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 18 JUNE 2018 COMMENCING AT
4.00PM.

PRESENT
J Watson (Chairperson), C Greengrass, R Blair, M Pinkham and P Redmond.

IN ATTENDANCE
J Palmer (Chief Executive), E Cordwell (Governance Advisor), G Wilson (Building WOFs
and Earthquake Prone Buildings), and A Smith (Committee Advisor)

1 APOLOGIES

Moved J Watson seconded C Greengrass
THAT apologies for absence be received and sustained from A Blackie, Board
Members N Atkinson and S Stewart.

CARRIED

2 CONFLICTS OF INTEREST
There were no conflicts of interest noted.

3 CONFIRMATION OF MINUTES
3.1 Minutes of the Kaiapoi-Tuahiwi Community Board – 21 May 2018

Moved P Redmond Seconded C Greengrass

THAT the Kaiapoi-Tuahiwi Community Board:
(a) Confirms the circulated minutes of the Kaiapoi-Tuahiwi Community
Board meeting, held 21 May 2018, as a true and accurate record.

CARRIED

4 MATTERS ARISING
P Redmond noted that the Oxford-Ohoka Community Board have agreed to the
recommendation of this Board for the road naming of the new arterial road in west
Kaiapoi (as per agenda Item 7.2).
5 DEPUTATIONS AND PRESENTATIONS
There were no deputations or presentations.

6 ADJOURNED BUSINESS
There was no adjourned business.

7 REPORTS

7.1 Building (Earthquake Prone Buildings) Amendment Act 2016 – Greig Wilson (Building Inspector) and Lynley Beckingsale (Policy Analyst)

G Wilson presented this report, with the aid of a PowerPoint presentation on Earthquake Prone and Priority Buildings. A map of Seismic Risk Zones across the country showed that Waimakariri District sits in the High Risk area.

An explanation of the Building (Earthquake-Prone Buildings) Amendment Bill 2016 was provided to members. This Amendment had a commencement date of 1 July 2017 and covers matters that had previously been included in the Council’s Earthquake Prone Building Policy. The most significant change is that individual elements of buildings which may be earthquake prone need to be identified. The Act states that whether a building or a part of a building is earthquake prone is determined by the Territorial Authority (TA) in which the building is situated. Once identified, building owners have 15 years to have their buildings earthquake strengthened to the required standard. G Wilson noted that this Council has good relationships with building owners and there are very few buildings left in the district that fit the definition of ‘earthquake prone’. Under the changes to the Building Act, TAs are to identify potential earthquake prone buildings (EPB) using the Profile Categories described in the EPB methodology.

The Act also introduces ‘priority buildings’ and requires Council to undertake community consultation to identify these and any roads/footpaths that could be impacted, with potential for any unreinforced masonry part to fall onto the identified thoroughfare. Priority Buildings in High and Medium Risk Zones are those with concrete unreinforced masonry on brick buildings. PowerPoint Photos showed how poorly these withstood the 2010 and 2011 Canterbury earthquakes. The timeframe for these buildings to be strengthened to the required standard is half that of other EPBs, being seven and a half years. These timeframes will be in force from the time that the public consultation decision has been adopted.

There have been three roads identified as fitting into this category to be consulted on. These are:

Williams Street Kaiapoi (Old BNZ building)
Ranfurly Street, Kaiapoi (Kaiapoi Mill)
High Street, Rangiora (approximately nine buildings)

Questions:

P. Redmond, questioned the Kaiapoi Mill building in Ranfurly Street being a priority building. G Wilson said this is something that will be consulted on with the community and the community may not consider it a priority. P Redmond suggested the footpath could be relocated to the other side of the street as a safety measure. This matter could be considered by the Council’s Roading Department.
There is also the opportunity for someone else to take over the Mill building and there are options for remediation.

Regarding the former BNZ building in Kaiapoi, Greig provided an update on the work planned for the BNZ building. Building consent has been issued for this to be strengthened and there is progress being made.

Moved J Watson Seconded M Pinkham

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No. 180530059676.
(b) Notes consultation with affected property owners is being undertaken

CARRIED

Mr Palmer took this opportunity to thank G Wilson for his work with building owners in the district dealing with earthquake strengthening matters.

7.2 Kaiapoi Signage Working Group – Michelle Flanagan (Landscape Planner – District Regeneration)

Kevin Dwyer (Landscape Architect, WDC) presented this report on behalf of Michelle Flanagan seeking approval of the Board to establish a working group to consider interpretive and information signage in reserves and public spaces in Kaiapoi. This will focus primarily on the Regeneration areas and adjacent to reserves). The report also seeks three appointments from the Board to the Kaiapoi Signage Working Group.

The signage hierarchy would be included as part of the reserves master plan that the Regeneration Team are developing at the moment for the Regeneration Area. Membership of the Working Group would also include representatives from Te Ngai Tuahuriri Runanga, Kaiapoi Museum and the Waimakariri District Council Green Space team.

Regarding the Draft Terms of Reference for the group, M Pinkham questioned the exclusion of the Entrance signs to the township and town centre from the scope of this working group, and would suggest that these be included.

Moved J Watson Seconded P Redmond

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No. 180518055013.
(b) Appoints C Greengrass, J Watson and R Blair from the Kaiapoi-Tuahiwi Community Board to the Kaiapoi Signage Working Group.
(c) Notes that a representative from Te Ngāi Tūāhuriri Rūnanga will be invited to be part of the Working Group.
(d) Notes the draft Terms of Reference for the Kaiapoi Signage Working Group (180518055044), which will be reviewed at the first meeting of the Working Group and bought back to the Community Board for approval.

CARRIED
7.3 **Application to the Kaiapoi-Tuahiwi Community Board's 2017/18 Discretionary Grant Fund – Karanga Mai Early Learning Centre - Edwina Cordwell (Governance Adviser)**

This report was taken as read and there were no questions.

Moved J Watson Seconded R Blair

**THAT** the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report No. 180530060133.

(b) **Approves** a grant of $439 to Karanga Mai Early Learning Centre towards the cost of a heavy duty washing machine.

CARRIED

M Pinkham abstained from voting

7.4 **Allocation of the balance of the Kaiapoi-Tuahiwi Community Board's 2017/18 Discretionary Grant Fund – Edwina Cordwell (Governance Adviser)**

E Cordwell spoke to this report noting that the Council has agreed to carry forward any unallocated Discretionary Grant Funds to the Kaiapoi-Tuahiwi Community Board's 2018/19 Discretionary Grant.

Moved P Redmond Seconded C Greengrass

**THAT** the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report No. 180529059485.

(b) **Notes** that as of 17 June 2018 there is currently $1,600 remaining in the Board's Discretionary Grant Fund.

(c) **Notes** there is one application for Discretionary Grant Funding totalling $439 to be considered at the 18 June 2018 Board meeting.

(d) **Notes** the Council has approved the carry forward of any unallocated funds to the Kaiapoi-Tuahiwi Community Board's 2018/19 Discretionary Grant.

CARRIED

8 **CORRESPONDENCE**

There was no correspondence.
9 CHAIRPERSON’S REPORT

9.1 Chair’s Diary for May-June 2018
J Watson provided a verbal Chairs Diary update for May-June, as follows:

Attended Pines Kairaki Beach Association meeting – 22 May
Attended the Community Networking Meeting on 13 June, noting these are valuable meetings
Attended Maori protocol training at the Tuahiwi Marae on Wednesday 13 June
Attended the Regeneration land Divestment ceremony on Friday 15 June
Noted that the Kaiapoi Town Centre Plan has been released.
J Watson also noted that the Breeze Walking Festival organisers are intending to include the Kaiapoi Riverbank in the Walking Festival this year.

Moved J Watson Seconded P Redmond

(a) THAT the Chairpersons verbal report for May-June be accepted

CARRIED

10 MATTERS REFERRED FOR INFORMATION

10.1 Oxford-Ohoka Community Board meeting minutes – 3 May 2018 (Trim No. 180426045233).
10.2 Woodend-Sefton Community Board meeting minutes – 14 May 2018 (Trim No. 180510051232).
10.3 Rangiora-Ashley Community Board meeting minutes – 16 May 2018 (Trim No. 180515052911).
10.4 Youth Council meeting minutes – 1 May 2018 (Trim No. 140605059180).
10.5 Capital Projects Report for the period ended 31 March 2018 Report to Audit and Risk Committee 22 May 2018 (Trim No. 180424044711).
10.6 Libraries Update Report to Community and Recreation Committee 22 May 2018 (Trim No. 180511051846).
10.7 Fees and Charges for Community Facilities Report to Council 29 May 2018 (Trim No. 180514052641).
10.8 Funding and Budget Options Kaiapoi River Dredging Proposals Report to Council 29 May 2018 (Trim No. 180514052211).

Moved J Watson Seconded R Blair

THAT the Kaiapoi-Tuahiwi Community Board receives the information in items 10.1-10.10.

CARRIED
11 **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.

**P Redmond**

Attended the Kaiapoi Museum AGM on 23 May  
Attended the combined Drainage Groups meeting update on 24 May  
Sat in on LTP relating to the Multi-Sport Stadium on 29 May, noting good discussion and debate amongst Councillors  
Attended Kaiapoi Maritime Heritage Trust meeting on 29 May  
Attended Webinar on LGNZ on Climate Change, a series of three of these.  
Attended Art on the Quay on 31 May  
Attended Ken Stevenson (WDC Roading Manager) farewell morning tea on 8 June  
Attended Regeneration Steering Group Meeting on 11 June  
Attended the Coastguard special general meeting on 12 June (to consider a name change), which will now be known as Coastguard North Canterbury. This group are fundraising for a new boat, which will have a cost in excess of $500,000.  
Attended cultural training day at Tuahiwi on 13 June  
Attended Regeneration land divestment ceremony on 15 June  

It was noted that the Rotary sign on the right hand side on the southern approach into Kaiapoi is in need of maintenance and improvement and P Redmond suggested this is something the new Kaiapoi Signage Working Group could look at.

**M Pinkham**

Attended Wellbeing North Canterbury meeting on 28 May  
Submitted to the NZTA and Christchurch City Council re Cranford Street upgrade.  
Attended committee meeting of Kaiapoi Promotions Association on 6 June  
Attended Ken Stevenson farewell on 8 June  
Attended the Regeneration Steering group meeting 11 June  

**C Greengrass**

Attended Kaiapoi Museum AGM on 23 May  
Attended Pines Kairaki Beach Association meeting 22 May  
Attended Regeneration land Divestment ceremony on 15 June  
YOU ME WE US ran a very successful Mud Run on Sunday 17 June  
Attended farewell of teacher at Kaiapoi North School  
Noted that the Community Housing feasibility study funding has been approved.  

C Greengrass noted that 25 Kaiapoi businesses are supporting the street lantern project and will be having lanterns hanging outside their businesses during the week prior to the Kaiapoi Art Expo.

**R BLAIR**

R Blair has also attended events and meetings as listed by other members above.  
Attended recent North Canterbury Neighbourhood Support meeting and advised that the Police have given Neighbourhood support over $22,000 to get established in Kaikoura. To date this has enabled 500 residences into the Get Ready plan. Neighbourhood Support have also submitted to the Hurunui District Council, but there needs to be someone involved from the Amberley or Cheviot areas to get established there.  
Funding application has been lodged for the NC Neighbourhood Support Old Fashioned Family picnic.
R Blair suggested there needs to be more promotion of Neighbourhood Support so people are more aware of it.

R Blair noted that several members of the public have voiced concerns regarding safety issues with the former BNZ building in Kaiapoi and understands that other Board members had also had concerns expressed by community members.

12 CONSULTATION PROJECTS
Nil.

13 REGENERATION PROJECTS
13.1 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:

13.2 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 2 July 2018. This meeting is open to the public.

14 BOARD FUNDING UPDATE
14.1 Board Discretionary Grant
Balance as at 18 June 2018: $1,600.

14.2 General Landscaping Budget
Balance as at 18 June 2018: $60,080.

15 MEDIA ITEMS
There were no media items.

16 QUESTIONS UNDER STANDING ORDERS
There were no questions.

17 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 16 July 2018 at the Ruataniwha Kaiapoi Civic Centre.

There being no further business, the meeting closed at 4.50pm.

CONFIRMED

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Chairperson  Date

Workshop

- *Edwina Cordwell (Governance Adviser) - Community Board Plan.* (4.50pm to 5.05pm) The updated draft plan was discussed. Members made various comments which J Palmer suggested should be incorporated. A formal report and revised draft will be presented to the Board at its July meeting.

- *Edwina Cordwell (Governance Adviser) - Community Board Discretionary Grant Fund.* (5.05pm to 5.20pm) Members reaffirmed the current criteria and forms. A formal report will be presented to the July Board meeting.