MINUTES FOR THE MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD
HELD IN THE WAIMAKARIRI DISTRICT COUNCIL CHAMBERS, RANGIORA SERVICE
CENTRE, 215 HIGH STREET, RANGIORA ON WEDNESDAY 11 JULY 2018 AT 7PM.

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

IN ATTENDANCE
J Millward (Manager Finance and Business Support), G Cleary (Manager Utilities and
Roading), Joanne McBride (Roading and Transport Manager), Trevor Ellis (Development
Planning Manager), Owen Davies (Drainage Asset Manager), Mayor D Ayers and E
Cordwell (Governance Adviser).

1 APOLOGIES
Apologies were received and sustained from C Prickett and from D Gordon for
lateness (arriving at 8.10pm).

2 CONFLICTS OF INTEREST
Nil.

3 CONFIRMATION OF MINUTES
3.1 Minutes of the Rangiora-Ashley Community Board – 13 June 2018
Moved P Williams seconded S Lewis
THAT the Rangiora-Ashley Community Board:
(a) Confirms the circulated minutes of the Rangiora-Ashley Community
Board meeting, held on 13 June 2018, as a true and accurate record.
CARRIED

4 MATTERS ARISING
Nil.

5 DEPUTATIONS AND PRESENTATIONS
5.1 Joanne McBride (Roading and Transport Manager) provided members with
an update on roading maintenance priorities for 2018-2019 and sought any
comments on the current schedule of works. J McBride advised that there
were separate budgets for both kerb and channel and walking and cycling
programmes. Further information would be presented to the Board in due
course. J McBride explained the technical assessment and rationale used to
prioritise the maintenance of roads and footpaths, also noting that there was
coordination with 3 Waters to achieve further efficiencies through undertaking
work at the same time. J McBride sought any feedback on the programme by
27 July 2018.

J Gerard advised J McBride that the Board had requested consideration of a
new footpath on Coldstream Road. J McBride advised that this had been
noted and would be assessed as part of a review of new footpaths/walkways.
P Williams queried kerb and channel replacement and how this was prioritised as compared with the installation of new kerb and channel, noting a number of examples.

J McBride advised that the Council funded maintenance of existing kerb and channel whereas new kerb and channel was funded by NZTA. If installation of new kerb and channel was required it would require the Council to make a formal decision on funding.

P Williams advised that this distinction was not understood by residents who saw renewals of kerb and channel being undertaken when there were roads that did not have any. G Cleary advised that, on occasion, a road may be realigned as part of a new development and in these instances new kerb and channel may be installed subject to a 50% developer contribution which eased the financial burden on the Council. P Williams felt that the Council should consider a budget allocation for such works in the future.

G Cleary advised that this could be on a case by case basis.

K Barnett queried the traffic management plans that would be required for the proposed work in Church Street. J McBride confirmed that plans were in place and that the work would also take place in the school holidays to minimise the impact on traffic. K Barnett also queried the 2019/20 activity for Ivory Street/Buckham Street and the turn into Queen Street and whether there would also be some improvements undertaken at the same time. J McBride advised that work was underway to consult with a number of properties in the area with a view to a possible redesign. K Barnett asked whether the overall Maintenance Programme was publicised or could be found on the Council’s website. Staff advised that the programme was presented to the Utilities and Roading Committee and would review additional public availability options on the website.

D Lundy addressed the ‘Other General Categories’ activities and in particular the road flanking for shingle roads. The standard of some shingle roads is not good and they can be badly affected by rain/flooding. J McBride advised that this is a separate budget in conjunction with Sicon and that she would raise D Lundy’s concerns with them. D Lundy advised that the flanking programme seemed to be a little behind and was exacerbating the situation.

5.2 Trevor Ellis (Development Planning Manager) provided members with a copy of the Council’s District Development Strategy (DDS) and outlined a number of key areas within the document and the process that had been undertaken to date. He advised that population modelling had been undertaken with the Greater Christchurch partners. Areas of note included the projected 15,000 increase in households in the District over the next 30 years and the implications of this for residential dwellings, businesses and infrastructure. Key townships of Rangiora, Kaiapoi and the expansion of north Woodend would see the bulk of the growth. T Ellis also noted the issues raised regarding 4Ha sections including the loss of large areas of fertile land as well as commercial use of the sections that was permissible under the current District Plan. Feedback from the community was that change was needed. Staff have commissioned work on the definition of rural character which suggests that the 4Ha section may be unsustainable in the longer term and should be redefined. Rangiora will grow over the next 30 years and the current ‘town limits’ appear valid. Further work is commencing on detailed planning, housing density, subdivisions, new roads and infrastructure. The Draft District Plan will be notified in late 2020 and will include proposals for new zoning in particular for the north east and west of Rangiora.

J Gerard queried next steps. T Ellis referred to the action plan contained within the DDS identifying spatial planning for residential and businesses. Staff are also working on the communications plan and the process going forward.

D Lundy commented that any proposed alteration to the 4Ha minimum would have the potential to affect existing land owners who may be planning to
subdivide and who may find themselves unable to do this in the future if the District Plan provision altered. T Ellis concurred.

M Clarke asked if sea level rise had been considered and T Ellis advised that it had and that it was a particular issue for Kaiapoi. The government has issued new guidance which is being considered and will affect how growth is managed in areas that are potentially affected.

6 **ADJOURNED BUSINESS**

Nil.

7 **REPORTS**

7.1 **Crayfish (Koura) Creek Pedestrian Footbridge – Owen Davies (Drainage Asset Manager)**

O Davies provided members with an overview of the report which was in response to the Board’s request (16 May 2018) that staff reconsider the original design option with specific reference to the recently installed Hegan Reserve bridge.

An estimate of $20,000 had been received from the same designer and staff believed that this was a fair and appropriate figure. Staff had also provided responses to queries that had been raised by D Gordon who could not attend for this item.

J Hoult was pleased with the revised bridge design and queried whether the bridge was to be known as Crayfish, Koura or both. O Davies advised that staff were considering display/information panels for the reserve area as a whole, but were also mindful of the need to protect the rare freshwater crayfish. Koura would be the preferred name.

J Hoult also expressing concern at the need to protect the crayfish.

Moved G Miller seconded J Hoult

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

(a) ** Receives** report No. 180627071243.

(b) **Approves** acceptance of quotation of $20,000, from Andrew Russell Ltd for construction of a new footbridge over Crayfish Creek, similar to the existing Hegan Reserve footbridge.

(c) **Circulates** this report to the Utilities and Roading Committee for their information.

**CARRIED**

G Miller expressed his strong support for the bridge and for it to proceed as soon as possible.

J Hoult was very pleased with the Hegan Reserve bridge and stated that this new bridge would be equally good.

7.2 **Parking Restrictions at Oxford Road Charles Upham Drive Acacia Avenue Intersection and on Charles Upham Drive – Bill Rice (Senior Transport Engineer)**

J McBride provided an overview of the report.
K Galloway queried if the current 50km/h speed limit on Oxford Road could be extended beyond Lehmans Road. J McBride advised that this was included for consideration in the current speed limit review. The urbanisation of Oxford Road north of Lehmans Road, including the kerb and channel should encourage lower speed.

K Galloway queried when Charles Upham Drive was to be extended and J McBride advised that this was dependent on the developer.

Moved P Williams seconded S Lewis

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

**THAT** the Council:

(a) **Receives** report No. 180628071686.

(b) **Adopts** the attached Amended Second Schedule – Parking Restrictions to the Parking Bylaw 2007 (TRIM No 180629072243)

(c) **Notes** that other safety concerns at the Oxford Road, Acacia Avenue, Charles Upham Drive intersection are to be addressed in the Oxford Road urbanisation project

(d) **Notes** that further parking restrictions may be required on Oxford Road to accommodate right turn bays at the intersection

(e) **Notes** that further parking restrictions may be required on the roading network north of the Charles Upham village vehicle entrance. These will be added to the parking bylaw second schedule when this section of road is vested in Council.

CARRIED

P Williams was pleased to support the proposal to improve safety.

S Lewis had spoken to a resident at Rymans and was pleased to support the proposals.

7.3 **Lineside Road Kerb Extension – Kieran Straw (Civil Project Team Leader) and Joanne McBride (Roading and Transport Manager)**

J McBride advised the Board that although Option 2 was being recommended it should be noted that this proposed extension of the existing kerb and channel would not match with that on the opposite side of the road. She had discussed the matter with the Greenspace team, noting that this was a main town entrance and also that the Board had allocated significant funds for beautification of the entrance area once the kerb and channel had been installed.

Greenspace would prefer the kerb and channel to extend a further 25m to that currently proposed in Option 2 to protect the plantings and match with the other side of the road. J McBride advised that funding was available and that the Board could therefore consider an extension of 96 metres at a cost of $33,800.

J Gerard thanked J McBride and staff for all their hard work on the entranceway project over the last few years and believed that it would be helpful to match both sides and also take the advice from the Greenspace team as regards the added protection for the extensive range of trees and plantings.

He stated that the extension to 96m met the Board’s expectation and concurred with previous advice from the roading team. K Galloway had visited the site and sought further clarification of how the proposed extension would benefit and protect the plantings. J McBride advised that the extension of the kerb and channel by 96m would prevent cars from parking or driving onto the
garden/planted area and enable shrubs to be planted closer to the road that would otherwise be permitted. It would also prevent bark and soil from getting on to the roadway.

J Gerard commenting that this was a significant road and entranceway to the town and that there had been ongoing issues with parked cars and driving onto the grass verges.

R Brine asked if it would be possible to speak to the new business owners adjacent to the area to prevent cars being parked in the vicinity. J McBride said that the new owners were proposing to landscape the area and were already in discussion to make sure the berm and other areas were tidy.

P Williams queried if the historic issue with parked cars was still continuing. G Cleary advised that bollards had been installed which had helped.

J Hoult commented on whether plantings on the new cycleways could be considered. J McBride confirmed that these were part of the town entrance project.

Moved J Gerard    seconded P Williams

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

(a) **Receives** report No. 180627071216;

(b) **Approves** the implementation of the extension of kerb and channel for a distance of 96 metres at the entrance to Rangiora on Lineside Road.

(c) **Notes** that Management Team approval for expenditure has been granted, subject to a decision on the preferred option from the Board.

(d) **Notes** that physical works will be carried out under existing Contract 17/32: Kerb & Channel Renewals 2017/18 as a variation to the value of $33,800 excluding GST, and receives a NZTA subsidy rate of 51%.

(e) **Notes** that this project will be funded from the 2018/19 Minor Improvements budget.

(f) **Notes** that the agreed landscaping treatment previously approved by the Board will be completed after the installation of the kerb and channel.

**CARRIED**

J Gerard stated that he was pleased to support this last element of the town entrance beautification which had been supported by the Board for many years. The Board had invested the majority of its General Landscaping budget over the last few years towards landscaping and that this would now be protected by the extension of the kerb and channel and for it to match with the other side of the road. He thanked staff for all their work to bring the project to fruition.

P Williams agreed 100% that it was imperative to undertake the work and that this was the main entrance to Rangiora. He would like to see further work to the other entrances in due course.

D Lundy expressed his support for the work. He believed it was essential or the council to be seen to lead by example and that this would then encourage business to follow and result in a more beautiful town and surroundings.
7.4 **Rangiora-Ashley Community Board’s Discretionary Grant Fund 2018/2019 and General Landscaping Fund 2018/2019 - Edwina Cordwell (Governance Adviser)**

E Cordwell gave a brief overview of the report including the agreement by members, at their workshop on 16 May 2018, that applications should be considered monthly rather than bi-monthly to encourage applications from eligible groups and improve the speed of decisions.

D Lundy queried how newly formed groups could be supported and the scope of the financial balance sheet that is required under the rules.

J Millward advised that groups did not have to provide formally audited accounts as this is extremely expensive, but do need to show that they are trustworthy and that some form of approval and authentication of the accounts has taken place. Groups would still be eligible even if they were in their first year of activity if they met the general criteria.

D Lundy responded that it was good to support new groups.

M Clarke advised that the former Advisory Boards had a scheme to assist fledgling groups with a grant of up to $250.

K Barnett reiterated that the cost of engaging accountants to audit accounts was very costly. J Millward agreed and that it was not something that chartered accountants usually engaged with and could cost between $4,000 and $5,000.

Moved P Williams seconded J Hoult

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

(a) **Receives** report No. 180627051204.

(b) **Notes** that the Board’s General Landscaping Budget allocated by the Council for 2018/19 is $24,320 with a carry forward of $1,840 from 2017/2018 making a total of $26,160.

(c) **Notes** that the Board’s Discretionary Grant Funding allocated by the Council for 2018/2019 is $10,400.

(d) **Approves** the Board’s 2018/2019 Discretionary Grant Fund Application Criteria and Application Form (Trim No.180627071240).

(e) **Approves** the Board’s 2018/2019 Discretionary Grant Accountability Form (Trim No. 180621068982).

(f) **Approves** that Discretionary Grant Fund applications be considered at each meeting for the 2018/2019 financial year (July 2018 to June 2019).

**CARRIED**

J Hoult commented on the difficulties and cost of auditors for small groups and mentioned the recent experiences of the Timebank group when seeking accreditation.

7.5 **Application to the Rangiora-Ashley Community Board’s Discretionary Grant Fund 2018/2019 – Edwina Cordwell (Governance Adviser)**

E Cordwell took the report as read.

Moved K Galloway seconded G Miller

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

(a) **Receives** report No. 180628071747.

(b) **Approves** a grant of $410 to North Canterbury Model Railway Club Inc. towards the cost of signage to promote the club’s Rangiora Sunday Markets.
K Galloway had only recently become aware of the group and all the work that they were doing and had also attended the Sunday Market and the club’s train and track layout or children. He believed it was important to support the group’s fundraising activities. The market was good for Rangiora.

J Gerard stated that he was not in support. He believed that the application for funding for advertising did not meet the funding criteria as it was to support an activity whose primary benefit was for the stall holders and not for the club itself. The club was only receiving $10 per stall and was unlikely to generate any substantial amount of capital towards the proposed ‘new premise’ project.

K Barnett respected J Gerard’s reasoning as regards the signs would not benefit the club directly. However, she was extremely supportive of the market initiative, the club and stall holders and that it is a community market and that it is not a commercial activity. There is a need to attract visitors to enable the community market to establish itself and for its contribution to be valued.

K Galloway exercised his right of reply and supported K Barnett’s comments. He reiterated that the club was trying to get a market up and running and that Rangiora needed a market as well as encouraging and supporting the club itself.

7.6 Approval of the updated Rangiora-Ashley Community Board Plan 2018/19 – Edwina Cordwell (Governance Adviser)

E Cordwell took the report as read.

K Barnett offered to send through any comments.

K Galloway queried how the plan is to be monitored and outcomes reviewed.

J Millward advised that this was a separate process and would consist of an end of year report from the Board to the Council.

J Gerard agreed that it would be helpful to review progress at the end of the year.

Moved K Galloway seconded D Lundy

THAT the Rangiora–Ashley Community Board:
(a) Receives report No. 180627071424.
(b) Approves the final draft of the Rangiora-Ashley Community Board Plan 2018-2019 (Trim 180528058516) subject to any minor edits discussed and approved by the Board Chairperson.
(c) Notes that an ‘end of year’ report will be prepared.

CARRIED

8 CORRESPONDENCE

Moved P Williams seconded J Gerard

THAT the Rangiora-Ashley Community Board:

Waimakariri District Council Stormwater Drainage and Watercourse Protection Bylaw 2018
(a) Receives the decision letter regarding the Board’s submission to the Draft Stormwater Drainage Bylaw 2018. (Trim 180619067670).

CARRIED
9 CHAIRPERSON’S REPORT

9.1 Chair’s Diary for June 2018

Moved J Gerard seconded K Galloway
THAT the Rangiora-Ashley Community Board:
(a) Receives report No. 180703073773.

CARRIED

10 MATTERS FOR INFORMATION

10.1 Oxford-Ohoka Community Board meeting minutes – 7 June 2018 (Trim No. 180530059840).
10.2 Woodend-Sefton Community Board meeting minutes – 11 June 2018 (Trim No. 180606062391).
10.3 Kaiapoi Tuahiwi Community Board meeting minutes – 21 May 2018 (Trim No.180518054887).
10.4 Kaiapoi Tuahiwi Community Board meeting minutes – 18 June 2018 (Trim No.180618067116).
10.5 Youth Council meeting minutes – 29 May 2018
10.10 Closure of Oxford Road Stock Water Race R3N-1 Closure Proposal – report to Utilities and Roading Committee 19 June 2018 (Trim No. 180516053605)
10.11 Adoption of Stormwater Drainage and Watercourse Protection Bylaw 2018 – report to Council 1 May 2018 (Trim No. 180329034013).

Moved M Clarke seconded D Lundy
THAT the Rangiora-Ashley Community Board receives the information in items 10.1-10.11.

CARRIED

Note: Matters for Information were circulated separately to members.

11 MEMBERS’ INFORMATION EXCHANGE

11.1 M Clarke

- Attended Waimakariri Health Advisory Group meeting (WHAG), hardly a quorum attended. Terms of Reference are under review and seeking new members. Received report on Mental Health.
- Attended Central Drainage Advisory Group with D Lundy.
- Followed up on resident's problem with culvert, staff addressing.

11.2 J Hoult
• Noted that Timebank incorporation is progressing well and application lodged.
• Attended North Canterbury Neighbourhood Support meeting.
• Noted that the Te Reo classes supported by WDC are great fun and help build confidence.

11.3 **S Lewis**

• Attended free concert organised by the Friends of Rangiora Town Hall noting that this was a fantastic event.
• Did not undertake the Big Splash this year but attended to support those that did. Congratulated everyone.
• Attended Oxford Lights Festival which was a great local night out with the Museum well attended.
• Big Pink Breakfast raised between $3,000 and $5,000 for Breast Cancer.
• Attended Rangiora-Woodend Path opening noting the links to other cycling and walking tracks.
• Initial 5 week course of the Learner Driver project has just finished. Nine low income background students attended, aged 17 plus and all passed. Five mentors including S Lewis had met the families. Life changing for the youngsters with Police Inspector Peter Cooper presenting certificates to the youngsters and their mentors.

11.4 **G Miller**

• Attended the Rangiora-Woodend Path opening. Noted that the berm between the cycle path and the road had been damaged by vehicles which was disappointing.
• Keep Rangiora Beautiful had met in June and undertaking planting in various locations.

11.5 **P Williams**

• Had dealt with a range of issues raised by residents.
• Working with staff to understand more detail on the implications of the Government’s water treatment standards and the impact on the District’s supplies and whether chlorine treatment could be necessary.

11.6 **K Barnett**

• Advised of the recent Council decision to establish the process going forward for the Multi-Use Sports Stadium due for completion in 2020.
• Attended Migrant Stories event at the Rangiora Town Hall.
• Also attended the opening of the Rangiora-Woodend Path and was also concerned about the vehicle damage to the berms.
• Did the Big Splash and raised $451.10 for Rangiora Stroke Club and also won $100 donation which went to Big brothers Big Sisters.

11.7 **D Gordon**

• Canterbury Clinical Network is reviewing the afterhours care model and sustainable service delivery. Consultation with doctors in the District is taking place, prior to further consultation with the general public. It is intended to present the proposed model to the Canterbury District Health Board in April 2019.
• Met with residents at Ryman/Charles Upham Retirement Village regarding road safety near the complex. Staff arranging for additional
road markings and No Parking with a report to the Board in due course.

- Attended the Friends of Rangiora Town Hall concert.
- Attended Rangiora Airfield meeting.
- Rotary donated seating and water fountain installed in Conway Lane.

11.8 **D Lundy**
- Attended the opening of the Rangiora-Woodend Path.
- Noted that some plants are dying in the pond area of the Loburn Reserve.
- Noted that staff time may be taken up with responding to issues rather than being able to undertake maintenance activities to prevent such occurrences.

17.9 **K Galloway**
- Concerned about the safety at the traffic island in Epson Drive.
- The Lions had commenced the installation of the shelters in the Millton dog park.
- Had followed up with staff on creek bank erosion at Wiltshire Crescent which has been addressed.

17.10 **R Brine**
- Provided an overview of the implementation of the Kerb Collection – 3 Bin system. Households completing forms to indicate their service preference.
- This was a topic at the upcoming LGNZ Conference with implications for the WDC budget if the Government’s proposal to increase the Waste Levy are implemented.

J Gerard queried whether there were any plans to phase in the ‘switch over’ to mitigate the effect on the existing private operators. R Brine advised that the uptake was not yet clear as not all response had been received and there was still detailed work to do.

12 **CONSULTATION PROJECTS**

**Business Zones 1 & 2 Public Spaces Policy**
Consultation closes Monday 30 July 2018.


13 **BOARD FUNDING UPDATE**

13.1 **Board Discretionary Grant**
Balance as at 6 June 2018: $10,400.

13.2 **General Landscaping Fund**
Balance as at 6 June 2018: $26,160 (including carry forward).

14 **MEDIA ITEMS**
15 MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

Section 48, Local Government Official Information and Meetings Act 1987

Moved J Gerard seconded D Lundy

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>
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<tbody>
<tr>
<td>15.1</td>
<td>Raymond Qu (Property Assets Advisor) and Rob Hawthorne (Property Manager)</td>
<td>Proposed Sale Process</td>
<td>Good reason to withhold exists under Section 7</td>
<td>Section 48(1)(a)</td>
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</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>15.1</td>
<td>To carry out commercial activities without prejudice</td>
<td>A2(b)ii</td>
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CARRIED

CLOSE MEETING

Resolution to Resume in Open Meeting

Moved J Gerard seconded D Lundy

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

CARRIED
OPEN MEETING

16 QUESTIONS UNDER STANDING ORDERS

17 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

NEXT MEETING
The next meeting of the Rangiora-Ashley Community Board is scheduled for 7pm, Wednesday 12 September 2018 in the Council Chambers at the Rangiora Service Centre.

There being no further business, the meeting closed at 9.40pm.

CONFIRMED

__________________
Chairperson

__________________
Date

Workshop
Members Forum 9.40pm to 9.50pm

Concerns raised about cars parking on Flaxton Road and possibility of going into the ditch. J Millward advised that kerb and channel was programmed for 2018/19.
K Barnett sought advice on the context for the Dudley Park Management Plan and arrangements for warm up area for the netball club. J Gerard advised that K Barnett contact C Brown Greenspace Manager.