

MINUTES OF A MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD HELD IN THE KAIKANUI ROOM, RUATANIWHA KAIAPOI CIVIC CENTRE, 176 WILLIAMS STREET, KAIAPOI, ON MONDAY 12 DECEMBER 2022 AT 4PM.

PRESENT

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

IN ATTENDANCE

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

J Millward (Acting Chief Executive), K Simpson (3 Waters Manager), G MacLeod (Community Greenspace Manager), J McBride (Roading and Transport Manager), T Stableford (Landscape Architect), S Binder (Senior Engineering Advisor), and A Connor (Governance Support Officer).

There was one member of the public present.

1 APOLOGIES

Moved: J Watson

Seconded: T Bartle

THAT an apology for lateness be received and sustained from A Blackie.

CARRIED

2 CONFLICTS OF INTEREST

Item 6.2 - N Atkinson declared a conflict of interest as he was a member of the Alwin G Heritage Trust.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Kaiapoi-Tuahiwi Community Board – 21 November 2022

Moved: N Atkinson

Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Confirms** the circulated Minutes of the Kaiapoi-Tuahiwi Community Board meeting, held 21 November 2022, as a true and accurate record.

CARRIED

3.2 Matters Arising

Nil.

3.3 **Notes of the Kaiapoi-Tuahiwi Community Board Workshop – 21 November 2022**

Moved: J Watson

Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the notes of the Kaiapoi-Tuahiwi Community Board workshop, held on 21 November 2022.

CARRIED

4 DEPUTATIONS AND PRESENTATIONS

Nil.

5 ADJOURNED BUSINESS

Nil.

6 REPORTS

6.1 Patchina's Walkway Upgrade – T Stableford (Landscape Architect)

T Stableford explained that the scope of the upgrade work had been reduced to a general tidying-up of the area due to costs. The Council previously sought approval to approach community organisations to ascertain if they could achieve the concept plan at a lower budget. Although organisations were interested, they had a tough time sourcing material at a lower cost and could not achieve more of the concept plan than the Council.

Council staff had requested a new quote from the contractor with the original lowest quote for a reduced scope. That would include cleaning up gravel, removing unkempt gardens and installing lime chips throughout the site. She liaised with All Together Kaiapoi, and they had a community group interested in using the mural on one of their sites. There were four pyramid planters in storage, which would not be able to be installed within the budget.

J Watson sought clarity on the need for traffic management. T Stableford confirmed that with the reduced scope of works, traffic management would not be needed, and the area would instead be taped off and coned while works were being done.

J Watson noted that she had spoken to the General Manager - Community and Recreation, C Brown, about the four pyramid planters, and Delta could do the planting and include the planters within their watering schedule. T Stableford undertook to confirm this with C Brown and to report back to the Board.

R Keetley questioned if changing to lime chip affected the budget. T Stableford confirmed that it did increase the cost. The Council had therefore investigated using shingle, however, the lime chip looked better. It was also suggested to use a larger size lime chip to stop it from getting dragged into the car park as much.

In response to questions from N Atkinson and T Bartle, T Stableford noted that the remainder of the site would be empty. However, the space could then be used for things such as community events as though it was on the main street.

T Bartle questioned what was being achieved by only doing this small amount of work and if it may not be better to spend a small amount of money trying to tidy what was already there. J Watson replied that the signboard was dilapidated, scruffy, and not being looked after.

S Stewart asked if the Council owned the site. N Atkinson noted that the Council bought it at the request of the Community Board, however, there was no strategic plan for the use of the property in future. S Stewart noted that the Board could use more of its Landscaping Budget to enhance the project.

Moved: J Watson

Seconded: -

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 221202209007.
- (b) **Approves** the inclusion of the mural with the scope of works a reduction of scope of works for the upgrade of Patchina's Walkway.
- (c) **Notes** that work would include the removal of unwanted items such as the information board and the giant checkers board /seats and unkept garden, the scraping back of the existing surface, and the installing a lime chip surface across the site.
- (d) **Notes** that if budget allows four pyramid planters will also be installed, however this will be treated as provisional on costs received for re-surfacing and tidying the site.

LAPSED

Moved: N Atkinson

Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Resolves** that the report on the Patchina's Walkway Upgrade lay on the table to allow Board to discuss the matter further.

CARRIED

N Atkinson felt this needed more discussion through a workshop to ensure the Board was moving forward with the best possible outcome and for the report to come back at the end of February 2023.

6.2 **Alwin G Heritage Trust storage of historic scow on Corcoran Reserve – G MacLeod (Greenspace Manager)**

Having declared a conflict of interest, N Atkinson stepped away from the table at 4.18pm.

G MacLeod advised that a request had been received for the Alwin G Heritage Trust to temporarily store the historic scow Success at the Corcoran Reserve at 73 Charles Street, Kaiapoi. This would entail a temporary 12-month License to Occupy while the Council undertook consultation with the Kaiapoi community to determine their views on the land being set aside for the Trust on a more permanent basis. In addition, the Trust wished to create an area within the reserve to store and renovate a few historic boats. Some of the boats may not be water worthy and could end up as part of an exhibit.

P Redmond sought clarity on the number of boats to be stored at the Corcoran Reserve. G MacLeod explained that it would be just one boat in the beginning. However, part of the consultation would be to liaise with the Trust on the number of boats.

J Watson noted she was concerned about the aesthetic of the fencing that the Trust would be erecting. She asked what the Council was expecting concerning aesthetics. G MacLeod commented that the Council would detail precisely how the area should be fenced. In addition, the Trust's activities on the site would determine how much the Council would need to limit public access to the area to ensure health and safety.

Moved: J Watson

Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 221019182587.
- (b) **Notes** that the land that was being proposed for the storage of the *Success* (Record of Title CB10A/1318) was being held in trust by the Waimakariri District Council for Harbour Purposes subject to the provisions of the Waimakariri Harbour Act, 1946 and that the activity is appropriate for the land use under the reasonable interpretation of "Harbour Purposes".
- (c) **Approves** the request by the Alwin G Heritage Trust to temporarily store the historic scow *Success* on Corcoran Reserve, subject to the following conditions being met:
 - (i) That use of the land did not impede others' use and enjoyment of the wider area.
 - (ii) That all maintenance work on the scow was deferred until such time that a Licence to Occupy was granted, subject to community consultation and Board approval.
 - (iii) That all and any damage incurred to the reserve in any way associated with the temporary storage of the scow/use of the land was the responsibility of the Alwin G Heritage Trust and would be rectified at the Trust's expense.
 - (iv) That all and other costs relating to the temporary storage of the historic scow *Success* were the responsibility of the Alwin G Heritage Trust.
 - (v) That the Alwin G Heritage Trust has full and adequate insurance cover for the scow *Success* for the full time it was located at the Corcoran Reserve, including public liability insurance and Third-Party insurance at no less than \$3 million.
 - (vi) That dust and noise issues were properly managed.
 - (vii) That no noxious material be brought onto the site.
 - (viii) That the Trust provides the Council with a Health, Safety and Security Plan that covers both the placing of the scow onto the site and the temporary storage of the scow, however, in providing this to Council, to recognise that responsibility in these areas still lies with the Trust.
 - (ix) That the temporary storage structure/arrangement was safe as certified by an independent, qualified engineer.
 - (x) That the Trust erected a security fence providing an exclusion zone for public safety.
 - (xi) That all maintenance inside the fence, including grass mowing, was the responsibility of the Trust.

- (xii) That approval for the temporary storage of the historic scow *Success* was granted on the understanding that a request for a Licence to Occupy went out for public consultation and was brought back to the Board at a future date for consideration.
 - (xiii) That should Board approval not be granted for the permanent storage of the scow, that the Trust had four weeks to remove the scow, at no cost to the Council.
 - (xiv) That should any breaches of any conditions occur, the Council would have the right to give four weeks' notice of cancellation of the permission granted for the scow's storage.
 - (xv) That the Trust was allowed to store the scow for a period of one year.
- (d) **Approves** the removal of one small, poorly performing native *plagianthus* tree and the realignment of the bollard and cable fence to allow for the temporary storage of the Scow Success.
 - (e) **Notes** that the cost of the tree removal and fence realignment would be the responsibility of the Trust.
 - (f) **Notes** that, following community consultation, the Council staff would come back to the Board with a request for consideration of a Licence to Occupy that would be subject to further conditions to be negotiated with the Trust, which were additional to those set out under paragraph 2 (c) of this report.

CARRIED

J Watson and P Redmond agreed that the Success would be a great addition to Kaiapoi and a good reminder history of the port of Kaiapoi.

N Atkinson returned to the meeting table at 4.24pm.

6.3 **Appointments to Advisory Groups and Outside Organisations – K Rabe (Governance Adviser)**

S Stewart questioned if groups could be added to the list. J Watson explained that groups and organisations had to formally request Board representation before a member could be assigned.

N Atkinson asked if the Council promoted that new groups/organisations could have Board representation at their meetings. J Millward replied that representation was usually defined in the groups' terms of reference. It was, therefore, not publicly explicitly advertised, however, it could be in future.

A Connor noted that all groups and organisations that previously had a Board representative were contacted to confirm if they still needed or wanted a member appointed.

Moved: J Watson

Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 221109195682.
- (b) **Approves** the appointment of Board Member T Bartle as a Board representative and liaison person, to the North Canterbury Neighbourhood Support.

- (c) **Approves** the appointment of Board Member T Bartle as a Board representative and liaison person, to the Waimakariri Health Advisory Group.
- (d) **Approves** the appointment of Board Member S Stewart as a Board representative and liaison person, to Grey Power, North Canterbury.
- (e) **Approves** the appointment of Board Member T Blair as a Board representative and liaison person, to the Waimakariri Access Group.
- (f) **Approves** the appointment of Board Member S Stewart as a Board representative and liaison person, to the Kaiapoi Promotions Association.
- (g) **Approves** the appointment of Board Member R Keetley as a Board representative and liaison person, to Kaiapoi and Districts Historical Society.
- (h) **Approves** the appointment of Board Member R Keetley as a Board representative and liaison person, to the Kaiapoi Landmarks Team.
- (i) **Approves** the appointment of Board Member N Atkinson and Board Member A Blackie as representatives and liaison people to the Marine Precinct Booking Advisory Group.
- (j) **Approves** the appointment of Board Member J Watson as a Board representative and liaison person, to the Waimakariri Arts Trust (Kaiapoi Art Expo).
- (k) **Approves** the appointment of Board Member N Atkinson as a Board representative and liaison person, to the Northern Bulldogs Rugby League Club.
- (l) **Approves** the appointment of Board Member T Blair as a Board representative and liaison person, to the Darnley Club.
- (m) **Approves** the appointment of Board Member J Watson as a Board representative and liaison person, to the Pines-Kairaki Beach Association.
- (n) **Approves** the appointment of Board Member J Watson as the Board representative and liaison person to Northern Pegasus Bay Advisory Group.
- (o) **Approves** the appointment of Board Member S Stewart as a Board representative and liaison person to the Heritage and Mahinga Kai Joint Working Group.
- (p) **Approves** the appointment of Board Member S Stewart as a Board representative and liaison person, to the Silverstream Advisory Group.
- (q) **Approves** the appointment of Board Member T Bartle as a Board representative and liaison person, to Clarkville Rural Drainage Advisory Group.
- (r) **Approves** the appointment of Board Member T Bartle and as a Board representative and liaison person, to the Central Rural Drainage Advisory Group.
- (s) **Approves** the appointment of Board Member T Bartle as a Board representative and liaison person, to the Coastal Rural Drainage Advisory Group.

CARRIED

7 CORRESPONDENCE

Nil.

8 CHAIRPERSON'S REPORT

8.1 Chairperson's Report for November 2022

Moved: J Watson

Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the report from the Kaiapoi-Tuahiwi Community Board Chairperson (TRIM:221205209539).

CARRIED

9 MATTERS REFERRED FOR INFORMATION

- 9.1 Oxford-Ohoka Community Board Meeting Minutes 9 November 2022.
- 9.2 Woodend-Sefton Community Board Meeting Minutes 14 November 2022.
- 9.3 Rangiora-Ashley Community Board Meeting Minutes 9 November 2022.
- 9.4 Health, Safety and Wellbeing Report October 2022 – Report to Council Meeting 8 November 2022 – Circulates to All Boards.
- 9.5 Approval to Submit Three Waters Reform - Better Off Application and Funding Agreement – Report to Extraordinary Council Meeting 22 November 2022 – Circulates to All Boards.
- 9.6 July 2022 Flood Response Update – Report to Utilities and Roading Committee meeting 29 November 2022 – Circulates to All Boards.
- 9.7 Library Update to 17 November 2022 – Report to Community and Recreation Committee Meeting 29 November 2022 – Circulates to All Boards.
- 9.8 Aquatics November Update – Report to Community and Recreation Committee Meeting 29 November 2022 – Circulates to All Boards.
- 9.9 Waka Kotahi Interim State Highway Speed Management Plan Consultation – Report to Council Meeting 6 December 2022 – Circulates to all Boards.
- 9.10 Kerbside Recycling Bin Audits Methodology – Report to Council Meeting 6 December 2022 – Circulates to all Boards.
- 9.11 Ohoka Mill Road Stormwater Management Area Resource Consenting Issues and Way Forward – Report to Council Meeting 6 December 2022 – Circulates to all Boards.
- 9.12 Oxford-Ohoka Community Board Chairpersons Report for the Period February – December 2022 – Report to Council Meeting 6 December 2022 – Circulates to all Boards.
- 9.13 Woodend-Sefton Community Board Chairpersons Report for the Period February – December 2022 – Report to Council Meeting 6 December 2022 – Circulates to all Boards.
- 9.14 Kaiapoi-Tuahiwi Community Board Chairpersons Report for the Period February – December 2022 – Report to Council Meeting 6 December 2022 - Circulates to all Boards.

9.15 Rangiora-Ashley Community Board Chairpersons Report for the Period February – December 2022 – Report to Council Meeting 6 December 2022 – Circulates to all Boards.

9.16 2023 Council Meeting Schedule – Report to Council Meeting 6 December 2022 – Circulates to all Boards.

Moved: J Watson

Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board

(a) **Receives** the information in Items 9.1 to 9.16.

CARRIED

10 MEMBERS' INFORMATION EXCHANGE

N Atkinson

- Attended Kaiapoi Promotions Association Christmas Parade - An exceptionally well-organised event with a great turnout.

T Bartle

- Attended Community Support meeting.
- Attended Kaiapoi Promotions Association Christmas Parade.
- Attended Te Kōhaka Trust Christmas Function.

T Blair

- Spoke to an owner of a caravan who said the Christmas parade exceeded expectations. However, they felt the communication leading up to the event was lacking.

Brent Cairns

- Attended Food and Budgeting Forum, there was an increase in the need for food, with the Salvation Army having an 85% increase since July 2022.
- Attended Kaiapoi Promotions Association Christmas Event, which was well run and well attended.
- Attended Pegasus Networking Meeting - Many families were struggling with debt issues.
- Attended Green Philanthropy Event - There were opportunities to get funding for local events.
- Attended Housing Forum - People looking for housing needed to register with the Ministry of Social Development (MSD), so they were able to capture the needs of the community. Homes suitable for the disabled were an issue.
- Attended a Migrant gettogether.
- Attended North Canterbury Neighbourhood Support Annual General meeting - The group had been donated a car from Mazda Amberley.
- Attended Promotions Association Chair meeting – There were funding issues, and they were looking at having buskers in towns over the summer to invigorate the towns.
- Attended St. Johns Christmas Event - St John in Rangiora was running out of space and looking to establish a hub in Kaiapoi. They were trailing an innovative way to raise funds by asking schools to donate clean towels, which they would then sell in their stores.

- Strawberry Fair was happening on Saturday, 10 December, with big band music and many craft stores. He thanked Kaiapoi Promotions Association for advertising the event at their cost on behalf of the fair.

Philip Redmond

- Attended the Housing Forum - Two motels were currently being used for emergency housing.
- Better Off Funding - The Council signed an agreement with the DIA to receive approximately \$5 million, which would be spent on drainage, housing and cycling projects.
- Attended Citizenship Ceremony which had roughly 25 diverse applicants.
- Attended Rangiora promotions Association Christmas event.
- Attended North Canterbury Neighbourhood Support Annual General Meeting.
- Joined a Waterways Tour with Michael Bate - Suspected spraying of toxins into the water was killing aquatic life in various streams.
- Silverstream Christmas in the Park was cancelled due to weather.
- Attended Tuesday Club, where they had talks regarding 3Waters.
- Wairoa Links Community Trust launch was well attended by the Community Team, Agencies, volunteers, sponsors, and elected members.
- Attended Woodpecker Community Trust - Thank you for volunteers, advertisers, and sponsors.
- Attended IOD Christmas Function. Councillor Claire McKay (Environment Canterbury) received an award.
- Attended Kaiapoi Christmas Carnival
- Attended Pegasus Christmas by the lake.

S Stewart

- Attended Arohatia Working Group – A report would be submitted to the Board in the new year.

R Keetley

- Attended Kaiapoi Christmas Carnival - Reflected well on the town and had many attendees from Christchurch.

11 CONSULTATION PROJECTS

Nil.

12 REGENERATION PROJECTS

12.1 Town Centre, Kaiapoi

Updates on the Kaiapoi Town Centre projects are emailed regularly to Board members. These updates can be accessed using the link below:

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

13 BOARD FUNDING UPDATE

13.1 Board Discretionary Grant

Balance as at 30 November 2022: \$5,559.

13.2 General Landscaping Budget

Balance as at 30 November 2022: \$49,490.

14 MEDIA ITEMS

Nil.

15 QUESTIONS UNDER STANDING ORDERS

Nil.

16 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

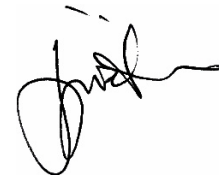
Nil.

NEXT MEETING

The next meeting of the Kaiapoi-Tuahwi Community Board will be held at the Ruataniwha Kaiapoi Civic Centre on Monday 20 February 2022 at 4pm.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 4.47PM.

CONFIRMED



Chairperson

20 February 2023

Date