

# Agenda

## Woodend-Sefton Community Board

Monday 9 October 2023

5.30pm

Waikuku Beach Hall  
Park Terrace  
Waikuku Beach

**Members:**

Shona Powell (Chairperson)

Mark Paterson (Deputy Chairperson)

Brent Cairns

Ian Fong

Rhonda Mather

Philip Redmond

Andrew Thompson

## **AGENDA CONTENTS – WOODEND-SEFTON COMMUNITY BOARD MEETING**

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**AGENDA FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD TO BE HELD AT THE WAIKUKU BEACH HALL, PARK TERRACE, WAIKUKU BEACH ON MONDAY 9 OCTOBER 2023 AT 5.30PM.**

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**RECOMMENDATIONS IN REPORTS ARE NOT TO BE CONSTRUED AS COUNCIL POLICY UNTIL ADOPTED BY THE COUNCIL**

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	<b><u>BUSINESS</u></b>	PAGES
<b>1</b>	<b><u>APOLOGIES</u></b>	
<b>2</b>	<b><u>CONFLICTS OF INTEREST</u></b>	
<b>3</b>	<b><u>CONFIRMATION MINUTES</u></b>	
3.1	<b><u>Minutes of the Woodend-Sefton Community Board – 11 September 2023</u></b>	
	<i>RECOMMENDATION</i>	<i>10 – 20</i>
	<b>THAT</b> the Woodend-Sefton Community Board:	
	(a) <b>Confirms</b> , as a true and accurate record, the circulated Minutes of the Woodend-Sefton Community Board meeting, held on 11 September 2023.	
3.2	<b><u>Matters Arising</u></b>	
	The Greenspace Manager, Council staff and the Chairperson will be meeting with the Sustainable Development Goals Student Ambassadors (Pegasus School) to discuss possible locations for the installation of bike racks at Pegasus Beach.	
3.3	<b><u>Notes of the Woodend-Sefton Community Board Workshop – 11 September 2023</u></b>	
	<i>RECOMMENDATION</i>	<i>21 – 23</i>
	<b>THAT</b> the Woodend-Sefton Community Board:	
	(a) <b>Receives</b> the notes of the Woodend-Sefton Community Board Workshop held on 11 September 2023.	
<b>4</b>	<b><u>DEPUTATIONS AND PRESENTATIONS FROM THE COMMUNITY</u></b>	
	Nil.	
<b>5</b>	<b><u>ADJOURNED BUSINESS</u></b>	
	Nil.	

## 6 REPORTS

### 6.1 Woodend Town Centre Public Toilet Upgrade – Justine Rae (Senior Advisory Community and Recreation – Assets and Capital) and Chrissy Taylor-Claude (Parks Officer)

RECOMMENDATION

24 – 33

**THAT** the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 230928153573
- (b) **Notes** that the existing toilets at Woodend Town Centre are currently in a poor state of repair, require high levels of ongoing maintenance and do not meet current service levels and accessibility regulations. These toilets generate the highest number of service requests in the district.
- (c) **Notes** that these toilets are currently planned for renewal in the year 2037 and are currently estimated to cost \$395,000 to renew.
- (d) **Notes** that Council staff applied to the Ministry of Business (MBIE) and Innovation's Tourism Infrastructure Fund (TIF) and were successful in this application with MBIE committing to contribute \$197,500 towards the project.
- (e) **Notes** that the Woodend Sefton Community Board and Enterprise North Canterbury provided a letter of support in Council's application to TIF to receive funding for the Woodend toilet in May 2023.
- (f) **Approves** the removal of the existing toilet and construction of the new toilet block noting that this will include two accessible unisex toilets and two standard unisex toilets all accessible from the front facing the street.
- (g) **Notes** that the cost of the project covers the entire works, including the demolition and construction of the new toilets and associated landscaping such as plantings and installing a new rubbish bin.
- (h) **Notes** the timeline in which the construction must be completed with procurement, approvals and consents required to be in place prior to 18<sup>th</sup> February 2024.

AND

**THAT** the Woodend Sefton Community Board recommends:

**THAT** the Community & Recreation Committee

- (i) **Receives** Report No. 230928153573.
- (j) **Approves** the recommendation that the upgrade of the Woodend Town Centre toilets be bought forward from 2037 and is undertaken in the 2023/24 Financial Year.
- (k) **Notes** the impact of bringing the Woodend Town Centre toilets forward in the plan is that other scheduled public toilet projects will be pushed out one additional year to accommodate this project.



6.2 **Pegasus and Waikuku Beach Viewing Platforms – Mike Kwant  
(Community Projects Officer – Greenspace)**

RECOMMENDATION

34 – 53

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 230927152860
- (b) **Notes** that Council staff are to progress and finalise the design plans and specifications followed by the tendering of works in accordance with the attached plans for accessible viewing platforms and ancillary works at Pegasus and Waikuku Beaches.
- (c) **Approves** – The construction of an accessible viewing platform and ancillary development at Pegasus Beach followed by, if allocated combined budget's sufficient, the construction of an accessible viewing platform and ancillary development at Waikuku Beach.

**OR**

- (d) **Approves** – The construction of an accessible viewing platform and ancillary development at Waikuku Beach followed by, if allocated combined budget's sufficient, the construction of an accessible viewing platform and ancillary development at Pegasus Beach.
- (e) **Notes** that if insufficient funds are available to complete both projects, the priority platform will be built, and additional funding will be requested to construct the second.

6.3 **2024 Woodend-Sefton Community Board's Meeting Schedule – Kay Rabe  
(Governance Advisor)**

RECOMMENDATION

54 – 57

THAT the Woodend-Sefton Community Board:

- (a) **Receives** report No. 230915144094.
- (b) **Resolves** to hold Community Board meetings, on the following dates and locations, commencing at 5.30pm:

13 February 2024 (Tuesday)	Sefton Public Hall
11 March 2024	Woodend Community Centre
9 April 2024 (Tuesday)	Waikuku Beach Community Hall
13 May 2024	Woodend Community Centre
10 June 2024	Woodend Community Centre
8 July 2024	Woodend Community Centre
12 August 2024	Woodend Community Centre
9 September 2024	Woodend Community Centre
14 October 2024	Woodend Community Centre
12 November 2024 (Tuesday)	Waikuku Beach Community Hall
2 December 2024	Woodend Community Centre

## 7 CORRESPONDENCE

Nil.

## 8 CHAIRPERSON'S REPORT

### 8.1 Chairperson's Report for September 2023

*RECOMMENDATION*

58

**THAT** the Woodend-Sefton Community Board:

- (a) **Receives** the report from the Woodend-Sefton Community Board Chairperson (TRIM: 231003155608).

## 9 MATTERS FOR INFORMATION

- 9.1. Kaiapoi-Tuahiwi Community Board Meeting Minutes 21 August 2023.
- 9.2. Oxford-Ohoka Community Board Meeting Minutes 6 September 2023.
- 9.3. Rangiora-Ashley Community Board Meeting Minutes 13 September 2023.
- 9.4. July 2023 Flood Response - Emergency and Immediate Works Expenditure – Report to Council Meeting 5 September 2023 – Circulates to all Boards.
- 9.5. Moving Forward: Waimakariri Integrated Transport Strategy 2035+ Draft for Consult – Report to Council Meeting 5 September 2023 – Circulates to all Boards.
- 9.6. District Regeneration - Annual Progress Report to June 2023 – Report to Council Meeting 5 September 2023 – Circulates to all Boards.
- 9.7. Re-establishment of Solid and Hazardous Waste Working Party – Report to Council Meeting 5 September 2023 – Circulates to all Boards.
- 9.8. Revocation Housing for the Elderly Policy – Report to Council Meeting 5 September 2023 – Circulates to all Boards.
- 9.9. Submission: Strengthening the resilience of Aotearoa NZs critical Infrastructure system – Report to Council Meeting 5 September 2023 – Circulates to all Boards.
- 9.10. Health, Safety and Wellbeing Report August 2023 – Report to Council Meeting 5 September 2023 – Circulates to all Boards.
- 9.11. Summary of Discretionary Grant Accountability 1 July 2022 to 30 June 2023 – Report to Oxford-Ohoka Community Board Meeting 6 September 2023 – Circulates to Rangiora-Ashley, Woodend-Sefton and Kaiapoi-Tuahiwi Community Boards.
- 9.12. Summary of Discretionary Grant Accountability 1 July 2022 to 30 June 2023 – Report to Rangiora-Ashley Community Board Meeting 13 September 2023 – Circulates to Woodend-Sefton, Oxford-Ohoka and Kaiapoi-Tuahiwi Community Boards.
- 9.13. Summary of Discretionary Grant Accountability 1 July 2022 to 30 June 2023 – Report to Kaiapoi-Tuahiwi Community Board Meeting 18 September 2023 – Circulates to Woodend-Sefton, Oxford-Ohoka and Rangiora-Ashley Community Boards.
- 9.14. July 2023 Flood Recovery Progress Update – Report to Utilities and Roading Committee Meeting 19 September 2023 – Circulates to all Boards.

- 9.15. Transport Choices – New Footpath Programme for Approval – Report to Utilities and Roading Committee Meeting 19 September 2023 – Circulates to all Boards.
- 9.16. Amendment to Kerb & Channel Renewal Programme 2023/24 – Report to Utilities and Roading Committee Meeting 19 September 2023 – Circulates to all Boards.
- 9.17. Annual Report on Dog Control 2022/2023 – Report to District Planning and Regulation Committee Meeting 19 September 2023 – Circulates to all Boards.
- 9.18. Annual Report to the Alcohol Regulatory and Licensing Authority 2022/2023 – Report to District Planning and Regulation Committee Meeting 19 September 2023 – Circulates to all Boards.

**Public Excluded**

- 9.19. Proposed Sale of 136 Fishers Road, Okuku – Report to Council Meeting 5 September 2023 – Circulates to all Boards.

*RECOMMENDATION*

**THAT** the Woodend-Sefton Community Board:

- (a) **Receives** the information in Items 9.1 to 9.18.
- (a) **Receives** the separately circulated public excluded information in item 9.19.

**Note:**

- 1. *The links for Matters for Information were previously circulated to members as part of the relevant meeting agendas.*
- 2. *Hard copies of the Public Excluded items were circulated to members separately.*

**10 MEMBERS' INFORMATION EXCHANGE**

59 – 61

10.1 Brent Cairns

10.2 Rhonda Mather

10.3 Philip Redmond

*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.*

*Any written information submitted by members will be circulated via email prior to the meeting.*

**11 CONSULTATION PROJECTS**

11.1 Libraries Survey

<https://letstalk.waimakariri.govt.nz/libraries-survey>

**12 BOARD FUNDING UPDATE**

**12.1 Board Discretionary Grant**

Balance as at 31 September 2023: \$3,660.

**12.2 General Landscaping Fund**

Balance as at 31 September 2023: \$13,680.

**13 MEDIA ITEMS**

**14 QUESTIONS UNDER STANDING ORDERS**

**15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

**17. MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED**

*Section 48, Local Government Official Information and Meetings Act 1987.*

In accordance with section 48(1) 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 (or sections 6, 7 or 9 of the Official Information Act 1982, as the case may be), it is moved:

1. That the public is excluded from the following parts of the proceedings of this meeting.

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:

<b>Item No.</b>	<b>Subject</b>	<b>Reason for excluding the public</b>	<b>Grounds for excluding the public-</b>
17.1	Pegasus Community Centre	Good reason to withhold exists under section 7	To Protect the privacy of natural persons and enabling the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial) negotiations and maintain legal professional privilege as per LGOIMA Section 7 (2)(a), (g) and (i).
17.2	Waikuku Fire Station Lease Extension	Good reason to withhold exists under section 7	To protect the privacy of natural persons and enabling the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial) negotiations and maintain legal professional privilege as per LGOIMA Section 7 (2)(a), (g) and (i).

**CLOSED MEETING**

*Refer to Public Excluded Agenda (separate document)*

**OPEN MEETING**

**NEXT MEETING**

The next meeting of the Woodend-Sefton Community Board is scheduled for 5.30pm, Monday 13 November 2023 at the Woodend Community Centre, School Road, Woodend.

### **Workshop**

- *Members Forum*
  - *Queries Spreadsheet*

**MINUTES FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD HELD AT THE WOODEND COMMUNITY CENTRE, SCHOOL ROAD, WOODEND ON MONDAY 11 SEPTEMBER 2023 AT 5.30PM.**

**PRESENT**

S Powell (Chairperson), M Paterson (Deputy Chairperson), I Fong, R Mather, and P Redmond.

**IN ATTENDANCE**

K LaValley (General Manager Planning, Regulation and Environment), J McBride (Roading and Transport Manager), G MacLeod (Greenspace Manager), S Binder (Senior Transportation Engineer), K Rabe (Governance Advisor) and C Fowler-Jenkins (Governance Support Officer).

There were 20 members of the public present.

**1 APOLOGIES**

Moved: R Mather                      Seconded: P Redmond

Apologies were received and sustained from B Cairns and A Thompson.

**CARRIED**

**2 CONFLICTS OF INTEREST**

There were no declared conflicts of interest.

**3 CONFIRMATION MINUTES**

**3.1 Minutes of the Woodend-Sefton Community Board – 14 August 2023**

Moved: M Paterson                      Seconded: R Mather

**THAT** the Woodend-Sefton Community Board:

- (a) **Confirms**, as a true and accurate record, the circulated Minutes of the Woodend-Sefton Community Board meeting, held on 14 August 2023.

**CARRIED**

**3.2 Matters Arising**

There were no matters arising.

**3.3 Notes of the Woodend-Sefton Community Board Workshop – 14 August 2023**

Moved: R Mather                      Seconded: I Fong

**THAT** the Woodend-Sefton Community Board:

- (a) **Receives** the notes of the Woodend-Sefton Community Board Workshop held on 14 August 2023.

**CARRIED**

#### 4 **DEPUTATIONS AND PRESENTATIONS FROM THE COMMUNITY**

##### 4.1 **Pegasus School – Sustainable Development Goals (SDG) Student Ambassadors**

Sally Paterson (Lead Teacher, SDG learning area, Te Kura o Manga Kawari) introduced the SDG Student Ambassadors.

The Student Ambassadors provided a presentation on the SDGs noting that the 17 goals had been developed by the United Nations in 2015 to end all poverty, protect the planet and improve the lives of everyone, everywhere. The students explained that the SDG Ambassadors were a group of children from Te Kura o Manga Kawari who were eager for a challenge. By working together, they were taking the initiative to make the planet more sustainable.

The first initiative was bike riding, and in Term 1 they had written a letter to the Council who suggested that they speak to the Community Board. The students provided a video presentation on the initiative. The Ambassadors had carried out a survey and out of 396 students 77% had said they would bike to the beach if there was a bike rack available and 70% said they would rather bike to the beach than go by car. The Ambassadors had also collected data from the wider community which showed it was not just kura who would use the bike racks.

The ambassadors believed bike racks would encourage Goal 11 'sustainable cities and communities' as it would promote bikes instead of cars and it would also benefit Goal 7 'affordable and clean energy' as it would not be using petrol or diesel. By putting bike racks at the beach, it would encourage more people to ride bikes and the exercise would help with the Goal 3 'health and wellbeing'. It would also help with Goal 13 'climate action' by reducing car use.

The ambassadors showed a picture of bike racks that would like to see at the beach and could be built by a local business, Refined Engineering. The cost of these were \$1,600 per unit, and they believed three units would be necessary which would hold 18 bikes. A concrete base for the bike racks to be mounted on would also be necessary. They would like to see the racks positioned on the beach side of the toilet blocks.

The students thanked the Board for listening to their presentation and asked if there were any questions.

S Powell asked if the students would be happy if the racks could be secured to the ground so they could chain their bikes to them, and if they believed space for 18 bikes would be sufficient, the students believed 18 bikes was a good starting point.

S Powell asked if there was anywhere else in Pegasus that the students thought there would be a need for a bike rack. It was suggested that there needed to be more near the playground as there was currently only space for four bikes.

P Redmond thanked the ambassadors for a persuasive presentation and asked if they had bikes. Many of the ambassadors did, and they sometimes biked to school. P Redmond asked how many people they thought would bike to the beach if there were bike racks available. The ambassadors noted that several people biked now and believed if racks were available more people would. It would also free up carparking space.

S Powell thanked the students for their presentation and bringing the need for bike racks to the attention of the Board. It was suggested that the Board request a report regarding the feasibility of bike racks at beaches to the Board, as this initiative could also apply to Woodend, Waikuku and Pines Beaches.

## 5 ADJOURNED BUSINESS

Nil.

## 6 REPORTS

### 6.1 Approval to Consult on the 2023-2027 Waimakariri District Speed Management Plan for the Woodend-Sefton Board Area – G Cleary (General Manager Utilities and Roding), J McBride (Roding and Transport Manager), S Binder (Senior Transportation Engineer) and Allie Mace-Cochrane (Transportation Engineer)

S Binder introduced the report which was the culmination of a long process and requested Board approval to consult on one of two options for the Speed Management Plan. S Binder would take the report as read and highlighted that recommendations (b) through (e) would be looking at schools only, as well as Pegasus Boulevard. Recommendation (f) was the staff recommendation which had been workshopped with the Board in the past. Recommendations (g) through (n) were notes highlighting important considerations.

J McBride advised that Pegasus Boulevard had been included alongside the schools as the Waka Kotahi Draft Speed Management Plan decision was expected imminently and it was expected the State Highway speed limit would change to 60km/hr near the roundabout and this recommendation would provide consistency.

R Mather asked for clarification about the wording in the Pegasus Boulevard recommendation and it was noted it was a typo error and the change should be to the west not the east of Infinity Drive.

S Powell asked if there would be specific consultation with the schools and J McBride advised that staff would be speaking to each school individually regarding the proposals and requesting feedback.

P Redmond asked what the Waka Kotahi space and appropriate speed was on the Pegasus Boulevard. S Binder believed it was currently 80km/hr, the change was proposed for consistency.

A typo in recommendation (l) as per the agenda was confirmed and updated, it should reference recommendation (f) rather than (b).

Moved: I Fong                      Seconded: R Mather

**THAT** the Woodend-Sefton Community Board:

(a) **Receives** Report No. 230530079076.

*AND*



**THAT** the Woodend-Sefton Community Board recommends:

**THAT** the Council:

- (b) **Approves** consultation being undertaken on the draft Waimakariri Speed Management Plan 2023-2027 including **schools only** (refer to TRIM No. 230731116010 and 230731116038), as **listed in Table 1** below. These roads are within the Board's area.
- (c) **Approves** consultation being undertaken on the Draft Waimakariri Speed Management Plan 2023-2027 for **Pegasus Boulevard, between State Highway One and Infinity Drive** (refer to TRIM No. 230731116010 and 230731116038), and **as was shown in bold text in 3 below**. This road was within the Board's area.
- (d) **Notes** that staff would then undertake a workshop with the Council in early 2024, and then present a report to the Council seeking approval to consult on the remaining proposed speed limit changes included in Recommendation (f) not endorsed by the Community Board, noting that this was following the Central Government election and the Council would have final approval on the consultation.
- (e) **Notes** that Recommendation (b) was considered the 'bare' minimum that Council could approve, as the *Land Transport Rule: Setting of Speed Limits 2022* required the Road Controlling Authority to set safe speed limits outside of all schools by June 2027, with 40% of these needing to be undertaken by June 2024.

**Table 1.** Extents of school speed limits within the Board's ward area.

School name	Cat.	Proposed Speed Limit	Road Extents	Speed Limit Type
<b>Pegasus Bay School</b>	1	30 km/h	Whakatipu Street (Pegasus Boulevard to Solander Road)	Permanent
			Solander Road (Pegasus Boulevard to Whakatipu Street)	
<b>Woodend School</b>	1	30 km/h	School Road (Main North Road – SH1 to Rangiora Woodend Road)	Permanent
<b>Sefton School</b>	1	30 km/h	Upper Sefton Road (20 m west of Buller Street to 611 Upper Sefton Road)	Variable
			Cross Street (20 m east of Buller Street to 20 m west of Upper Sefton Road)	Permanent

**Table 2.** Proposed speed limits for the Pegasus urban area.

Road Name and Extents	Existing speed limit (km/h)	Proposed speed limit (km/h)
<b>Pegasus Boulevard – State Highway One to 50m west of Infinity Drive</b>	<b>70</b>	<b>60</b>

**AND:**

- (a) **Notes** that the proposed school zone extents are subject to change after consultation progresses with each school.
- (b) **Notes** that included in Recommendation (c) was a proposal to reduce the speed limit on Pegasus Boulevard, between State Highway One and the Infinity Drive intersection. This had been included due to Waka Kotahi proposing a 60km/h speed limit along the immediately adjacent State Highway One section.
- (c) **Notes** that in order to meet requirements regarding minimum length of a road for a speed limit, the removal of any of the proposals from the above tables would require staff to investigate the impact on proposals in the surrounding area and bring an updated report to the Council.
- (d) **Notes** that the proposed speed limits were framed around a regional approach, which had been agreed by staff across the Canterbury RCAs and listed below, which had alignment with the Road to Zero Strategy and the *Land Transport Rule: Setting of Speed limits 2022* guidelines.
- 80 km/h on rural sealed roads.
  - 60 km/h on rural unsealed roads.
  - 40 km/h in urban and settlement areas.
  - 30 km/h around schools, where not deemed a Category Two school.
- (e) **Notes** that while the draft Speed Management Plan was in line with national strategy, it had also been adapted to the local context, and was intended to provide consistency of speed limits, both within the district and on neighbouring Canterbury Council roads.
- (f) **Notes** that following Consultation on the Speed Management Plan, it was recommended that the full Council hold hearings for any submitters who wished to be heard.
- (g) **Notes** that the regional speed management principles as outlined in the Draft Speed Management Plan (refer to attachment (i) - TRIM No. 230731116010) had been developed at a regional level and would be consulted upon as part of the Regional Speed Management Plan.

**CARRIED**

I Fong believed this was a prudent approach given the electoral cycle.

R Mather agreed with I Fong.

P Redmond supported the motion and he noted that he and J McBride had attended a conference in Auckland the previous week on road safety. A spokesperson for the National Party had provided commentary that it was looking at speed reductions in a different way to the current government proposal which included variable speeds around schools. There was a wide range of views on speed. The Council was keen to proceed with the minimum requirements until after the general election. This was an appropriate first step. He thanked the staff for their professional work and listening to elected members.

S Powell also thanked staff and appreciated their efforts. She commented that it would be interesting to hear the feedback from Sefton School regarding Cross Street. She was happy to support the motion.

6.2 **Application to the Woodend-Sefton Community Board's 2023/24 Discretionary Grant Fund – K Rabe (Governance Advisor)**

K Rabe introduced the report commenting that the Woodend Volunteer Fire Brigade were looking to purchase Fairy lights to decorate the brigade rooms during annual celebrations such as Christmas to encourage people to be more community focused and get the community more involved in the brigade and volunteer work. The brigade was making improvements to their electrical facilities to cater for the lighting design.

K Rabe noted that Woodend Playcentre were required to upgrade their fencing. She had been in contact with the centre to advise that the maximum they were likely to receive from the Board was \$500 and noted the Playcentre would be grateful for any assistance. The other funding providers they could approach such as Rata were noted.

P Redmond asked what funding the Playcentre received from the Government as an early childcare provider. There was some discussion over the financials that were provided, and it was noted that they struggled to cover expenses.

Moved: R Mather                      Seconded: I Fong

**THAT** the Woodend-Sefton Community Board:

- (a) **Receives** report No. 230822129363.
- (b) **Approves** a grant of \$500 to the Woodend Volunteer Fire Brigade towards the purchase of Fairy lights.
- (c) **Approves** a grant of \$500 to the Woodend Playcentre to replace its fencing.

**CARRIED**

R Mather believed they were both very good causes. She hoped that the Playcentre would be able to approach other organisations for funding.

I Fong concurred with R Mather.

6.3 **Summary of Discretionary Grant Accountability 1 July 2022 to July 2023 – Kay Rabe (Governance Advisor)**

K Rabe noted this was an annual report that came through after the financial year was complete. She had been concerned regarding the slow rate of returning accountability forms however staff regularly followed up and groups could not receive further funding until previous accountability was received.

Members advised that they were also happy to follow-up with any groups they were involved with.

Moved: S Powell

Seconded: P Redmond

**THAT** the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 230810122154.
- (b) **Notes** that of the \$6,625 allocated to the Board for the 2022/23 financial year, \$3,915 was distributed for events and projects within the community.
- (c) **Notes** that the remaining \$3,210, was carried forward and added to the 2023/24 allocation of \$4,400 bringing the current financial year's total to \$7,610.
- (d) **Circulates** a copy of this report to all other Community Boards for information.

**CARRIED**

S Powell thanked staff for following up, she knew the organisations appreciated the funding.

P Redmond hoped that the discretionary funding could be fully utilised during the current financial year.

**7 CORRESPONDENCE**

7.1 **Correspondence email Waimakariri Economic Development Strategy**

Trim Ref: 230905137639.

7.2 **Correspondence Deputation Regarding Bike Racks**

Trim Ref: 230904136271.

7.3 **Correspondence Draft Annual Plan Response**

Trim Ref: 230220022903

7.4 **Memorandum Kings Avenue Pump Station Drainage Improvements – Kieran Straw (Civil Project Team Leader)**

Trim Ref: 230808120684

Moved: R Mather

Seconded: I Fong

**THAT** the Woodend-Sefton Community Board:

- (a) **Receives** the email on Waimakariri Economic Development Strategy (Trim 230905137639).
- (b) **Receives** the correspondence regarding bike racks (Trim 230904136271).

- (c) **Receives** the Annual Plan Response Letter (Trim 230220022903).
- (d) **Receives** the Memorandum on Kings Avenue Pump Station Drainage Improvements (Trim 230808120684).

**CARRIED**

## **8 CHAIRPERSON'S REPORT**

### **8.1 Chairperson's Report for August 2023**

Moved: S Powell                      Seconded: R Mather

**THAT** the Woodend-Sefton Community Board:

- (a) **Receives** the report from the Woodend-Sefton Community Board Chairperson (TRIM: 230904136588).

**CARRIED**

## **9 MATTERS FOR INFORMATION**

- 9.1. Kaiapoi-Tuahiwi Community Board Meeting Minutes 17 July 2023.
- 9.2. Oxford-Ohoka Community Board Meeting Minutes 2 August 2023.
- 9.3. Rangiora-Ashley Community Board Meeting Minutes 8 August 2023.
- 9.4. Adoption of WDC Housing Policy 2023 – Report to Council Meeting 1 August 2023 – Circulates to all Boards.
- 9.5. Submission: Building Consent System Review: Options Paper – Report to Council Meeting 1 August 2023 – Circulates to all Boards.
- 9.6. Health, Safety and Wellbeing Report July 2023 – Report to Council Meeting 1 August 2023 – Circulates to all Boards.
- 9.7. Annual Report for Te Kohaka o Tuhaitara Trust for the Year Ended 30 June 2023 – Report to Audit and Risk Committee Meeting 8 August 2023 – Circulates to all Boards.
- 9.8. Avian Botulism Management 2022/23 – Report to Utilities and Roading Committee Meeting 15 August 2023 – Circulates to all Boards.
- 9.9. Private Well Study – Results from 2022 Study – Report to Utilities and Roading Committee Meeting 15 August 2023 – Circulates to all Boards.
- 9.10. Aquatics August Update – Report to Community and Recreation Committee Meeting 22 August 2023 – Circulates to all Boards.

### **Public Excluded**

- 9.11. Approval for Single-Source Provider for Disposal of Kerbside Organics from 1 July 2023 to 30 June 2024 – Report to Management Team Meeting 24 July 2023 – Circulates to all Boards.

Moved: R Mather                      Seconded: P Redmond

**THAT** the Woodend-Sefton Community Board:

- (a) **Receives** the information in Items 9.1 to 9.10.

**CARRIED**

Moved: S Powell

Seconded: R Mather

**THAT** the Woodend-Sefton Community Board:

- (b) **Receives** the separately circulated public excluded information in item 9.11.

**CARRIED**

## **10 MEMBERS' INFORMATION EXCHANGE**

### **I Fong**

- Sefton Public Hall Committee – at the last meeting all of the final specifications and uses were confirmed and had gone back to the architect. They should have plans for their next meeting so they could go out for tender and then they would know how much money needed to be raised.

### **P Redmond**

- Attended a number of cycleway drop in sessions in Woodend and Kaiapoi.
- The Council was discussing the Long Term Plan priorities. Various workshops were being held.
- Attended the Traffic Institute of New Zealand Conference.
  - The President of the group was the Deputy Mayor of Nelson, Rohan O'Neill-Stevens.
  - He attended as the Roothing Portfolio holder for the Council. It was fair to say that he had changed his opinion in some areas around safety, speed, and wire road barriers. They had overseas speakers presenting.
  - The politicians spoke during one session and David Parker had said road maintenance needed 9% per annum replacement or maintained but over recent years that had dropped to 6% and he said that increased funding was needed, and they were offering that at the election. He accepted that the need to upgrade the roading network could impact on land use for housing and affordability.
  - Paul Goldsmith from the National Party talked about reducing congestion and travel times and having an efficient network. He was not in agreement with permanent speed reductions around schools but supported variable speeds.
  - Julie Anne Genter wanted to reduce the number of car journeys and interestingly supported light rail coming to Christchurch.
  - Simon Court from the Act Party was talking about 30 year infrastructure plans, possibly having tolls, and having decisions made locally in the regions.
  - The overall consensus was that there was a need to balance movement, efficiency, safety, productivity and connected communities when it came to transport matters.
  - Vision Zero which was the precursor to the road to zero proposal with Waka Kotahi. This had started in Sweden in 1997 where you were trading off safety against mobility. Safe drivers, safe vehicles, safe roads. They all reduced crashes and the impact and speed was one of the factors put into the equation. 70% of deaths were on rural state highways in Australia but suspect it was similar in New Zealand.
  - The Ministry of Transport was promoting the road to zero campaign. The director of Road to Zero, Bryan Sherritt, presented and he noted that a road death cost \$13.4 million and a serious injury was \$1.3 million.
  - New Zealand had a fairly high death rate from accidents compared with overseas apart from the United States of America. In 2021 we had 6.4 deaths per 100,000 people and in 2022 there were 7.3 deaths per 100,000 people. There were concerns that New Zealand was trending upwards and had worse numbers than Australia and all of Europe.
  - Median barriers, had a target of 1,000 kilometer by 2030. He could see some benefit in having them in some road corridors.

- They had an action plan from the Ministry of Transport and a monitoring report which was available but was yet to be released by Cabinet.
- There was a session on EVs and emissions. They were exploring roaming billing so different charging station providers could have a centralized billing system. EVs were now able to tow so that effected how they were charged if you were towing a caravan, how you would pull into a charging station.
- They talked about micro mobility, e-scooters and the difference between the hire scooters and ones that were privately owned. The privately owned ones had a higher use of helmets and generally seemed to be more responsible with the use of them.
- The Police spoke and used the Blenheim to Nelson Highway experience where the speed limit had been reduced from 100km/h to 80km/h which had an 80% reduction in crashes and fatalities. It had added four minutes to the journey. It had less impact on St Johns and FENZ and hospital staff.
- Over a long weekend they had a pilot where a few radio stations played music with a slower beat and according to the study it resulted in a 6% slower average speed over that long weekend.

### **M Paterson**

- Attended the Youth Council meet and greet with Board members. They had a clean up of the Ashley River that they had organised.
- Attended the Woodend Community Association Meeting – they had their Annual General Meeting scheduled for 4 October 2023.
- Attended the flooding meeting. Interested in the challenge the district had with flooding and where to spend the money most effectively.
- Met with Ed Sard (Greenspace Community Asset Officer) at Gladstone Park, had a walk round to see how the grounds had stood up after the rugby season.

## **11 CONSULTATION PROJECTS**

### **9.1. Rangiora Town Cycleway Stage One**

<https://letstalk.waimakariri.govt.nz/rangiora-town-cycleway-stage-one>

Consultation closes Monday 11 September 2023.

### **9.2. Woodend / Woodend Beach Entrance Signs**

<https://letstalk.waimakariri.govt.nz/woodend-woodend-beach-entrance-signs>

Consultation closes Thursday 14 September 2023.

### **9.3. Waimakariri Economic Development Strategy**

<https://letstalk.waimakariri.govt.nz/waimakariri-economic-development-strategy>

Consultation closes Sunday 17 September 2023.

### **9.4. Playspaces in Kaiapoi East**

<https://letstalk.waimakariri.govt.nz/playspaces-in-kaiapoi-east>

Consultation closes Friday 22 September 2023.

### **9.5. Mandeville Resurgence Channel Upgrades**

<https://letstalk.waimakariri.govt.nz/mandeville-resurgence-channel-upgrades>

Consultation closes Friday 29 September 2023.

The Board noted the consultation projects.

**12 BOARD FUNDING UPDATE****12.1 Board Discretionary Grant**

Balance as at 31 August 2023: \$4,660.

**12.2 General Landscaping Fund**

Balance as at 31 August 2023: \$13,680.

The Board noted the funding update.

**13 MEDIA ITEMS**

Nil.

**14 QUESTIONS UNDER STANDING ORDERS**

Nil.

**15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

Nil.

**NEXT MEETING**

The next meeting of the Woodend-Sefton Community Board is scheduled for 5.30pm, Monday 9 October 2023 at the Woodend Community Centre, School Road, Woodend.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 7:40pm.

**CONFIRMED**

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date

**Workshop (6:30pm to 7:40pm)**

- *Greenspace Updates – Grant MacLeod (Greenspace Manager)*
  - *Woodend Beach Domain*
  - *Viewing Platform in Coastal Area*
  - *Long Term Plan Projects*
- *Members Forum*
  - *End of Year Function*



**NOTES OF A WORKSHOP OF THE WOODEND-SEFTON COMMUNITY BOARD HELD AT THE WOODEND COMMUNITY CENTRE, SCHOOL ROAD, WOODEND ON MONDAY 11 SEPTEMBER 2023 AT 6.30PM.**

**PRESENT**

S Powell (Chairperson), I Fong, R Mather, M Paterson, and P Redmond.

**IN ATTENDANCE**

K LaValley (General Manager Planning, Regulation and Environment), G MacLeod (Greenspace Manager), K Rabe (Governance Advisor) and C Fowler-Jenkins (Governance Support Officer).

There was one member of the public present.

**APPOLOGIES**

B Cairns and A Thompson.

**1. GREENSPACE UPDATES**

Presenter: G MacLeod (Greenspace Manager)

Updates given on the following:

- Woodend Toilet upgrade
- Woodend Beach Domain (toilet and playground upgrade)
- Accessible platforms at Pegasus and Waikuku beaches.
- Pegasus youth space
- Pegasus community centre.

**Questions:**

*Woodend Toilet*

- Was there any update for the Tourism Infrastructure Funding for the Woodend toilet?  
*Council needed make progress during the current calendar year and it had to the end of the financial year to deliver the project. There were a few key milestones that the Government would be tracking Council on which would ensure the project was set up and engagement, community planning completed.*
- Was there a sewer lateral from the existing toilets at Woodend Beach down towards the Te Kohaka Tuhaiatara building?  
*Council staff believed that there was but would double check.*

*Woodend Beach Domain*

- If the Woodend Beach toilet was included in the Councils Long Term Plan this may allow time for the Trust to resolve its issues with the current building.
- The toilet facility was important for the beach area and would include an accessible toilet. Consideration been given to using the features that presented themselves on site, like utilising the water during winter with possibly an adventure park theme with a flying fox.  
*If the playground was to flood the idea was that it would not compromise the play experience. The park was in a coastal environment which was known to flooded therefore it made sense to design it in that way that the water could be used to enhance play experience. This could possibly save money on play equipment however a flying fox was going to cost a bit more. Staff were investigating possible sites for providing a slide and swing sort of equipment for the locals because there would still be that expectation for equipment for the five to eight year olds.*

- When Council staff talked about separate playgrounds. Would one be in a completely separate location?  
*Council staff were investigating different sites to find dry ground. Ferry Road had been suggested and was a likely site for a swing and slide because that equipment as they required less space than if you put an entire playground on site.*

#### *Access Platforms*

- How did the Spinifex and Pingao grasses cope with the king high tides?  
*The r build sand up over the first few years was quite impressive. The Christchurch ranger that staff met showed them their progression photos which showed an impressive amount of sand retention in a short timeframe. Staff believed these grasses would have good impact and planned to develop some trial plots to see how it would work.*
- Was the platform separate to beach access mats?  
*Yes, it would be separate.*
- Which would get 'better bang for the buck' or better community outcomes, the platform or the access carpet?  
*The better community outcome was in the platform because less people willing to use the mats as they required strength and control for the gradient or a motorised chair to be able to negotiate them. whereas the platform was available for a lot more people.*
- Staff had an additional budget bid for the Long Term Plan (LTP) for the platforms. How were staff going to deliver Waikuku Beach and Pegasus in the 2023/24 financial year when the LTP would not take effect till the 2024/25 financial year?  
*In essence the bid to the LTP that was for support infrastructure that staff knew they would need to build supporting infrastructure such as accessible parking, accessible toilets and suitable paths to the platform.*
- Was there an opportunity to use the Te Kohaka Tuhaitara Trust Rangers to manage the accessibility mat at Pegasus?  
*Both the Trust and Environment Canterbury provided a range of services, so staff needed to talk to them about what sort of support they could offer.*

#### *Pegasus Youth Area*

There was acknowledgment that this was not necessarily a skate ramp but more of an adaptable space for youth to hang out. If possible it should be located at or near the new community centre for synergy. Staff would be conducting consultation sessions with youth to see what was required.

#### *Community Centre*

Significant progress made recently regarding a site and there should be some commitment in the near future.

#### *Other Items Raised*

- Waikuku skate ramp.  
*There were different thoughts on what could be done to make it user friendly. It was scheduled for renewal within the next Long Term Plan. A group had shown interest in this project prior to covid however they had not been in contact with the Council for some time.*
- Gladstone Park flooding.  
*Council had one of their specialists look into the flooding to see what it could be done to mitigate the impacts on the fields.*

The Board had requested several times that an events sign for Pegasus be installed mainly to display when the lifeguard season and times were but would also advertise events round the lake etc.

*This would be beneficial to locals and visitors that did not realise that the beach was serviced by surf lifesaving because there were no signs until you got to the beach.*

- Sefton Domain

The Board had put some funding towards improving the entrance way previously however the general consensus was to wait until the new building went in prior to funding further planting. The domain needed a footpath from the main entrance to the upper area as well as improved parking.

THERE BEING NO FURTHER BUSINESS, THE WORKSHOP CONCLUDED AT 7.40PM.

**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION**

**FILE NO and TRIM NO:** RES-08/ 230928153573

**REPORT TO:** WOODEND SEFTON COMMUNITY BOARD

**DATE OF MEETING:** 9<sup>th</sup> October 2023

**AUTHOR(S):** Chrissy Taylor-Claude – Parks Officer.  
Justine Rae – Senior Adviser Community & Recreation - Assets & Capital.

**SUBJECT:** Woodend Town Centre Public Toilet Upgrade.

**ENDORSED BY:**  
(for Reports to Council,  
Committees or Boards)

  
General Manager

  
Chief Executive

**1. SUMMARY**

- 1.1. This report is seeking approval from the Woodend Sefton Community Board to demolish the existing Woodend Town Centre toilets and construct a new toilet block in the same location.
- 1.2. The Woodend Town Centre toilet block is surrounded by the Woodend Community Centre, Woodend School, Woodend Recreation Reserve, and Woodend Bowling Club. The toilets are across from Electronic Vehicle (EV) chargers, alongside the Rangiora Woodend Cycleway, and the main rest stop for State Highway 1 users.
- 1.3. The toilet block is a high use toilet and in poor condition. The block was built in 1972 and is made of concrete blocks with a roof of plastic and iron. The toilet block currently has 1 female, 2 male, and 1 accessible toilet and the exterior wall includes a mural by Woodend School. These toilets receive more maintenance-related service requests than any other toilets in the district. It has also been identified as an entrapment risk due to poor design and does not meet the desired level of service nor accessibility standards.
- 1.4. Council's Public Toilet Strategy listed the Woodend Town Centre Toilet as needing renewal in 2037 but due to the poor condition of the toilets and ongoing operational costs and service requests, Council staff looked into funding options to bring this forward. Council put in an application for the Tourism Infrastructure Fund (TIF) through Ministry of Business, Innovation & Employment (MBIE) and was successful, receiving \$197,500 to contribute to the rebuild of the Woodend toilets. The new toilet block would include 4 unisex toilets, 2 of which would be accessible, and 1 would include a baby change table.
- 1.5. Council can work with Woodend School and the Waimakariri Public Arts Trust to retain the value of publicly displayed art on the current toilets if possible. Along with this, Council will engage with the Waimakariri Access Group around the proposed design.
- 1.6. The recommended option would see the renewal of the toilet at Woodend Town Centre which is estimated to cost \$395,000. If this option is approved Council would be contributing half of the overall estimated cost of the project (\$197,500) which would come from capital budget that is assigned to toilet renewals within the Annual and Long Term Plan. Due to a current project (Woodend Beach Toilets) not being able to be delivered at this time, there is sufficient budget to undertake this work without needing to bring money forward. The Woodend Beach toilets will then be reprioritized and delivered within a future financial year.

Attachments:

- i. Letter of support from the Woodend Sefton Community Board. (Trim: 230626094945)
- ii. Letter of support from Enterprise North Canterbury. (Trim: 230626094938)
- iii. Location map and images of current toilet facilities. (Trim: 230928153595)

**2. RECOMMENDATION**

**THAT** the Wooden Sefton Community Board:

- (a) **Receives** Report No. 230928153573
- (b) **Notes** that the existing toilets at Woodend Town Centre are currently in a poor state of repair, require high levels of ongoing maintenance and do not meet current level of service levels and accessibility regulations. These toilets generate the highest number of service requests in the district.
- (c) **Notes** that these toilets are currently planned for renewal in the year 2037 and are currently estimated to cost \$395,000 to renew.
- (d) **Notes** that Council staff applied to the Ministry of Business and Innovation's Tourism Infrastructure Fund (TIF) and were successful in this application with MBIE committing to contribute \$197,500 towards the project.
- (e) **Notes** that the Woodend Sefton Community Board and Enterprise North Canterbury provided a letter of support in Council's application to TIF to receive funding for the Woodend toilet in May 2023.
- (f) **Approves** the removal of the existing toilet and construction of the new toilet block noting that this will be 2 accessible unisex toilets and 2 standard unisex toilets all accessible from the front facing the street.
- (g) **Notes** that the cost of the project covers the entire works, including the demolition and construction of the new toilets and associated landscaping such as plantings and installing a new rubbish bin.
- (h) **Notes** the timeline in which the construction must be completed with procurement, approvals and consents required to be in place prior to 18<sup>th</sup> February 2024.

*AND*

**THAT** the Woodend Sefton Community Board recommends:

**THAT** the Community & Recreation Committee

- (i) **Receives** Report No. 230928153573.
- (j) **Approves** the recommendation that the upgrade of the Woodend Town Centre toilets be bought forward from 2037 and is undertaken in the 23/24 Financial Year.
- (k) **Notes** the impact of bringing the Woodend Town Centre toilets forward in the plan is that other scheduled public toilet projects will be pushed out 1 additional year to accommodate this project.

**3. BACKGROUND**

- 3.1. The Woodend Town Centre Toilet is located on School Road and surrounded by Woodend Community Centre, Woodend School, Woodend Recreation Reserve, and Woodend Bowling Club. The toilets are also across from Electronic Vehicle (EV) chargers, alongside the Rangiora Woodend Cycleway, and the main rest stop for State Highway 1 travellers. Currently, the toilet block includes 1 female, 2 male, and 1 accessible toilet.

- 3.2. This toilet block is an extremely high use toilet in our district and the current condition of the toilet is poor. The block was built in 1972 and is of concrete block construction with a roof which is a combination of iron and plastic. At the end of 2022, a mural was painted on the exterior wall by Woodend School to make it more appealing. This was funded by Keep New Zealand Beautiful.
- 3.3. Council has a Public Toilet Strategy which provides recommendations for the future management and the proposed levels of service for public toilet provision of Waimakariri District Council public toilets. The strategy lists the districts public toilets and prioritises which toilets need upgrading and when. The Woodend Town Centre toilet was identified to need replacing in year 2037. However, the toilet was also identified as an entrapment risk due to the design of the building. Due to the old nature of the toilet block and the high-profile site within the Woodend Town Centre, these toilets receive more maintenance-related service requests than other toilets in the district. Therefore, in order to provide the desired level of service and reduce ongoing operational costs, Council staff began looking at funding options to bring this replacement forward.

#### 4. **ISSUES AND OPTIONS**

- 4.1. In May 2023, Council put in an application to the Tourism Infrastructure Fund (TIF) through the Ministry of Business, Innovation & Employment (MBIE) to get co funding to replace the toilet. Council received letters of support for this application from the Woodend Sefton Community Board and Enterprise North Canterbury.
- 4.2. On 18 August 2023, Council received confirmation that the application to the TIF was successful. The specific details of the contract between MBIE and Council must be signed within 6 months from the initial notification of the successful application including confirmation of procurement, all consents approved and in place and any other approvals in order. Council then has 18 months to complete the project in its entirety. This means staff need to begin preparatory work for this project as soon as possible in order to procure and consent the toilet demolition and replacement within the next five months.
- 4.3. The Public Toilet Strategy prioritises which toilets need upgraded and when. There are a number of toilets in our district that are in need of upgrades and improvements. Due to the Woodend Town Centre Toilet receiving external funding it makes sense to prioritise this project and bring it forward in the schedule.
- 4.4. The project is estimated to cost a total of \$395,000, which will be co-funded by TIF and Council with each party contributing \$197,500. Council will be funding this through the Toilet Renewal programme (100283.000.5014). This is a programme budget that covers toilet renewals within the Toilet Strategy. The other commitment within this budget for the 2023/2024 Financial Year is for Maria Andrews. There is \$243,000 remaining within this budget for allocation towards the Woodend Town Centre toilet replacement.
- 4.5. The following table outlines the project timeline for this work.

Milestones and Project Tasks	Estimated Start Date	Estimated Completion Date
<b>'Milestone one'</b>		
Complete detailed engineering plan	Aug-23	Oct-23
Tender project	Oct-23	Nov-23
Seek consent for toilets	Nov-23	Dec-23
<b>'Milestone two'</b>		
Demolition of existing toilets	Mar-24	Mar-24
Toilet installation	Apr-24	May-24

Amenity landscaping complete	May-24	May-24
<b>'Milestone three'</b>		
As-built information collected and processed	May-24	May-24

- 4.6. As part of this process, staff have reviewed the current toilets to identify the issues and challenges with the current toilets. It was identified that the current accessible toilet does not meet required levels of service for accessible users. The internal grab rail is at the wrong height, the doors should open outwards rather than slide, the cubicle is too small, and the hand basin is too far away from the toilet. This has an impact on community wellbeing as the location is not suitable for all users. As noted above, there is also concern that this building is an entrapment risk for users.
- 4.7. The Community Board have the following options available for their consideration:
- 4.8. Option One - The Board approves the rebuild of the Woodend Town Centre toilets according to the proposed change in configuration due to high usage. As part of this and in reflection of current standards and levels of service and the safety concerns with the existing layout, staff recommend the new toilet block configuration be changed. Currently it has 1 female, 2 male, and 1 accessible, this would change to 2 accessible unisex toilets and 2 standard unisex toilets all accessible from the front facing the street. Each cubicle would contain a basin and 1 of the accessible toilets would include a baby change table. There would also be some amenity plantings and potentially a picnic table surrounding the area to enhance the natural environment. If the Board approves this option, Council staff can also work with Woodend School and the Waimakariri Public Arts Trust (WPAT) to retain the value of publicly displayed art on the current toilets if possible. This option will keep to level of service requirements of having a minimum of 4 cubicles in a standalone toilet block within a town centre. A significant benefit of this project is that half of the costs will be covered by external funders and the timeframe would be moved forward from 2037 to completion within 2024/25.
- 4.9. Option Two- Decline the recommendations in this report and leave the toilet renewal for the existing renewal year of 2037. This option is not recommended due to the poor condition of the toilet and the impact of operational maintenance costs. This would also mean we would lose the ability to co-fund through the TIF funding opportunity. If the toilet block is not renewed, the agreed level of services will not be met. This toilet block is the main toilet stop in Woodend. It is the closest toilet to State Highway 1. The longest and most significant road in the New Zealand Road network. The Woodend Town Centre Toilets are highly used, therefore not meeting level of services not only has an impact on the local community but on all road users from across New Zealand who travel this route.
- 4.10. Option Three- Decline the recommendations in this report and consider minor maintenance of the toilet block. This option is not recommended as ultimately it would not be cost effective as there are several repairs and structural changes that would need to be regularly maintained to bring the toilet up to a higher level of service. It would also not alleviate the safety concerns around it being a potential entrapment area.
- 4.11. There will be a disruption to toilet users during construction of the new toilets, Greenspace staff will work on a cost effective temporary solution, this may include Portaloo's.

### **Implications for Community Wellbeing**

There are implications on community wellbeing by the issues and options that are the subject matter of this report. Community wellbeing will be improved by providing an

accessible, practical, and more welcoming toilet block. A key purpose of the Local Government Act is to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future. The social aspects of equity of opportunity, and rights and freedoms in the use of these facilities are not being met.

4.12. The Management Team has reviewed this report and support the recommendations.

## 5. **COMMUNITY VIEWS**

### 5.1. **Mana whenua**

Te Ngāi Tūāhuriri hapū are not likely to be affected by, or have an interest in the subject matter of this report.

### 5.2. **Groups and Organisations**

There are groups and organisations likely to be affected by, or to have an interest in the subject matter of this report. Due to the central location of the toilets, there are groups and organisations such as Woodend School and the Waimakariri Access Group that may have an interest in the subject matter of the report. Woodend School students painted the artwork on the toilets recently. Council will work with the school to ensure the value of the artwork is not lost. Council will ensure that all accessibility requirements are met in construction of the toilet block and will engage with the Waimakariri Access Group around the proposed design.

### 5.3. **Wider Community**

The wider community is likely to be affected by, or to have an interest in the subject matter of this report. The location for the toilets is in a busy town centre which may result in the wider community having an interest in the subject matter of the report. Council will work with the wider community to keep them updated on the project. During construction of the new toilet block, they will not be available for public use. This will impact thousands of users of State Highway 1. Council staff will have a plan to notify the public to ensure minimal impacts are felt.

## 6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

### 6.1. **Financial Implications**

There are financial implications of the decisions sought by this report.

The recommended option would see the renewal of the toilet at Woodend Town Centre which is estimated to cost \$395,000. If this option is approved there will be financial implications of the decisions sought by this report. Council will be contributing half of the overall estimated cost of the project (\$197,500). This will be funded through the Toilet Renewal programme (100283.000.5014).

Greenspace staff had intended to deliver a public toilet renewal for Woodend Beach toilets during this financial year however due to the complexity of this project, this has not occurred which leaves budget available to undertake this work on the Woodend Town Centre toilets. The Woodend Beach toilets will then be reprioritized and delivered within a future financial year. This means that there is no need to bring money forward to complete this project at Woodend Town Centre and that there is sufficient budget to undertake this work.

If Options 2 or 3 are approved and the toilet is not renewed there will be no need for capital investment until such time as it is renewed. However, there will still be significant ongoing annual operational expenditure based on this being the toilet facility within our district that receives the most service requests. Over time, there may be increased costs as the building continues to deteriorate which would require additional operational budget. This will in turn have an impact on rate payers as operational budgets are rates funded.

This budget is included in the Annual Plan/Long Term Plan.



## 6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report do not have sustainability and/or climate change impacts. The building materials will be of a high standard that are long lasting, requiring less maintenance and a greater lifespan. It is a requirement from TIF that consideration is given to ensure the building is resilient.

## 6.3 **Risk Management**

There are risks arising from the adoption/implementation of the recommendations in this report. There will be a risk management plan in place to ensure any risks are mitigated. There is a risk that vandalism and graffiti will continue to appear on the new toilet block but working with Woodend School and WPAT will ensure we have a welcoming space, preventing negative behaviour. Any risks during construction will be mitigated with a risk management plan. If Option 2 or 3 are approved and the toilet is not replaced, this replacement will be planned for 2037. However, based on the failure to meet current levels of service and accessibility standards it is likely that requests from the public will increase for these to be replaced earlier. If this is the case, not only will building costs likely have increased but the TIF cost share option will not be an option at that point.

## 6.3 **Health and Safety**

There are health and safety risks arising from the adoption/implementation of the recommendations in this report. Due to the central location of the toilets, there will be a health and safety plan in place to ensure the public's wellbeing during the construction of the new toilet block. Once the toilets have been completed, it is expected that health and safety will improve as the toilets will be fully accessible.

## 7. **CONTEXT**

### 7.1. **Consistency with Policy**

This matter is not a matter of significance in terms of the Council's Significance and Engagement Policy.

### 7.2. **Authorising Legislation**

Local Government Act

### 7.3. **Consistency with Community Outcomes**

The Council's community outcomes are relevant to the actions arising from recommendations in this report.

- Public spaces and facilities are plentiful accessible and high quality, and reflect cultural identity.
- Core utility services are sustainable, resilient, affordable; and provided in a timeline manner.
- The community's cultures, arts and heritage are conserved, developed and celebrated.
- Effect is given to the principles of the Treaty of Waitangi.

### 7.4. **Authorising Delegations**

The Woodend Sefton Community Board has delegated authority to approve the recommendations in this report.

Our Reference: GOV-26-09-04 / 23050564419

5 May 2023

Tourism Infrastructure Fund  
Ministry of Business, Innovation and Employment

### **Letter of Support for Application to Tourism Infrastructure Fund for Woodend Town Centre toilets**

This letter is to support the application from the Waimakariri District Council to the Tourism Infrastructure Fund for the replacement of the Woodend Town Centre Toilets.

The Woodend-Sefton Community Board is pleased that this application is being lodged. The Board have formally signalled to Council that they will be requesting that the replacement of the Woodend Town Centre Toilets in School Road be brought forward in the Long-Term Plan 2024-2034.

The Board has previously expressed concern around the toilets through the Long-Term Plan process (2021-31), however this was during the pandemic and funds were restricted. The Board have therefore made a new submission through the current Annual Plan process for budget to be brought forward. We have been receiving feedback from the community and the local Woodend Community Association that the toilets should be replaced as they do not meet the needs of users. The council has identified them as high use toilets.

On behalf of the community, the Board is in full support of the Council application to the Tourism Infrastructure Fund for the following reasons.

- These toilets service travellers/tourists using State Highway 1 and are not a good reflection on the District or New Zealand
- The traffic count through Woodend is around 20,000 vehicles per day. SH1 through Woodend is the east coast route in the South Island between the Cook Strait ferry and Christchurch and further south and is a popular route with tourists.
- These toilets are located near food outlets and a great playground and are an ideal stopping place for visitors and tourists to have a break.
- They are located on the Rangiora Woodend cycle/walkway which is well used by locals and visitors.

Thank you for your consideration of the Council application.

Yours sincerely



Shona Powell  
Chair – Woodend-Sefton Community Board

4 May 2023

Chris Brown  
Community and Recreation Manager  
Waimakariri District Council

Dear Chris,

Re: In support of WDC's application for funding - Tourism Infrastructure Fund

As the [local economic](#) and tourism development agency, [Visit Waimakariri](#) for Waimakariri, it is our role to support and promote the region to businesses and visitors. I am writing to endorse the Council's application to the Tourism Infrastructure Fund for the replacement of the old and not fit for purpose toilets in Woodend.

Woodend is a popular stopping point on State Highway 1 for travellers and tourists. Many of them are passing through the district and do not contribute to the local economy therefore the local Council is seeking Government funding to build back better toilets for the high demand from tourists.

It has just been confirmed that an EV charging station will be built alongside the toilets which once again provide visitors with another reason to stop. It is necessary to provide the best possible infrastructure (toilets, EV chargers) for discerning visitors who expect this service.

The toilets in Woodend are also used by a huge number of cyclists who ride the Rangiora to Woodend cycle path. This cycle route has proven extremely popular since the Northern Motorway Cycle way and clip on bridge was built, offering a circuit from CHC, Kaiapoi, Rangiora, Woodend, along the Tuhaitara Coastal Track back to Kaiapoi via Pines Beach opening up our region to new visitors being cyclists from Christchurch and beyond.

In summary, we see the provision of new toilets at Woodend as being a valuable addition to the area, providing much needed facilities for all and adding value to existing and future tourism opportunities. We support your application.

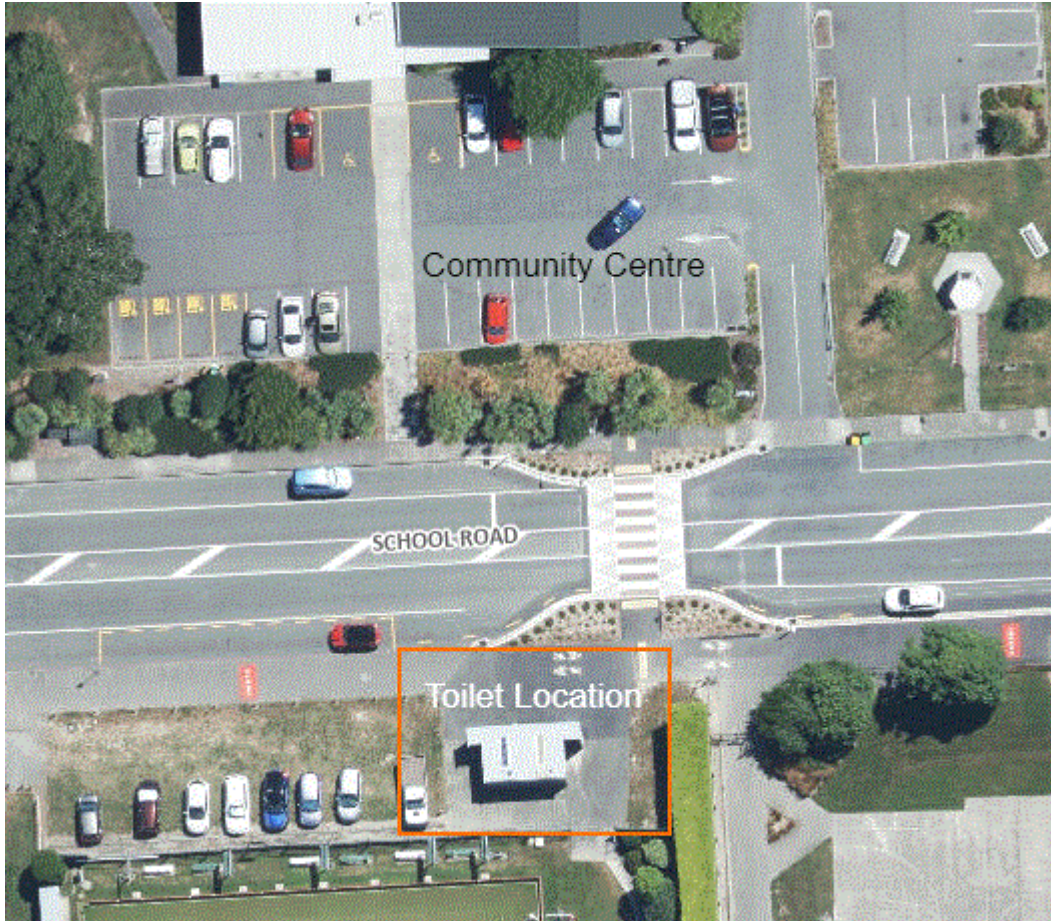
Yours Sincerely  
Enterprise North Canterbury



Heather Warwick  
CEO

Attachment iii.

Location Map of Woodend Town Centre Toilets.





Images of the current Woodend Town centre Toilet block exterior.



**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION****FILE NO and TRIM NO:** 230927152860**REPORT TO:** WOODEND-SEFTON COMMUNITY BOARD**DATE OF MEETING:** Monday 9<sup>th</sup> October 2023**AUTHOR(S):** Mike Kwant, Community Projects Officer, Greenspace**SUBJECT:** Pegasus and Waikuku Beach viewing platforms**ENDORSED BY:**  
(for Reports to Council,  
Committees or Boards)  
General Manager  
Chief Executive**1. SUMMARY**

- 1.1. The purpose of this report is to advise the Woodend-Sefton Community Board that staff will progress the completion of the design plans for two accessible viewing platforms and ancillary development including paths, fencing, dune restoration and matting for installation at Pegasus and Waikuku Beaches. A decision is sought from the Board as to its preference of listed options should the preferred tender to complete these projects be higher than the allocated combined budget.

Attachments:

- i. Pegasus Platform concept plans TRIM 230927152489
- ii. Pegasus Platform Tender drawings TRIM 230927152514
- ii. Waikuku Platform concept plans. TRIM 230927152490

**2. RECOMMENDATION****THAT** the Woodend Sefton Community Board:

- (a) **Receives** Report No. 230927152860
- (b) **Notes** that Council staff are to progress and finalise the design plans and specifications followed by the tendering of works in accordance with the attached plans for accessible viewing platforms and ancillary works at Pegasus and Waikuku Beaches.
- (c) **Approves** – The construction of an accessible viewing platform and ancillary development at Pegasus Beach followed by, if allocated combined budget sufficient, the construction of an accessible viewing platform and ancillary development at Waikuku Beach.

**OR**

- (d) **Approves** – The construction of an accessible viewing platform and ancillary development at Waikuku Beach followed by, if allocated combined budget sufficient, the construction of an accessible viewing platform and ancillary development at Pegasus Beach.
- (e) **Notes** that if insufficient funds are available to complete both projects, the priority platform will be built, and additional funding will be requested to construct the second.

**3. BACKGROUND**

- 3.1. The enhancement of beach accessibility for visitors to Waimakariri District beaches is a core objective of the Northern Pegasus Bay Bylaw (NPBB 2023). The NPBB Implementation Plan (NPBBIP) includes the aspiration of:

**“Continued pedestrian access for beach users, including those with mobility issues and young children is given priority over physical structures required for enforcement reasons.”**

To achieve this the following action item is included in the Plan:

**“Identify opportunities for new structures, including park furniture, that will assist with Bylaw enforcement, direct people to destination points and enhance users park experience, for example, a viewing platform for people with mobility issues.”**

- 3.2. Budget was allocated to achieve this action in the 2022/23 and 2023/24 financial years for Pegasus and Waikuku Beaches respectively. With the carry forward of funds from the 2022/23 year the total available funding available 2023/24 is \$123,660.
- 3.3. In preparation for the planned 2022/23 installation of the platform at Pegasus Beach the site was investigated and a site-specific plan developed for the design and installation of the viewing platform at this location. This included enhancement of the access path to the platform to ensure its suitability for wheelchairs and the modification of the existing path from the top of the dune to the front of the foredunes. This path then has the potential to link the platform to the foreshore with options for a suitable surface such as matting for access impaired visitors.



Figure 1: Pegasus Beach Platform design

- 3.4. The Pegasus Beach concept plan was presented to the Waimakariri District Council Access Group in May 2023 where the following matters were raised and considered in a revised design:
- Deck handrail - view shafts through.
  - Deck surface – rough sawn wide boards.
  - Seating options – arm rest/hand grips.
  - Boardwalk and deck edge – edge barrier and non-slip coloured strip.
  - Paths – slopes suitable for wheelchairs.



- 3.5. An engineer’s estimate of the Pegasus platform project costs (\$52,048) based on the schedule of quantities and industry rates indicated that the project could be completed within the 2022/23 allocated budget.
- 3.6. Prior to inviting quotes for construction and in response to a deputation to Council, Councillors requested that the Pegasus Beach platform project budget be rolled over to the 2023/24 year combining this with the Waikuku Beach platform budget. A combined budget of \$123, 660 is now available.

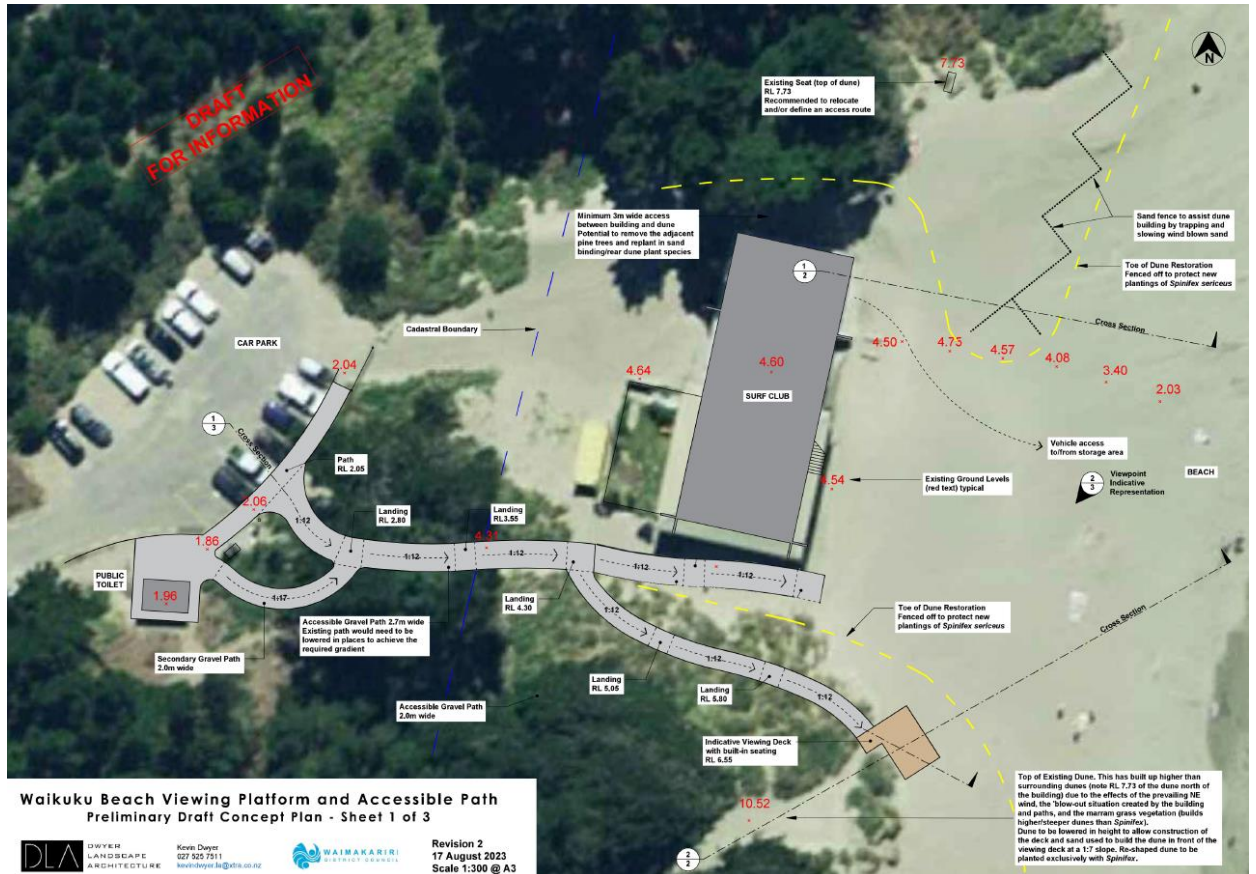


Figure 2 – Waikuku Beach Platform design

The Greenspace Manager presented concept plans for both beach platforms at the 11<sup>th</sup> September workshop. Discussion points included:

- 3.6.1. Sand dune restoration – sand binding plantings – as part of the platform installation at both sites sand dunes would be re-profiled to enable the natural formation of low, stable dunes to capture sand and reduce the rapid accumulation of sand on paths especially around the Waikuku Surf Life Saving Clubrooms. This sand requires frequent removal operations up to three times per year, a cost which could be minimised with strategic sand dune restoration. These dunes will be planted with native sand binding plants and be fenced to avoid trampling and help trap sand. Recent plantings of these seedlings had been carried out at the beach blow out in the foredunes adjacent to the Ashley Rakahuri Estuary car park. These species are commonly planted by CCC to successfully establish natural foredunes at Christchurch beaches.
- 3.6.2. Mats – to ensure we provide a full beach experience for wheelchair users provision of matting to enable access across sand to the tidal/foreshore



zone would be included in the scope of these projects. This is provided at a number of NZ and Australian beaches and discussions with the community will be had to ensure logistical support for laying out, pack up and storage of the matting.

- 3.6.3. Additional Funding – the need to source additional funding in order to complete both projects if it is determined that further funding is required to meet any shortfalls.

#### **4. ISSUES AND OPTIONS**

This section describes the project details and should be read in conjunction with the attached plans. Detailed designs and specifications have been completed for the Pegasus Beach project.

##### **4.1. Waikuku Beach Platform (See attached plan TRIM 230927152490)**

**Please note that these plans are conceptual only.**

- 4.1.1. Although initially planned to have been constructed after the completion of the Pegasus Beach platform it is now to be constructed contemporaneously.
- 4.1.2. Platform – located with height and aspect to maximise views with minimal modification of existing dunes and with paths at an acceptable gradient for wheelchair access. Design detail including in-built seating to be similar to that of Pegasus platform.
- 4.1.3. Paths – further detail to be added to include car parking and transition to paths as well as access alongside the Waikuku Surf Life Saving Club building to from wick point matting would provide foreshore/tidal zone access.
- 4.1.4. Dune modification and establishment of natural dune profile with sand trap fencing and planting.
- 4.1.5. Planting native sand binding plants of approximate mix 50% spinifex and 50% pingao.
- 4.1.6. Perimeter fencing around planting areas to manage pedestrian access. This is essential for any dune restoration planting. These fences are low key with timber posts at 5m centres and 3x wires.
- 4.1.7. Signage – to raise public awareness of the dynamic nature of the coastal environment and of natural dune formation and native plants.

##### **4.2. Pegasus Beach Platform (See attached plans TRIM 230927152489 & 230927152514)**

- 4.2.1. This beach is popular for visitors largely due to the ease of access from the car park. The installation of a platform and access to the platform from the car park is less costly than for Waikuku due to the shorter distance from, and height differential between the carpark and the platform.
- 4.2.2. Existing wheelchair access car parks have been marked with clear, unobstructed access from the sealed surface to the path.
- 4.2.3. Proposed paths will be 1.8m wide and at varying gradients but within the maximum recommended gradient for wheelchairs of 1:12. Compacted 150mm AP20 and additional base fill will be deposited as and where required. Paths provide access from the car park to the boardwalk which connects the path to the platform. An additional path will also be constructed to link this path to an existing path that leads through the

foredunes to the beach. If matting is to be provided this would be laid from this point across the foreshore.

- 4.2.4. Platform – located to provide ideal views up and down the coastline. In built seating is also proposed. Balustrades and handrails are included for safety and viewing openings are included below handrails.
  - 4.2.5. Dune modification, fencing, planting and signage whilst shown indicatively have not been specified in the plans, these works to have been ancillary to the initial Pegasus platform project and will be completed using annual coastal capital budget.
- 4.3. Options for project completion subject to sufficient budgets – the initial engineer’s estimate for Pegasus Beach platform indicated it could be completed within budget. There has not been an engineer’s estimate completed for the Waikuku platform as the detailed plans and specifications are yet to be completed. The next step is to finalise plans and draw up specification and a schedule of quantities for Waikuku Beach platform. A request for tenders for both sites can then be posted. If both projects can be completed within budget, then the tender will be awarded and works commence. However, if there is insufficient budget to complete both platforms the options will include:
- 4.3.1. Accept tender for Pegasus Beach and either stage Waikuku Beach project or await the sourcing of additional funds to make up the shortfall and then complete the Waikuku Beach platform.
  - 4.3.2. Accept tender for Waikuku Beach and either stage the Pegasus Beach project or await the sourcing of additional funds to make up the shortfall and then complete the Pegasus Beach platform.
  - 4.3.3. Await sourcing of required additional funds to make up the shortfall and then award the tender and commence both projects.

## 5. **Implications for Community Wellbeing**

- 5.1. Implications for community wellbeing are subject to the affordability of completing both projects within current budgets. It would be anticipated that platforms will be built at both sites but one or other may be delayed if there is a shortfall in current funding.
- 5.2. The Management Team has reviewed this report and support the recommendations.

## 6. **COMMUNITY VIEWS**

### 6.1. **Mana whenua**

The NPBB was jointly developed by Waimakariri District Council and Te Ngāi Tūāhuriri hapū and the platform projects were initiated through the NPBBIP. The Northern Pegasus Bay Advisory Group (NPBAG) is the forum through which partners and stakeholders are overseeing the implementation of actions listed in the NPBBIP.

### 6.2. **Groups and Organisations**

There are groups and organisations likely to be affected by, or to have an interest in the subject matter of this report.

As stated above the NPBAG is the key forum for consultation representing key stakeholders including local residents and user groups. They will continue to be kept informed of progress in the design and installation of the platforms and ancillary development.

The Waikuku Surf Life Saving Club have been consulted with an onsite meeting held with several members of the Club. The requirement to prevent ongoing sand accumulation

around the club rooms whilst retaining access for the IRB from the building to the sea was discussed and has been considered in the design of the dune restoration.

The structures proposed in these plans to enhance public access in the coastal environment trigger the requirement for a land use resource consent from ECAN. This is due to their being located within the Coastal Hazard Zone as determined by ECAN in its Regional Coastal Environment Plan. This consent was applied for in January 2023 and granted in April 2023.

The Waimakariri District Access Group has been consulted and concerns addressed with corresponding refinements of the design plans.

### **Wider Community**

The wider community is likely to be affected by, or to have an interest in the subject matter of this report.

The community will be informed of the development through a mix of channels including media releases, Waimakariri District Council Comms teams Facebook posts and on-site signage as considered appropriate to target the audience.

### **Deputation to Council**

An individual delivered a formal presentation to Council suggesting that priority be given to firstly constructing an accessible viewing platform at Waikuku Beach. Also requested was matting to provide access from the end of the formed path, across loose sand to the tidal zone as well as an all-terrain beach type wheelchair which would be made available on site for loan. Whilst these additional items are beyond the scope of the original projects they will be added to the project and priced as separate items for consideration.

## **7. OTHER IMPLICATIONS AND RISK MANAGEMENT**

### **7.1. Financial Implications**

The initial budget allocated to install the platforms was approximately \$50,000 in the 2022/2 and 2023/24 financial years for Pegasus and Waikuku Beaches respectively. With the carry forward of Pegasus platform funds from the 2022/23 year the total available funding available in 2023/24 is \$123,660.

Whilst we already have an engineer's estimate for the cost of the Pegasus platform the next step is to finalise plans and quantities for the Waikuku platform and undertake an engineer's estimate for this site. This combined with Pegasus will provide an indication of the total costs of the two projects. Tenders will then be invited and if there is a shortfall in the available budget consideration can will be given as to which option will be followed (See #4.1 above). The options for additional funding to make up the shortfall can also be considered at that time as may be required.

### **7.2. Sustainability and Climate Change Impacts**

The installation of viewing platforms is proposed alongside sand dune restoration works which aim to promote the development of naturally sustaining low profile foredunes utilising native sand binding plants. The platforms are proposed to be installed at levels higher than adjacent buildings and infrastructure which will provide buffer should sea level rise threaten existing assets in the coastal environment.

### **7.3. Risk Management**

There are risks arising from the adoption/implementation of the recommendations in this report which will be managed and minimised.

ECAN resource consent conditions are in place to manage potential environmental impacts and accordingly works being undertaken will meet these to ensure such risks are managed appropriately.

The design plans and all construction works are required to be compliant with the NZ Building Act, the Building Code and NZS 3604.

#### 7.4. **Health and Safety**

Construction works will be undertaken within the requirements of the Health and Safety at Work Act (HASWA 2023). Platforms are designs to meet building code requirements with additional safety features to ensure safety of those visitors who are access impaired.

## 8. **CONTEXT**

### 8.1. **Consistency with Policy**

This matter is not a matter of significance in terms of the Council's Significance and Engagement Policy.

### 8.2. **Authorising Legislation**

ECAN resource consent granted and Building Act, Building Code and HASWA to be complied with.

### 8.3. **Consistency with Community Outcomes**

The Council's community outcomes are relevant to the actions arising from recommendations in this report.

8.3.1. There are wide ranging opportunities for people to contribute to the decision making that affects our District.

- The Council makes information about its plans and activities readily available.
- The Council takes account of the views across the community including mana whenua.
- The Council makes known its views on significant proposals by others affecting the district's wellbeing.
- Opportunities for collaboration and partnerships are actively pursued.

8.3.2. The distinctive character of our tākiwa – towns, villages and rural areas is maintained.

- The centres of our towns are safe, convenient and attractive places to visit and do business.
- Our rural areas retain their amenity and character.

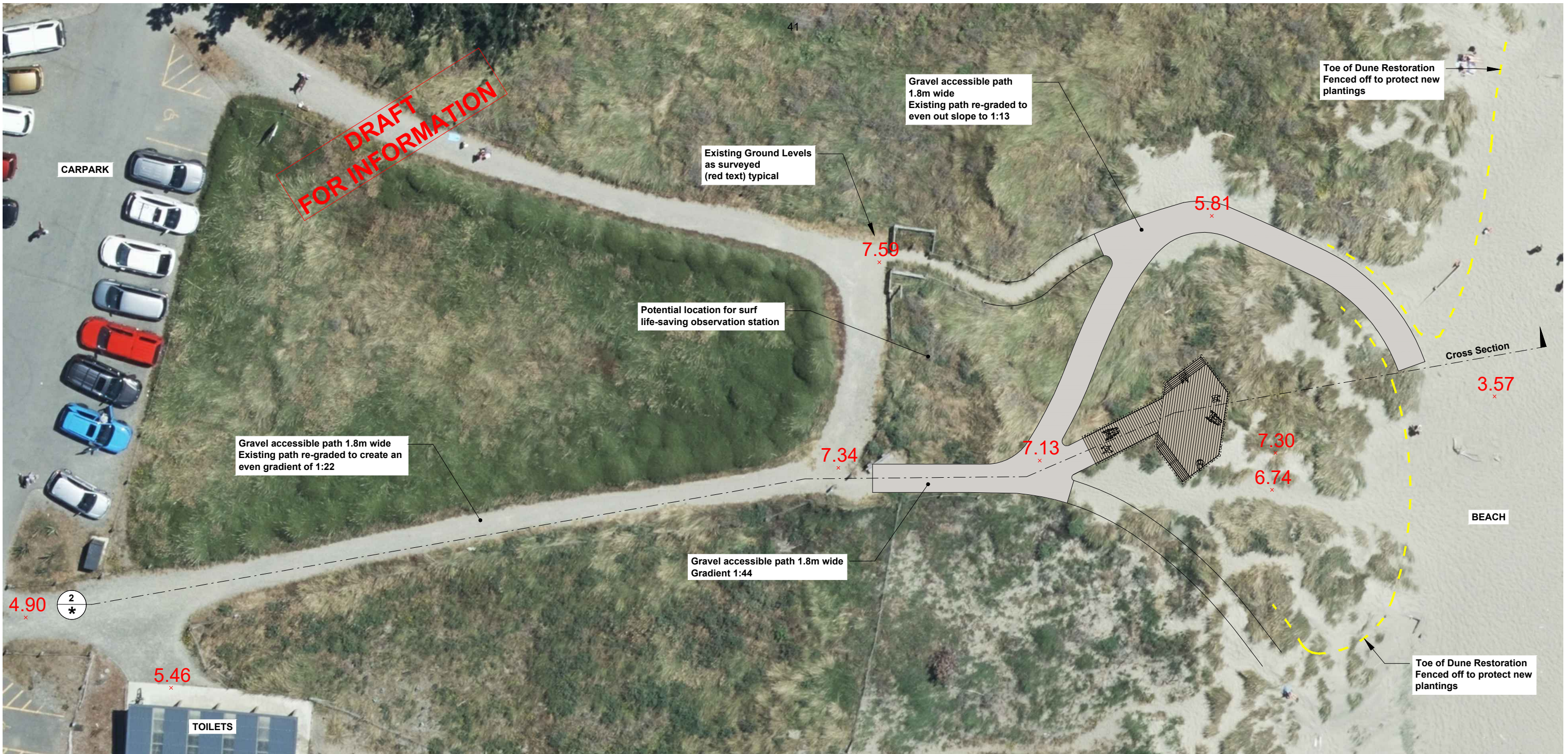
8.3.3. People have wide ranging opportunities for learning and being informed.

- Our people are easily able to get the information they need.

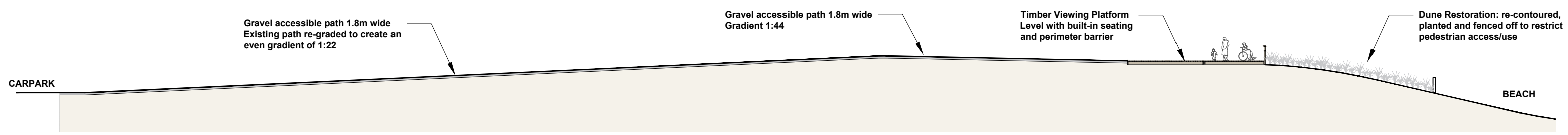
### 8.4. **Authorising Delegations**

Per Part 3 of the WDC *Delegations Manual*, the Community Boards are responsible for considering any matters of interest or concern within their ward area.





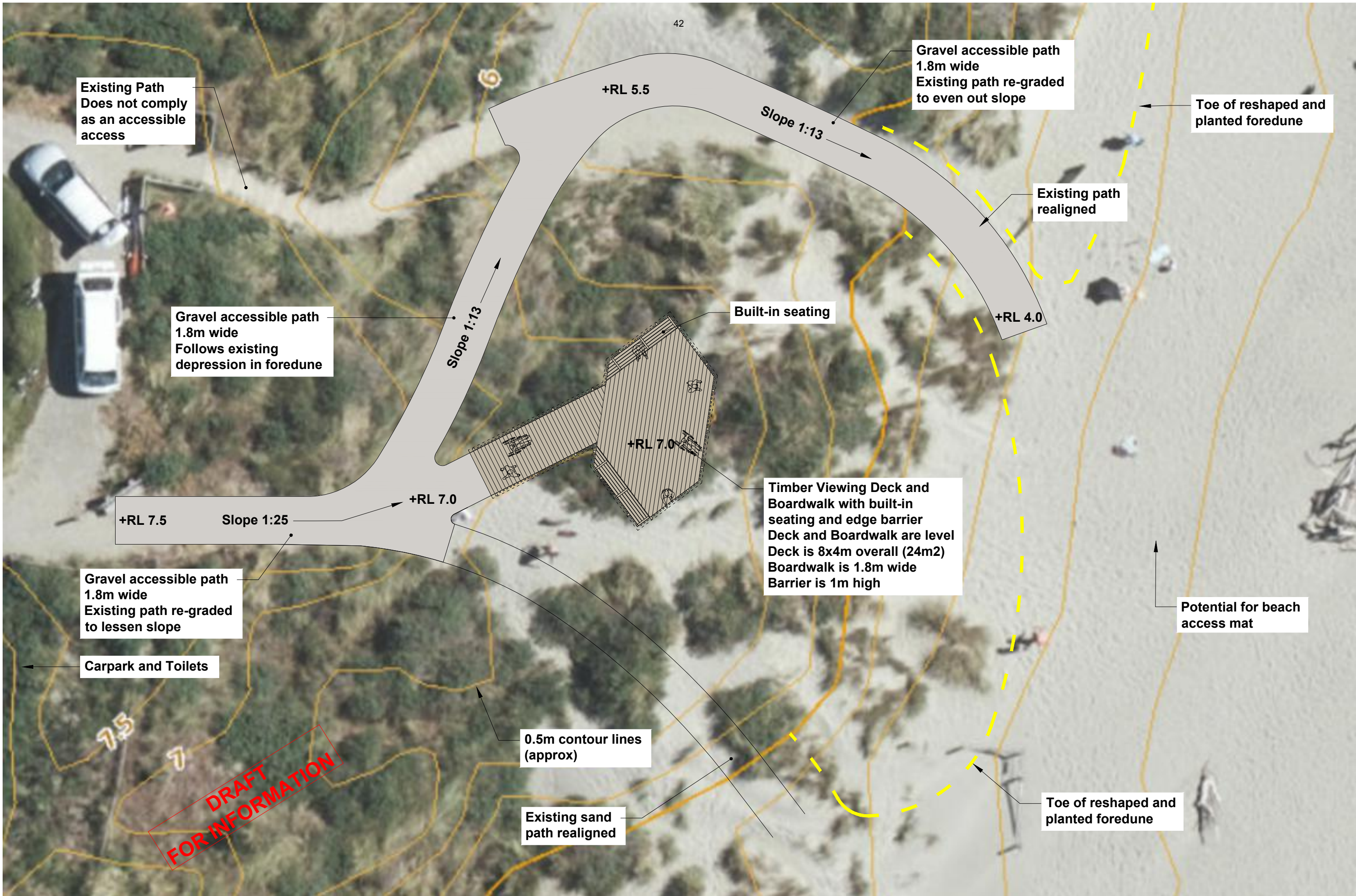
1 Concept Plan and Surveyed Levels  
 \* Scale = 1:250 @ A3



2 Cross Section - Viewing Platform and Path  
 \* Scale = 1:250 @ A3





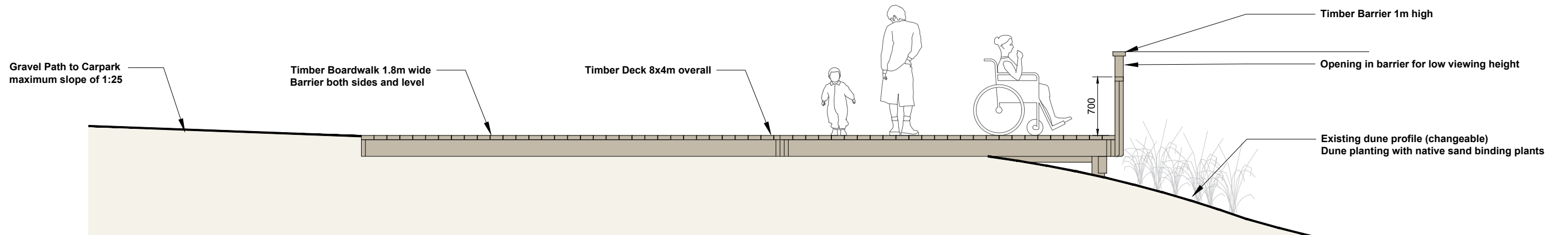




**DRAFT  
FOR INFORMATION**



**1** Front Elevation - Deck and Barrier  
\* Scale = 1:50 @ A3



**2** Cross Section - Deck and Boardwalk  
\* Scale = 1:50 @ A3



**DRAFT  
FOR INFORMATION**



① Indicative Representation of Viewing Deck  
★ Not to Scale





## PEGASUS BEACH VIEWING PLATFORM AND ACCESSIBLE PATH TENDER ISSUE - 12 MAY 2023

### DRAWINGS LIST

SHEET	TITLE
LA01	Drawings List and Specification
LA02	Concept Plan and General Arrangement
LA03	Schematic Deck Elevation and Cross-Section
LA04	Deck Sub-floor and Decking Layout
LA05	Deck Construction Details and Path Section
LA06	Built-in Seat Construction Details

### SPECIFICATION

#### Aggregate Paths

##### Testing

On completion of the paths, the compaction of the metal courses shall be tested by the Contractor using a Clegg Impact tester to provide assurance that both the compaction and the uniformity of the pavement layers.

The testing frequency shall be one test per 20 m<sup>2</sup> and must produce a minimum measured Clegg Impact Value (CIV) of 25 for footpaths.

##### Aggregate

AP20 basecourse shall consist of an approved crushed aggregate graded down from 20 mm and which falls within the following envelope:

The mineral aggregate shall be crushed stone, crushed river shingle, crushed pit metal, or an artificial mixture of two or more of the above with a small admixture of crusher dust, sand, mineral grit, or other approved filler, if required. Any such fines required to bring the material to the grading shown above, shall be non-plastic and shall be added during or immediately following crushing operations and on no account will the mixing in of fines be permitted subsequently on the site. The aggregate shall be free of vegetable matter, free of clay and other deleterious matter.

#### Timber Deck and Boardwalk

##### Related Documents and Standard Specifications

Work shall comply with all relevant requirements of the following standard specifications together with the provisional items herein:

- NZS 3422 Treatment Specifications
- NZS 3602 Timber and Wood-based Products for Use in Building
- NZS 3604 Light Timber Frame Buildings
- NZS 3631 Timber Grading Rules
- NZS 3640 Chemical Preservation of Round and Sawn Timber
- NZS 4121 Design for Access and Mobility: Buildings and Associated Facilities
- New Zealand Building Code and Building Regulations
- Landscape Drawings
- Waimakariri District Council Standards / Specifications - including the Waimakariri District Council Engineering Code of Practice

##### Materials

The species, grade, sizes, finish, treatment and moisture content of timber and wood based products shall comply with the requirements of this specification and relevant standards, at the time of installation. Timber shall be sound, well-seasoned and maintain figured dimensions (dimensions are nominal size - not gauged size), free from twist and bowing, tearing, wooliness, wane, chip bruising and other defects.

Timber members that are damaged, crushed or split beyond the limits permitted by their grading shall not be used. All timber shall comply with the requirements of NZS 3602 (if applicable) and NZS 3631.

#### Timber Treatment

Treatment shall comply with the current requirements of the Timber Preservation Council (TPC). All treated timber shall be branded with the appropriate wood mark. It is preferred that timbers be treated at least 2 months prior to use.

Timber shall comply with the following:

Location	Species	Grade	Treatment
Foundation Piles	Radiata	High Density	H5 minimum
Sub-Floor Frame	Radiata	SG8 RS wet	H4 minimum
Decking	Radiata	SG8 RS wet	H4 minimum
Balustrade	Radiata	SG8 RS wet	H4 minimum
Built-in Seat	Radiata	SG8 RS kiln dried	H4 minimum

#### Fixings

Unless specified otherwise on the Drawings the fixing schedule shall be as follows:

Use	Size (mm)	Type
Decking	14g x 100	T304 Stainless Steel Screw
General Structure Nails	90 x 3.15	304 Stainless Steel
General Brackets / Bolts	As Specified	304 Stainless Steel
Pile / Bearer Connection	As Specified	316 Stainless Steel

Bolts shall be engineering bolts of the diameters specified fitted with 50mm square washers.

Thread protrusion past the nut shall after tightening, be a minimum of one thread pitch and a maximum of 10mm for exposed locations and 30mm in all other cases.

#### Timber Piles

Timber Piles for boardwalks shall be SED150 H5 minimum. Wide end installed at the top.

Notches for the installation of bearers shall be treated on site with Metalex Timber Preservative (or approved equivalent) as per manufacturer's instructions.

The WDC Contract Manager shall be advised 48 hours prior to the driving of piles if observation is required.

#### General Construction

All work shall be in accordance with the best trade practice and compliance with the Building Act, Building Code and NZS 3604. Tradesperson carpenters certified under the Building Act 2004 shall supervise the construction of structures subject to Building Consent (not expected in the Contract).

The Contractor shall confirm all plan measurements on site prior to commencement of fabrication. Any discrepancies shall be brought to the attention of the WDC Contract Manager for resolution.

The Contractor shall accurately set out all work and liaise with other trades as required.

Set-outs are to be approved by the WDC Contract Manager prior to construction.

Details not shown on the drawings shall be constructed according to the principles of NZS 3604. A thorough knowledge of the principles set out in "Builder's Guide to NZS 3604" is required by the building tradesperson.

Notches and holes shall not be positioned in relation to knots or other defects such that the strength of members will be reduced.

Any additional noggins, studs and battens required and not illustrated on the drawings shall be of adequate size and have the same treatment as adjacent timber supports.

All timbers shall be true to required lines and levels in accordance with Table 2.1 of NZS 3604.

All mitres, butts, laps, housings, and the like shall be accurately cut to provide full and even contact over all bearing surfaces.

For decking and sets, screw holes shall be pre-drilled as required. Heads shall be countersunk to be 2mm below timber surface.

Nails shall be fully driven flush.

All parts of the timber work shall be securely fastened so as to resist all forces likely to be encountered during construction or during the expected life of the structure, and so that the whole acts as a structural entity.

All visible edges of the boardwalks are to have 5mm edge chamfers.

#### Completion

On completion of the work the Contractor shall clean down exposed work leaving it free of dirt, discolouration, or disfigurement, and true to lines and levels.

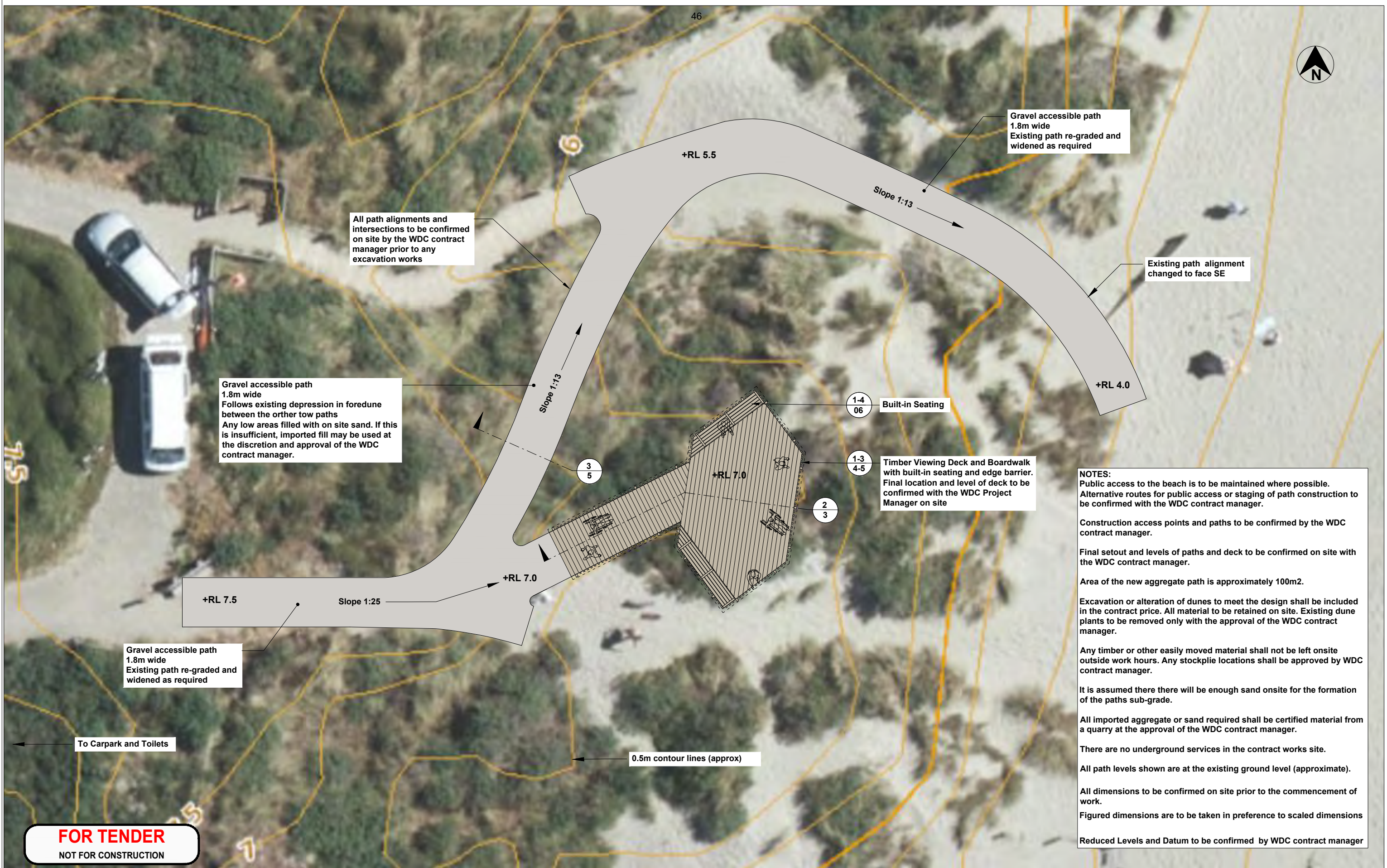
All splinters or rough edges to be removed.

The Contractor shall remove all rubbish and spoil from the site on completion of the works, leaving the site in a clean and tidy condition.

**FOR TENDER**

NOT FOR CONSTRUCTION





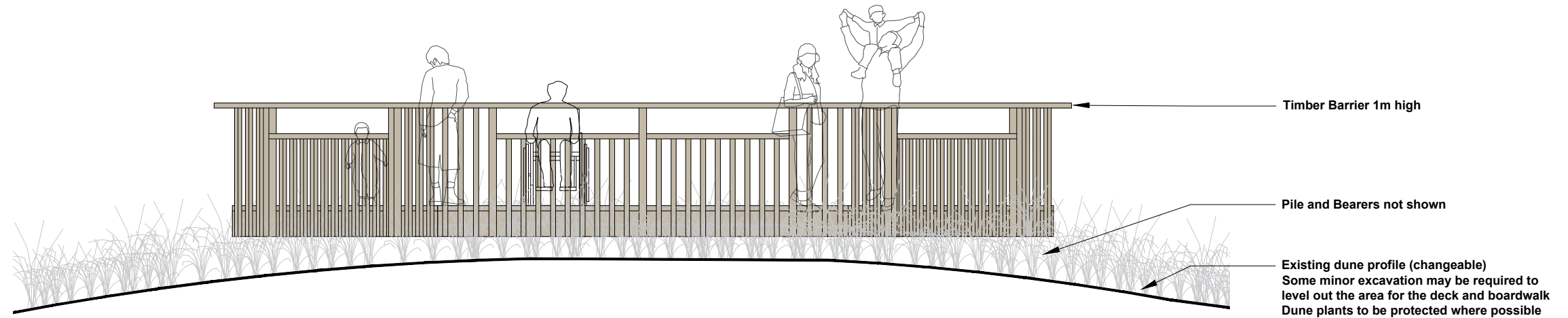
**DLA** DWYER LANDSCAPE ARCHITECTURE  
 Kevin Dwyer  
 027 525 7511  
 kevindwyer.la@xtra.co.nz

**WAIMAKARIRI DISTRICT COUNCIL**

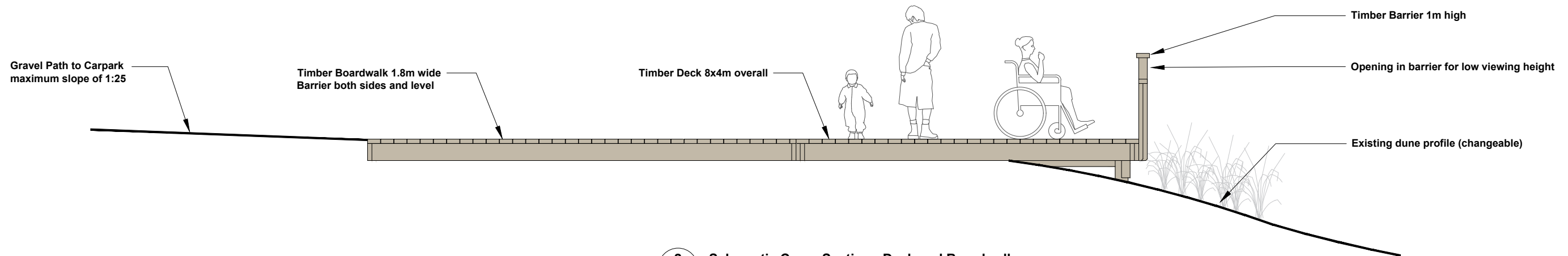
**Pegasus Beach Viewing Platform and Accessible Path  
 Concept Plan and General Arrangement**

<b>CLIENT</b> WAIMAKARIRI DISTRICT COUNCIL			<b>ISSUE</b> TENDER	<b>DRAWING</b> LA02	<b>REV</b> 0
			<b>SHEET</b> 2 OF 6		
			<b>SCALE</b> 1: 125 @ A3		
			<b>DATE</b> 12 MARCH 2023		
REV 0	12/5/2023	K.DWYER	DISCLAIMERS: Not intended for gaining local authority consents Layout and boundaries are to be confirmed on site before commencement of construction Underground services to be located before setout Levels and layout approximate only		



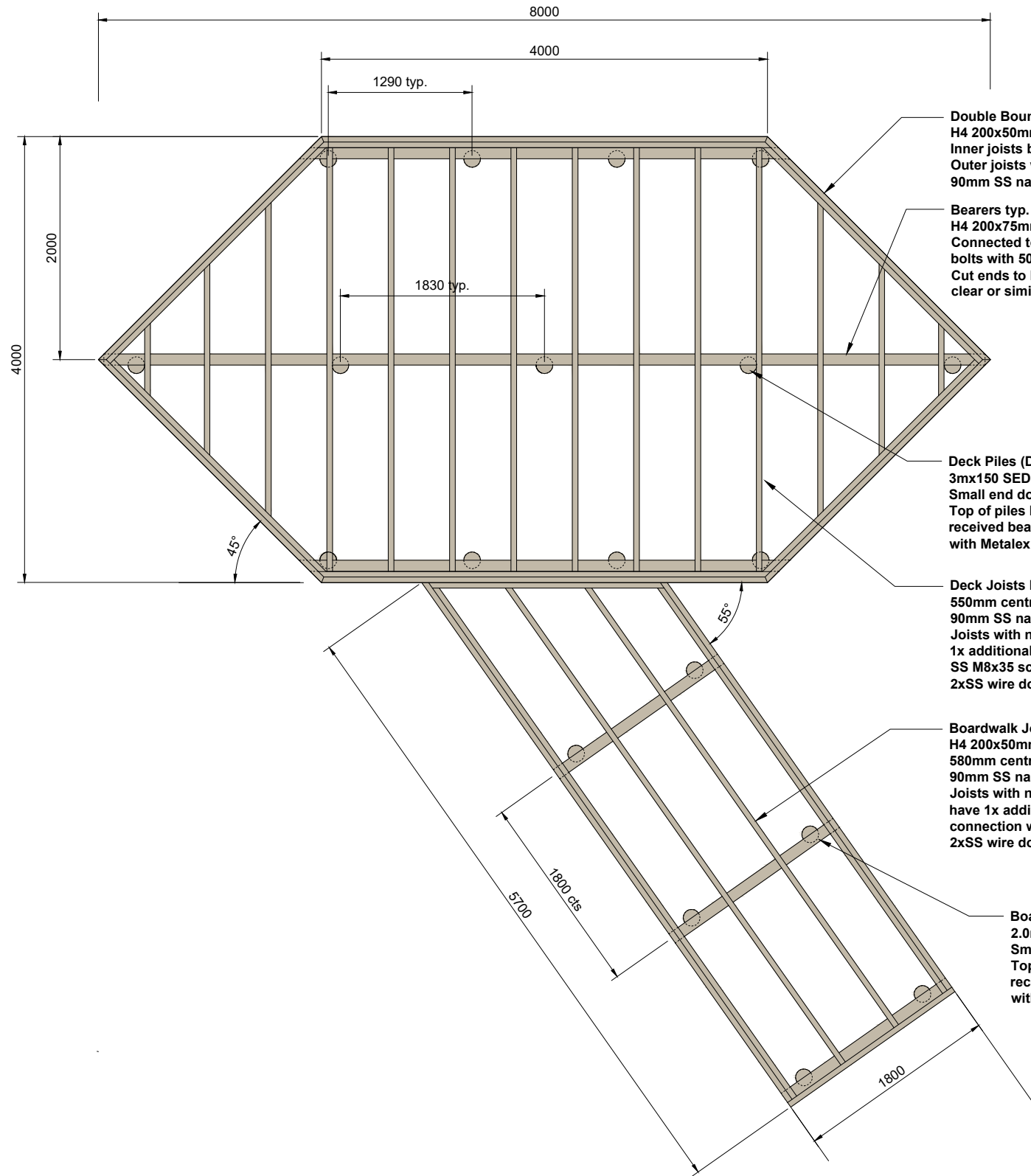


**1** Schematic Front Elevation - Deck and Balustrade  
\* Scale = 1:50 @ A3

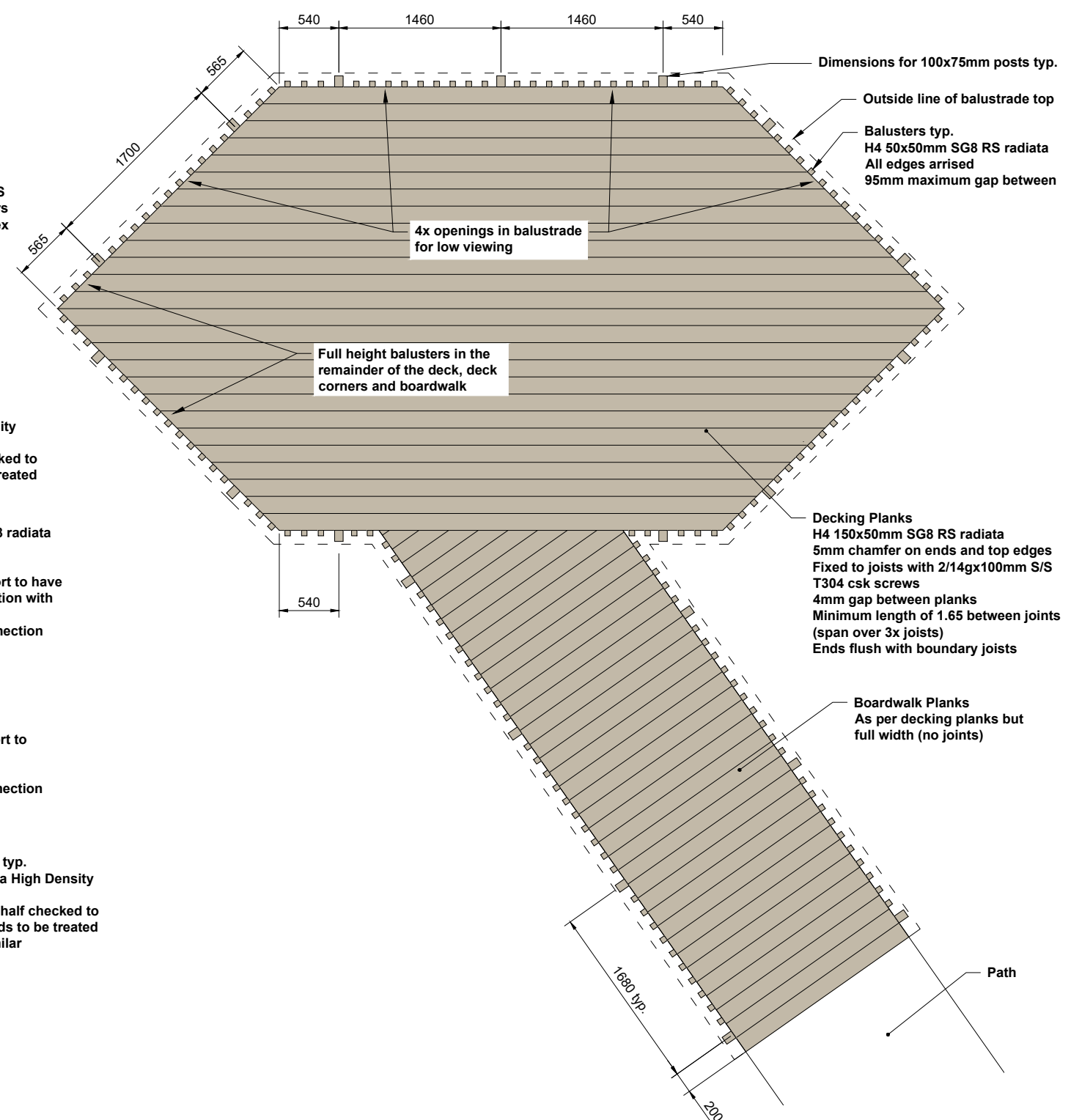


**2** Schematic Cross Section - Deck and Boardwalk  
\* Scale = 1:50 @ A3

**FOR TENDER**  
NOT FOR CONSTRUCTION



**1** Plan - Deck and Boardwalk Sub-Floor  
\* Scale = 1:50 @ A3



**2** Plan - Deck and Boardwalk Decking and Balustrade Layout  
\* Scale = 1:50 @ A3

**FOR TENDER**  
NOT FOR CONSTRUCTION

**DLA** DWYER LANDSCAPE ARCHITECTURE  
Kevin Dwyer  
027 525 7511  
kevindwyer.la@xtra.co.nz

**WAIMAKARIRI** DISTRICT COUNCIL

**Pegasus Beach Viewing Platform and Accessible Path  
Deck Sub-Floor and Decking Layout**

**CLIENT**  
WAIMAKARIRI DISTRICT COUNCIL

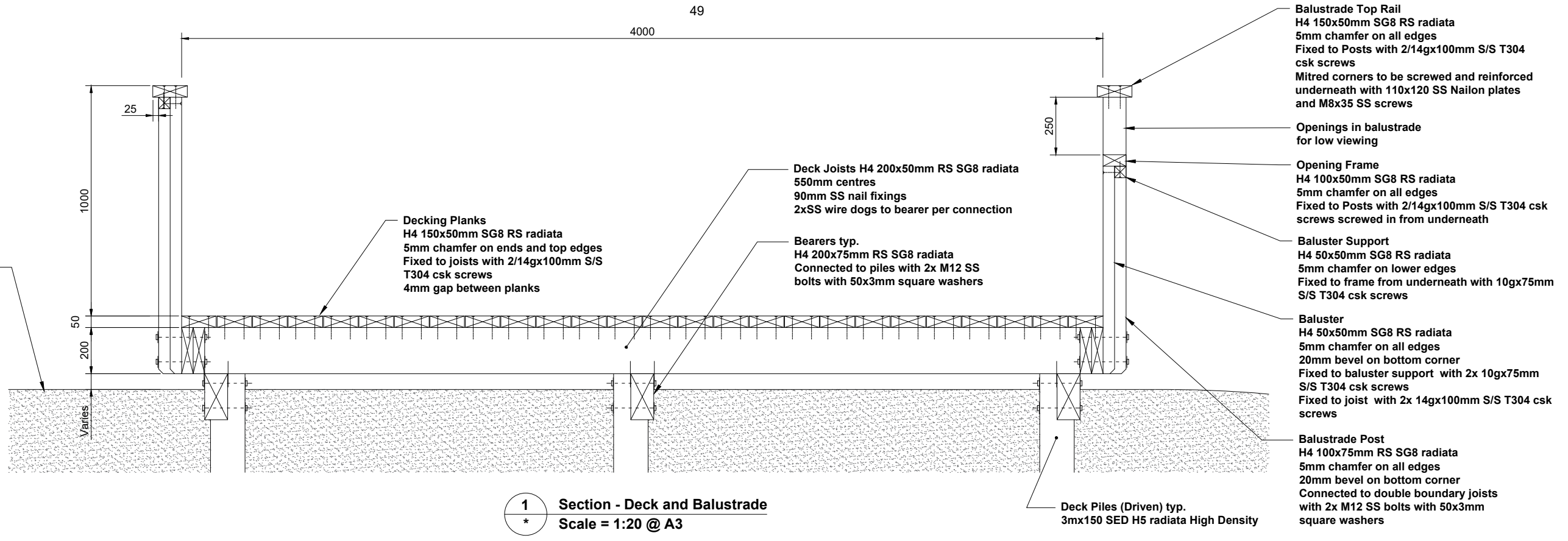
**ISSUE** TENDER  
**SHEET** 4 OF 1  
**SCALE** 1: 50 @ A3  
**DATE** 12 MARCH 2023

**DRAWING** LA04  
**REV** 0

Copyright in the design remains at all times with Dwyer Landscape Architecture  
The Client shall have perpetual licence to use the design for the location intended  
Such licence shall come into effect from the date upon which payment for the design is made in full

**DISCLAIMERS:** Not intended for gaining local authority consents  
Layout and boundaries are to be confirmed on site before commencement of construction  
Underground services to be located before setout  
Levels and layout approximate only

Dune sand  
Leveled off/excavated to allow  
for deck construction  
Backfilled over piles and bearers  
to leave a nominal 50mm gap  
between sand and joists



**1** Section - Deck and Balustrade  
\* Scale = 1:20 @ A3

Balustrade Top Rail  
H4 150x50mm SG8 RS radiata  
5mm chamfer on all edges  
Fixed to Posts with 2/14gx100mm S/S T304 csk screws  
Mitred corners to be screwed and reinforced underneath with 110x120 SS Nailon plates and M8x35 SS screws

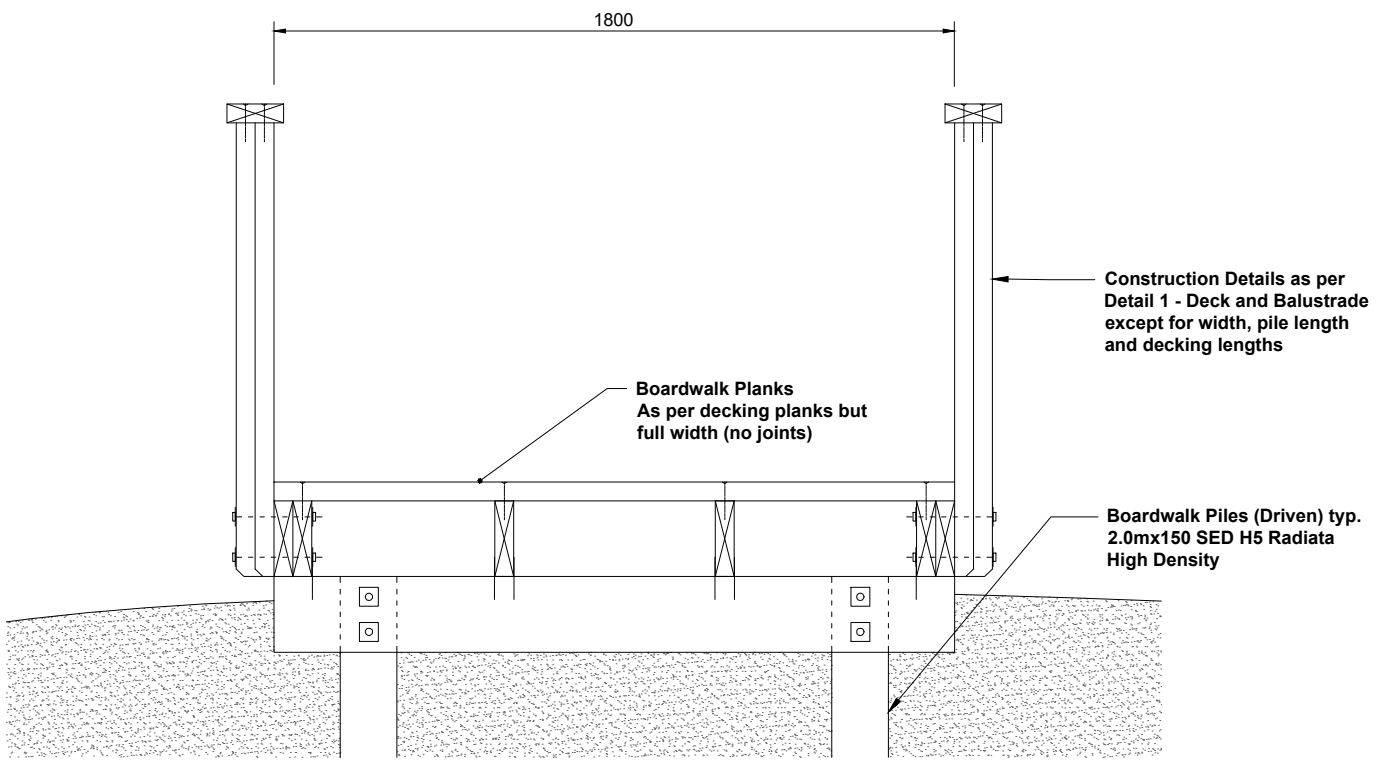
Openings in balustrade for low viewing

Opening Frame  
H4 100x50mm SG8 RS radiata  
5mm chamfer on all edges  
Fixed to Posts with 2/14gx100mm S/S T304 csk screws screwed in from underneath

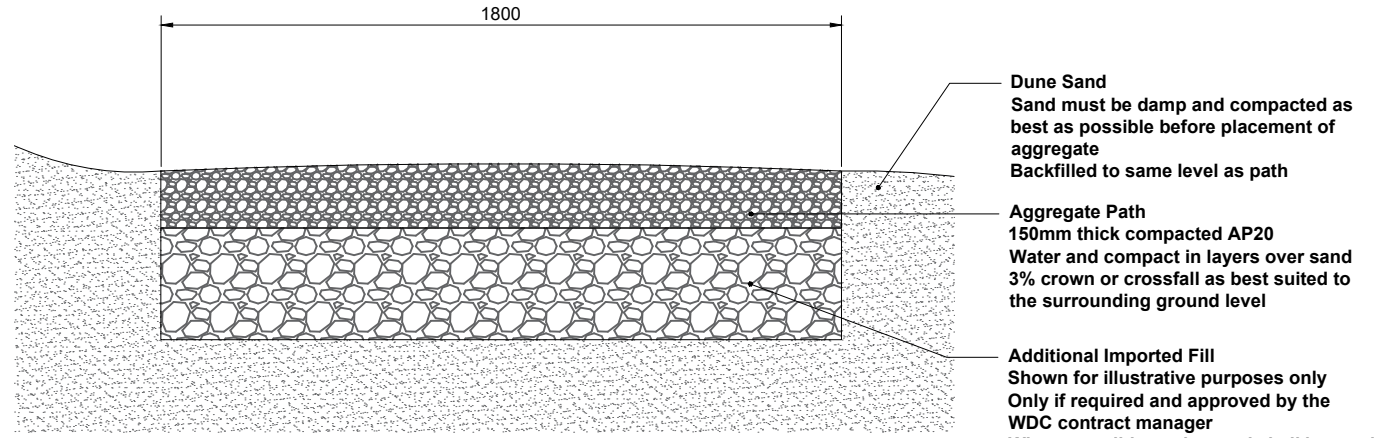
Baluster Support  
H4 50x50mm SG8 RS radiata  
5mm chamfer on lower edges  
Fixed to frame from underneath with 10gx75mm S/S T304 csk screws

Baluster  
H4 50x50mm SG8 RS radiata  
5mm chamfer on all edges  
20mm bevel on bottom corner  
Fixed to baluster support with 2x 10gx75mm S/S T304 csk screws  
Fixed to joist with 2x 14gx100mm S/S T304 csk screws

Balustrade Post  
H4 100x75mm RS SG8 radiata  
5mm chamfer on all edges  
20mm bevel on bottom corner  
Connected to double boundary joists with 2x M12 SS bolts with 50x3mm square washers



**2** Section - Boardwalk and Balustrade  
\* Scale = 1:20 @ A3



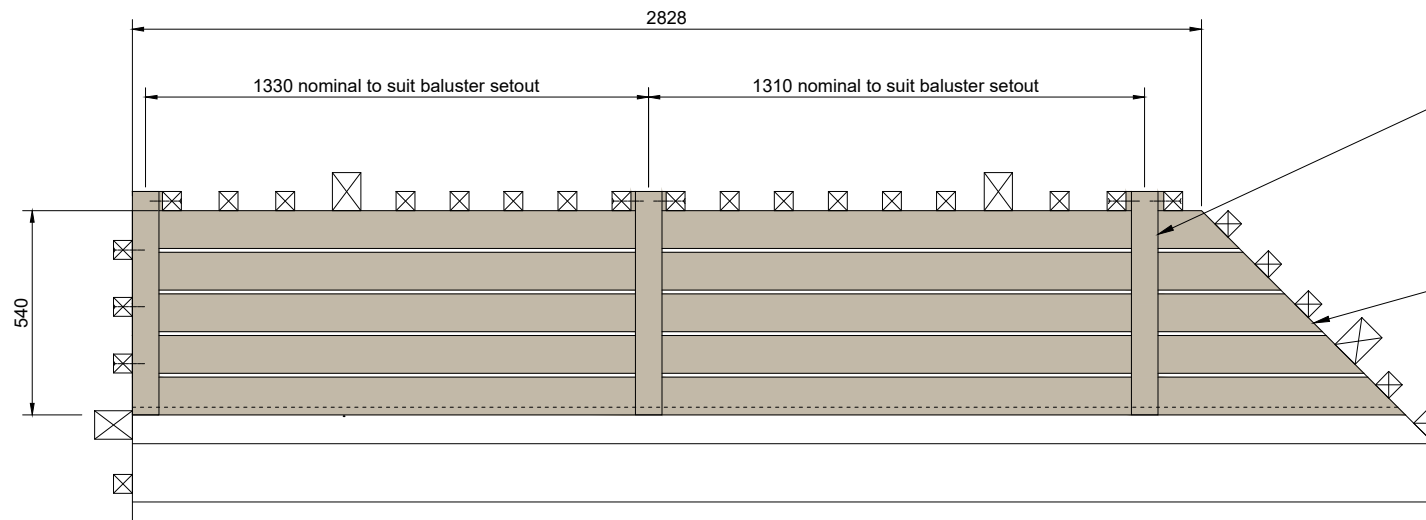
**3** Section - Aggregate Path - Typical  
\* Scale = 1:20 @ A3

Dune Sand  
Sand must be damp and compacted as best as possible before placement of aggregate  
Backfilled to same level as path

Aggregate Path  
150mm thick compacted AP20  
Water and compact in layers over sand  
3% crown or crossfall as best suited to the surrounding ground level

Additional Imported Fill  
Shown for illustrative purposes only  
Only if required and approved by the WDC contract manager  
Where possible onsite sand shall be used before any imported fill is considered  
Depth would vary

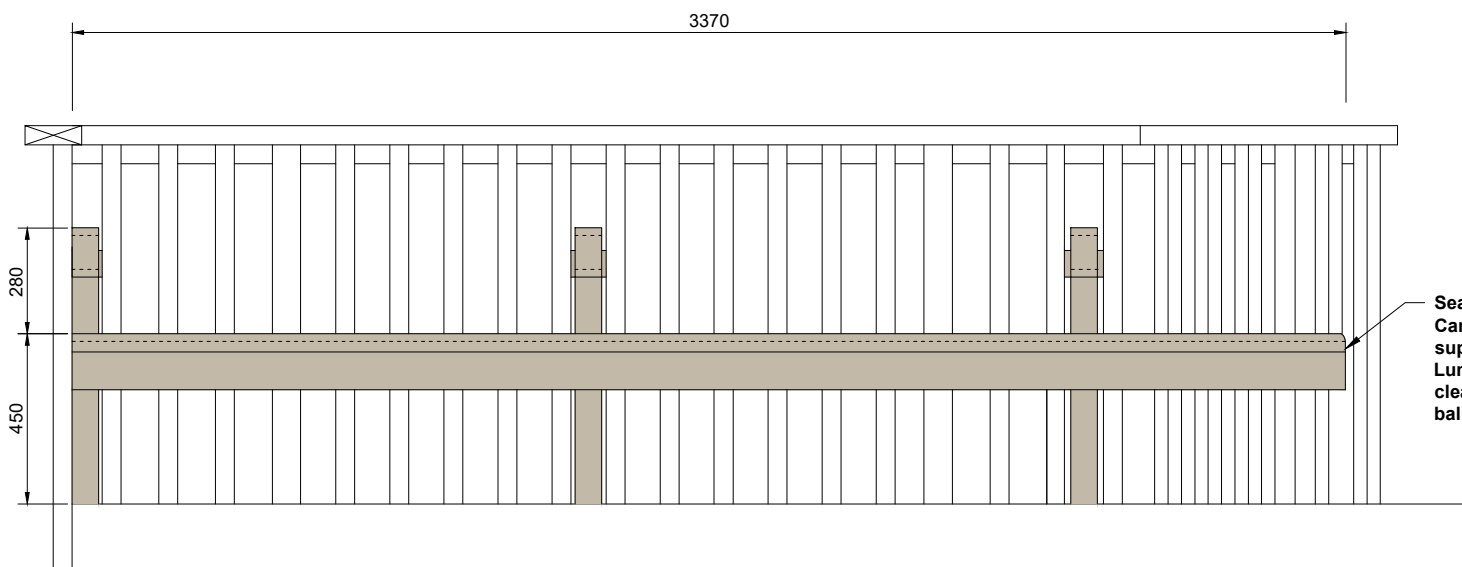
**FOR TENDER**  
NOT FOR CONSTRUCTION



**1** Plan - Built-in Seat  
\*  
Scale = 1:20 @ A3

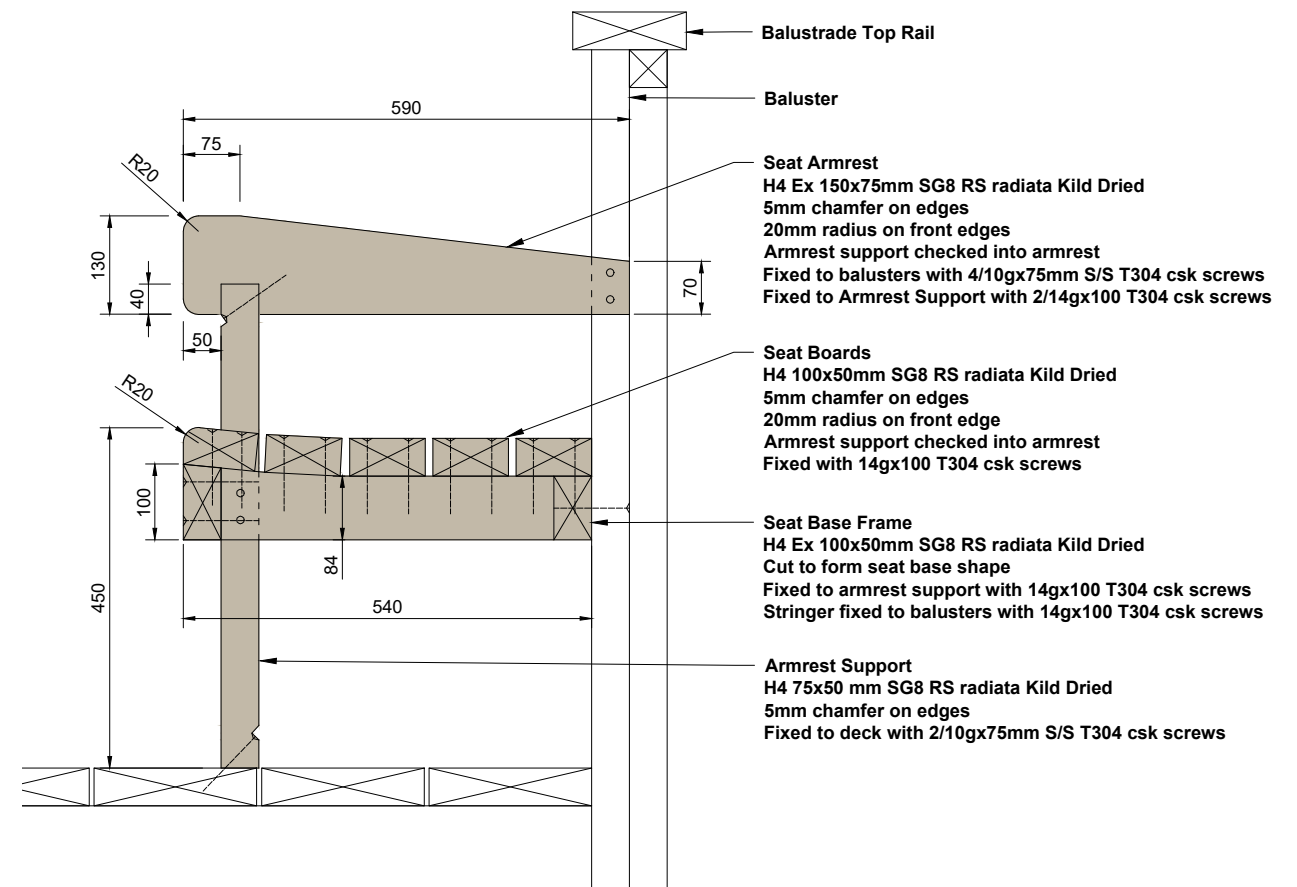
**Seat Armrest**  
H4 Ex 150x75mm SG8 RS radiata Kild Dried  
5mm chamfer on edges  
20mm radius on front edges  
Armrest support checked into armrest  
Fixed to balusters with 4/10gx75mm S/S T304 csk screws  
Installed centrally between balusters with timber packers to suit

**Seat Boards**  
H4 100x50mm SG8 RS radiata Kild Dried  
5mm chamfer on edges  
20mm radius on front edge  
Cantilevered board ends supported underneath by  
Lumberlok SSCPC40 cleats screwed to the balusters



**2** Elevation - Built-in Seat  
\*  
Scale = 1:20 @ A3

**Seat Boards**  
Cantilevered ends supported underneath by  
Lumberlok SSCPC40 cleats screwed to the balusters



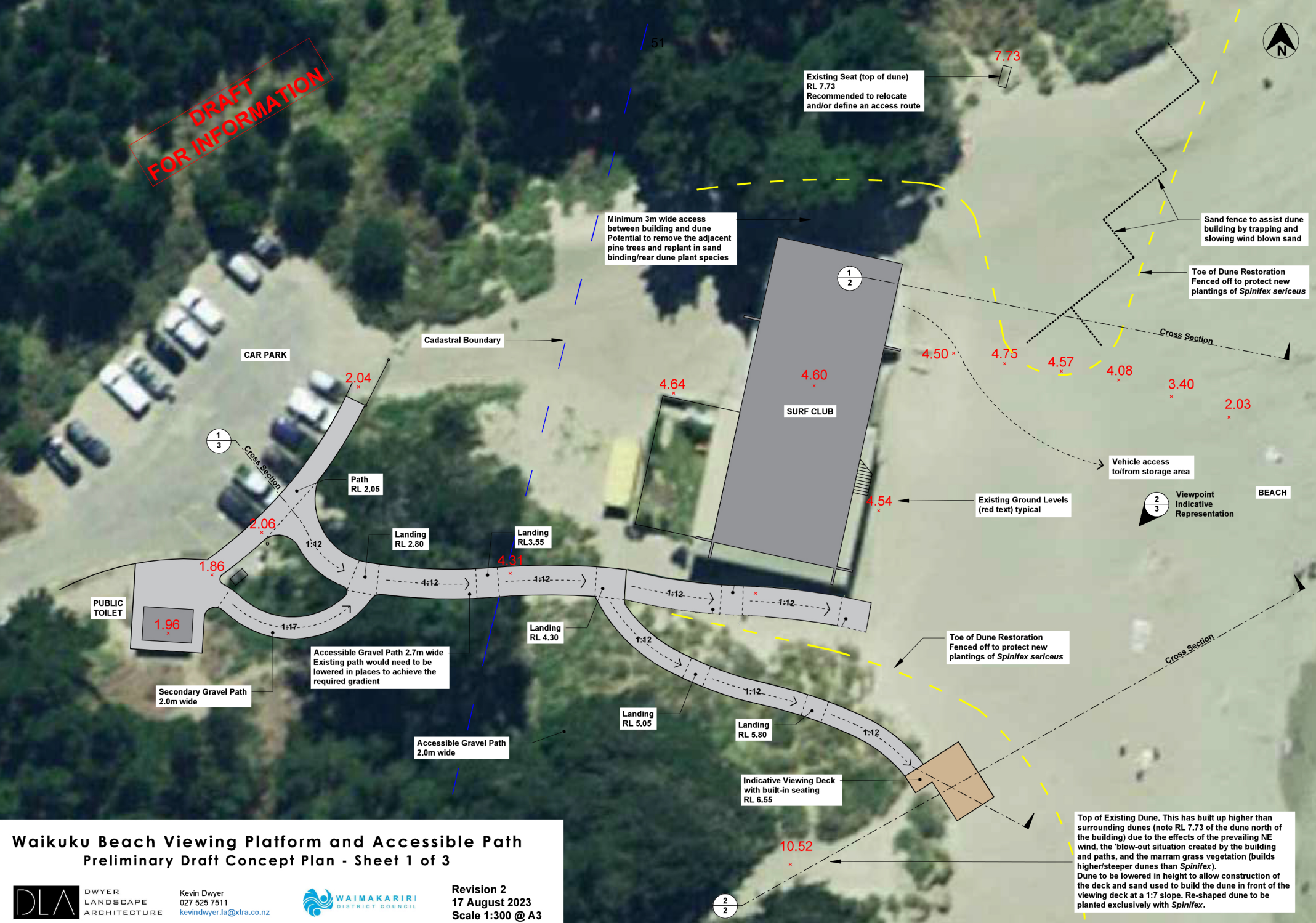
**3** Section - Built-in Seat  
\*  
Scale = 1:20 @ A3

**Balustrade Top Rail**  
**Baluster**  
**Seat Armrest**  
H4 Ex 150x75mm SG8 RS radiata Kild Dried  
5mm chamfer on edges  
20mm radius on front edges  
Armrest support checked into armrest  
Fixed to balusters with 4/10gx75mm S/S T304 csk screws  
Fixed to Armrest Support with 2/14gx100 T304 csk screws  
**Seat Boards**  
H4 100x50mm SG8 RS radiata Kild Dried  
5mm chamfer on edges  
20mm radius on front edge  
Armrest support checked into armrest  
Fixed with 14gx100 T304 csk screws  
**Seat Base Frame**  
H4 Ex 100x50mm SG8 RS radiata Kild Dried  
Cut to form seat base shape  
Fixed to armrest support with 14gx100 T304 csk screws  
Stringer fixed to balusters with 14gx100 T304 csk screws  
**Armrest Support**  
H4 75x50 mm SG8 RS radiata Kild Dried  
5mm chamfer on edges  
Fixed to deck with 2/10gx75mm S/S T304 csk screws

**FOR TENDER**  
NOT FOR CONSTRUCTION

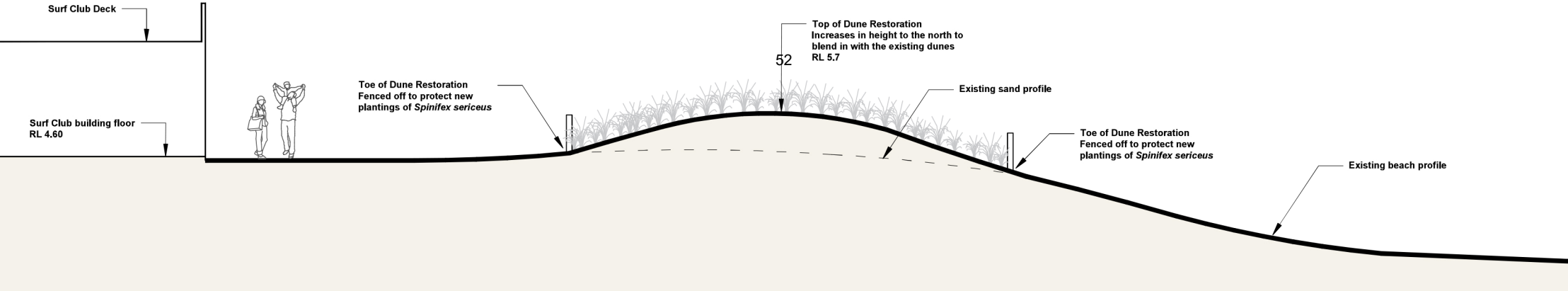


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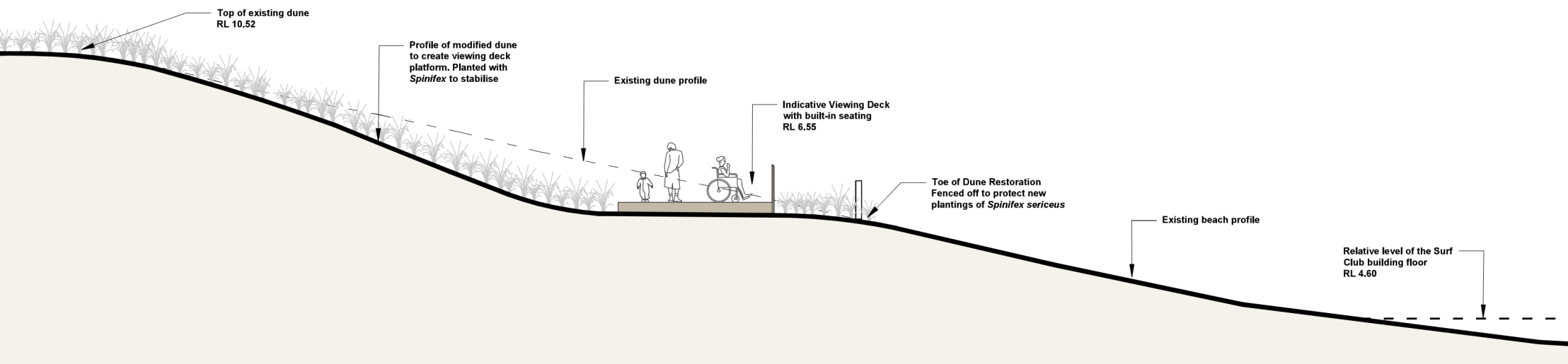


**Waikuku Beach Viewing Platform and Accessible Path  
Preliminary Draft Concept Plan - Sheet 1 of 3**

Top of Existing Dune. This has built up higher than surrounding dunes (note RL 7.73 of the dune north of the building) due to the effects of the prevailing NE wind, the 'blow-out situation created by the building and paths, and the marram grass vegetation (builds higher/steeper dunes than *Spinifex*). Dune to be lowered in height to allow construction of the deck and sand used to build the dune in front of the viewing deck at a 1:7 slope. Re-shaped dune to be planted exclusively with *Spinifex*.



1 Cross Section - Surf Club Storage to Beach  
 \* Scale = 1:100 @ A3

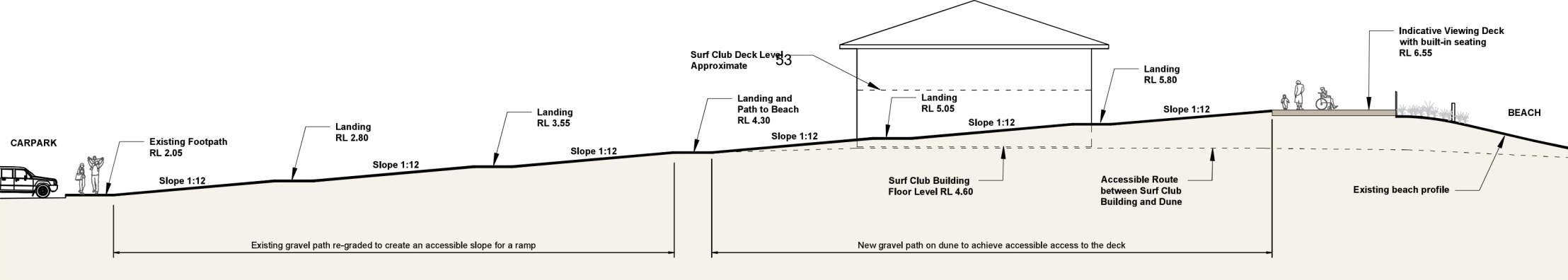


2 Cross Section - Dune Modification for Viewing Deck  
 \* Scale = 1:100 @ A3

**DRAFT  
 FOR INFORMATION**

**Waikuku Beach Viewing Platform and Accessible Path**  
 Preliminary Draft Concept Cross Sections - Sheet 2 of 3





1 Cross Section - Accessible Path to Viewing Deck  
 \* Scale = 1:200 @ A3



2 Indicative Representation of Viewing Deck  
 \* Not to Scale

Waikuku Beach Viewing Platform and Accessible Path  
 Preliminary Draft Concept Cross Section - Sheet 3 of 3

**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-26-09-06 / 230915144094**REPORT TO:** WOODEND-SEFTON COMMUNITY BOARD**DATE OF MEETING:** 9 October 2023**AUTHOR(S)** Kay Rabe, Governance Adviser**SUBJECT:** 2024 Woodend-Sefton Community Board's Meeting Schedule**SIGNED BY:**  
(for Reports to Council,  
Committees or Boards)\_\_\_\_\_  
Department Manager\_\_\_\_\_  
Chief Executive**1 SUMMARY**

The purpose of this report is to adopt a meeting schedule for 2024 for the Woodend-Sefton Community Board meetings. The schedule is based on current timetabling patterns adopted over recent years by the Board.

**2 RECOMMENDATION**

**THAT** the Woodend-Sefton Community Board:

- (a) **Receives** report No. 230915144094.
- (b) **Resolves** to hold Community Board meetings, on the following dates and locations, commencing at 5.30pm:

13 February 2024 (Tuesday)	Sefton Public Hall
11 March 2024	Woodend Community Centre
9 April 2024 (Tuesday)	Waikuku Beach Community Hall
13 May 2024	Woodend Community Centre
10 June 2024	Woodend Community Centre
8 July 2024	Woodend Community Centre
12 August 2024	Woodend Community Centre
9 September 2024	Woodend Community Centre
14 October 2024	Woodend Community Centre
12 November 2024 (Tuesday)	Waikuku Beach Community Hall
2 December 2024	Woodend Community Centre

**3 BACKGROUND**

- 3.1 It is deemed prudent to set the primary Board's meeting schedule in October 2023 to enable good forward planning, thereby ensuring efficient use of members' time. During 2023 Board meetings were held from 5.30pm on the second Monday of the month. This scheduling has worked well, and it is therefore recommended to continue with a similar pattern.



- Long Term Plan Deliberations
  - 28 May 2024
  - 29 May 2024
  - 30 May 2024

#### 4.9 **Implications for Community Wellbeing**

There are no social and cultural implications on community wellbeing by the issues and options that are the subject matter of this report.

4.10 The Management Team has reviewed this report.

## 5 **COMMUNITY VIEWS**

### 5.1 **Mana whenua**

Taking into consideration the provisions of the Memorandum of Understanding between Te Ngāi Tūāhuriri Rūnanga and the Council, Te Ngāi Tūāhuriri hapū are not likely to be affected.

### 5.2 **Groups and Organisations**

Community views were not sought for the timetabling as there are no groups and organisations likely to be affected by or to have an interest in the subject matter of this report. However, the established pattern of Community Board meetings has generally worked well for members, considering other community commitments.

### 5.3 **Wider Community**

The wider community is not likely to be affected by or to have an interest in the subject matter of this report. However, the Board has been holding the majority of its meetings on the first Wednesday following the Council meeting, and it is known within the community.

The most appropriate way to ensure that the wider community is aware of the Board meetings being held is to establish a meeting calendar. All Council, Standing Committees, Community Board meetings are also publicly advertised in compliance with the Local Government Official Information and Meetings Act 1987 (LGOIMA). Meetings are also advertised on the Council's website and at Service Centres on in-house television screens.

## 6 **OTHER IMPLICATIONS AND RISK MANAGEMENT**

### 6.1 **Financial Implications**

There are financial implications of the decisions sought by this report, as the servicing of Community Boards are met within Council's existing Governance Budgets.

### 6.2 **Sustainability and Climate Change Impacts**

The recommendations in this report do not have sustainability and/or climate change impacts.

### 6.3 **Risk Management**

There are no risks arising from the adoption/implementation of the recommendations in this report. Meeting timetables may from time to time be amended, if a need arises, and comply with LGOIMA.

### 6.4 **Health and Safety**

There are no health and safety risks arising from the adoption/implementation of the recommendations in this report. Venues are considered large enough to accommodate public meetings and are Code compliant.

## **7** **CONTEXT**

### **7.1 Consistency with Policy**

This matter is not a matter of significance in terms of the Council's Significance and Engagement Policy.

### **7.2 Authorising Legislation**

Local Government Act 2002 Schedule 7 clause 19 - A Local Authority must hold the meetings that are necessary for the good government of its region or district.

Meetings must be called and conducted in accordance with Local Government Official Information and Meetings Act 1987 (LGOIMA) and the Standing Orders of the Local Authority

### **7.3 Consistency with Community Outcomes**

The Council's community outcomes are relevant to the actions arising from recommendations in this report as there are wide ranging opportunities for people to contribute to the decision-making by local, regional and national organisations that affect our District.

### **7.3 Authorising Delegations**

Each Community Board set individual meeting dates and times.

## CHAIRPERSON'S REPORT

September 2023

CHAIR'S DIARY		DISCUSSION POINTS
Date	Events attended	Community Feedback/Issues Raised
7 September	Chairs and Deputy Chairs meeting with Mayor	An opportunity to catch up with each other and the Mayor, and where things are at
	All Boards Briefing	Heard more about the Mayor's taskforce jobs programme, arts strategy, and project communication plans
11 September	Pre-meeting briefing	A run through the agenda and catch up on general matters
	WSCB monthly meeting	Regular meeting
13 September	Ronel's Community Cuppa, Waiora Links Community Trust	Entertaining and enlightening presentation on recycling from Lesley Ottey of Eco Educate. Very well attended, and good to catch up with locals. A couple of issues to follow up on.
14 September	Waimakariri Access Group	Regular monthly meeting. The North Canterbury Inclusive Sports Festival was held on 29 <sup>th</sup> September but I wasn't able to attend which was gutting as I had helped to organise it. I'm told it was a great day and the photos will be made available.
16 September	Volunteered at Pegasus Community Centre	As usual the book cave was popular. Questions about safety at the Pegasus/Ravenswood roundabout and the Woodend bypass.
20 September	Council briefing with Taumata Arowai	Thanks for the invite to hear from the Water Regulator. Good to keep up-to-date on this
21 September	Met with concerned resident	Concerns around Lake Pegasus and algal blooms
23 September	Planting morning at Waikuku Beach	Great to have the Student Volunteer Army there and some locals to help out with the planting
25 September	Meeting with Waka Kotahi	Organised by the Mayor to get an update on projects including the Woodend Safety Improvements and the impact if the Woodend Bypass is funded

## CHAIR'S STATEMENT

Big issue for the month was the spill into Saltwater Creek and the impact was not good. Kept up-to-date by ECan but locals concerned about the time taken to announce the results from their testing.

- Wrote Board column for September issue of The Woodpecker
- Managing Board Facebook page

Main issues raised by residents were:

- Any decision on where the Pegasus community centre is going – explained the process
- What is happening with the youth facilities promised for Pegasus
- Waka Kotahi planned SH1 safety improvements and the Woodend Bypass – will it go ahead with both major political parties saying it will. Where does it go
- Ongoing concerns around safety for pedestrians and cyclists at SH1/Pegasus/Ravenswood roundabout
- Pegasus Lake trial results
- Horses being ridden on footpaths in Pegasus
- The track formed by cutting fence wire and destroying planting from Kaiapoi Pa Road through to Pegasus being used by motorcyclists, quad bikes and four wheel drives.

Shona Powell

**Woodend-Sefton Community Board**

**WOODEND-SEFTON COMMUNITY BOARD**

**MEMBERS INFORMATION EXCHANGE**

*For the month of September 2023*

Member' Name: Brent Cairns

<i>Events members have attended</i>
Attended Food Secure North Canterbury strategy meeting, with the final hui on Friday 25 August 2023, where it will go over where to from here and decide who will be part of the strategic group moving forward.
Community funded CCTV cameras. The Council was developing a policy to take ownership of the cameras once installed. Concern was that a number of areas around the district would not have cameras as there was no active residents' groups that would raise the required funding.
Community highlighted the need for youth events in Pegasus - the first youth event in Pegasus was a movie night with planning for next event and more students assisting.
Would encourage Councillors and staff to visit the new Waimakariri Heritage website launch with loads of images and with the opportunity to load or send in images, videos and audio to tell stories
Visited the Oxford Observatory who are progressing with the dark sky accreditation. A Variety show would be held on 10th September 2023. Oxford was becoming a more vibrant community due to the activity of the Oxford Promotions Action Committee and the many volunteers in the community. Listen out for their jingle and for events happening in Oxford.
Waimakariri Access were hosting an inclusive games at Mainpower stadium, a first for the district. Zack the high school organiser was a dynamo and had worked hard to get this first event in the district. Bringing those with disabilities to compete and try new sports. The sports day was on the 29th September 2023.
Working with M Maxwell and have finished conducting the Promotion Association stakeholder interviews, asking questions like what's working well, what are the challenges, how do you see Council supporting you in the future. One thing was for sure the current model was not meeting the needs of these important groups. If we want vibrant communities that have events that bring people to the district, which in turn can result in people moving to the district the current Council Promotions Policy was going to need to change. We would soon be presenting its findings to the Promotions Working Group.
Kaipoi Community Support, 40 food boxes handed out the same month last year, this year 188 and 19 in one day. Creating pressure on the team, changes are being made, like 0800 number to call etcetera. Community Services were being stretched, budget advice were saying they were dealing with people with complex, high needs. Other groups were dealing with mental health and family harm issues.
The Police report they had a full complement of staff serving the community and recently during a alcohol check found that 1/100 were over the limit, the same in Christchurch is 1/250, so if you get stopped by Police you will be breath tested.
Sovereign palms community residents have raised over \$2000 for their community camera project



**WOODEND-SEFTON COMMUNITY BOARD**

**MEMBERS INFORMATION EXCHANGE**

*September 2023*

Member Name: Rhonda Mather

<b>MEMBER'S DAIRY</b>		<b>DISCUSSION POINTS</b>
<i>Date</i>	<i>Meetings/Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
2 Sept	Ravenswood Café Opening	Attended public opening of new restaurant block, officially opened by Mayor Dan Gordon.
3 Sept	Pegasus Bay Art Show	Held at Pegasus Bay School gym, which in my opinion is an excellent venue with plenty of space and good natural light. An excellent event which will hopefully return next year.
7 Sept	All Boards meeting	Covering a variety of topics.
9 Sept	Waikuku Beach Indoor market	It was disappointing to see a significant reduction in stalls since I last attended.
11 Sept	Woodend Sefton Community Board meeting	Held at Woodend Community Centre.
13 Sept	Ronel's Community Cuppa, a Waiora Links Community Trust event	Held at Pegasus Community Centre with Lesley Ottey proving to be a very popular, informative and entertaining speaker. New World Ravenswood prepared and supplied the food with significant input from their apprentice baker. Approx. 54 people attended.
25 Sept	Taumata Arowai Zoom meeting (briefing)	
30 Sept	Woodend Flower Show	Held at the Woodend Community Centre, this show was a credit to the organisers. The vintage display and floral arrangements were excellent. Another local event that I hope will continue for many years.

**OTHER:**

- Compiled Waiora Links Community Trust page for The Woodpecker.
- The next *Ronel's Community Cuppa* event is on Wednesday 11<sup>th</sup> October at 10am at the Pegasus Community Centre. The guest speaker is former Mayor, David Ayers. Woodend Sefton Community Board members are always welcome to attend this event.
- Did not attend GreyPower in September meeting as they had a 'meet the candidates' session and no reports were required.



**WOODEND-SEFTON COMMUNITY BOARD****MEMBERS INFORMATION EXCHANGE***For the month of September 2023*

Member' Name: Philip Redmond

<b>MEMBER'S DIARY</b>		<b>DISCUSSION POINTS</b>
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
11.09.23	Mandeville Resurgence Drop-in at Mandeville	
13.09.23	Visit to the Stirling Kaiapoi	
13.09.23	Darnley Club AGM	
14.09.23	North Canterbury Sport and Recreation Trust meeting	
14.09.23	Mandeville Resurgence Drop-in at Kaiapoi	
14.09.23	Art on the Quay	
15.09.23	Waimakariri Eyre Cust River Rating - ECan	
19.09.23	Minister Wood – Belgrove site visit	
20.09.23	Taumata Arowai – Alan Pragnel and Jim Graham	
20.09.23	Candidates meeting at Pegasus – Pegasus Residents' Group	
21.09.23	Contracts briefing	
25.09.23	Meeting with Roding Manager and the Mayor re SH1 safety improvements	
25.09.23	Taumata Arowai zoom meeting with Community Boards	
26.09.23	Resident's street meeting @ Rangiora re Southbrook cycleway	
27.09.23	Community Outcomes Hearing	
2.10.23	Older Person's Expo	