

MINUTES FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD HELD AT THE WOODEND COMMUNITY CENTRE, SCHOOL ROAD, WOODEND ON MONDAY 13 MAY 2024 AT 5.30PM.

PRESENT

S Powell (Chairperson), B Cairns, I Fong, R Mather, P Redmond and A Thompspon (Left 6:31pm).

IN ATTENDANCE

K LaValley (General Manager Planning, Regulation and Environment), G Stephens (Design and Planning Team Leader), B Dollery (Ecologist – Biodiversity), J Mason (Greenspace Landscape Architect), K Rabe (Governance Advisor) and C Fowler-Jenkins (Governance Support Officer).

1 APOLOGIES

Moved: S Powell Seconded: P Redmond

THAT an apology for absence be received and sustained from M Paterson and for early departure form A Thompson who left the meeting at 6:31pm.

CARRIED

2 CONFLICTS OF INTEREST

Item 6.6 – P Redmond and B Cairns declared a conflict of interest as they were Councillors who would be considering the Waimakariri District Council submission.

3 CONFIRMATION MINUTES

3.1 Minutes of the Woodend-Sefton Community Board Meeting – 9 April 2024

Moved: R Mather Seconded: B Cairns

THAT the Woodend-Sefton Community Board:

(a) **Confirms** the Minutes of the Woodend-Sefton Community Board Meeting held on 9 April 2024.

CARRIED

3.2 Matters Arising

There were no matters arising.

4 DEPUTATIONS AND PRESENTATIONS FROM THE COMMUNITY

Nil.

5 ADJOURNED BUSINESS

Nil.

6 REPORTS

Item 6.2 was considered first; however, the Minutes follow the order of the agenda.

6.1 Road Naming – Parsonage Road Limited – S Morrow (Rates Officer – Property Specialist)

K Rabe took the report as read.

There were no questions from members.

Moved: R Mather Seconded: B Cairns

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 240502069851.
- (b) **Approves** the following proposed road names for the new roads 1 and 2 as shown on the attached plan (Trim 240501069065).
 - 1. Clarke Road
 - 2. Peach Lane
- (c) **Notes:** That the Community Board may replace any proposed name with a name of its choice.

CARRIED

R Mather commented that it was good that the background history of the names had been included and she could not see any reason to reject the names.

6.2 Waikuku Beach Pond – B Dollery (Ecologist - Biodiversity)

B Dollery spoke to the report noting that it had been brought to her attention that the Waikuku Beach Pond needed maintenance. She and M Kwant did an assessment of the pond. It was quite obvious that there had been a lot of grey willow encroachment around the whole of the pond and there were also noxious weeds on the banks of the pond. Staff had reviewed the maintenance contract and noted that the weeds could be dealt with by using the Greenspace Maintenance Contract. Staff would do some infill planting to try to mitigate the weeds coming bac using the budget already allocated to the pond work.

R Mather asked why the Board's General Landscaping Budget was being used for maintenance. B Dollery explained that the area around the pond needed to be maintained however to ensure that the weeds did not come back it would be beneficial to plant some native species. The maintenance cost was coming out of the Greenspace Maintenance Budget while the planting would come out of the Board's Landscape Budget.

R Mather noted in the costing there was \$1,800 to pay for a Waimakariri District Council Ranger. She was curious as to why the Board was paying for this. B Dollery explained that the ranger was outsourced. The weed removal would be covered under the maintenance contract.

R Mather noted that there was a new fence in the area. She asked if that would be worked around. B Dollery noted that it would be worked around.

In response to a question from P Redmond, B Dollery explained that Council staff were proposing to remove the weeds in a staged approach so it would not hopefully be a dramatic impact. Infill planting would also help to mitigate gaps.

B Cairns noted that Council staff were looking at removing the willow over a staged process. In the site details Council staff had noted the bird life and that it was at risk as they nested in the willow trees that were proposed to be removed. He asked if this would

have an impact of the bird life. B Dollery explained that the willow that was getting removed was the grey willow, a lot of which were quite young. The big willow trees, and the macrocarpa would be remaining. The impact to bird life would be minimal due to the staged approach.

Moved: S Powell Seconded: I Fong

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. RES-35-02 / 240430067679.
- (b) **Notes** that there is \$4,000 budget available to the Woodend Sefton Community Board to use for community projects.
- (c) **Approves** the recommendation of applying a staged approach to grey willow clearance over a period of three years using the Greenspace maintenance budget.
- (d) **Approves** the recommendation of using Greenspace rangers to undertake infill planting, preparation and maintenance (removing the most noxious weeds) in the 2025 autumn planting season using \$3,000 of the available funding.
- (e) **Notes** that further maintenance for the pond will be undertaken each year as part of the Greenspace maintenance budget.
- (f) **Recommends** external funding was sought from the Water Zone Committee or other sources in the in the 2024/25 financial year following public consultation.

CARRIED

P Redmond commented that it was useful to take a staged approach. He thanked staff for a comprehensive report. His only reservation was the proximity of the paddling pool and what steps could be taken to mitigate the risk.

R Mather supported the motion. She noted that the toddlers pool was fully fenced so there was an initial layer of protection.

S Powell thanked Council staff for the report.

6.3 **Woodend-Sefton General Landscaping Budget – J Mason (Greenspace Landscape Architect) and G Stephens (Design and Planning Team Leader)**

J Mason took the report as read highlighting the proposed projects.

R Mather asked what happened when the gate was locked to the carpark. G Stephens noted that people would still have walking access.

R Mather asked in item 4.31 the 'barked fence run' should be considered general maintenance. She queried who paid for the Rangiora and Kaiapoi dogs parks. G Stephens explained that the Rangiora Dog Park had been a mixture. A lot of the work that had been done at Rangiora since it was created which had been funded through community groups and led by the Friends of the Rangiora Dog Park Group. Currently the sand along the fence line at the Gladstone Dog Park was a maintenance issue in that the sand was getting kicked around and grass would not grow there.

R Mather noted that staff were proposing that one shelter be prioritised and that it would be located in the large dog area as the small dog area already had natural shelter. From her observation she noted that more often than not there was a congregation of people standing in the small dog area. She wondered if the shelter would be more suited to the small dog area.

P Redmond asked if staff had considered a wind break rather than a shelter. J Mason noted that staff had started looking at shelters because that was what had been installed in other dog parks. G Stephens noted that the hope was that utilising community groups for the installation there would be enough budget to install some wind screening in the form of planting.

P Redmond asked how the design of the shelter fit with amenity values. G Stephens noted in terms of amenity people had their own particular style so it depending on your personal opinion.

P Redmond asked about the benches on Bob Robertson Drive and if this was a bus route and was told that it was not.

A Thompson would like to know from the users of the dog park what they wanted and reminded the Board had a deputation who had been keen to be involved in the shelter. He asked if staff had reached contacted her. S Powell noted that the lady in question no longer wanted to be involved.

B Cairns asked if staff would agree that it would be an idea to consult the community with regard to what was proposed at the Gladstone Dog Park. G Stephens agreed that staff could do that.

S Powell asked what the forecast life of the suggested shelter was. G Stephens noted that he would need to check with the manufacturer.

S Powell asked what the proposed digging pits would be filled with. J Mason noted that they would be big sand pits and would be bordered and framed.

B Cairns asked if the Board lost the budget if it was not spent this financial year. G Stephens noted that they did not if they requested it to be carried over.

It was agreed that the Board meeting should be adjourned at 6:15pm to enable the Board to have a workshop regarding Item 6.3.

Moved: S Powell

Seconded: P Redmond

THAT the Woodend-Sefton Community Board:

- (a) **Agrees** to adjourn the Board meeting to enable the Board to hold a workshop on Item 6.3.

CARRIED

Moved: S Powell

Seconded: A Thompson

THAT the Woodend-Sefton Community Board:

- (a) **Agrees** that the Board meeting be reconvened.

CARRIED

The Board meeting reconvened at 6:29pm.

Moved: A Thomson

Seconded: I Fong

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 240502069763.
- (b) **Approves** the allocation of \$3,000 towards making an accessible pathway at the western main entrance to the dog park from Hakatere Road to be completed within the financial year.
- (c) **Approves** the allocation of \$7,400 towards two bench seats to be located along Bob Robertson Drive in Ravenswood, with at least one in the area between the new Freedom Village development and the shopping precinct.
- (d) **Approves** the allocation of \$3,200 towards trees and tree guards to be planted in the Gladstone Dog Park to provide shade and shelter in the future.
- (e) **Approves** any remaining funds from the 2023/24 budget to be allocated as a contingency budget and if not used to be carried out over for future allocations in the 2024/25 Landscaping budget.
- (f) **Requests** staff to investigate whether the barked fence run could be funded from the Greenspace maintenance budget.
- (g) **Requests** staff to consult with dog owners who use the dog park on the proposed Future Development Master Plan for the Gladstone Dog Park (Trim Ref: 240424065487) and specifically if a shelter/windbreak is required and if so the preferred location for said shelter/windbreak.

CARRIED

R Mather commented that it was a good report and good discussion.

S Powell commented that it was time to progress something with the Gladstone Dog Park.

6.4 **Woodend-Sefton Community Board Members' Attendance of the New 2024 Zealand Community Boards' Conference – T Kunkel (Governance Team Leader)**

K Rabe spoke to the report noting it was looking for a maximum of two members to attend the conference and it was suggested it would be beneficial if a new member was nominated.

R Mather noted that she did not attend the conference in 2019 as stated in the report.

Moved: R Mather

Seconded: B Cairns

THAT the Woodend-Sefton Community Board:

- (a) **Receives** report No. 240422063245.
- (b) **Approves** that Board members I Fong and M Paterson, subject to his agreement, to represent the Board at the 2024 New Zealand Community Boards' Conference to be held at the Takina Convention and Exhibition Centre in Wellington from 21 to 23 August 2024.
- (c) **Notes** that the attendees will be required to submit a report sharing ideas/knowledge gained at the Conference with the other members of the Board at the October 2024 meeting.
- (d) **Notes** that the total cost for each attendee will be approximately \$1,965 (excluding GST), funded from the Board's Training Budget.

CARRIED

B Cairns commented that the conference was a good opportunity for networking.

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

K Rabe spoke to the report noting that the flower show had put in an application, however given the Boards concern that they would not be insufficient funds for the remainder of the financial year she had contacted the applicant, and they were happy to hold the application until July 2024. She noted that there would be some funding returned from the Access Group as they did not spend all its allocation. Also \$500 which was allocated for shelving to the Waikuku Beach Indoor Market was to be returned given that the allocated funds were spent on tables and chairs instead of shelving as requested.

Moved: B Cairns

Seconded: P Redmond

THAT the Woodend-Sefton Community Board:

- (a) **Receives** report No. 240405053238.
- (b) **Approves** a grant of \$500 to the Pegasus Residents' Group towards the hosting of a Matariki community event.

CARRIED

B Cairns noted that the Pegasus Residents Group held good community events and this was a worthy cause.

P Redmond endorsed B Cairns comments.

S Powell commented that she would like to see more information included in the application and requested staff to include the request when informing the Group on the result of its application.

P Redmond and B Cairns stood back from the table.

6.6 **Ratification of the Woodend-Sefton Community Board's submission to the Waimakariri District Council and Environmental Canterbury's draft 2024-2034 Long Term Plans – K Rabe (Governance Advisor)**

Moved: R Mather

Seconded: I Fong

THAT the Woodend-Sefton Community Board:

- (a) **Receives** report No. 240409054914.
- (b) **Retrospectively ratifies** its submission to the Waimakariri District Council's draft 2024-2034 Long Term Plan (Trim Ref: 240229031400).
- (c) **Retrospectively ratifies** its submission to Environmental Canterbury's draft 2024-2034 Long Term Plan (Trim Ref: 240409054967).

CARRIED

R Mather commented that was good team work on the development of the submissions. The hearings went well.

P Redmond and B Cairns returned to the table.

7 CORRESPONDENCE

Nil.

8 **CHAIRPERSON'S REPORT**

8.1 **Chairperson's Report for April 2024**

- The Community Hungi and Cultural Day was a fantastic event. She thanked M Paterson for his organisation of a very successful event.

Moved: S Powell Seconded: R Mather

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the report from the Woodend-Sefton Community Board Chairperson (TRIM: 240506071005).

CARRIED

9 **MATTERS FOR INFORMATION**

- 9.1. Rangiora-Ashley Community Board Meeting Minutes 13 March 2024.
- 9.2. Kaiapoi-Tuahwi Community Board Meeting Minutes 18 March 2024.
- 9.3. Oxford-Ohoka Community Board Meeting Minutes 3 April 2024.
- 9.4. Rangiora-Ashley Community Board Meeting Minutes 10 April 2024.
- 9.5. Kaiapoi-Tuahwi Community Board Meeting Minutes 15 April 2024.
- 9.6. Adoption of Waste Assessment 2023 – Report to Council Meeting 2 April 2024 – Circulates to all Boards.
- 9.7. ANZAC Day Services 2024 – Report to Council Meeting 2 April 2024 – Circulates to all Boards.
- 9.8. Health, Safety and Wellbeing Report March 2024 – Report to Council Meeting 2 April 2024 – Circulates to all Boards.
- 9.9. E-Scooter Permit Renewal Due 1 May 2024 – Report to Council Meeting 2 April 2024 – Circulates to the Woodend-Sefton, Rangiora-Ashley and Kaiapoi-Tuahwi Community Boards.
- 9.10. July 2023 Flood Recovery Update – Report to Utilities and Roding Committee 16 April 2024 – Circulates to all Boards.
- 9.11. 3 Waters Climate Change Risk Assessment – Report to Utilities and Roding Committee Meeting 16 April 2024 – Circulates to all Boards.

Public Excluded

- 9.12. Proposed Sale 21 and 61 Ohoka Road, Kaiapoi – Report to Council Meeting 2 April 2024 – Circulates to all Boards.

Moved: R Mather Seconded: I Thompson

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the information in Items 9.1 to 9.11.
- (b) **Receives** the separately circulated public excluded information in items 9.12.

CARRIED

10 **MEMBERS' INFORMATION EXCHANGE**

B Cairns

- Waimakariri Arts Strategy Launch.
- Kaiapoi High School had started up their leadership programme which was three times a week.
- Woodend Pegasus Lions had approached Food Secure North Canterbury with the aim of providing land to grow food on which would then be provided to Satisfy Food Rescue.

S Powell asked about on the status of the review on the Town Centre flags. B Cairns explained this was a result of a request to visit Oxford. Oxford paid for their own flags. Kaiapoi and Rangiora had flags as well as Pines Beach. However, Woodend, Pegasus, and Ravenswood had no flags. It was to review without tampering with budget to assess if there was a need to have town center flags.

B Cairns thanked R Mather for her work with the Waiora Links Community Trust as a result of her intention to step down from her role.

P Redmond

Noted that he had Covid for two weeks. He missed out on the ANZAC Day Services and a funeral. He attended the Long Term Plan hearings remotely.

11 **CONSULTATION PROJECTS**

Nil.

12 **BOARD FUNDING UPDATE**

12.1 **Board Discretionary Grant**

Balance as at 31 March 2024: \$881.16.

12.2 **General Landscaping Fund**

Balance as at 31 March 2024: \$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 10 June 2024 at the Woodend Community Centre, School Road, Woodend.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 6:57PM.

CONFIRMED



Chairperson

10 June 2024

Date

Workshop (6:57pm to 7:05pm)

- *Community Service Awards Nominations*
- *Members Forum*