MINUTES FOR THE MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD
HELD IN THE WAIMAKARIRI DISTRICT COUNCIL CHAMBERS, 215 HIGH STREET,
RANGIORA ON WEDNESDAY 10 JULY 2019 AT 7PM.

PRESENT
J Gerard (Chair), D Lundy (Deputy Chair), R Brine, M Clarke, D Gordon, J Hoult, S Lewis,
G Miller and P Williams.

IN ATTENDANCE
J Millward (Finance & Business Support Manager), C Roxburgh (Water Asset Manager), K
Simpson (3 Waters Manager), S Nichols (Governance Manager), D Ayers (Mayor), T
Kunkel (Governance Team Leader) and E Stubbs (Governance Support Officer).

1 APOLOGIES
Moved P Williams seconded M Clarke.
Apologies were received and sustained from K Barnett, K Galloway and C Prickett
for absence.
CARRIED

2 CONFLICTS OF INTEREST
Item 7.4 – S Lewis and D Gordon - Waimakariri Winter Festival.

3 CONFIRMATION OF MINUTES
3.1 Minutes of the Rangiora-Ashley Community Board – 12 June 2019
Moved D Gordon seconded R Brine.
THAT the Rangiora-Ashley Community Board:
(a) Amends the circulated Minutes of the Rangiora-Ashley Community
Board meeting, held on 12 June 2019 to state, “Present - R Brine left
during Item 12 not Item 10”.
(b) Confirms the amended circulated Minutes of the Rangiora-Ashley
Community Board meeting, held on 12 June 2019, as a true and
accurate record.
CARRIED

4 MATTERS ARISING
There were no matters arising.

5 DEPUTATIONS AND PRESENTATIONS
There were no deputations.

6 ADJOURNED BUSINESS
There was no adjourned business.
REPORTS

7.1 Proposed Roading Capital Works Programme for 2019/20 – J McBride (Roading and Transport Manager)

J McBride spoke to the report noting that every year there was a general allocation in the budget for renewal of footpaths and minor safety improvements. A condition rating across the district was carried out and the programme was formed out of that. Information was also gathered from service requests, safety inspections and crash reports. The new footpath programme had also undergone a prioritisation process.

J Gerard commented that 2-3 years ago kerb and channel improvements were done at the top half of Good Street, Rangiora. He enquired if the bottom half of Good Street would be completed within the next two years. J Millward undertook to follow up this matter.

D Gordon asked if the resurfacing of Ashley Street, Rangiora, would form part of the Roading Capital Works Programme for 2019/20. In response, J McBride advised that this work would come from a separate budget. She noted that a memo (Trim 190708096076), was circulated earlier, which dealt with to Ashley Street.

J Hoult enquired about the possible repairing of the kerb (vehicle crossing) along the Douglas Street cul-de-sac (on the number 14 side). J McBride explained the process undertaken prior to on-site work being started. She undertook to follow up this matter.

P Williams referred to footpaths being broken up for illegal crossings and asked how actively that was being followed up. J McBride confirmed that this was being followed up on a regular basis.

In response to questions, J McBride advised that the Road Department was in the process of engaging a consultant to undertake an assessment of the Southbrook Road Safety issues. They would be looking at a dedicated right turn bay and addressing visibility issues, she was confident that she would be able to report back to the Board on this matter by December 2019.

D Gordon asked if there could be an update on the narrow bridges on Fernside Road, Rangiora. J McBride advised there would be a wider review of the entire west Rangiora route in light of the increased traffic movements. The Roading Department would also be engaging a consultant to deal with this.

Moved D Gordon seconded R Brine

THAT the Rangiora-Ashley Community Board:

(a) Receives report No. 190627091241;
(b) Notes that feedback can be provided to the Roading and Transport Manager at the Board meeting.

CARRIED

D Gordon noted it was a very large programme that included a lot of work and he was impressed with the programme detail. He commented positively on the work being done by C Grabowski (Roading Operations Team Leader). He also noted the expectations of the Board around roading.

Following consideration of Item 7.1, the meeting adjourned for a Coldstream Road Scheme Workshop from 7.14pm to 7.34pm.
7.2 **Elected Member Code of Conduct Refresh – Sarah Nichols (Governance Manager)**

S Nichols spoke to the report noting the Council and Community Boards were legally required to have a Code of Conduct in place. The previous code was approved by the Council in 2016, but at that time the Council also resolved to review the code. An updated Code of Conduct was therefore adopted by the Council in May 2019.

S Nichols highlighted the changes and objectives of the proposed code outlined in paragraphs 4.4 and 4.6 on page 27 of the Agenda respectively.

S Nichols acknowledged that the proposed code did referred to ‘Councillors’ when it should refer to ‘Elected Members’. This would however be amended. She also requested that the word ‘familiar’ in paragraph 5.2 on page 35 of the Agenda be removed. The word ‘sexual’ in the phrase ‘sexual harassment’ in the same paragraph should also be removed.

S Nichols stated that the proposed code did not differ much for the current one, however it provided greater clarity on the issue of the Code of Conduct Committee. She noted that it was fortunate that due to all members working together for the greater good of the community, there has not been a Code of Conduct hearing since 2002.

In response to questions, she advised that in the instance of a Code of Conduct breach, there would initially be low-level resolution that included a meeting with the Mayor or Deputy Mayor, in 99% of cases this would resolve the issue.

S Nichols advised that Oxford-Ohoka and Woodend-Sefton Community Boards adopted the new code with the minor amendments as noted. Adopting the code would align the Community Boards with the Council.

J Gerard referred to the previous code (Page 55) which states ‘this code does not apply to members of any Community Boards...’ He suggested that this meant that Community Boards had autonomy from the Council. However, it was proposed that only Councillors would serve on the Code of Conduct Committee.

J Gerard therefore recommended that the authority of the Council’s Code of Conduct Committee over all elected members needed to be specified in the Code of Conduct, i.e. that Community Board members would also be subject to the Council Committee. J Millward confirmed that this issue would be clarified going forward by adding an inclusion definition.

S Nichols confirmed that the Council had a Register of Interests that was reviewed twice yearly. However, it was only the responsibility of elected members to declare any interests.

D Lundy sought clarity regarding a situation where a spouse was inadvertently involved. S Nichols advised it was preferable to declare spousal involvement, however again it was up to the individual elected members. The advice was, when in doubt, declare.

**moved D Gordon seconded G Miller**

**THAT** the Rangiora-Ashley Community Board:

(a) **Receives** report No. 190610085590.

(b) **Adopts** the 2019 Elected Member Code of Conduct, effective from 31 July 2019 (Trim 19062508931) with the amendments as described.

**CARRIED**
D Gordon believed the report had been well covered.

7.3 **Rangiora-Ashley Community Board’s Discretionary Grant Fund 2019/20 and General Landscaping Fund 2019/20 – T Kunkel (Governance Adviser)**

*Moved G Miller seconded D Lundy*

**THAT** the Rangiora-Ashley Community Board:

(a) **Receives** report No. 190612082905.

(b) **Notes** that the Board’s General Landscaping Budget allocated by the Council for 2019/20 is $24,860 with a carry forward for 2018/19 still to be determined due to outstanding invoices.

(c) **Notes** that the Board’s Discretionary Grant Funding allocated by the Council for 2019/20 is $11,550.

(d) **Approves** the Board’s 2019/20 Discretionary Grant Fund Application Criteria and Application Form (Trim No. 190621087517)

(e) **Approves** the Board’s 2019/20 Discretionary Grant Accountability Form (Trim No. 1906211087556).

(f) **Approves** that Discretionary Grant Fund applications be considered at each meeting for the 2019/20 financial year (July 2019 to June 2020).

*CARRIED*

Having declared a conflict of interest D Gordon and S Lewis left the Council Chamber at 7:45pm prior to the consideration of Item 7.4.

7.4 **Application to the Rangiora-Ashley Community Board’s Discretionary Grant Fund 2019/20 – T Kunkel (Governance Team Leader)**

T Kunkel noted that the Rangiora Festival Charitable Trust would be using the funds to cover the expenditure of the Waimakariri Winter Festival. However it was clear from the quotation for the proposed Health and Safety (Page 81), that the cost of wages was included.

T Kunkel therefore suggestion was that if the Board wished to approve the application, they should stipulate that the funding was to be for toilets, power and a marquee.

*Moved M Clarke seconded J Hoult*

**THAT** the Rangiora-Ashley Community Board:

(a) **Receives** report No. 19060607992.

(b) **Approves** a grant of $500 to the Rangiora Festival Charitable Trust towards the event cost of the Waimakariri Winter Festival. Provided that the grant funding being used for toilets, power and a marquee.

*CARRIED*

M Clarke commented it was a worthwhile event and the issue of paying wages had been addressed.

*Having D Gordon and S Lewis re-entered the Council Chamber at 7:55pm.*

*Moved G Miller seconded R Brine*

(c) **Approves** a grant of $500 to the R13 Youth Development Trust towards the running costs of various Community Youth Programmes.

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G Miller approved of the investment in youth.

R Brine commented the police work did come up in reports.

Consideration being concluded, D Gordon and S Lewis re-entered the Council Chamber at 7:55.

8 CORRESPONDENCE

Moved J Gerard seconded D Lundy.

THAT the Rangiora-Ashley-Community Board:

(a) Receives the Memo the Loburn Dog Incident (Trim No 190710097115).

(b) Receives the Rangiora-Ashley Community Board Roading Update Memo (Trim No 190708096076).

CARRIED

9 CHAIRPERSON’S REPORT

9.1 Chair’s Diary for June 2019

Moved J Gerard seconded M Clarke

THAT the Rangiora-Ashley Community Board:

(a) Receives report No. 190625089268.

CARRIED

10 MATTERS FOR INFORMATION

10.1 Oxford-Ohoka Community Board meeting minutes – 6 June 2019
(Trim No. 190530076796).

10.2 Woodend-Sefton Community Board meeting minutes – 10 June 2019
(Trim No 190606079729).

10.3 Kaiapoi-Tuahiwi Community Board meeting minutes – 17 June 2019
(Trim No 190612082938)

Moved P Williams seconded D Lundy

THAT the Rangiora-Ashley Community Board receives the information in Items 10.1-10.3.

CARRIED

11 MEMBERS’ INFORMATION EXCHANGE

11.1 P Williams

- Attended Migrants Suitcase Exhibition in Oxford and recommended Board Members viewing;
- Attended meeting regarding sewage pond fencing;
- Noted work on Kaiapoi pontoons; and
- Noted concerns around funding availability from NZTA in the future.

11.2 D Gordon

- Attended Saracens ‘Speakeasy’ fundraiser;
- Attended local pianist Michael Endres concert;
• Attended site meeting with Sicon and Roading staff regarding serious potholes on Loburn Terrace Road;
• Took part in Rangiora Promotions Big Splash Stroke fundraiser, $11,000 was raised;
• Attended Cust Volunteer Fire Brigade pancake breakfast;
• Attended Lions Leo quiz raising funds for Big Brothers Big Sisters;
• Attended Loburn School production;
• Attended Friends of Rangiora Town Hall AGM.
• Attended Salvation Army Just Brass young students’ concert;
• Viewed Suitcase Exhibition;
• Attended Waimakariri Youth Space Stakeholder Forum that was well organised / facilitated;
• Noted the upcoming Garrymere meeting and invited Board members to attend; and
• Noted upcoming events – Kaiapoi Art Expo, Blackwells Fire and Ice and Winter Fest.

11.3 D Lundy
• Attended drainage meeting noted issues raised around financial recording;
• Noted the upcoming Garrymere meeting;
• A major Civil Defence Exercise to be held 27 July 2019; and
• Liaising with Loburn School regarding an environmental project at Loburn Reserve.

11.4 M Clarke
• Attended Big Splash fundraiser;
• Attended All Boards meeting in Kaiapoi;
• Attended Rangiora Promotions Association meeting;
• Had discussion with Ashley Hotel regarding fire alarm system explanation; and
• Attended Grey Power meeting, where they were advocating for improved health services.

11.5 J Hoult
• Attended local pianist Michael Endres concert – noted his outstanding international reputation;
• Timebank - recently held sustainability focussed workshop. AGM to be held 8 August social occasion and election;
• Attended All Boards meeting;
• Attended unveiling and blessing of artwork in Chambers; and
• Landmarks – research to support District Plan heritage list.

11.6 S Lewis
• Attended Lions Leo quiz fundraiser;
• Attended Rangiora Hockey Club fundraiser;
• Attended Saracens fundraiser;
• Took part in Rangiora Promotions Big Splash Stroke fundraiser; and
• Invited Board members to attend North Loburn School visit on 21 August at 12.20am to view bike track – North Canterbury Sport and Recreation Trust to also attend.

11.7 G Miller
• Commented on Dog Control Bylaw and advised he would be submitting; and
• Had meeting with Greg Bennett (Stormwater engineer) regarding outdated, potentially dangerous, wooden drains;
12 CONSULTATION PROJECTS

The Dog Control Bylaw & Policy Review
Consultation closes on Friday 26 July 2019.

Natural Hazards
Consultation closes on Friday 26 July 2019.

The upcoming Natural Hazard Workshop was noted.

13 BOARD FUNDING UPDATE

13.1 Board Discretionary Grant
Balance as at 2 July 2019: $10,630.

13.2 General Landscaping Fund
Balance as at 2 July 2019: $24,860 (excluding carry forward).

14 MEDIA ITEMS
There was no media items.

15 QUESTIONS UNDER STANDING ORDERS
There was no questions.

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

NEXT MEETING
The next meeting of the Rangiora-Ashley Community Board was scheduled for 7pm, Tuesday 13 August 2019 in the Cust Community Centre.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 8.09pm.

CONFIRMED

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Chairperson

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Date
Workshop
- Coldstream Road Scheme – Joanne McBride (Manager Roading and Transport)
- Members Forum

Briefing
Note a briefing was public excluded
- Well in Kaiapoi – Colin Roxburgh (Water Asset Manager) and Kalley Simpson (3 Waters Manager)