNITIES**

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:


14.2 **New Arterial Road, Kaiapoi**

Regular updates on the progress of the new Arterial Road will be posted on the Council’s website. There are also links to intersection layout plans for each of the new intersections. The updates can be located using the link below:


15 **BOARD FUNDING UPDATE**

15.1 **Board Discretionary Grant**

Balance as at 9 October 2017: $1,935.97.

There was currently no update.

There was some discussion around changing the rating factor for the Discretionary Grant, in particular the process. A submission regarding changes could be put to Council in March 2018 as part of the LTP process. S Nichols would communicate with the other Community Boards, as there would be more weight on consideration of changing the rating if more than one Board made this request.

16 **MEDIA ITEMS**

J Archer commented that the article in the Woodpecker by R Mather, on behalf of the Board, was very good.

17 **MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED**

Section 48, Local Government Official Information and Meetings Act 1987

Moved J Meyer seconded A Blackie

THAT the public be excluded from the following parts of the proceedings of this meeting.
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>
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<tbody>
<tr>
<td>17.1</td>
<td>Minutes of the public excluded portion of a meeting of the Woodend-Seton Community Board Meeting 11 September 2017</td>
<td>Confirmation of Minutes</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>
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<tbody>
<tr>
<td>17.1</td>
<td>Protection of privacy of natural persons</td>
<td>A2(a)</td>
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**CLOSE MEETING 9.03PM**

See Public Excluded Agenda (blue papers)

**OPEN MEETING 9.04PM**

18 **QUESTIONS UNDER STANDING ORDERS**

Nil.

19 **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

Nil.

**NEXT MEETING**

The next meeting of the Woodend-Seton Community Board is scheduled for 7pm, Monday 13 November 2017 at the Woodend Community Centre.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 9.07pm

CONFIRMED
Workshop

1. **Members’ Forum.**
   Opportunity for members to share potential new ideas and initiatives.

2. **Workshop Discussion on District Plan Draft Submission (circulated separately).**
   Additional discussion on member’s first draft.