

**MINUTES FOR THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD HELD IN THE KAIKANUI ROOM, RUATANIWHA KAIAPOI CIVIC CENTRE, 176 WILLIAMS STREET, KAIAPOI ON MONDAY, 20 MARCH 2023 AT 4PM.**

**PRESENT**

J Watson (Chairperson), S Stewart (Deputy Chairperson), A Blackie (Arrived at 5.42pm), N Atkinson, T Bartle, T Blair, and R Keetley.

**IN ATTENDANCE**

B Cairns (Kaiapoi-Woodend Ward Councillor) and P Redmond (Kaiapoi-Woodend Ward Councillor).

C Brown (Community and Recreation Manager), J McBride (Roading and Transport Manager), D Roxborough (Implementation Project Manager – District Regeneration), D Young (Senior Engineering Advisor), K Straw (Civil Projects Team Leader), V Thompson (Senior Advisor Business and Centres), H Belworthy (Intermediate Landscape Architect – District Regeneration), G Kempton (Senior Project Engineer), K Rabe (Governance Advisor), and A Connor (Governance Support Officer).

There was two members of the public present.

**1 APOLOGIES**

Moved: J Watson

Seconded: T Bartle

**THAT** an apology for lateness be received and sustained from A Blackie, who arrived at 5.42pm.

**CARRIED**

**2 CONFLICTS OF INTEREST**

There were no conflicts of interest declared.

**3 CONFIRMATION OF MINUTES**

**3.1 Minutes of the Kaiapoi-Tuahiwi Community Board –20 February 2023**

Moved: J Watson

Seconded: R Keetley

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

- (a) **Confirms** the circulated Minutes of the Kaiapoi-Tuahiwi Community Board meeting, held 20 February 2023, as a true and accurate record.

**CARRIED**

**3.2 Matters Arising (FROM MINUTES)**

J Watson, R Keetley and S Stewart met to discuss the Patchina's Walkway Project and were now waiting for quotes for the proposed work. B Cairns noted the Locky Dock proposal had been turned down by Waka Kotahi.

3.3 **Notes of the Kaiapoi-Tuahiwi Community Board Workshop – 20 February 2023**

Moved: J Watson

Seconded: S Stewart

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

- (a) **Receives** the notes of the Kaiapoi-Tuahiwi Community Board workshop held on 20 February 2023.

**4 DEPUTATIONS AND PRESENTATIONS**

Nil.

**5 ADJOURNED BUSINESS**

Nil.

**6 REPORTS**

6.1 **Smith Street, Kaiapoi – Approval to reduce the Speed Limit on Smith Street to 50km/h** – J McBride (Roading and Transport Manager)

J McBride spoke to the report noting that approval was being sought to lower the speed limit on Smith Street, Kaiapoi to 50km/h, under the Setting of Speed Limits Rule 2022. A proposed 50km/h speed restriction for this section of Smith Street was consulted upon during in November 2022.

N Atkinson questioned if Waka Kotahi had indicated if they would accept this change. J McBride noted this change was on the Council's section of road and not on State Highway One (SH1).

N Atkinson the asked why this was not being done in unison with Waka Kotahi so that the speed was reduced to 50km/h all the way across the bridge to Lineside Road. J McBride explained that Waka Kotahi had advised that they would not be changing the speed limit at this time. However, the Council could not delay the reduction of the speed limit on this section of the road as the new "Waimak Junction" development was imminent and the traffic signals were currently being installed. The Council had timing constraints as the resource consent stated the traffic signals had to be operational before the business could be operating.

P Redmond enquired if consideration had been given to lowering the speed limit to 60km/h. J McBride noted that constant feedback received regarding speed limits was that people did not like the continuous change of speed limits. Staff had therefore recommended 50km/h to extend the current 50km/h and keep the speed consistent.

Moved: J Watson

Seconded: S Stewart

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

- (a) **Receives** Report No. 230203015254.

*AND*

**THAT** the Kaiapoi-Tuahwi Community Board recommends:

**THAT** the Council:

- (b) **Approves** a change to the speed limit on Smith Street, Kaiapoi, between SH1 motorway southbound ramp and the existing speed threshold 90-meters east of the Smith Street Bridge, noting that this would then be submitted to the Director at Waka Kotahi under section 2.6 of the *Setting of Speed Limits Rule 2022*, requesting approval to proceed with the implementation.
- (c) **Notes** that consultation on a 50km/h speed limit on Smith Street, Kaiapoi (between SH1 motorway southbound ramp and the Cam River Bridge) was undertaken in 2022 and this was supported by 52% of respondents, with the remaining 48% of respondents opposed to the change.

**LOST**  
4:2

J Watson commented that she supported the proposed reduction in speed limits in this area. S Stewart agreed and believed that a consist speed limit in all the streets in the area was important.

N Atkinson noted he would not support the motion, as he held the opinion that Waka Kotahi should change the speed limit over the bridge to Lineside Road at the same time. He noted that section of the road was very dangerous, and 80km/h was too high, and Waka Kotahi needed to support and action their claims regarding safety.

P Redmond agreed with N Atkinson that changing the speeds simultaneously would be better, however, the area had changed and became more urban, 80km/h was therefore no longer a feasible speed.

J Watson replied it was better to be safe now than safe later.

Revocation of resolution at same meeting

N Atkinson advised that the Council's Roding Team has advised via e-mail that the resource consent the new "Waimak Junction" development was subject to the reduction of the speed limit on this section of the road to 50km/h. If the speed limit was not reduced then the developer would have to alter and resubmit the resource consent. He therefore recommended that the Board revoke its previous resolution as per section 23.4 of the Standing Orders and reconsider the motion.

Moved: N Atkinson

Seconded: T Bartle

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

- (a) **Revokes** its previous resolution taken at this meeting in accordance with section 23.4 of the Standing Orders.
- (b) **Notes** that 75 percent of the members present, and voting agreed to the revocation the previous decision.

**CARRIED**

*The Board again voted on the previous motion.*

Moved: J Watson

Seconded: S Stewart

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

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*AND*

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

**THAT** the Council:

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- (c) **Notes** that consultation on a 50km/h speed limit on Smith Street, Kaiapoi (between SH1 motorway southbound ramp and the Cam River Bridge) was undertaken in 2022 and this was supported by 52% of respondents, with the remaining 48% of respondents opposed to the change.

**CARRIED**

6.2 **Approval of Scheme Design for Consultation – Transport Choices Project 1 - Woodend to Kaiapoi Cycleway** – K Straw (Civil Projects Team Leader),

D Young, G Kempton and J McBride were present during the consideration of the report. K Straw spoke to the report and highlighted the following points:

- The original plan had the cycleway running along Walker and Bridge Streets. Staff were now proposing that the cycleway continue down Ranfurly Street and crossing at Smith Street. This was to allow for good connectivity to the stop bank walkways, the start of the Passchendaele Path and the Kaiapoi Town Centre.
- Consultation would only be with key stakeholders not the whole community.
- The effected parties that were occupying road reserve were all supportive of the land being reclaimed and were more concerned regarding vehicle speeds.
- There may be a challenge regarding where the proposed cycleway entered Māori Reserve 873 in Tuahiwi. However, staff had followed up on the Cultural Report which should pick up on any issues.

R Keetley questioned how many bikes would be able to fit in the island refuge. K Straw noted it would be one bikes length deep and was currently designed to be three metres wide however that could be changed.

N Atkinson highlighted the fact that there were generally five to six cars stacked to turn right at the Smith and Ranfurly Streets intersection. K Straw advised that would be up to the Board whether they wished to retain the full turning bay rather than installing a refuge crossing. There would be flexibility to move the refuge island back towards the motorway.

N Atkinson questioned if this was an opportunity to close-off the right turn entrance into Charles Street, and have the traffic relocated to Sewell Street. K Straw noted people would be discouraged from turning right into Charles Street, rather than completely closing-off the right turn entrance.

T Bartle asked if the barrier between the cycleway and the road was necessary as Ranfurly Street was already very narrow. K Straw suggested it could be made smaller, however, staff would not recommend completely removing the barrier for safety reasons

N Atkinson sought clarity on how many car parks would be removed on Ranfurly Street. K Straw clarified that staff had been mindful regarding retaining car parks and only two or three on Ranfurly Street would be lost.

C Brown commented that there may be an opportunity to design a Landscaping Plan at this early stage. K Straw confirmed there was a healthy budget allowance for landscaping and tree planting along the different sections of the cycleway.

In response to a question from P Redmond K Straw confirmed that provision had not been made for lighting.

Moved: N Atkinson

Seconded: R Keetley

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

(a) **Receives** Report No. 230131011994.

*AND*

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

**THAT** the Utilities and Roothing Committee:

- (d) **Approves** the Scheme Design as per Attachment i of this report for the purposes of consultation noting the matters that staff had indicated they would consider or amend.
- (e) **Approves** the amendment of the Walking and Cycling Network Plan to include Ranfurly Street (between Walker Street and Smith Street) in lieu of Walker Street and Bridge Street.
- (f) **Approves** the change in priority at the Ranfurly Street / Dale Street intersection, with Dale Street being required to "STOP" for traffic on Ranfurly Street and Old North Road.
- (g) **Approves** the implementation of a "Give Way" priority control at the Sandhills Road / Fullers Road intersection, giving the Sandhills Road traffic priority.
- (h) **Notes** that the Scheme Design is based on an Off-Road shared Path for the full length of Old North Road.
- (i) **Notes** that staff would present the approved Scheme Design to directly impacted residents and stakeholders for feedback.
- (j) **Notes** that district wide consultation completed mid 2022 included two options to get this cycleway from Smith Street to Pineacres, and that "Option B" was the option preferred by staff and recommended within this report.
- (k) **Notes** that feedback from the consultation would be fed into the Detailed Design, and that the Detailed Design would be reported back to the Community Boards and the Utilities and Roothing Committee in May 2023 for their approval before procurement begins.

- (l) **Notes** that the scheme design requires the removal of five on-street car parking spaces on Ranfurly Street at Sidey Quay and that the final approval of any parking spaces to be removed would be included within the detailed design report in May 2023.
- (m) **Notes** that any parking removal as result of the Scheme Design would be communicated with the immediate adjacent residents.
- (n) **Notes** that upon acceptance of this report, the Council's Property Team would commence work with various stakeholders to create new easements as required to allow the route to progress, and that the relevant stakeholders are willing to support the project.
- (o) **Notes** that the recommendations within this report would require the reclamation of road reserve currently occupied by private residencies along Old North Road, and that this has been discussed with the relevant property owners.
- (p) **Notes** that staff were working closely with Waka Kotahi to co-ordinate this cycleway project with the planned Woodend Safety Improvement project that was currently being designed.
- (q) **Notes** that this project is funded through the "Transport Choices" funding stream (which was still subject to final signing and confirmation), and this requires that all works was complete by June 2024.
- (r) **Notes** that the funding agreement between Waka Kotahi and the Waimakariri District Council was dependent on the site having been through an independent Road Safety Audit process, which would proceed upon acceptance of this report, and that the safety audit may result in further minor design changes.
- (s) **Notes** a small piece of land would be required for the purposes of constructing the cycleway, and that staff upon approval of this report would enter negotiations with the relevant landowners to purchase the required land, noting that a report approving purchase would be brought back to the Council.

**CARRIED**

N Atkinson commended the significant work that had been done and the great design features which had been included, despite many challenges.

R Keetley noted he was looking forward to using the cycleway.

J Watson praised staff for doing a fantastic job, which was going to make Kaiapoi a wonderful place to cycle through.

6.3 **Kaiapoi Town Centre Market Temporarily Located at 131 Raven Quay –**  
V Thompson (Senior Advisor Business and Centres)

V Thompson spoke to the report and noted that representatives from the existing market were not opposed to there being another market in Kaiapoi, however, they preferred it did not operate on the same day and time as the existing market.

S Stewart questioned if the proposed market had been approached about starting at noon and running till 3pm. V Thompson stated they would prefer to operate during the morning, however, would be open to starting later.

P Redmond sought clarity on when the market would be operating. V Thompson advised that the market preference to operate on Saturdays as that was busier for shopping. Nonetheless, if they had to operate on a Sunday, they would consider it.

P Redmond further noted the clause in the original report regarding not selling competing product was removed and enquired as to the reason. V Thompson clarified that was covered in the trade competition clause that had been added. Staff would strongly recommend the market did not compete with Williams Street businesses.

N Atkinson commented that the market could sell clothing which would be in competition with stores such as Blackwell's and sought clarity on how that would be dealt with. V Thompsons explained that the competition clause referred more to hospitality businesses. The Council did have a Mobile Vendor Policy which stated that they could not be in direct competition with brick-and-mortar business.

T Bartle questioned how the policies and guidelines were enforced. V Thompson noted that in this scenario a recurring reserve booking was proposed. This meant the Council's Greenspace Unit would monitor the booking through their system and ensure they were complying. If they were found in breach, the Council could terminate the booking.

P Redmond asked how much both markets were paying to operate on Council land. V Thompson noted that the Charles Street market did not pay any rental fee. The proposed market would pay the reserves booking of about \$27 per day.

Moved: S Stewart

Seconded: J Watson

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

- (a) **Receives** Report No. 230306030071.
- (b) **Approves** the presence of the market located temporarily at 131 Raven Quay under a recurring reserve booking for an initial term of three months, to be rolled over in three month booking blocks thereafter in compliance with the reserves booking system, should the market continue to operate without incident.
- (c) **Requests** the market organisers at 131 Raven Quay to start at 12 noon and run till 3pm on a Saturday so as not to clash with the current farmers market in Charles Street.
- (d) **Restricts** food trucks supplying similar refreshments as other official businesses in the Kaiapoi town centre.
- (e) **Requests** staff to report back six months after the opening date of the new market to update the Kaiapoi-Tuahiwi Community Board.
- (f) **Notes** that a Health and Safety plan was required to be submitted with bookings accepted under the reserves booking system as managed through the Greenspace Unit.
- (g) **Notes** that alternative locations were potentially available should the market be successful and need to be relocated to another site (at the Kaiapoi-Tuahiwi Community Board and/or Council's discretionary approval) due to progression of commercial development at 131 Raven Quay or the market's growth.
- (h) **Notes** that the market was currently proposed to occur at the same time as the existing Farmers Market (on Charles Street).

**CARRIED**

S Stewart noted she had spoken to the existing market and their preference was that there was no another market operating in Kaiapoi at the same time. There were existing food businesses open in the area and having food trucks would be in direct competition with them.

J Watson agreed with S Stewart, however, operating during the afternoon was a good compromise and it may bring more people to the town.

N Atkinson noted markets brought vibrancy to the town, however, the Council needed to ensure that they did not compete with the bricks-and-mortar.

P Redmond did not support the same activity operating in the same area at the same time and would have preferred to see the market operating on a Sunday. He also questioned why the existing market was not paying any rent. C Brown replied there was only one market in the district that paid a commercial rate to the Council as a commercial entity. There were differences between markets as some charged a commercial rate to stall holders and some just scraped by. The ones that were not returning a profit were considered just as important for social and cultural wellbeing.

*Consideration of Item 6.1 “Smith Street, Kaiapoi – Approval to reduce the Speed Limit on Smith Street to 50km/h” was resumed at this time. The Minutes have been recorded as per the agenda.*

6.4 **Approval of the Kaiapoi-Tuahiwi Community Board Plan 2022-25.** –  
Kay Rabe (Governance Advisor)

K Rabe took the report as read.

Moved: J Watson

Seconded: R Keetley

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

- (a) **Receives** report No. 230124008533.
- (b) **Approves** the Kaiapoi-Tuahiwi Community Board Plan 2022-25 (Trim 230308031830).
- (c) **Authorises** the Chairperson to approve the final version of the Kaiapoi-Tuahiwi Community Board Plan 2022-25, if any further minor editorial corrections were required.

**CARRIED**

6.5 **Application to the Kaiapoi-Tuahiwi Community Board’s Discretionary Grant Fund 2022/23 – Kay Rabe (Governance Advisor)**

K Rabe spoke to the report.

Moved: N Atkinson

Seconded: J Watson

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

- (a) **Receives** Report No. 230223024757.



- (b) **Approves** a grant of \$500 to the Kaiapoi Rugby Football Club towards the replacement of the External Defibrillator (AED) cabinet.

- (c) **Approves** a grant of \$240 to the Kaiapoi Community Garden towards the installation of directional signage on the Kaiapoi Bourgh School fence.
- (d) **Approves** a grant of \$500 to the Relay for Life Fundraising Committee towards the costs of hosting a Relay for Life event.

**CARRIED**

N Atkinson felt they were all worthwhile projects.

## **7 CORRESPONDENCE**

Nil.

## **8 CHAIRPERSON'S REPORT**

### **8.1 Chairperson's Report for February and March 2023**

Attended Waka Kotahi meeting. Pushed the Skewbridge repairs and they would be looking at it in the near future.

Moved: J Watson

Seconded: T Bartle

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

- (a) **Receives** the report from the Kaiapoi-Tuahiwi Community Board Chairperson (TRIM:230314034608).

## **9 MATTERS REFERRED FOR INFORMATION**

- 9.1 **Oxford-Ohoka Community Board Meeting Minutes 15 February 2023.**
- 9.2 **Woodend-Sefton Community Board Meeting Minutes 13 February 2023.**
- 9.3 **Rangiora-Ashley Community Board Meeting Minutes 15 February 2023.**
- 9.4 **Submission on the Review into the Future of Local Government – Report to Council meeting 7 February 2023 – Circulates to all Boards.**
- 9.5 **Ratification of the Council submission to variation 1 of the Proposed District Plan – Report to Council meeting 7 February 2023 – Circulates to all Boards.**
- 9.6 **Submission on the Water Services Legislation Bill and Water Services Economic Efficiency and Consumer protection Bill – Report to Council meeting 7 February 2023 – Circulates to all Boards.**
- 9.7 **Establishment of a Property Portfolio working Group – Report to Council meeting 7 February 2023 – Circulates to all Boards.**
- 9.8 **Review of Elected Member Conference and Training Policy – Report to Council meeting 7 February 2023 – Circulates to all Boards.**
- 9.9 **Health, Safety and Wellbeing Report January 2023 – Report to Council meeting 7 February 2023 – Circulates to all Boards.**
- 9.10 **UV Treatment Strategy and Rationale – Report to Council meeting 8 February 2023 – Circulates to all Boards.**
- 9.11 **Aquatics February Update – Report to Community and Recreation Committee meeting 21 February 2023 – Circulates to all Boards.**

9.12 **July 2022 Flood Response Update - Report to Utilities and Roading Committee meeting 21 February 2023 – Circulates to all Boards.**

Moved: J Watson

Seconded: R Keetley

**THAT** the Kaiapoi-Tuahiwi Community Board

(a) **Receives** the information in Items 9.1 to 9.12.

**10 MEMBERS' INFORMATION EXCHANGE**

**N Atkinson**

Nothing to report.

**T Bartle**

- Attended three Drainage Board meetings. There was a consistent theme where they were not as prepared as they should be. They also felt there was a breakdown between the Council and the contractors.

**A Blackie**

Nothing to report.

**T Blair**

- Attended Darnley Club meeting. Took three van loads of people to Orana park and went very well so will be doing again. Had agreed on a new van which would arrive in January 2024. They were short on volunteers.
- Attended the Gypsy Fair.

**P Redmond**

- Attended Waimakariri Eyre Cust rating District meeting. Normal rates increase proposed, and assets were in good order.
- Attended Greater Christchurch Partnership Transport meeting. Possible trackless trams or light rail to mitigate congestion and travel times was proposed.
- Attended Council Strategy Day.
- Attended Southbrook School Travel Plan Working Group.
- Attended Facilities and Consents Fee Waiver Subcommittee. New terms of reference to include resource consents and building consents.
- Attended Swannanoa School Fair.
- Attended Waimakariri Water Zone Committee meeting. Weed control programme by Waimakariri District Council and Environment Canterbury. Ashley Rakahuri River care Group presented and suggest the Boar request them to present in the future.

**Brent Cairns**

- Volunteer events were taking place in the libraries and Pegasus Community Centre.
- Kaiapoi Brownies were running an event in the red sone tracking the different animals.
- Beach Road roading repairs and the resulting corrugations would be repaired.
- Rangiora promotions aske for additional funding to help get them through hard times which may result in a review of different associations and how they are funded.
- Attended Accessibility Training and was insightful.
- Kaiapoi Food Forest had garden clubs and other large groups of people visiting. They would be holding a Food Forest Design Course in Rangiora.

- Attended Integrated Transport Strategy workshop. Discussed key transport challenges facing the district.
- Motorhome Association could not believe the increase of people staying. 30 April 2023 was the proposed date for their official opening.

### **S Stewart**

- Attended Integrated Transport Strategy workshop.
- Attended Waimakariri Water Zone Committee meeting.
- Attended Kaiapoi Community Garden open day. Was very well attended and was a great success story.

### **R Keetley**

- Attended RSA Annual General Meeting.
- Attended All together Kaiapoi Garden Competition.
- Waiting for pricing from contractor regarding Patchina's Walkway.
- Met with Historical Society for their monthly get together.

## **11 CONSULTATION PROJECTS**

### **11.1 Kaiapoi Historic Railway Station Building Relocation**

<https://letstalk.waimakariri.govt.nz/kaiapoi-historic-railway-station>

Consultation closes Thursday 6 April 2023.

### **11.2 Environment Canterbury Draft Annual Plan 2023/24**

<https://www.ecan.govt.nz/your-region/plans-strategies-and-bylaws/annual-plans/>

Consultation closes Monday 3 April 2023.

### **11.3 Huihui Mai – Greater Christchurch Partnership**

<https://www.greaterchristchurch.org.nz/>

Consultation closes Sunday 26 March 2023.

The Board noted the consultation projects.

## **12 REGENERATION PROJECTS**

### **12.1 Town Centre, Kaiapoi**

Updates on the Kaiapoi Town Centre projects were emailed regularly to Board members.

These updates could be accessed using the link below:

<http://www.waimakariri.govt.nz/your-council/district-development/kaiapoi-town-centre>.

The Board noted the updates on the Regeneration projects.

**13 BOARD FUNDING UPDATE**

**13.1 Board Discretionary Grant**

Balance as at 28 February 2023: \$4,872.

**13.2 General Landscaping Budget**

Balance as at 28 February 2023: \$49,490.

The Board noted the Board funding updates.

**14 MEDIA ITEMS**

Nil

**15 QUESTIONS UNDER STANDING ORDERS**

Nil

**16 URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

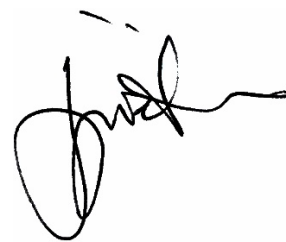
Nil

**NEXT MEETING**

The next meeting of the Kaiapoi-Tuahiwi Community Board would be held at the Ruataniwha Kaiapoi Civic Centre on Monday 17 April 2023 at 4pm.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 6.02PM.

**CONFIRMED**



\_\_\_\_\_  
Chairperson

17 April 2023  
\_\_\_\_\_

Date