

**MINUTES FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD
HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA ON MONDAY
12 SEPTEMBER 2022 AT 6.00PM.**

PRESENT

S Powell (Chairperson), J Archer, M Paterson, P Redmond and S Stewart.

IN ATTENDANCE

S Markham (Manager Strategic Projects), S Nichols (Governance Manager), M McGregor (Senior Advisory Community and Recreation), K Rabe (Governance Advisor) and C Fowler-Jenkins (Governance Support Officer).

There were four members of the public present.

1 ACKNOWLEDGEMENTS

The Board observed a moment's silence to acknowledge the death of Her Majesty Queen Elizabeth II.

S Powell also acknowledged King Charles III who had taken up the mantle.

2 APOLOGIES

Moved: S Stewart

Seconded: J Archer

THAT apologies for absence be received and sustained from A Allen and A Thompson.

CARRIED

3 CONFLICTS OF INTEREST

There were no conflicts declared.

4 CONFIRMATION MINUTES

4.1 Minutes of the Woodend-Sefton Community Board – 8 August 2022

Moved: J Archer

Seconded: P Redmond

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 8 August 2022.

CARRIED

4.2 Matters Arising

There were no matters arising.

5 DEPUTATIONS AND PRESENTATIONS FROM THE COMMUNITY

Nil.

6 ADJOURNED BUSINESS

Nil.

7 REPORTS

7.1 Approval to Consult on Woodland Estate Reserve Concept Plan – G Stephens (Greenspace Design and Planning Team Leader)

M McGregor took the report as read.

S Stewart asked if there was currently any financial commitment for the reserve. M McGregor replied that there was a budget of \$400,000 allocated to this reserve in the Long Term Plan.

S Powell noted that some of the benches depicted in the concept plan had armrests at the ends while some did not. She advised that from an accessibility point of view any public seating should have armrests to assist those with limited mobility or strength to stand up and also that the picnic tables should be wheelchair friendly. She mentioned that the members of the accessibility Group were always happy to assist with advice on equipment and /or design of parks and reserves. M McGregor noted that the picnic tables would be accessible from the ends to enable access for wheelchairs. He also assured members that many of the surfaces within the reserve were rubber surfaces, which allowed wheelchairs to access play areas.

S Powell raised a concern regarding the 'learn to ride loop track', that people could walk through the loop which could cause conflict with kids learning to ride their bikes.

S Powell asked if the playground's location was decided by the developer. M McGregor understood that there had been agreement between the Council and the developer, that this was the best location for the reserve. One of the key factors for the choice was that it was next to the storm water retention area adding extra green/open space. S Powell noted that concern could be raised regarding the safety of children playing next to a water filled storm water ditch. She also raised concern regarding possible anti-social behaviour with the reserve situated at the far corner of the development and away from the local community.

Moved: P Redmond

Seconded: M Paterson

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. TRIM 220901151768.
- (b) **Notes** that there was currently \$400,000 allocated to the development of Woodlands Estate from the Land Development, Neighbourhood budget.
- (c) **Approves** public consultation be carried out on the Woodlands Estate Concept Plan, shown in attachment9 (i) (Trim: 220901151748).
- (d) **Notes** that following consultation, staff will bring a revised Concept Plan to the Board for approval, which will take into account consultation feedback and any changes in design would be included in the report.
- (e) **Notes** the recommendations within this report support Greenspace to achieve community outcomes within the following areas of wellbeing; U.N Sustainable Development Goals, Social Wellbeing, Economic Wellbeing, Environmental Wellbeing and Cultural Wellbeing.

CARRIED

P Redmond commented that the motion was to approve public consultation and therefore the tweaks suggested by S Powell could be captured in the revised design. He believed that the proposal looked exciting regardless of where the reserve was located.

S Powell cautioned that the deciduous magnolia tree dropped their petals, which could cause a slippery surface if located near pathways. She thought the equipment looked different and interesting.

7.2 Waikuku Beach Reserve Spatial Activity Plan – M McGregor (Senior Advisor Community and Recreation)

M McGregor spoke to the report, which requested approval for the Waikuku Beach Spatial Plan, to go out for public consultation. The project was prompted by several approaches from groups in the Waikuku area requesting reserve space to start recreational initiatives. Staff had done targeted engagement, which had produced little feedback, to draft the spatial plan. Staff had taken into account the existing users, the approaches from community groups, discussions with the Chair and Deputy Chair and the reserve management plan to formulate the current plan, which resulted to the development of four different zones, namely the active recreation zone, the open space zone, the skate zone and the coastal access zone.

S Stewart asked if going out for consultation when there was no budget in the Long Term Plan would raise community expectation. M McGregor agreed that there was a risk of public expectation, however staff would make it as clear as possible that this was a plan for future recreational use within the reserve if required.

S Stewart also asked if there was a timeframe likely for funding through the Long Term Plan. M McGregor noted that the Council was assisting community groups who wished to initiate recreational activity on the reserve by ensuring that suitable space would be available if required. If community groups required funding assistance for their initiative they could submit to the next Long Term Plan.

S Powell asked which of the community groups that had approached the Board for space in the reserve had given feedback. M McGregor noted no feedback had been received in connection with the beach volleyball court or from the Northside Board Riders. They had received a submission on a pump track while the rest of the feedback was in relation to an improved skate facility.

S Powell asked if Greenspace staff had taken into account the problems relating to drainage and ponding. M McGregor noted that essentially the spaces identified matched the reserve management plan. There were areas that were susceptible to flooding such as in the vicinity of the flying fox and some areas known to be prone to flooding were classified as open space areas.

S Stewart noted that the report did not elaborate on sustainability or climate change impacts even though this was a high value ecological area, which was prone to flooding. S Markham noted the report's recommendations dealt with community consultation and not with the reserve as such, which did not impact on the drainage, flooding or the ecological aspects. He agreed that there was a particular sensitivity in the coastal zone which was increasingly impacted by climate change, however this report did not deal with those issues.

S Powell asked if there was any discussion with the Surf Life Saving Club. M McGregor noted he had discussions with them early on in the process, however they were still working through an internal consultation process with their members regarding the plans for the Club's buildings and were likely to engage with the Council regarding the proposed extension to their storage area rather than rebuild at this point.

Moved: S Powell

Seconded: J Archer

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 220901151262.
- (b) **Notes** that the Waikuku Reserve Draft Spatial Activity Plan was drafted with the input from existing uses, proposals received from the community, the existing Waikuku Beach Reserve Management Plan and the recent engagement undertaken with the Waikuku Community.
- (c) **Notes** The Draft Waikuku Beach Reserve Spatial Activity Plan complements and is intended to be used in conjunction with the existing Waikuku Beach Reserve Management Plan. As such the Draft Spatial Plan covers the same areas identified in the Reserve Management Plan.
- (d) **Notes** that the purpose of the draft spatial activity plan is to guide future decision making regarding the use of the reserve areas and there is no budget included in the Long Term Plan for the delivery of any projects that may be identified in the plan.
- (e) **Provides** feedback on the Draft Waikuku Beach Spatial Activity Plan.
- (f) **Approves** the undertaking of community engagement on the Draft Waikuku Beach Reserve Spatial Activity Plan to seek further feedback from the community. A communications plan will be prepared for this consultation in an effort to acquire better participation in the process.

CARRIED

S Powell thanked staff for their work on the plan, which had become necessary due to several requests for reserve space from community groups. She hoped that with public engagement and further information made available there would be a clear indication whether the beach volleyball court was still an option. She believed that this plan would be a very valuable resource when dealing with community driven initiatives. S Powell recognised S Stewarts comments regarding raising community expectations without a budget to initiate any of the projects discussed, however the emphasis needed to be that this was for community driven projects rather than Council led projects.

S Stewart elaborated on the risk of raising expectations while she welcomed community input, however the community needed to be made aware that any project would need to be submitted to the Long Term Plan or Annual Plan to achieve any Council funding. She noted that projects that were consulted on early could create issues when the project actually was started such as with Peraki Street in Kaiapoi, where there was consultation was carried out a year to eighteen months prior to the budget being available. Residents in the area had changed and so had the views and opinions and the consultation had to start from the beginning causing delay and stress for all parties.

In her right of reply, S Powell acknowledged S Stewarts concerns however this was a very contained community which had the advantage of being able to engage relatively informally at any point in the future regarding any projects that were requested. She believed the pump track was most probably likely to happen as the community were intending to raise fund themselves.

7.3 **Summary of Discretionary Grant Accountability 1 July 2021 to 30 June 2022 – K Rabe (Governance Advisor)**

K Rabe spoke to the report noting this was the annual report detailing the funding the Board and approved during the previous financial year. The Board had not received a substantial number of applications and there was concern that only two accountability forms had been received for the year. She believed community organisations were having a lot of staff / volunteer turnover which could have resulted in slow responses. Staff had sent out reminder letters.

Moved: M Paterson

Seconded: S Stewart

THAT the Woodend-Sefton Community Board:

- (g) **Receives** Report No. 220628109454.
- (h) **Notes** that of the \$6,480 allocated to the Board for the 2021/22 financial year, \$4,155 was distributed for events and projects within the community.
- (i) **Notes** that the remaining \$2,325 was carried forward to the 2022/23 financial and added to the 2022/23 allocation of \$4,300, bringing the current financial year's total to \$6,625.
- (j) **Circulates** a copy of this report to all other Community Boards for information.

CARRIED

S Powell thanked staff for following up with the accountability.

7.4 **Potential New Road Names for Addition to the Pre-Approved Woodend Sefton Road and Reserve Name List – K Rabe (Governance Advisor)**

K Rabe spoke to the report, which requested approval for new street names to be added to the Board's pre-approved list. The first specified in recommendation (b) were names that had been referred by the Kaiapoi-Tuahiwi Community Board as the names were from families more relevant to the Woodend/Waikuku areas. Recommendation (d) referred to the list of names that Community Board member, A Allen, had researched for the Board. The Maori names had been removed from the suggested list due to the difficulty of getting Rūnanga confirmation on whether they were appropriate to be used as street names. Staff would be working with the Rūnanga to source appropriate Maori names for inclusion to the Pre-approved lists during the new term.

S Powell noted that M Paterson had suggested the name 'Donna Loffhagen' at a previous meeting as a possibility and requested that this also be included on the list. She commented that it would be good if staff could get some Rūnanga input for the Maori names.

Moved: M Paterson

Seconded: P Redmond

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 220809135710.
- (b) **Approves** the suggested two names by a Kaiapoi resident, for inclusion to the Master Woodend Pre-Approved Road and Reserves Name List:
 - i. Lovegrove
 - ii. McMillan or Catherine
- (c) **Notes** that the name 'Orchard', has already been used within the District, and can therefore not be considered for inclusion.
- (d) **Approves** the name Donna Loffhagen and the list of new names (included as Attachment iv. of the report) for inclusion on the Master Woodend Pre-Approved Road and Reserve Name List and noting the

names deemed unsuitable due to those or similar names already in use within the district.

- (e) **Request** Council staff to write to the public requesters to advise the outcome of the Community Board decision.

CARRIED

S Powell acknowledged the research that A Allen had done on the suggested list of new street names and commented that it would be good to have some variation in the list that the developer could choose from.

8 CORRESPONDENCE

Nil.

9 CHAIRPERSON'S REPORT

9.1 Chairperson's Report for August 2022

- Presented at the 6 September 2022 Council meeting on the Walking and Cycling Network Plan for the reprioritisation of the link between the Pegasus/Ravenswood roundabout to Woodend and the link between Woodend and Kaiapoi cycleway. The Woodend Community Association also presented to the Council.

Moved: S Powell Seconded: S Stewart

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the report from the Woodend-Sefton Community Board Chairperson (TRIM: 220905153098).

CARRIED

10 MATTERS FOR INFORMATION

- 10.1 Oxford-Ohoka Community Board Meeting Minutes 3 August 2022.
- 10.2 Rangiora-Ashley Community Board Meeting Minutes 10 July 2022.
- 10.3 Kaiapoi-Tuahiwi Community Board Meeting Minutes 15 August 2022.
- 10.4 Consultation; Conservation Reform Discussion Document & Exposure Drafts of Amendments to NPS Freshwater 2020 and NES Freshwater 2020 – Report to Council Meeting 2 August 2022 – Circulates to all Boards.
- 10.5 Health Safety and Wellbeing Report July 2022 – Report to Council meeting 2 August 2022 – Circulates to all Boards.
- 10.6 Annual Report on Dog Control 2021/22 – report to District Planning and Regulation Committee meeting 23 August 2022 – Circulates to all Boards.
- 10.7 Library Update to 4 August 2022 – Report to Community and Recreation Committee Meeting 16 August 2022 – Circulates to all Boards.
- 10.8 Waka Kotahi Procedural Audit Report May 2022 – Report to Utilities and Roading Committee Meeting 23 August 2022 – Circulates to all Boards.
- 10.9 2021-2022 Flood Events – Service Requests and Further Investigations Update – Report to Utilities and Roading Committee Meeting 23 August 2022 – Circulates to all Boards.

Public Excluded

- 10.10 CWMS Zone Committee 2022 Membership Refresh Appointments – Report to Council Public Excluded Meeting 2 August 2022 – Circulates to all Boards.

Moved: P Redmond

Seconded: M Paterson

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the information in Items 9.1 to 9.9.
- (b) **Receives** the public excluded information in Item.9.10, which would remain in public excluded and which was circulated separately.

CARRIED

11 MEMBERS' INFORMATION EXCHANGE

M Paterson

- Woodend Community Association monthly meeting – Annual General Meeting 3 October 2022. The new principal for Woodend School attended the meeting.
- Gladstone Park flooding long term damage.
- Tree planting Gladstone Park.

P Redmond

- Attended Ronal's Cuppa.
- Attended the Kaiapoi Promotion Association Annual General Meeting – had an election for the committee.
- Had a tour of the Sterling Development in Silverstream.
- The Council's Community Team organised a number of educational seminars – attended one on the Incorporated Societies Act. There were changes to the Act coming that would affect a lot of community groups.
- Attended the Ravenswood Cuppa.
- Attended the Council submission against Three Waters proposals before the Select Committee in Christchurch.
- Heard Minister Parker speak on the RMA Reform. Proposing fourteen regional entities.
- Economic Strategy Development Workshop.
- Invited to tour Sutton Tools factory in Kaiapoi – the factory was being relocated to Southbrook and a new factory was being built.
- Invited to morning tea at the Hope Trust in Rangiora.
- Highlights the drop in session on intensification in Pegasus well attended – 'Friend of the Submitter' had attended.
- Attended a Biodiversity Lecture – A Thompson had been appointed as a coordinator for the Trust.
- On the North Canterbury Sport and Recreation Trust – did an inspection of the facilities around the district.
- Spent three years on the Board, he thanked the Board for making him welcome. He had taken the position seriously and tried to do as much as he could in the area he was representing. He thanked staff members for supporting the Board. He believed the Board's role would become more important going forward as Woodend, Ravenswood and Pegasus grow.

S Stewart

- At the Waimakariri Water Zone Committee there was discussion and presentation on the nitrate testing of private wells at Mandeville – this was an initiative coordinated by the Waimakariri Water Zone Committee in conjunction with Dr. Tim Chambers of Otago University who had received \$1.2 million from the Health Research Council to study the link between nitrate laden drinking water of over 5mg/l with the incidents of pre-term birth. Because of the concerns locally with 18,000 people on private wells, the Mandeville Residents Association, the Water Zone Committee and Dr Chambers spent the afternoon at Mandeville. There were 300 samples submitted 233 of which were potable water supplies of private wells in the district, five of which were over the maximum for nitrate drinking water standards and 40 were over 8mg/l which was concerning territory. There were retiring members of the Water Zone Committee and to new members that had been appointed.

- A Thompson had been appointed the first coordinator of the Waimakariri Biodiversity Trust, his job was to get the Trust up and running and potentially secure long term funding for it. The Trust, in partnership with the Council, organised the series of biodiversity lectures over the winter.
- S Allen (Water Environment Advisor) was currently on parental leave and had been replaced by Angela Burton who was on contract taking up the role.
- Acknowledged the last three years, it had been challenging for everybody and she wanted to acknowledge the real dedication, passion and commitment that the Board had for its home patch.

J Archer

- Attended the Woodend Community Association Meeting.
- Attended an ecology seminar.
- This was his last meeting for the Board. He provided the Board with an overview of his involvement in the community over the past 40 years.

12 CONSULTATION PROJECTS

Nil.

13 BOARD FUNDING UPDATE

13.1 Board Discretionary Grant

Balance as at 31 August 2022: \$5,710.

13.2 General Landscaping Fund

Balance as at 31 August 2022: \$13,090.

The Board noted the funding update.

14 MEDIA ITEMS

15 QUESTIONS UNDER STANDING ORDERS

16 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

This is the final meeting of the Woodend-Sefton Community Board for the 2019-2022 electoral term.

The new Woodend-Sefton Community Board will be sworn into office late October 2022, with standard meetings resuming from mid-November 2022. Further Information will be advertised and listed on the Council's website.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 7:08pm.

Workshop

(7:08pm to 7:19pm)

- *Adoption of Policy – Briefings and Workshops TRIM: 220826147285 Members Forum*
 - More emphasis that these are not decision making meetings.
 - Good tool to allow Standing Orders to be suspended to allow the freedom to debate issues and get more information, which allows for better decision making in the long term.
 - Board was happy to fall under the Council policy.

CONFIRMED



Chairperson



Acting Chief Executive

1 November 2022

Date