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 15 OCTOBER 2018
COMMENCING AT 4.00PM.

PRESENT
J Watson (Chairperson), C Greengrass, N Atkinson, R Blair, P Redmond and S Stewart.

IN ATTENDANCE
Councillor A Blackie
J Palmer (Chief Executive), Mayor D Ayers, G Barnard (Parks Community Asset Officer),
M Flanagan (Landscape Planner – Regeneration), R Ramsay (Project Administrator –
Regeneration), D Roxburgh (Implementation Project Manager – District Regeneration) and
E Cordwell (Governance Advisor).

1 APOLOGIES
Moved J Watson  Seconded P Redmond
THAT apologies for absence be received and sustained from M Pinkham and for
lateness from A Blackie who arrived at 4.15pm at the commencement of Item
12.
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 – 17 September 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 17 September 2018, as a true and accurate record.
CARRIED

4 MATTERS ARISING
Regarding item 7.1 General Landscaping Budget - S Stewart queried whether there
had been any progress as regards a redesign of the current planter boxes to ensure
water retention if additional similar planters were to be installed. S Stewart also
enquired if there were any plans to address the existing planters in this regard and
also if the proposed evaluation of the Totara trees had taken place. Staff agreed to
follow up with the Greenspace team.
C Greengrass also provided a report back on the process for enabling members of the community to give new homes to the Red Zone camellias and rhododendrons. You Me We Us had undertaken a site visit and been working with WDC staff on how to facilitate this. It had been agreed that the shrubs would be removed on Friday 26 October and available for collection on Saturday 27 October. This would be widely publicized.

5 **DEPUTATIONS AND PRESENTATIONS**

The deputation from Tracy Doe and Cat Hannah on the work of North Canterbury Neighbourhood Support was postponed to the November Board meeting.

6 **ADJOURNED BUSINESS**

There was no 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)**

G Barnard provided members with an overview of the history of the sundial and the contribution that Dr Ramsay had made to the Kaiapoi community. The RSA and Kaiapoi District Historical Society were extremely supportive of its reinstatement in the Memorial Reserve. All parties were working to achieve this in time for the 100 year Armistice Commemoration in November 2018.

The Board also noted that correspondence had been received from the RSA seeking the retention of the wooden cross created by pupils at Kaiapoi High School in 2014 to mark the 100 years since World War 1 commenced. Item 9 refers.

S Stewart asked if the plinth was still available and G Barnard confirmed that it was and had been stored securely and was undamaged.

S Stewart also queried if any refurbishment was planned. G Barnard replied that this would only be done on the advice of the RSA/Historical Society so as to ensure appropriate preservation. It was not envisaged that this would be significant.

N Atkinson asked if the placement of the sundial and its relationship to the Cross could be considered. G Barnard agreed that this would take place and agreed with all parties.

N Atkinson was also keen to ensure that the placement of the sundial was in keeping with a garden situation as well as being easy to maintain and mow around both memorials. G Barnard advised that although time was of the essence in order to install the sundial for the Armistice Commemoration, there were plans to create a small garden around both the Cross and sundial.

Expertise was being sought on the alignment of the sundial to ensure that it would once more act as a ‘time keeper’.

Moved J Watson  Seconded N Atkinson

**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 reinstall 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 reinstalled.

(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.

CARRIED

J Watson stated that she was extremely pleased to see the return of the sundial and to its original 1927 location. It celebrated the life of an active member of the community and would be in position for the centenary.

N Atkinson concurred.

8 MATTERS REFERRED FROM THE REGENERATION STEERING GROUP

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

R Ramsay outlined the lease arrangements as being three years and with a right of renewal.

P Redmond asked if neighbouring properties had been consulted. R Ramsay advised that they had and were supportive of the proposal. The lease also made provision for it to be terminated should there be any issues with the location of the hives.

R Blair queried the process as regards the Board and the Regeneration Steering Group. R Ramsay confirmed that the Board had the delegated authority for such matters not the Steering Group.

Moved J Watson Seconded P Redmond

**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.

CARRIED

J Watson stated that more bees and encouraging more bees was a great thing to be supporting and that this was also one of a variety of ways of ensuring enjoyment and value of the Regeneration Zone.

P Redmond was reassured that the lease could be terminated if there were to be any issues in general or for neighbouring properties. There was a shortage of bees and this had an impact on pollination.

9 CORRESPONDENCE

Moved J Watson Seconded C Greengrass

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** the tabled letter from the RSA regarding the retention of the start of World War 1 Commemoration Cross (TRIM No. 181015120205).

(b) **Receives** the tabled letter from Sarah Lodge regarding proposed Reserve Names (TRIM No.181017121719).

CARRIED

10 CHAIRPERSON’S REPORT

10.1 Chair’s Diary for August - September 2018

Moved J Watson Seconded N Atkinson

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report No. 181008116679.

CARRIED

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).


Moved R Blair Seconded J Watson

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

CARRIED

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.

N Atkinson

Provided feedback on recent attendance at the Greater Christchurch Partnership meeting, including transport corridors. Submissions had just closed on the Draft Public Transport Strategy.

R Blair

Reminded members of the AGM of North Canterbury Neighbourhood Support on 24 October.

The Darnley Club were finalizing arrangements for Christmas parties for volunteers and friends.

C Greengrass

Had presented the Board’s submission to the Draft Kaiapoi Town Centre Plan Hearing.

Attended the breakfast event at Riverside Church.

Landmarks Trust meeting – excellent speaker encouraging consideration of heritage value of more modern buildings from 1960’s and 1970’s.

River Carnival planning is progressing well including photo competition.

Noted the Amazing Race and Pines Beach Gala both on 25 November.

A Blackie

Also noted the River Carnival preparations advising of 14 river based events and numerous static displays and stalls. He would provide a more detailed update to the November Board meeting.
S Stewart

Water Zone Committee

- Provided feedback on the recent Water Zone Committee meeting and the process for assessing and incorporating feedback from the recent consultation on the Zone Implementation Programme Addendum (ZIPA).
- The Committee would be reviewing this on 23 October prior to ratification at the formal Zone Committee meeting in November. The finalised document would be considered by the Council and Environment Canterbury in December.
- Noted that some recommended actions would require additional specialist resources/costs if they were to be adopted. Advised of possible funding mechanisms including a targeted rate.

Problems with whitebaiters had been successfully resolved.

Had met with the Council’s Greenspace Manager to discuss offering perennial plants, in Council flower beds, to the community once the flowering season was over and replanting was due to occur. Staff are progressing this.

P Redmond

Noted that he had not been at the September meeting.

23 August - had attended Draft Kaiapoi Town Centre Plan Drop In.

24 August- hosted a walking tour of the Kaiapoi CBD which had been well received noting that this might be an opportunity for others to build on.

31 August - had attended Zone 5 Community Boards meeting in Christchurch noting that a new Chairperson had been elected. Also attended ENC Awards.

Merchant Navy Day had been a success.

3 September – Regeneration Steering Group meeting.

8 October – Water Zone Committee meeting.

Raised query re footpath adjacent to BNZ building and received assurance from J Palmer that the matter was progressing.

Also queried plethora of signage and hoardings at a number of specific sites and how these could be improved/addressed. J Palmer addressed specifics of Rangiora signage which was much improved and reaffirmed that an overall strategy was required and planned.

J Watson

Impressed with the progress achieved at Silverstream Reserve.

Noted that the Youth Development Grant Committee would be meeting shortly to consider any award(s).

The Breeze Walking Festival had also included a walk around Kaiapoi town centre.

13 CONSULTATION PROJECTS

13.1 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

There were no questions.

18 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 19 November 2018 at the Ruataniwha Kaiapoi Civic Centre.

There being no further business, the meeting closed at 4.45pm

CONFIRMED

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Chairperson

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Date
Workshop

- Regeneration Area Reserves Names – Duncan Roxborough (Implementation Project Manager – District Regeneration) and Michelle Flanagan (Landscape Planner – District Regeneration)

4.45pm – 5.15pm

Members discussed possible reserve areas and names including those of historical community members, commemoration of earthquake victim and remembrance of previous street names, now red zoned. Staff to provide a formal report in due course.

Members Forum

5.15pm to 5.30pm

General Matters of interest and sharing.