Kaiapoi-Tuahiwi Community Board

Agenda

Monday 18 September 2017

4.00pm

Meeting Room 1 (upstairs)
Ruataniwha Kaiapoi Civic Centre
176 Williams Street, Kaiapoi

Members:

Jackie Watson (Chair)
Chris Greengrass (Deputy Chair)
Neville Atkinson
Roger Blair
Martin Pinkham
Philip Redmond
Sandra Stewart

Board Members
KAIAPOI-TUAHIWI COMMUNITY BOARD

AGENDA FOR THE MEETING OF THE **KAIAPOI-TUAHIWI COMMUNITY BOARD** TO BE HELD IN **MEETING ROOM 1 (UPSTAIRS), RUATANIWHA KAIAPOI CIVIC CENTRE, 176 WILLIAMS STREET, KAIAPOI** ON **MONDAY 18 SEPTEMBER 2017** AT **4PM.**

Edwina Cordwell
Governance Advisor

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

BUSINESS *PAGES*

1 APOLOGIES

2 CONFLICTS OF INTEREST

3 CONFIRMATION OF MINUTES

3.1 **Minutes of the Kaiapoi-Tuahiwi Community Board – 21 August 2017**

8-16

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Confirms** the circulated minutes of the Kaiapoi-Tuahiwi Community Board meeting, held 21 August 2017, as a true and accurate record.

4 MATTERS ARISING

5 DEPUTATIONS AND PRESENTATIONS

Simon Rutherford will speak to the Board regarding his proposal for a kayak and paddleboard hire service on the Kaiapoi River.

6 ADJOURNED BUSINESS

7 REPORTS

7.1 Kaiapoi Food Forest Trust – Licence to Occupy– Craig Sargison (Manager Community and Recreation)

17-26

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report Nº 170913098972

(b) **Notes** that the terms of the Licence to Occupy are aligned with the current lease from the Crown.

(c) **Approves** the licence to occupy with Kaiapoi Food Forest Trust (Trim 170818089574)

7.2 Application for Kaiapoi-Tuahiwi Community Board's Discretionary Grant 2017-2018– Edwina Cordwell (Governance Adviser)

27-73

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No.170905096019.

(b) Approves a grant of $_____ to Kaiapoi Pony Club towards the costs of participating in events and coaching to broaden the skills and experience of young riders.

OR

(c) Declines the application from Kaiapoi Pony Club.

(d) Approves a grant of $_____ to Clarkville Playcentre towards the costs of indoor tents and tunnels.

OR

(e) Declines the application from Clarkville Playcentre.

(f) Approves a grant of $_____ to The Pines Karaki Beach Association towards the costs of a celebration to mark the opening of the new Pines Beach Hall.

OR

(g) Declines the application from Pines Karaki Beach Association

7.3 Summary of Discretionary Grant Accountability 1 January 2017 to 30 June 2017– Edwina Cordwell (Governance Adviser)

74-95

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report No 170901094834.

(b) **Circulates** a copy of this report to all of the Community Boards.

7.4 **Ratification of the Kaiapoi-Tuahiwi Community Board's Submission to the Waimakariri District Council regarding the Northern Pegasus Bay Bylaw 2016 Implementation Plan– Edwina Cordwell (Governance Advisor)**

96-99

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report No. 170824091413.

(b) **Ratifies** the Board's Submission to the Waimakariri District Council regarding the Northern Pegasus Bay Bylaw 2016 Implementation Plan (Trim 170822090392

7.5 **Ratification of the Kaiapoi-Tuahiwi Community Board's Submission to the Waimakariri District Council regarding the Draft Waimakariri Accessibility Strategy: "Towards an Inclusive Environment". – Edwina Cordwell (Governance Advisor)**

100-103

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report No. 170824091426.

(b) **Ratifies** the Board's Submission to the Waimakariri District Council regarding the Draft Waimakariri Accessibility Strategy: "Towards an Inclusive Environment". (Trim 170822090631).

8 CORRESPONDENCE

9 CHAIRPERSON'S REPORT

9.1 **Chair's Diary for August-September 2017**

104

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

(c) **Receives** report No. 170912098561.

10 MATTERS REFERRED FOR INFORMATION

10.1 **Oxford-Ohoka Community Board meeting minutes – 3 August 2017** (Trim No. 170808084495)

10.2 **Woodend-Sefton Community Board meeting minutes – 14 August 2017** (Trim No. 170822090257)

10.3 **Rangiora-Ashley Community Board meeting minutes – 9 August 2017** (Trim No. 170808084508)

10.4 **Annual Report: Dog Control 2016/2017 – Malcolm Johnston, (Environmental Services Manager) –** Report to Planning and Regulation Committee meeting 15 August 2017 (Trim No. 170710071156)

10.5 **Water Conservation Strategy Implementation Summary for 2016/17 – Colin Roxburgh (Water Asset Manager)** – Report to Utilities and Roading Committee 15 August 2017 (Trim No. 170803082745)

10.6 **Changes to Kaiapoi (West) Speed Limits – Ken Stevenson, (Roading Manager) –** Report to Council meeting 5 September 2017 (Trim No.170822090290)

10.7 **Update on Cam River Enhancement Project - Janet Fraser, (Utilities Planner) and Owen Davies (Drainage Asset Manager) –** Report to Utilities and Roading Committee 15 August 2017 (Trim No. 170803082835)

10.8 **Request for Funding to be Brought Forward for Bramleys Road Well Consent to take Water – Colin Roxburgh (Water Asset Manager) –** Report to Council 5 September 2017 (Trim No. 170811086311)

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board receives the information in items 10.1-10.8.

Note: Items were circulated to Board members separately.

11 MEMBERS' INFORMATION EXCHANGE

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.

12 CONSULTATION PROJECTS

There are no current consultation projects.

13 REGENERATION PROJECTS

13.1 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

13.2 New Arterial Road, Kaiapoi

Regular updates on the progress of the new Arterial Road will be posted on the Council's website. There are also links to intersection layout plans for each of the new intersections. The updates can be located using the link below:

http://www.waimakariri.govt.nz/services/roads-and-transport/roading-projects/construction-of-a-new-arterial-road

13.3 Kaiapoi Regeneration Steering Group

The next meeting of the Kaiapoi Regeneration Steering Group will be held in Meeting Room 1, Ruataniwha Kaiapoi Civic Centre, 4pm on Monday 2 October 2017. This meeting is open to the public.

14 BOARD FUNDING UPDATE

14.1 Board Discretionary Grant

Balance as at 18 September $2900.

15 MEDIA ITEMS

16 MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

Section 48, Local Government Official Information and Meetings Act 1987

RECOMMENDATION

THAT the public be 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:

Item Nº	Minutes/Report of:	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
16.1	Rob Hawthorne, (Property Unit Manager)	Proposed sale process for 137–141 Williams Street, Kaiapoi	Good reason to withhold exists under Section 7	Section 48(1)(a)

This resolution is made in reliance on section 48(1)(a) 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 which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

Item Nº	Reason for protection of interests	Ref NZS 9202:2003 Appendix A
16.1	To carry out commercial activities without prejudice	A2(b)ii

CLOSE MEETING

See Public Excluded Agenda (blue papers)

OPEN MEETING

17 QUESTIONS UNDER STANDING ORDERS

18 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

NEXT MEETING

The next meeting of the Kaiapoi-Tuahiwi Community Board is scheduled for 4pm, Monday 16 October 2017 at the Ruataniwha Kaiapoi Civic Centre.

Workshop

1. Members' Forum.
Opportunity for members to share potential new ideas and initiatives.

MINUTES OF THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD HELD IN MEETING ROOM 1 (UPSTAIRS), RUATANIWHA KAIAPOI CIVIC CENTRE, 176 WILLIAMS STREET, KAIAPOI ON MONDAY 21 AUGUST 2017 COMMENCING AT 4PM.

PRESENT

J Watson (Chair), C Greengrass (Deputy Chair), N Atkinson, M Pinkham and S Stewart.

IN ATTENDANCE

Councillors A Blackie and J Meyer

J Palmer (Chief Executive), Mayor D Ayers, C Sargison (Manager Community and Recreation), J McBride (Development Manager), S Hart (Business and Centres Manager), E Cordwell (Governance Advisor) and A Smith (Committee Advisor)

1 APOLOGIES

Moved J Watson seconded C Greengrass

THAT apologies for absence from Board Members R Blair and P Redmond be received and sustained.

CARRIED

2 CONFLICTS OF INTEREST

C Greengrass and J Watson declared a conflict of interest for Agenda Item 7.3d, as both are associated with the You Me We Us organisation.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Kaiapoi-Tuahiwi Community Board – 17 July 2017

Moved J Watson seconded M Pinkham

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Amends** the minutes of the Kaiapoi-Tuahiwi Community Board meeting held on 17 July 2017. Item 11.1, third bullet point, final sentence to read:

"If there are appeals, this will go to the High Court".

(b) **Confirms** the circulated minutes of the Kaiapoi-Tuahiwi Community Board meeting, held on 17 July 2017, as a true and accurate record.

CARRIED

4 MATTERS ARISING

S Stewart requested an update on the Kaiapoi Western Arterial relating to plans for pedestrians, cyclists and safe crossing points in response to community queries. J Palmer and J Meyer provided advice and J McBride agreed to recirculate previous information on the matter to Board members.

Unconfirmed

5 DEPUTATIONS AND PRESENTATIONS

Mr Jack Clyne spoke to the Board regarding Agenda Item 7.3 Application for Discretionary Funding: Kaiapoi Community Watch.

Mr Clyne provided further explanation of the role of Community Watch and the requirement for uniforms and in turn the request for Board funding for these.

J Clyne has been a resident of Kaiapoi for 25 years and a member of Kaiapoi Community Watch for 16 years.

In addition to the several thousand dollars required for upgrading the uniforms, the group is also seeking to raise approximately $30,000 to cover the costs of a new vehicle and other items.

Mr Clyne showed a sample of the old uniform from the original Kaiapoi Watch and also jackets that are currently being worn, together with samples of the shirts and jackets that it is hoped can now be purchased.

Community Watch is involved with the training of new Police recruits, but unfortunately there is no funding available from the Police for new uniforms.

A copy of the Community Watch bank statements was made available for members to view, and J Clyne advised members that there are 'ear marked' funds ($7,000) set aside for a new vehicle and that these cannot be used for any other purchases.

The group has applied to two other sources for funding for the uniforms but has not been successful with these applications. The Kaiapoi Club has invited Community Watch members to sell raffle tickets in the Club and to bring as many members as possible. This will also raise the profile of the group for local residents. It is planned to pursue funding applications with other organisations.

It was also suggested that Community Watch approach the Kaiapoi Promotions Association to offer assistance at the Christmas Parade which might also be a fundraiser.

6 ADJOURNED BUSINESS

There was no adjourned business

Item 7.3 was taken at this time. Note that the minutes have been recorded in accordance with the order of Agenda as circulated.

7 REPORTS

7.1 Kaiapoi Town Centre Feature Lighting – J McBride (Development Manager), S Hart (Business and Centres Manager)

Joanne McBride presented this report seeking the Board's recommendation to the Council regarding Kaiapoi Town Centre feature lighting and associated funding. She explained that this was Stage One of a two stage project.

'Under bridge' and projector lighting were also being considered together with options for lighting around the Library. Further work and trials were needed.

It is hoped to have Stage One completed prior to Christmas 2017 and a further report will be presented to the Board regarding any Stage Two proposals.

Moved N Atkinson seconded C Greengrass

THAT the Kaiapoi-Tuahiwi Community Board:

Unconfirmed

(a) **Receives** report No. 170810086146.

(b) **Notes** that staff will report back to the Board with an estimate of the cost of Stage Two lighting before the end of the year

THAT the Kaiapoi-Tuahiwi Community Board **recommends** to Council that it:

(c) **Approves** the Stage One feature lighting for Kaiapoi Town Centre as detailed in this report.

(d) **Approves** the allocation of $125,000.00 of the Kaiapoi Town Centre budget to fund the Stage One feature lighting in Kaiapoi.

CARRIED

N Atkinson fully supported the project, noting that the proposed feature lighting will enhance both the Town centre and Trousselot Park. He was pleased that pre planning of cabling installation had taken place to minimise costs and looked forward to the trials of light projection onto the water and other feature lighting.

C Greengrass agreed.

J Watson was also very supportive and noted that the trees in particular would look beautiful in time for Christmas.

7.2 **Kaiapoi Town Centre Plan Review Reference Group – S Hart (Business and Centres Manager)**

S Hart presented the report which sought the nomination of four Board members for the Kaiapoi Town Centre Plan Review Reference Group.

The Regeneration Steering Group met on 3 July 2017 and approved the formation of a Kaiapoi Town Centre Plan Review Reference Group and Terms of Reference. Membership includes four representatives from the Kaiapoi-Tuahiwi Community Board

J Watson asked for clarification of the Board's role in relation to the Reference Group, particularly for decision-making. S Hart referred members to the Kaiapoi Town Centre Plan Review Structure on page 24 of the Agenda. He advised that the Reference Group would not have any decision-making ability and would make recommendations to the Regeneration Steering Group. All Board members are on this Steering Group.

Members appointed to date to the Reference Group include Miles Dalton, Business Support Manager at Enterprise North Canterbury, the two business stakeholders that have confirmed their interest in being part of the group are Shane Scott (Kaiapoi New World) and Michael Blackwell; Tracey Inwood from Kaiapoi Promotions Association, and Andrew Wenborn and Mark Rivers from the Local Economic Development Advisory Group. The Waimakariri Youth Council has been approached to provide a member.

The Council has appointed A Blackie and D Gordon to the Reference Group.

J Watson queried the time commitment that would be required and the proposed frequency of meetings for the Reference Group given the current commitments of elected members.

S Hart advised that it was envisaged that there would be an initial meeting on 1 September 2017, which could be up to three hours long, with two full day 'Inquiry by Design (IBD) sessions in mid-September and October.

There would then be 6 to 8 further 1-2 hour meetings, yet to be arranged.

Unconfirmed

J Watson advised that P Redmond had indicated his interest in being part of this Reference Group. Four further Board members also indicated they wished to participate.

Advice was sought as to whether it might be possible to have five, rather than four Board representatives. Both J Palmer and S Hart felt that this could be an option.

Moved J Watson seconded M Pinkham

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report No. 170725078000.

(b) **Requests** that the Regeneration Steering Group enable five members of the Kaiapoi-Tuahiwi Community Board to be nominated to the Kaiapoi Town Centre Plan Review Reference Group.

(c) **Approves** Board members C Greengrass, J Watson, M Pinkham, P Redmond and S Stewart to represent the Kaiapoi-Tuahiwi Community Board on the Kaiapoi Town Centre Plan Review Reference Group.

CARRIED

J Watson believed it was important work for Board members to be involved with.

M Pinkham agreed.

N Atkinson expressed his continued concern regarding the decision-making role of the Regeneration Steering Group rather than the Board with regard to Kaiapoi Town Centre matters. Historically these had been determined at Community Board level.

N Atkinson was also concerned that the Regeneration Steering Group was not a fully elected body.

7.3 **Applications for Kaiapoi-Tuahiwi Community Board Discretionary Grant 2017-2018– Edwina Cordwell (Governance Advisor)**

J Watson took the report as read noting that there were four applications to be considered. She observed that these applications, combined with those already approved, would account for half of the Board's 2017/18 Discretionary Grant Fund.

Moved C Greengrass seconded S Stewart

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report No. 170718074731.

(b) **Declines** the application from Kaiapoi Borough School.

CARRIED

C Greengrass noted that funding for mainstream school items and equipment was the responsibility of the Ministry of Education. The Board had previously declined an application from Kaiapoi North School on the same grounds.

Unconfirmed

The Chairperson J Watson and Deputy Chairperson C Greengrass sat back from the table for Item 7.3: You Me We Us having declared an interest and took no part in discussion or voting.

N Atkinson assumed the Chair.

Moved S Stewart seconded M Pinkham

THAT the Kaiapoi-Tuahiwi Community Board:

(c) **Approves** a grant of $500 to You Me We Us towards the costs of the Spring Festival.

CARRIED

S Stewart believed that the You Me We Us activities directly benefit Kaiapoi and the wider community.

J Watson and C Greengrass returned to the table with J Watson assuming the Chair.

Moved C Greengrass seconded S Stewart

THAT the Kaiapoi-Tuahiwi Community Board:

(d) Approves a grant of $400 to Kaiapoi Riverside Bowling Club towards the cost of a new set of Bowls.

CARRIED

Moved J Watson seconded N Atkinson

THAT the Kaiapoi-Tuahiwi Community Board:

(e) Approves a grant of $500 to Kaiapoi Community Watch towards the cost of uniforms for its members.

CARRIED

J Watson expressed her thanks and support to all members of the Kaiapoi Community Watch for their hard work and dedication to community safety and wellbeing.

N Atkinson suggested that Community Watch consider making an Annual Plan funding submission to Council in 2018.

8 CORRESPONDENCE

A letter was tabled (Trim 170817088835) from the Tuahiwi Preschool thanking the Board for grant funding to upgrade the entrance to its building.

9 CHAIRPERSON'S REPORT

9.1 Chair's Diary for July-August 2017

Moved J Watson seconded N Atkinson

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report No. 170816088220.

Unconfirmed

CARRIED

10 MATTERS REFERRED FOR INFORMATION

10.1 **Oxford-Ohoka Community Board meeting minutes – 6 July 2017** (Trim No. 170630067752)

10.2 **Woodend-Sefton Community Board meeting minutes – 10 July 2017** (Trim No. 170706069821)

10.3 **Rangiora-Ashley Community Board meeting minutes – 26 July 2017** (Trim No. 170706070106)

10.4 **Waimakariri District Rural Fire Assets and Functions transfer to FENZ** – Report to Council – 4 July 2017 (Trim No.170619062744)

10.5 **Submission to the Canterbury Regional Transport Committee on the proposal to vary the Regional Land Transport Plan** – Report to Council – 4 July 2017 (Trim No.170630063196)

Moved J Watson seconded C Greengrass

THAT the Kaiapoi-Tuahiwi Community Board receives the information in items 10.1-10.5.

CARRIED

Note: Items were circulated to Board members separately.

11 MEMBERS' INFORMATION EXCHANGE

11.1 C Greengrass

- You Me We Us, had a centre page spread in the recent Kaiapoi Advocate with all the projects planned for the future.

  You Me We Us is also looking for new members to join the group.

- The Kane Shield swimming competition is happening next Monday evening 28 August at the Kaiapoi Aquatic Centre.

11.2 N Atkinson

- The District Development Strategy (DDS) comments Hearings have been held.

  Further work will be undertaken with feedback later in the year.

  Many interesting ideas from submitters as to how different areas of the district should be planned for in the future.

  Noted fewer numbers of submissions from both Kaiapoi and Oxford areas.

11.3 Al Blackie

- Had met with C Sargison (WDC Manager Community and Recreation) and the Kaiapoi Croquet Club to discuss whether the Club should remain in Murphy Park or move to a new location.

- Silverstream Reserve: fund raising for trees is underway as part of the 'Million of Metres of Trees Initiative. BNZ staff, Church and other community groups are supporting and participating in planting days over coming weeks. Between 10,000 to 12,000 trees are planned.

Unconfirmed

11.4 **J Meyer**

- Noted the recent wet weather and resulting adverse ground conditions in the district and acknowledged the hard work of Council staff in dealing with the aftermath of these events.
- Positive comments received regarding the recently installed traffic lights at Southbrook.
- Some community concerns have been raised regarding the new Island Road intersection.

11.5 **M Pinkham**

- Had presented a personal submission at the Council's District Development Strategy Hearing.
- Noted the proposed works for the Cam River catchment and that staff have prepared a costed plan.
- Pleased to see the success of the drainage maintenance plans that have been put in place to address the recent high rain events.
- Queried process and timeframe for the proposed speed limit changes relating to the Kaiapoi Western arterial road. (Submissions closed on 11 August). J Palmer advised that staff would be taking into account all submissions and coming back to the Board and Council with a report and recommendations.

11.6 **S Stewart**

- Waimakariri Zone Committee activity:

  There has been an extension to the completion date for the Zone Implementation Programme Addendum to September 2018 rather than December this year.

  Possibility of a deep groundwater link between the north and south sides of the Waimakariri River. Wells are being sunk on both sides of the river, to check if these waters are mixing. There is concern that the run off from dairy farms on the north side could possibly reach the aquifers supplying drinking water for Christchurch and Kaiapoi.

  The Canterbury Land and Water Regional Plan Change 5 appeal period has now closed, and seven appeals have been received. These may take up to 18 months to resolve. The Plan Change is to manage the loss of nutrients from farming activities. There is only 15% leaching allowed, and it is being suggested that there needs to be a 60 – 70% reduction to meet the National Policy Statement.

  Zone Committee has recently had a workshop, which included discussion on the level of protection for the rivers and streams. This included discussion on possibly granting 'sentient being' level of protection for the water of the rivers and river mouths in the Zone. This has the highest level of protection that could possibly be given to an area and also offers cultural protection.

- The Cam River Rehabilitation Group has a meeting coming up to allocate the remainder of its funds. Henry Hudson will be attending for a discussion on suitable potential projects. (The fund was created via a condition attached to the Eastern Districts Sewer Scheme in 1999).

  Further work will include monitoring the areas before and after the rehabilitation activity takes place to see if it is having a positive effect.

Unconfirmed

If it is effective, the work of the committee will finally be signed off.

- Noted that the Board is still to be updated by Green Space regarding the trees up stream of Mafeking Bridge.

12 CONSULTATION PROJECTS

12.1 Ohoka Domain

https://www.waimakariri.govt.nz/have-a-say/lets-talk/consultations/about-ohoka-domain

12.2 Northern Pegasus Bay Beaches

Consultation closes 5pm, 28 August 2017.

The Chair suggested that the Board should make a submission of support.

This was agreed.

A Blackie noted that the proposal to identify the area as a Coastal Park is still under discussion.

https://www.waimakariri.govt.nz/have-a-say/lets-talk/consultations/northern-pegasus-bay-beaches

12.3 Accessibility

Consultation closes 5pm, 8 September 2017.

The Chairperson suggested that the Board should make a submission of support.

https://www.waimakariri.govt.nz/have-a-say/lets-talk/consultations/accessibility

13 REGENERATION PROJECTS

13.1 Waimakariri Residential Red Zone Recovery Plan

The Department of the Prime Minster and Cabinet has released its decision on the Waimakariri Residential Red Zone Recovery Plan. Use this link to find out more information: http://www.dpmc.govt.nz/future-use

13.2 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

13.3 New Arterial Road, Kaiapoi

Regular updates on the progress of the new Arterial Road will be posted on the Council's website. There are also links to intersection layout plans for each of the new intersections. The updates can be located using the link below:

http://www.waimakariri.govt.nz/services/roads-and-transport/roading-projects/construction-of-a-new-arterial-road

Unconfirmed

13.4 **Kaiapoi Regeneration Steering Group**

The next meeting of the Kaiapoi Regeneration Steering Group will be held in Meeting Room 1, Ruataniwha Kaiapoi Civic Centre, 4pm on Monday 4 September 2017. This meeting is open to the public.

14 BOARD FUNDING UPDATE

14.1 **Board Discretionary Grant**

Balance as at 11 August: $4,300.

15 MEDIA ITEMS

David Hill from The News had attended the presentation to the Board by ARA students and their tutor Mr Belfiore Bologna regarding their project: Kaiapoi River Shores.

Members discussed having the students' "3D presentation" displayed in either the Kaiapoi Art Gallery space or the library. J Watson agreed to follow up with this.

16 QUESTIONS UNDER STANDING ORDERS

17 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

There was no urgent general business.

NEXT MEETING

The next meeting of the Kaiapoi-Tuahiwi Community Board is scheduled for 4pm, Monday 18 September 2017 at the Ruataniwha Kaiapoi Civic Centre.

There being no further business, the meeting closed at 5.20pm.

CONFIRMED

_____
Chairperson

_____
Date

Unconfirmed

WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO:	RGN -05-7 / 170913098972
REPORT TO:	Kaiapoi Tuahiwi Community Board
DATE OF MEETING:	18 September 2017
FROM:	Craig Sargison, Manager Community and Recreation
SUBJECT:	Kaiapoi Food Forest Trust – Licence to Occupy

SIGNED BY:
(for Reports to Council or Committees)

Department Manager

pp Chief Executive

1. SUMMARY

1.1. The purpose of this report is for the Board to approve the granting of a licence to occupy to the Kaiapoi Food Forest Trust for the development of a food forest.

1.2. This report is in accordance with a recommendation from the Regeneration Steering Group at its meeting on 4 September 2017

Attachment

i. Location Plan TRIM NO. 170824091388
ii. Concept Plan TRIM NO: 170818089484
iii. Licence to Occupy TRIM NO: 170818089574
iv. Report to Regeneration Steering Group TRIM NO : 170822090413

2. RECOMMENDATION

THAT the Kaiapoi Tuahiwi Community Board::

(a) **Receives** report Nº 170913098972

(b) **Notes** that the terms of the Licence to Occupy are aligned with the current lease from the Crown.

(c) **Approves** the licence to occupy with Kaiapoi Food Forest Trust (Trim 170818089574)

3. ISSUES AND OPTIONS

3.1. Background: The Waimakariri Residential Red Zone Recovery Plan identifies the Kaiapoi East Regeneration Area Greenspace (recreation and ecological linkages) as having opportunity for high public and community benefit from activities which may include a community food forest. A community initiative has seen the formation of the Kaiapoi Food Forest Trust to build and maintain the food forest. Council inputs include designation of a suitable area for the food forest, assistance with technical design, management and health and safety plans and funding assistance.

3.2. Regeneration Steering Group

3.2.1. In considering the proposed licence to occupy the Regeneration Steering Group at its meeting on 4 September resolved the following:

THAT the Regeneration Steering Group recommends:

(a) Receives report no 170822090413

(b) Notes the terms of the Draft Licence to Occupy is aligned with the current lease

(c) Recommends to the Kaiapoi Tuahiwi Community Board the approval of a licence to occupy for the Kaiapoi Food Forest Trust in the Kaiapoi East Regeneration Area

(d) Approves staff working with the Food Forest Trust to finalise the terms of a licence to occupy for the consideration of the Kaiapoi Tuahiwi Community Board based on the draft licence attached.

(e) Recommends to Council the approval of $30,000 of funding for the development of the Food Forest for the 2017/18 year.

(f) Notes that funding for future years will be considered as part of the LTP process

3.3. Licence to Occupy

3.3.1. A Licence to Occupy has been attached to this Report. The proposed agreement between the Council and the Kaiapoi Food Forest Trust is for two years from the 18th September 2107.

3.3.2. Key Terms of the Licence to Occupy include:

- Term - Two years
- Annual approval of a development plan
- Annual progress report to the Kaiapoi-Tuahiwi Community Board
- WDC approval of a Health and Safety Plan including restrictions on the use of powered / mechanical equipment
- WDC approval of a Food Forest management plan
- WDC maintenance of grassed areas and paths
- Trust maintenance of all trees, plants and garden areas
- Unrestricted public access to the food forest reserve

4. COMMUNITY VIEWS

4.1. Community consultation undertaken in the formation of the Waimakariri Red Zone Recovery Plan identified support for the inclusion of community food forest and gardens.

4.2. A letter drop to properties near the food forest with information regarding the proposal and relocation of trees into the area was done on the 24th August.

5. FINANCIAL IMPLICATIONS AND RISKS

5.1. Budget

5.1.1. It is proposed that a budget of $30,000 plus GST per annum for the first year for the development of the food forest.

5.1.2. The Trust must gain prior approval by Council before the order or purchase of any materials or services funded from the allocated budget. Council will pay approved invoices directly to the supplier.

Cost Estimates	Council Funding 17/18: $30k
Existing tree relocations	$ 7,500
Water connection	$ 5,000
Unallocated	$17,500

5.2. Cost estimate for the full development

5.2.1. The initial staff cost estimate for the implementation of hard landscape features including paths, entranceways, fencing and garden edging is $75,000

6. CONTEXT

6.1. Policy

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

6.2. Legislation

Reserves Act

This project gives effect to the Waimakariri Red Zone Recovery Plan, which was prepared in accordance with the Greater Christchurch Regeneration Act 2016.

6.3. Community Outcomes

- The Community's needs for health and social services are met.
- The range of community and recreation facilities meets the changing needs of our community.

Craig Sargison
MANAGER, COMMUNITY AND RECREATION

Let's Do... Regeneration Kaiapoi The Pines Beach Kairaki

KAIAPOI EAST REGENERATION AREA
Kaiapoi Food Forest Location Plan

Not to Scale
Date: 24 September 2017
By: WDC

NORTH

Let's Do... Regeneration Kaiapoi The Pines Beach Kairaki

KAIAPOI FOOD FOREST
Concept Plan

Scale 1:500 @ A3
Date 18 August 2017
By WDC

NORTH

WAIMAKARIRI DISTRICT COUNCIL
LICENCE TO OCCUPY REGENERATION LAND

THIS IS AN AGREEMENT made this day of 2017.

BETWEEN The Waimakariri District Council (the Council)

AND Kaiapoi Food Forest Trust (the Licensee)

THE COUNCIL HEREBY GRANTS to the licensee the right to occupy for developing a food forest all that piece of land, being approximately 0.58 hectares, as shown by the hatched area on the plan/map attached.

THE TERM of licence shall be two (2) years from the 18 day of September 2017 at a fee of $1per annum exclusive of GOODS AND SERVICES TAX if required.

SUBJECT TO the following conditions it is hereby agreed between the parties that:

1. The Licensee will use the land solely for the purpose of developing a food forest and will not erect any building without prior consent of the Council.

2. The Food Forest is to be developed in accordance with the Concept Plan approved by Council as attached (TRIM 170818089484).

3. The Council will maintain the open space area of the Food Forest including all vegetation not associated with the Food Forest and the maintenance of the roadside grass frontage.

4. The Council will arrange for a water supply, including back flow preventer, for the Licensee to use for watering plantings as required.

5. The Council will be responsible for all fencing which is currently on the property and which belongs to the Council and will keep all fences, gates, drains and other improvements erected on the said unused Reserve land in good order and condition (damage by fire, earthquake or other inevitable accident excepted).

6. The Licensee will not assign, sub-let or part with the possession of the said land or any part thereof without the prior written consent of the Council.

7. The Licensee will not at any time undertake anything on the land which shall be a disturbance, nuisance or annoyance to the Council or the occupiers or owners of adjoining lands.

8. The Licensee shall not restrict public access to any part of the reserve without prior permission of the Council.

9. The Licensee will at all times keep the land free of all noxious weeds, plants or vermin and at his/her own expense do all things necessary to comply with the provisions and requirements of the Biosecurity Act 1993 without being entitled to any compensation in respect thereof.

10. The Licensee is not permitted to undertake the spraying of any herbicides and/or insecticides without specific approval of the Council. Similarly the Council will not undertake any spraying within the food forest area without approval of the Licensee.

11. The Licensee is not permitted to use poisons, baits or traps without specific approval of the Council.

12. The Licensee is not permitted to use powered equipment on the site without the prior approval of the Council. Any use of mechanical equipment, such as chainsaws, needs to be done by certified operators and approved by Council.

13. The Licensee will submit an annual planting and maintenance plan, including pest control and fruit harvesting, to the Council for approval by 30 June each year along with a site specific health and

safety plan covering the area/s under development.

14. The Licensee will provide a report to Council annually by 30 June with matters to be reported agreed and subsequently approved by Council.

15. The Licensee will comply with the requirements and obligations imposed by the Health and Safety at Work Act 2015 and will take all necessary steps to ensure that the obligations imposed upon the Council as owner under the Health and Safety at Work Act 2015 will at all times be complied with.

16. The Licensee will comply with the Kaiapoi Food Forest Volunteer Health and Safety Plan approved by Council.

17. The Licensee shall not place permanent garden furniture, artworks and / or sculptures in the area without prior permission of the Council.

18. The Licensee shall not install any signage without the prior permission of Council.

19. The clauses within this agreement shall apply to all persons on the site under the direction or authority of the Licensee.

20. The Licensee is to have first right of renewal on this Licence.

Signed by the two parties:

THE COMMON SEAL OF THE
WAIMAKARIRI DISTRICT COUNCIL
hereunto affixed

in the presence of:

_____
Authorised Person

_____
Authorised Person

SIGNED as Licensee

_____

In the presence of:

_____
Witness Signature

_____

WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO and TRIM NO:	RGN-05-07 / 170822090413
REPORT TO:	Regeneration Steering Group
DATE OF MEETING:	4 September 2017
FROM:	Kevin Dwyer, Regeneration Landscape Architect
SUBJECT:	Kaiapoi Food Forest, Kaiapoi East Regeneration Area
SIGNED BY: **(for Reports to Council or Committees)**	

Department Manager | Chief Executive

1. SUMMARY

1.1. The purpose of this report is to gain the Regeneration Steering Group approval of:

a) The Licence to Occupy land within the Kaiapoi East Regeneration Area to the Kaiapoi Food Forest Trust for the purpose of developing a food forest.

b) Council funding for the implementation of the Food Forest

Attachments:

i. Location Plan TRIM NO. 170824091388
ii. Concept Plan TRIM NO: 170818089484
iii. Licence to Occupy TRIM NO: 170818089574

2. RECOMMENDATION

THAT the Regeneration Steering Group:

(a) Receives report No. 170822090413.

(b) Notes the terms of the Licence to Occupy is aligned with the current lease from the Crown.

(c) Recommends to the Kaiapoi-Tuahiwi Community Board the approval of the Licence to Occupy for the Kaiapoi Food Forest Trust in the Kaiapoi East Regeneration Area.

(d) Recommends to Council he approval of $30,000 funding for the development of the Foor Forest for the 2017 / 2018 year.

(e) Notes that funding for future years will be considered as part of the LTP process.

3. ISSUES AND OPTIONS

3.1. Background: The Waimakariri Residential Red Zone Recovery Plan identifies the Kaiapoi East Regeneration Area Greenspace (recreation and ecological linkages) as having opportunity for high public and community benefit from activities which may include a community food forest. A community initiative has seen the formation of the Kaiapoi Food Forest Trust to build and maintain the food forest. Council inputs include designation of a

suitable area for the food forest, assistance with technical design, management and health and safety plans and funding assistance.

3.2. Licence to Occupy

3.2.1. A Licence to Occupy has been attached to this Report. The proposed agreement between the Council and the Kaiapoi Food Forest Trust is for two years from the 18th September 2107.

3.2.2. Key Terms of the Licence to Occupy include:

- Term - Two years
- Annual approval of a development plan
- Annual progress report to the Kaiapoi-Tuahiwi Community Board
- WDC approval of a Health and Safety Plan including restrictions on the use of powered / mechanical equipment
- WDC approval of a Food Forest management plan
- WDC maintenance of grassed areas and paths
- Trust maintenance of all trees, plants and garden areas
- Unrestricted public access to the food forest reserve

3.3. The Management Team/CE has reviewed this report and supports the recommendations.

4. COMMUNITY VIEWS

4.1. Community consultation undertaken in the formation of the Waimakariri Red Zone Recovery Plan identified support for the inclusion of community food forest and gardens.

4.2. A letter drop to properties near the food forest with information regarding the proposal and relocation of trees into the area was done on the 24th August.

4.3. Public communications are planned to commence from mid-September, once the Kaiapoi-Tuahiwi Community Board have approved the Licence to Occupy and the site has been blessed by Te Ngāi Tūāhuriri Rūnanga.

4.4. A joint Council and Kaiapoi Food Forest Trust media statement is scheduled to be released after 18 September, and this will be coordinated by the Regeneration Communications Advisor and the Kaiapoi Food Forest Trust.

4.5. Public communications by Council will involve information displayed on the Council's website, Facebook page, e-newsletter, Kaiapoi Town Centre Regeneration information panel, an A4 flyer available at the Ruataniwha Kaiapoi Service Centre and small signboards installed at the site to identify the Kaiapoi Food Forest area. Council will coordinate their communications with the Kaiapoi Food Forest Trust.

5. FINANCIAL IMPLICATIONS AND RISKS

5.1. Budget

5.1.1. It is proposed that a budget of $30,000 plus GST per annum for the first year for the development of the food forest.

5.1.2. The Trust must gain prior approval by Council before the order or purchase of any materials or services funded from the allocated budget. Council will pay approved invoices directly to the supplier.

Cost Estimates	Council Funding 17/18: $30k
Existing tree relocations	$ 7,500
Water connection	$ 5,000
Unallocated	$17,500

5.2. Cost estimate for the full development

5.2.1. The initial staff cost estimate for the implementation of hard landscape features including paths, entranceways, fencing and garden edging is $75,000

5.3. Risks

5.3.1. An initial high-level consideration of key risks would include:

- Capacity of the Trust to implement the agreed plan and programme
- Trust members' and volunteer workers' Health and Safety
- Long term viability of the Trust in terms of membership and capacity. In the event of dissolution of the Trust, all assets within the food forest area including vegetation will become the property of the Council.
- Trust maintenance of planted areas and edges around the forest become sub-standard in terms of what is acceptable in a council reserve

6. CONTEXT

6.1. Policy

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

6.2. Legislation

6.2.1. Reserves Act 1977

6.2.2. This project gives effect to the Waimakariri Red Zone Recovery Plan, which was prepared in accordance with the Greater Christchurch Regeneration Act 2016.

6.3. Community Outcomes

There is a wide variety of public places and spaces to meet people's needs.

There are wide ranging opportunities for people to enjoy the outdoors.

The range and accessibility of community and recreation facilities meets the changing needs of our community.

WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO:	GOV-26-08-06 / 170905096019
REPORT TO:	Kaiapoi-Tuahiwi Community Board
DATE OF MEETING:	18 September 2017
FROM:	Edwina Cordwell, Governance Adviser
SUBJECT:	Application for Kaiapoi-Tuahiwi Community Board's Discretionary Grant 2017-2018
SIGNED BY:	
(for Reports to Council or Committees)	Department Manager / Chief Executive

1. SUMMARY

1.1. The purpose of this report is to consider three applications for funding received from:

Name of Organisation	Purpose	Amount Requested
Kaiapoi Pony Club	Towards the costs of participating in events and coaching to broaden the skills and experience of young riders.	$500
Clarkville Playcentre	Towards the costs of new indoor tents and tunnels.	$316.85
Pines Karaki Beach Association	Towards the costs of a celebration to mark the opening of the new Pines Beach Hall.	$500
Total		$1,316.85

Current balance is $2,900.

Attachments:

i. Application from Kaiapoi Pony Club (Trim No.170810086124)
ii. Application from Clarkville Playcentre (Trim No. 170828092556)
iii. Application from Pines Karaki Beach Association (Trim No. 170905096134)
iv. Spreadsheet showing previous two years grants.
v. Board funding criteria 2017/2018 (Trim No. 170627066277)

2. RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report No.170905096019.

(b) **Approves** a grant of $_____ to Kaiapoi Pony Club towards the costs of participating in events and coaching to broaden the skills and experience of young riders.

OR

(c) **Declines** the application from Kaiapoi Pony Club.

(d) **Approves** a grant of $_____ to Clarkville Playcentre towards the costs of indoor tents and tunnels.

OR

(e) **Declines** the application from Clarkville Playcentre.

(f) **Approves** a grant of $_____ to The Pines Karaki Beach Association towards the costs of a celebration to mark the opening of the new Pines Beach Hall.

OR

(g) **Declines** the application from Pines Karaki Beach Association.

3. ISSUES AND OPTIONS

3.1. The Kaiapoi Pony Club is applying for funds towards the costs of participating in events and professional coaching to improve the skills and confidence of young riders who might otherwise not have the opportunity to do so.

3.2. The Club held its first One Day Event this year at Silverstream which provided wider experience for riders and encouraged a sense of community spirit and involvement. The Club hopes to raise its profile through events and activities which would further assist with fundraising and offer more opportunities for its young riders.

3.3. Coaching advances riding skills, improves children's self-esteem, attitude and behaviour as well as enabling them to succeed in achieving their riding goals. The Club would like to engage top Canterbury riders Tracey Kovaks and Susie Stewart to undertake group coaching which would otherwise be too costly for most riders individually. The coaching would take place over the next 12 months and benefit around 20 riders.

3.4. Around 60% of the riders are from the Kaiapoi-Tuahiwi Community Area. The coaching will still take place if funds are declined.

3.5. The Club received funding in 2016/17 towards training and equipment for the Springston Trophy event and all Accountability Forms have been received.

3.6. The Clarkville Playcentre is seeking funds towards the costs of indoor tents, tunnels and teepees for children aged from 0 to 6 to play in, particularly on cold and wet days.

3.7. The Playcentre is whanau led, providing an environment for adults and children to play, work, learn and grow together. Around 70 children will benefit from the equipment, some with disabilities and from a range of cultural and ethnic minorities. The tents and tunnels will encourage creative play and positive development.

3.8. The Playcentre actively seeks to encourage new families to join from the local, and wider, area and the new equipment will raise the profile to attract such families. 60% of the children come from the Kaiapoi-Tuahiwi community area.

3.9. The Playcentre does not have sufficient funds to purchase the equipment and will not be able to do so if the funds are declined.

3.10. The Pines Beach Hall on Dunns Avenue was damaged beyond repair in the 2010/2011 earthquakes. The Pines Karaki Beach Association have worked hard over the last seven years to raise funds to build a new hall.

3.11. The new hall is nearing completion and an opening celebration is planned for October/November to mark this long journey. The Association wishes to welcome back those groups and residents who used the old facility as well as welcoming everyone in general. The Association also hopes that it will also encourage new members to join and continue its community activities and focus.

3.12. The celebration event is expected to cost $1,500 and the Association has applied to both the Methodist Mission and The Red Cross for $500 each.

3.13. It is expected that 96% of the potential attendees will be from the Kaiapoi-Tuahiwi community area. The opening event will still take place even if funds are declined.

3.14. The Community Board may approve or decline grants to the applicant in accordance with the grant guidelines.

3.15. The Management Team has reviewed this report.

4. COMMUNITY VIEWS

4.1. Community organisations in applying to the Board's Discretionary Grant, are seeking to assist sectors of the community.

5. FINANCIAL IMPLICATIONS AND RISKS

5.1. The Annual Plan for 2017/18 includes budget provision for the Kaiapoi-Tuahiwi Community Board to approve grants to community groups up to a total of $4,960. The requested grants for consideration in September 2017 total $1,316.85.

5.2. The current balance of the grant fund is $2,900.

5.3. The application criteria specify that grants are normally limited to a maximum of $500 in any one financial year (July to June) but the group can apply up to twice in that year, providing it is for different projects.

5.4. GST is paid to appropriately registered groups where applicable above the Board resolved values.

6. CONTEXT

6.1. Policy

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

6.2. Legislation

Not applicable.

6.3. Community Outcomes

6.3.1. People are friendly and caring, creating a strong sense of community in our District.

6.3.2. There are wide ranging opportunities for people of different ages to participate in community and recreational activities.

170810086124 30 Gov 26-08-05

KAIAPOI-TUAHIWI COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION

Groups Applying for Board Discretionary Grants 2016/2017

Name of Group: kaiapoi pony club

Address: south eyre road

Contact Person within Organisation: deb christensen

Position within Organisation: committee member

Contact phone number: 3274479 Email: christensen_deb@hotmail.com

Describe what the project is and what the grant funding be used specifically for? *(Use additional pages if needed)*

The Club is seeking to broaden the experience of our riders and their riding skills through offering opportunities to take part in events and also to fund courses from experienced riders and coaches that would otherwise not be possible for many of our young riders to attend or experience due to cost. We held our first One Day Event (ODE) at Silverstream this year which was a great success providing wider experience for our riders and encouraging a sense of community as we donated plants for the Silverstream reserve as a thank you for all the help and support to the Club for the event. We would like to raise our profile through events and activities and raise funds for more competitions and to educate young riders in a wider range of equestrian skills. Coaching is about advancing and improving riding skills and we have seen improvement in children's self-esteem, attitude and behaviour as well as succeeding and achieving their riding goals. Training and coaching helps all of these things. Tracey Kovacs and Susie Stewart are top Canterbury riders and coaches and it would be amazing if they could run courses for all of our children to experience their skills and knowledge. Many of our children cannot afford the fees for coaching. The funding would allow us to run a course for all children to attend and get the experience that some only dream of. We are a small club but have achieved some great results mostly due to the efforts of the hard working committee. Placed 2nd in the South Island Show Jumping Championship and top North Canterbury team. This funding would help all of our children to continue to do their best.

What is the timeframe of the project? 12 months

Overall Cost of Project: $ 1000 **Amount Requesting:** $ 500 to 1000

How many people will directly benefit from this project? 20

Who is the range of people benefiting from this project? *(You can tick more than one box)*

☐ People with disabilities (mental or physical) ☐ Cultural/ethnic minorities ☑ District

☐ Preschool ☑ School/youth ☐ Older adults ☐ Whole community/ward

Provide estimated percentage of participants by Ward:

Kaiapoi-Tuahiwi 60 % Oxford-Ohoka 30 % Rangiora-Ashley 10 % Woodend-Sefton %

Other (please specify):

If this application is declined will this event/project still occur? ☑ Yes ☐ No

If No – what are the consequences to the community/organisation?

160630062676

KAIAPOI-TUAHIWI COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION

What are the direct benefit(s) to the participants?

as stated above

What is the benefit(s) to your organisation?

as stated above

What are the benefit(s) to the Kaiapoi-Tuahiwi community or wider district?

hopefully gain more members and involving youth in pony and activities helps promote independent responsible young adults

Is your group applying under the umbrella of another organisation (that is Charity/Trust registered?) ☐ Yes ☑ No

If yes, name of parent group

What is the relationship between your group and the parent group?

What other fundraising has your group undertaken towards this project/event? List any other organisations you have applied or intend to apply to for funding this project and amount applied for this project:

we sell chocolate
had a raffle
run events
sell pies

Have you applied to the Kaiapoi-Tuahiwi Community Board or any other Waimakariri Community Board for other project funding in the past 18 months? ☑ Yes ☐ No

If yes, please supply details:

for a team event 12 months ago

Enclosed

- ☑ Financial Balance Sheet and Income & Expenditure Statement *(compulsory – your application cannot be processed without financial statements)*
- ☐ Supporting costs/quotes *(not compulsory)*
- ☐ Other supporting information

I am authorised to sign on behalf of the group/organisation making this application.
I declare that all details contained in this application form are true and correct to the best of my knowledge.
I accept that successful applicants will be required to report back to the Community Board by completing a simple Accountability Report.
I accept that information provided in this application may be used in an official Council report available to the public.

PLEASE NOTE *- If submitting your application electronically, entering your name in the Signature box below will be accepted as your signature:*

Signed: ***deb christensen*** Date: **25/07/17**

Hillview Downs
150 Sparks Road
CHRISTCHURCH 8025
Telephone 03 3384765

I have reviewed the financial accounts for the Kaiapoi Branch of the North Canterbury Pony Club Incorporated for the period 1st January 2016 - 31st December 2016 and received all the necessary information and explanations required.

In my opinion the financial statements reflect a true and accurate record of the position of the Kaiapoi Branch of the North Canterbury Pony Club Incorporated as at that date.

Gaye Skene
30.01.2017

KAIAPOI BRANCH – NORTH CANTERBURY PONY CLUB

INCOME & EXPENSES for the period 1st January 2016 - 31st December 2016

Cheque Account Bank Balance 1 January 2016			$2,677.82
INCOME			
Bank Interest		$15.83	
BBQ		$649.50	
Grants/Sponsorship:			
CERT - Derby Ambulance	$790.00		
Southern Trust - SJ Ambulance	$977.00		
Pub Charity - Springston Accomm	$2,162.00		
WDC - Mainpower contribut	$2,783.83		
Mitch & Mana Collier team	$250.00		
SRS - Springston	$600.00		
WDC - Springston	$500.00		
McGregor Ph Book Fundraiser	$600.00		
Rider Contribution to team events	$1,106.00	$9,768.83	
Fundraising:			
Hay	$380.00		
Cadburys	$1,819.00		
Nutrimetics	$876.38		
Naked Baker	$2,614.00	$5,689.38	
Ground Hire		$945.00	
In Hand Show		$3,310.00	
Derby Day		$3,180.00	
Show Jumping		$3,675.00	
Subscriptions		$4,140.00	
Sundry		$180.00	
		$31,553.54	
Transfers Bonus Savings		$25,980.55	
Total Income			**$57,534.09**
Total Income Including Opening Balance			$60,211.91
Less Expenses			$53,477.29
Cheque Account Bank Balance As At 31 December 2016			$6,734.62

EXPENSES		
Advertising		$64.38
BBQ		$586.04
Clubrooms		$20,015.25
Electricity		$935.71
Fundraising:		
Cadburys	$1,130.00	
Nutrimetics	$730.32	
Naked Baker	$1,603.91	$3,464.23
In Hand Show		$1,702.91
NZPCA Levies		$1,665.00
Insurance		$1,155.82
Instructors – Rallies		$1,897.25
Maintenance		$298.59
Show Jumping		$2,693.81
Derby Day		$1,669.25
Sundry		$210.93
Teams Expenses		$8,965.99
Uniforms- Team Gear		$592.30
		$45,917.46
Transfer Bonus Saver		$7,559.83
Total Expenses		**$53,477.29**
Excess Expenditure over Income Prior To Transfers		-$14,363.92
Bonus Saver Account As At 31 December 2016		$4,225.62
Building Tag		*$3,176.13*
Team Events Tag		*$1,049.49*

KAIAPOI-TUAHIWI COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION

Criteria for application

- *Grant applications will be considered every month by the Kaiapoi-Tuahiwi Community Board. Applications are recommended to be received three weeks prior to Board meeting dates for processing.*
- *Generally funding grants will be a maximum of $500 in any one financial year (July 2016 to June 2017) but the group can apply up to twice in that year, providing it is for different projects.*
- *The grant funding is limited to projects within the Board area or primarily benefiting the residents of the ward.*
- *Applications will only be accepted from non-profit community-based organisations, registered charities or incorporated societies.*
- *The group should have strong links with the community of the Kaiapoi-Tuahiwi Ward.*
- *The applications should clearly state the purpose for which the money is to be used.*
- *The applicants should submit a 1-2 page balance sheet and an income and expenditure statement which shows their current financial assets and liabilities. Applications cannot be processed until financial information is received.*
- *Where possible, or feasible, applicants must declare other sources from which funding has been applied for, or granted from, for the project being applied to the Kaiapoi-Tuahiwi Community Board.*
- *The Board support a wide range of community activities but the application will only be considered if it is deemed of the nature listed in the table of examples of what the Board can fund (see previous page).*
- *An accountability form must be provided to Council outlining how the funds were applied, within six months of the grant being allocated, when funds are spent, or prior to a new application. A new application will not be accepted until the previous accountability form has been completed and returned. The group should maintain accurate records around the grant including, but not limited to: receipts, banks statements and invoices. In the event that funds are not spent on the project or activity applied for the recipient may be required to return the grant funding to the Council.*

What happens now?

Return your completed application form (with financial records and any supporting information which you believe is relevant to this application) to:

Community Board Advocate
Kaiapoi-Tuahiwi Community Board
C/- Waimakariri District Council
Private Bag 1005
Rangiora 7440

Or hand deliver to either

- Oxford Library & Service Centre, Pearson Park Pavilion, Oxford.
- Rangiora Service Centre, 215 High Street, Rangiora.
- Ruataniwha Kaiapoi Civic Centre, 176 Williams Street, Kaiapoi.

What happens next?

- Your application will be processed and presented to the Board at the next appropriate meeting.
- Following the meeting a letter will be sent to notify you of the Board decision and if successful an invoice and your organisation's bank account details will be requested.
- On receipt of this information payment will be processed to your organisation's bank account.

KAIAPOI-TUAHIWI COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION

Information to assist groups with their application

The purpose of the Board discretionary grants is to assist projects that enhance community group capacity and/or increase participation in activities.

When assessing grant applications the Board consider a number of factors in their decision making. These include, but are not limited to; type of project, time frame, benefits to the community and costs being contributed. The more information you as a group can provide on the project and benefits to participants the better informed the Board is. You are welcome to include a cover letter as part of your application. The decision to grant funds is the sole discretion of the Board.

The Board cannot accept applications from individuals. All funding is paid to non-profit community based organisations, registered charities or incorporated societies. Council funding is publicly accountable therefore the Board need to demonstrate to the community where funding is going and what it is being spent on. This is one of the reasons the Board require a copy of your financial profit/loss statements and balance sheet for the previous/current financial year. Staff cannot process your application without financial records.

The Board encourages applicants, where practically possible, to consider using local businesses or suppliers for any services or goods they require in their application. The Board acknowledges that this may result in a higher quote.

It would be helpful to the Board to receive an expense summary for projects that cost more than the grant being requested to show the areas funds are being spent and a paragraph on what fund raising the group has undertaken towards the project, or other sources considered (ie voluntary labour, businesses for supplies).

Examples (but not limited to) of what the Board cannot fund:
× Wages
× Debt servicing
× Payment for volunteers (including arrangements in kind eg petrol vouchers)
× Stock or capital market investment
× Gambling or prize money
× Funding of individuals (only non-profit organisations)
× Payment of any legal expenditure or associated costs
× Purchase of land and buildings
× Activities or initiatives where the primary purpose is to promote, commercial or profit-oriented interests
× Payment of fines, court costs or mediation costs, IRD penalties

Examples (but not limited to) of what the Board can fund:
✓ New equipment
✓ Toys/educational aids
✓ Sporting equipment
✓ Safety equipment
✓ Costs associated with events
✓ Community training

160630062676

TRIM: 170828092556 / GOV-26-08-05

Clarkville Playcentre
9 Heywards Road RD2
KAIAPOI 7692

WAIMAKARIRI DISTRICT COUNCIL
RECEIVED 28 AUG 2017
To: Karyn.

22 August 2017

Kaiapoi-Tuahiwi Community Board
Waimakariri District Council
Private Bag 1005
Rangiora 7440

RE: Clarkville Playcentre – Application for donation towards new indoor tents and tunnel

On behalf of Clarkville Playcentre, I **attach** our completed Kaiapoi-Tuahiwi Community Board Discretionary Grant Application.

We are requesting a grant for our playcentre for new indoor tents and tunnels. We would like more options for creative indoor play for our tamariki when we the weather prevents us from being outside.

Clarkville Playcentre is a small whanau-led playcentre set in a rural environment. We currently have 30 families attend our centre with 42 children ranging in ages from 0-6. Clarkville Playcentre sits under the umbrella of Canterbury Playcentre Association which is an incorporated society. Operating costs for our centre come from bulk funding, fundraising and grants. Our centre is open from 9am-12pm Monday to Thursday and we actively encourage new whanau to join our centre.

A grant from the Kaiapoi-Tuahiwi Community Board towards the funding for indoor play equipment will benefit all the whanau who attend our centre by increasing our play and educational resources.

Attached to the application please find:

1. Completed application
2. Certified copy of deposit slip
3. Certified copy of income and expenditure statement
4. Quotes downloaded online for 2 tents and a tunnel – total cost of $316.85
5. Certificate of incorporation.

If you have any questions please do not hesitate to contact me.

We greatly appreciate this opportunity and thank you for taking the time to consider our application.

Kind Regards

Lizzy Anderson

Grants Officer
Clarkville Playcentre
Mobile: 027 3134115 Email: clarkvilleplaycentre@gmail.com

TRIM: 170828092556 / GOV-26-08-05

Clarkville Playcentre
Heywards Road
Clarkville

MINUTE RESOLUTION

Tuesday 22nd August 2017

Kaiapoi-Tuahiwi Community Board
Dear Committee Members

It was agreed at a committee meeting for Clarkville Playcentre held on 21st August 2017 to apply to Kaiapoi-tuahiwi Community Board for a donation of $316.85 to fund indoor tent and tunnel play equipment.

I certify that this is a true and correct record of a resolution of the Clarkville playcentre passed at the meeting held on 22nd August 2017

Yours Sincerely

Chelsie Boltar
Secretary

TRIM: 170828092556 / GOV-26-08-05

KAIAPOI-TUAHIWI COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION

Criteria for application

- *Grant applications will be considered every month by the Kaiapoi-Tuahiwi Community Board. Applications are recommended to be received three weeks prior to Board meeting dates for processing.*
- *Generally funding grants will be a maximum of $500 in any one financial year (July 2016 to June 2017) but the group can apply up to twice in that year, providing it is for different projects.*
- *The grant funding is limited to projects within the Board area or primarily benefiting the residents of the ward.*
- *Applications will only be accepted from non-profit community-based organisations, registered charities or incorporated societies.*
- *The group should have strong links with the community of the Kaiapoi-Tuahiwi Ward.*
- *The applications should clearly state the purpose for which the money is to be used.*
- *The applicants should submit a 1-2 page balance sheet and an income and expenditure statement which shows their current financial assets and liabilities. Applications cannot be processed until financial information is received.*
- *Where possible, or feasible, applicants must declare other sources from which funding has been applied for, or granted from, for the project being applied to the Kaiapoi-Tuahiwi Community Board.*
- *The Board support a wide range of community activities but the application will only be considered if it is deemed of the nature listed in the table of examples of what the Board can fund (see previous page).*
- *An accountability form must be provided to Council outlining how the funds were applied, within six months of the grant being allocated, when funds are spent, or prior to a new application. A new application will not be accepted until the previous accountability form has been completed and returned. The group should maintain accurate records around the grant including, but not limited to: receipts, banks statements and invoices. In the event that funds are not spent on the project or activity applied for the recipient may be required to return the grant funding to the Council.*

What happens now?

Return your completed application form (with financial records and any supporting information which you believe is relevant to this application) to:

Community Board Advocate
Kaiapoi-Tuahiwi Community Board
C/- Waimakariri District Council
Private Bag 1005
Rangiora 7440

Or hand deliver to either

- Oxford Library & Service Centre, Pearson Park Pavilion, Oxford.
- Rangiora Service Centre, 215 High Street, Rangiora.
- Ruataniwha Kaiapoi Civic Centre, 176 Williams Street, Kaiapoi.

What happens next?

- Your application will be processed and presented to the Board at the next appropriate meeting.
- Following the meeting a letter will be sent to notify you of the Board decision and if successful an invoice and your organisation's bank account details will be requested.
- On receipt of this information payment will be processed to your organisation's bank account.

TRIM: 170828092556 / GOV-26-08-05

KAIAPOI-TUAHIWI COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION

Information to assist groups with their application

The purpose of the Board discretionary grants is to assist projects that enhance community group capacity and/or increase participation in activities.

When assessing grant applications the Board consider a number of factors in their decision making. These include, but are not limited to; type of project, time frame, benefits to the community and costs being contributed. The more information you as a group can provide on the project and benefits to participants the better informed the Board is. You are welcome to include a cover letter as part of your application. The decision to grant funds is the sole discretion of the Board.

The Board cannot accept applications from individuals. All funding is paid to non-profit community based organisations, registered charities or incorporated societies. Council funding is publicly accountable therefore the Board need to demonstrate to the community where funding is going and what it is being spent on. This is one of the reasons the Board require a copy of your financial profit/loss statements and balance sheet for the previous/current financial year. Staff cannot process your application without financial records.

The Board encourages applicants, where practically possible, to consider using local businesses or suppliers for any services or goods they require in their application. The Board acknowledges that this may result in a higher quote.

It would be helpful to the Board to receive an expense summary for projects that cost more than the grant being requested to show the areas funds are being spent and a paragraph on what fund raising the group has undertaken towards the project, or other sources considered (ie voluntary labour, businesses for supplies).

Examples (but not limited to) of what the Board cannot fund:
× Wages
× Debt servicing
× Payment for volunteers (including arrangements in kind eg petrol vouchers)
× Stock or capital market investment
× Gambling or prize money
× Funding of individuals (only non-profit organisations)
× Payment of any legal expenditure or associated costs
× Purchase of land and buildings
× Activities or initiatives where the primary purpose is to promote, commercial or profit-oriented interests
× Payment of fines, court costs or mediation costs, IRD penalties

Examples (but not limited to) of what the Board can fund:
✓ New equipment
✓ Toys/educational aids
✓ Sporting equipment
✓ Safety equipment
✓ Costs associated with events
✓ Community training

160630062676

TRIM: 170828092556 / GOV-26-08-05

KAIAPOI-TUAHIWI COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION

Groups Applying for Board Discretionary Grants 2016/2017

Name of Group: Clarkville Playcentre

Address: 9 Heywards Road, KAIAPOI, RD2, 7692

Contact Person within Organisation: Lizzy Anderson

Position within Organisation: Grants officer

Contact phone number: 0273134115 Email: clarkvilleplaycentre@gmail.com

Describe what the project is and what the grant funding be used specifically for? *(Use additional pages if needed)*

We would like to purchase some indoor tents, tunnels & teepees for our tamariki to play in, particularly on the cold and wet days. Our playcentre is a whanau led playcentre where we provide an environment for adults and children to play, work, learn and grow togeher.

What is the timeframe of the project? 2 months

Overall Cost of Project: $ 316.85 **Amount Requesting:** $ 316.85

How many people will directly benefit from this project? 70

Who is the range of people benefiting from this project? *(You can tick more than one box)*

- [x] People with disabilities (mental or physical)
- [x] Cultural/ethnic minorities
- [x] District
- [x] Preschool
- [ ] School/youth
- [ ] Older adults
- [x] Whole community/ward

Provide estimated percentage of participants by Ward:

Kaiapoi-Tuahiwi 60 % Oxford-Ohoka 30 % Rangiora-Ashley 10 % Woodend-Sefton %

Other (please specify):

If this application is declined will this event/project still occur? ○ Yes ⊗ No

If No – what are the consequences to the community/organisation?

We do not currently have enough funds to purchase larger toys/play equipment such as this.

1606300626?6

TRIM: 170828092556 / GOV-26-08-05

KAIAPOI-TUAHIWI COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION

What are the direct benefit(s) to the participants?

Our tamariki (ages 0-6) will have some lovely indoor play equipment to use, encouraging creative play and positive cognitive development.

What is the benefit(s) to your organisation?

New equipment indoors assists playcentre in having a greater range of play options, encouraging parents to engage in creative and interactive play with their tamariki.

What are the benefit(s) to the Kaiapoi-Tuahiwi community or wider district?

Our playcentre actively seeks new families to join us from the local (and wider) area. New equipment raises the profile of the centre and in turn this encourages families to attend.

Is your group applying under the umbrella of another organisation (that is Charity/Trust registered?) [X] Yes [ ] No

If yes, name of parent group Canterbury Playcentre Association Incorporated.

What is the relationship between your group and the parent group?

CPA provides a regional level of governance to our playcentre.

What other fundraising has your group undertaken towards this project/event? List any other organisations you have applied or intend to apply to for funding this project and amount applied for this project:

We have completed x2 fundraisers this year & we intend to hold a xmas raffle later in the year.

Have you applied to the Kaiapoi-Tuahiwi Community Board or any other Waimakariri Community Board for other project funding in the past 18 months? [ ] Yes [X] No

If yes, please supply details:

Enclosed

- [X] Financial Balance Sheet and Income & Expenditure Statement *(compulsory – your application cannot be processed without financial statements)*
- [X] Supporting costs/quotes *(not compulsory)*
- [ ] Other supporting information

I am authorised to sign on behalf of the group/organisation making this application.
I declare that all details contained in this application form are true and correct to the best of my knowledge.
I accept that successful applicants will be required to report back to the Community Board by completing a simple Accountability Report.
I accept that information provided in this application may be used in an official Council report available to the public.

***PLEASE NOTE** - If submitting your application electronically, entering your name in the Signature box below will be accepted as your signature:*

Signed: [signature] Date: 21/8/17.

TRIM: 170828092556 / GOV-26-08-05

Ministry of Economic Development
Manatū Ōhanga
Companies Office

CERTIFICATE OF INCORPORATION

CANTERBURY PLAYCENTRE ASSOCIATION INCORPORATED

219977

This is to certify that CANTERBURY PLAYCENTRES ASSOCIATION INCORPORATED was incorporated under the Incorporated Societies Act 1908 on the 25th day of October 1963 and changed its name to CANTERBURY PLAYCENTRE ASSOCIATION INCORPORATED on the 9th day of May 2006.

Mandy McDonald

Registrar of Incorporated Societies
2nd day of September 2013

REGISTRAR OF INCORPORATED SOCIETIES NEW ZEALAND

For further details visit www.societies.govt.nz

Certificate printed 2 Sep 2013 12:52:33 NZT

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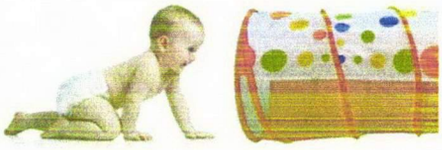
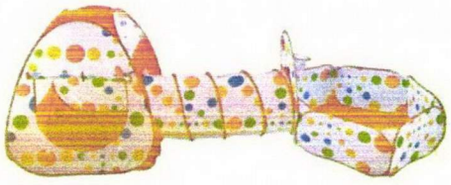
Quotes taken from website 21.8.17.





Play House Tent Tunnel, Indoor/Outdoor Play Tunnel and Play Tent Cubby-Tube-Teepee 3 In 1 Playground for Children Baby Kids Toys

http://www.fishpond.co.nz/Toys/Play-House-Tent-Tunnel-IndoorOutdoor-Play-Tunnel-and-Play-Tent-Cubby-Tube-Teepee-3-1-Playground-for-Children-Baby-Kids-Toys-Generic/0728120812784

Share Like 0 G+ Add to wishlist

Balls not included

By Generic

$96.95
Price includes NZ wide delivery!

Add to Cart Processing

Ships from UK

Rating:
- 1
- 2
- 3
- 4
- 5

Register or sign-in to rate and get recommendations.

Brand: Generic

Dimensions: 50 x 2 x 60 centimetres (1.50 kg)

Already own it?

Sell Yours

Buy Today

Add to Cart Processing

or

Buy Together

Together: $133.90

Buy together Processing

Buy together with Golden Bear In The Night Garden Ninky Nonk Vehicle at a great price!

Daily Deals

Fishpond's Best Deals Delivered to You Every Day

Enter your email

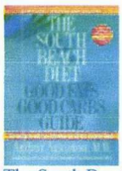
Go

✓ Thanks, your email was successfully added

You will receive special offers to your inbox daily.

How Fishpond Works

Customers who bought this product also purchased:



The South Beach Diet Good Fats, Good Carbs Guide
Elsewhere $29.77 $4.94
Price includes delivery!
Sold by AliciaHansonSmartSell *Bargain*

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ADD TO CART

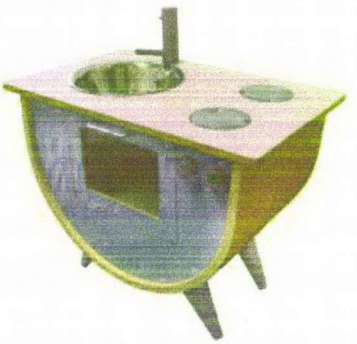
Do you have a question?
Feel free to contact us

CHAT TO US NOW

We think you'll love these products too

(https://www.mocka.co.nz/piccolo-kids-teepee.html)

Piccolo Kids Teepee
(https://www.mocka.co.nz/piccolo-kids-teepee.html)
$89.95



(https://www.mocka.co.nz/mezzi-kitchen-1386.html)

Mezzi Kitchen - CLEARANCE
(https://www.mocka.co.nz/mezzi-kitchen-1386.html)
$99.95

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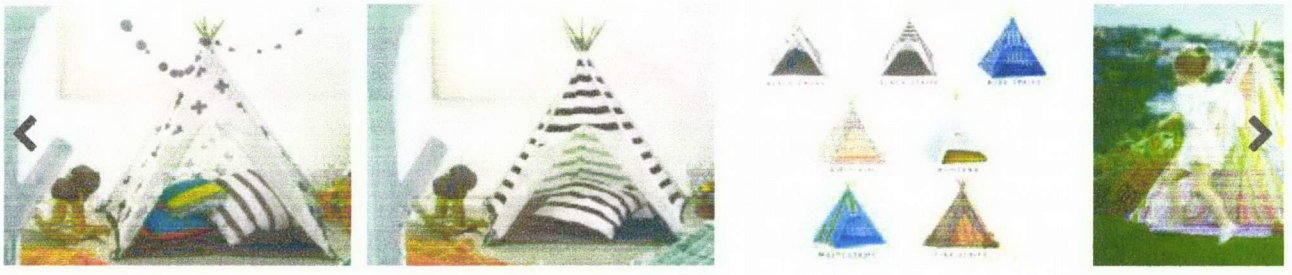
mocka
(https://www.mocka.co.nz/)

(HTTPS://WWW.MOCKA.CO.NZ/CUSTOMER/ACCOUNT/LOGIN/) (https://www.mocka.co.nz/checkout/cart/)

Search Mocka

FREE NATIONWIDE SHIPPING

HOME (HTTPS://WWW.MOCKA.CO.NZ/) > KIDS TEEPEES



Kids Teepees

46 Review(s)

TRIM: 170828092556 / GOV-26-08-05

One of our most popular products, the Mocka Teepee is sure to provide your child hours of fun. Designed for both inside and outside use, this awesome play tent has sturdy, wooden poles and a durable cotton canvas body for all your child's play needs. A fantastic imaginative learning tool, your child will love to play, read and sleep in their very own Mocka Teepee.

$129.95

In Stock - Ready to Ship

Choose an Option...

Qty: - 1 +

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ADD TO WISHLIST

(HTTPS://WWW.MOCKA.CO.NZ/WISHLIST/INDEX/ADD/PRODUCT/152/FORM_KEY/4NALV5I40PHREOUX/)

View Shipping and Returns information >

Like this product? Share with friends:

(http://www.facebook.com/sharer/sharer.php?u=https%3A%2F%2Fwww.mocka.co.nz%2Fkids-teepees.html) (http://twitter.com/home?status=Kids+Teepees+https%3A%2F%2Fwww.mocka.co.nz%2Fkids-teepees.html) (https://www.pinterest.com/pin/create/button/?url=https%3A%2F%2Fwww.mocka.co.nz%2Fkids-teepees.html&media=https%3A%2F%2Fwww.mocka.co.nz%2Fmedia%2Fproduct%2F0a%2Fkids-teepees-93-x.jpg)

Product Details

Kids Teepees from Mocka

TRIM: 170828092556 / GOV-26-08-05

FINANCIAL RECORDS

(including Cashbook, Monthly Financial Statements and Statement of Receipts & Payments)

Clarkville Playcentre

of the

Canterbury Association

(NZ Playcentre Federation Inc.)

For Financial Year

01 September 2015 to 31 August 2016

	Name (& Email):	Telephone:
Playcentre:	Clarkville	
Association:	Canterbury	
Association Treasurer:		
Assn Financial Convenor:		
Centre President:		
Centre Secretary:		
Centre Treasurer:		
Auditor:		

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New Zealand Playcentre Federation Inc.

Statement of Receipts & Payments for the year ended 31 August 2016

Canterbury Association Clarkville Playcentre

Opening Cashbook Balances at 01.09.15

Cheque Account	$5,568.97	
Other Account 1	$7,603.37	
Other Accounts 2 to 5	$0.00	
Total Opening Balances as at 01 September 2015		**$13,172.34**

RECEIPTS for the year

GST Receipts (If registered)			$0.00
Ministry of Education Funding (before any deductions e.g. levies)			$29,711.46
included in above:	MOE ATIS Funding	$0.00	
	MOE ECD Funding	$0.00	
MOE Equity Funding (Total A from Page 3)			$0.00
Fees /Subscriptions:			$1,317.50
Donations/Grants:		$1,500.00	
		$0.00	
		$0.00	
		$0.00	
		$0.00	
	Other	$0.00	$1,500.00
Interest:	Cheque Account	$18.99	
	Other Account 1	$86.26	
	Other Accounts 2 to 5	$0.00	$105.25
Fundraising			$2,513.70
Other Receipts (Please provide details):			
	GST Refunds from IRD (If registered)	$0.00	
	Playcentre Equity	$0.00	
		$0.00	
		$0.00	$0.00
	Total Receipts		**$35,147.91**

PAYMENTS for the year (less any Refunds)

GST Payments (If registered)			$0.00
Levies			$13,477.12
Supervision Expenses /PAYE /ACC Levy			$13,877.42
Education /Training			$0.00
Equipment Consumables (less Equipment Reimbursements)			$396.75
Equipment Fixed Assets (less Equipment Reimbursements)			$43.37
Housekeeping			$1,968.98
Centre Administration (including Bank Charges on Call or Investment accounts)			$1,297.37
Rent /Mortgage			$430.00
Utilities			$3,495.29
Property Maintenance			$2,480.00
Fundraising Payments			$270.00
Centre Activities			$0.00
Other Payments (please provide details):			
	GST Paid to IRD (If registered)	$0.00	
	Donations /Gifts	$0.00	
	Playcentre Equity	$0.00	
	Other	$5.13	$5.13
	Total Payments		**$37,741.43**

Surplus /(Deficit) for the year (Total Receipts less Total Payments) **-$2,593.52**

Closing Cashbook Balances at 31.08.16

Cheque Account	$2,889.19 *	
Other Account 1	$7,689.63 *	
Other Accounts 2 to 5	$0.00 *	
Total Closing Balances as at 31 August 2016		**$10,578.82**

Check Total Closing Balances Equal 'Total Opening Balances plus Surplus OR less Deficit'	$10,578.82
Difference	$0.00 (difference should be $0)

*These Closing Balances must agree with (be proven by) Reconciled Bank Statements. Transfers between accounts are not required.

Copies of End of Year Bank Statements, Bank Reconciliations and schedules of Accounts Receivable and Payable are to accompany presentation of this report to the Centre AGM.

Ainger Tomlin

TRIM: 170828092556 / GOV-26-08-05

TAGGED FUNDS:
If your centre has any of your closing balances tagged, please complete this section.

1 INTERNAL FUNDING

Funding set aside for:	Date set aside	Amount
		$0.00

2 EXTERNAL FUNDING

Funding received from:	Funding set aside for:	Date set aside	Amount
			$0.00

ACCOUNTS RECEIVABLE:

Fees /Subscriptions outstanding for the year.....	$0.00	
Other Receipts due.....	$0.00	
Total of any amounts owed to the Centre as at 31 August 2016		$0.00

ACCOUNTS PAYABLE:

Accounts still to be Passed for Payment for the year.....	$0.00	
Other Payments due.....	$0.00	
Total of any accounts to be paid by the Centre as at 31 August 2016		$0.00

PREPARATION OF FINANCIAL STATEMENT:
Verification by President and Treasurer that the Annual Financial Statement gives a true and fair view of the financial position of the Centre and the results of its activities.

Name
Position **President**
Signature

Name
Position **Treasurer**
Signature

~~REVIEWER'S~~ /AUDITOR'S REPORT

My ~~Review~~ /Audit opinion follows on a separate page attached

Name: AINGER TOMLIN AUDIT LTD
Address: PO BOX 8237
RICCARTON
CHRISTCHURCH

Date: 6/12/16
Qualification: CA
Signature: Ainger Tomlin Audit Ltd.

PRESENTATION OF FINANCIAL STATEMENT (As required by s.23 of the Incorporated Societies Act 1908)
Verification by Chairperson at the AGM that the Financial Statement has been presented and approved by the Annual General Meeting of the Playcentre.

Name
Chairperson for the AGM

Date of AGM
Signature

NOTE: This form is to be completed in duplicate on yellow paper. One copy is to be retained by the Playcentre and the other copy is to be se to the Association Treasurer /Secretary by 31st October 2015, together with the Reviewer's /Auditor's Report. Please ensure that both copies have been signed by the Playcentre President, Treasurer, the Reviewer/Auditor and the Chairperson before being sent to the Association.

Ainger Tomlin

TRIM: 170828092556 / GOV-26-08-05

New Zealand Playcentre Federation Inc.
Ministry of Education Equity Funding Details
"for the year ended 31 August 2016
Canterbury Association Clarkville Playcentre

MOE EQUITY FUNDING

Low Socio-Economic	$0.00
Special Needs & Non-English Speaking Backgrounds	$0.00
Language and Culture other than English	$0.00
Isolation	$0.00
Total A	$0.00

(Transfer total A to page 1)

Description of how MOE Equity funding has been used.

For whichever component(s) of funding you receive, briefly describe the goods/services or purpose to which the funding was applied.

This page must be included with the yellow Receipts and Payments form as per minimum requirement under MOE Funding Handbook.

Updated: Nov 2011

Ainger Tomlin

TRIM: 170828092556 / GOV-26-08-05

CLARKVILLE PLAYCENTRE

NOTES TO THE STATEMENT OF CASH RECEIPTS & PAYMENTS

FOR THE YEAR ENDED 31 AUGUST 2016

STATEMENT OF ACCOUNTING POLICIES AND NOTES

1. Reporting Entity

Clarkville Playcentre is a sub-committee of the Canterbury Playcentre Association which is an incorporated society registered under the Incorporated Societies Act 1908.

The Statement of Cash Receipts & Payments covers the period from 1 September 2015 to 31 August 2016. The statement is a special purpose financial report prepared in accordance with the financial reporting requirements of Early Childhood Education Services issued by the Ministry of Education and is for the benefit of the Ministry of Education and the Parents of Clarkville Playcentre. The cash basis of accounting is used.

2. Income Tax

The Playcentre operates under the umbrella of the Canterbury Playcentre Association, a charity that is registered with the Charities Commission and is exempt from income taxation. The registration number is CC29826.

3. GST

The entity is not registered for GST and therefore the report is on a GST inclusive basis.

4. Commitments

The Playcentre has no commitments at 31 August 2016 (2015: nil)

5. Audit

This Statement of Receipts and Payments has been subject to audit and should be read with the accompanying audit report.

6. Subsequent Events

There have been no events subsequent to balance date that materially affect the Statement.

Ainger Tomlin

TRIM: 170828092556 / GOV-26-08-05

Ainger Tomlin
CHARTERED ACCOUNTANTS

Ainger Tomlin Audit Ltd
136 Ilam Road
Cnr Ilam & Creyke Rd
Christchurch 8440
New Zealand

PO Box 8237
Riccarton
p 03 343 0046
f 03 348 9312
e email@aingertomlin.co.nz
w www.aingertomlin.co.nz

CLARKVILLE PLAYCENTRE
INDEPENDENT AUDITOR'S REPORT

To the Ministry of Education and the Parents of Clarkville Playcentre

We have audited the accompanying financial statements of Clarkville Playcentre, which comprise the Statement of Receipts & Payments for the year ended 31 August 2016, and a summary of significant accounting policies and other explanatory information. The financial statements have been prepared in accordance with the financial reporting requirements of Early Childhood Education services issued by the Ministry of Education.

Committee's Responsibility for the Financial Statements
The Committee is responsible for the preparation of these financial statements in accordance with the financial reporting requirements of Early Childhood Education services issued by the Ministry of Education and for such internal control as the Committee determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility
Our responsibility is to express an opinion on these financial statements based on our audit.
We conducted our audit in accordance with International Standards on Auditing (New Zealand). Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates as well as evaluating the overall presentation of the financial statements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.
Other than in our capacity as auditor we have no relationship with, or interests in, the Clarkville Playcentre.

Qualified Opinion
In common with other non-profit organisations, control over receipts from fees, fundraising, donations and sundry receipts prior to being recorded is limited and there are no practical audit procedures to determine the effect of this limited control.
In our opinion, except for any adjustments arising from the above mentioned limitation, the financial statements of Clarkville Playcentre for the year ended 31 August 2016 are prepared, in all material respects, in accordance with the financial reporting requirements for Early Childhood Education services issued by the Ministry of Education.

Basis of Accounting and Restriction on Distribution
Without modifying our opinion, we draw attention to Note 1 to the financial statements, which describes the basis of accounting. The financial statements are prepared for the Ministry of Education only. As a result, the financial statements may not be suitable for another purpose. Our report is intended solely for the Ministry of Education and the Parents of Clarkville Playcentre and should not be distributed to other parties.

Ainger Tomlin Audit Ltd

AINGER TOMLIN AUDIT LIMITED
CHRISTCHURCH
6 December 2016

Directors: Andrew Tomlin, Philip Stockbridge, Brent Smith

TRIM: 170905096134 / GOV-26-08-05

KAIAPOI-TUAHIWI COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION

Groups Applying for Board Discretionary Grants 2016/2017

Name of Group: Pines Karaka Beach Association Inc

Address: 7 Dunns Ave, 24 Dunns Ave Pines Beach (when new Hall opens)

Contact Person within Organisation: Ann Holder - 96 Dunns Ave Pines Beach.

Position within Organisation: Secretary

Contact phone number: 327 7419 Email: aholder@kinect.co.nz

Describe what the project is and what the grant funding be used specifically for? *(Use additional pages if needed)*

a celebration for the opening of the New Hall & to mark the end of 7 long years it has taken to build this Hall.

The original Hall at 7 Dunns Avenue was made irrepairable by the 2010/2011 Earthquakes

WAIMAKARIRI DISTRICT COUNCIL
RECEIVED 5 SEP 2017
To:

What is the timeframe of the project? October/November

Overall Cost of Project: $ 1500 : 00 **Amount Requesting:** $ 500 : 00

How many people will directly benefit from this project?

Who is the range of people benefiting from this project? *(You can tick more than one box)*

- [x] People with disabilities (mental or physical)
- [x] Cultural/ethnic minorities
- [x] District
- [x] Preschool
- [x] School/youth
- [ ] Older adults
- [x] Whole community/ward

Provide estimated percentage of participants by Ward:

Kaiapoi-Tuahiwi 96 % Oxford-Ohoka % Rangiora-Ashley % Woodend-Sefton %

Other (please specify):

If this application is declined will this event/project still occur? [x] Yes [ ] No

If No – what are the consequences to the community/organisation?

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TRIM: 170905096134 / GOV-26-08-05

KAIAPOI-TUAHIWI COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION

What are the direct benefit(s) to the participants?

a chance for the community to meet & inspect the new Hall.

What is the benefit(s) to your organisation?

A bringing together of our local community Hopefully more people will become interested in the P.K.B.A

What are the benefit(s) to the Kaiapoi-Tuahiwi community or wider district?

Another hall available for community use Previous organisations that have been unable to use the damaged old Hall will be able to return.

Is your group applying under the umbrella of another organisation (that is Charity/Trust registered?) ☐ Yes ☑ No

If yes, name of parent group N/A

What is the relationship between your group and the parent group?

N/A

What other fundraising has your group undertaken towards this project/event? List any other organisations you have applied or intend to apply to for funding this project and amount applied for this project:

Methodist Mission / Red Cross $500.00

Have you applied to the Kaiapoi-Tuahiwi Community Board or any other Waimakariri Community Board for other project funding in the past 18 months? ☐ Yes ☑ No

If yes, please supply details:

Enclosed

- ☑ Financial Balance Sheet and Income & Expenditure Statement *(compulsory – your application cannot be processed without financial statements)*
- ☐ Supporting costs/quotes *(not compulsory)*
- ☐ Other supporting information

I am authorised to sign on behalf of the group/organisation making this application.
I declare that all details contained in this application form are true and correct to the best of my knowledge.
I accept that successful applicants will be required to report back to the Community Board by completing a simple Accountability Report.
I accept that information provided in this application may be used in an official Council report available to the public.

***PLEASE NOTE** - If submitting your application electronically, entering your name in the Signature box below will be accepted as your signature:*

Signed: [signature] Date: 4th September

TRIM: 170905096134 / GOV-26-08-05

CANTERBURY Accountants & Taxation SPECIALISTS LTD

Postal Address
PO Box 7115, Sydenham
Christchurch 8240

Christchurch Office
49 Coleridge Street, Sydenham
T: (03) 366 5776 F: (03) 366 5756

Rangiora Office
6c Alfred Street Rangiora
T: (03) 313 4184 F: (03) 366 5756

E: admin@canterburytax.co.nz
W: www.canterburytax.co.nz

AUDIT REPORT

TO THE MEMBERS OF THE PINES & KAIRAKI BEACH ASSOCIATION INCORPORATED

I have audited the financial report on pages 1 - 5. The financial report provides information about the past financial performance of the Association, and its financial position at 31 December 2016.

The Members of the Pines & Kairaki Beach Association Incorporated Responsibilities

The Members are responsible for the preparation, in accordance with New Zealand law and generally accepted accounting practice, of a financial report that fairly reflects the financial position of the Association as at 31 December 2016 and of the results of its operations for the year ended 31 December 2016.

Auditors Responsibilities

It is my responsibility to express an independent opinion on the financial report presented by the Members and report my opinion to you.

Basis of Opinion

I have conducted the audit in accordance with New Zealand auditing standards. I have planned and performed the audit so as to obtain all the information and explanations that were considered necessary in order to provide me with sufficient evidence to give reasonable assurance that the financial report is free from material misstatements, whether caused by fraud or error. In forming my opinion, I also evaluated the adequacy of the presentation of the information in the financial report.

Other than in my capacity as auditor, I have no relationship with, or interests in, the Pines & Kairaki Beach Association Incorporated.

Qualified Opinion

Except as noted below all receipts and information was made available to me.

- In common with similar organisations there is no control over the receipts prior to their being recorded, and there are no practicable audit procedures to determine the effect of this lack of control.

In my opinion, except for the matters already mentioned above, the financial report on pages 1 to 5 fairly reflects the financial position of Pines & Kairaki Beach Association Incorporated as at 31 December 2016, and the results of its operations for the year ended 31 December 2016.

My audit was completed on 30 January 2017, and my qualified opinion is expressed as at that date.

Jeff Williams ACA

Christchurch, New Zealand

Providing your business with timely, relevant financial services... in plain English

TRIM: 170905096134 / GOV-26-08-05

Pines Kairaki Beach
Statement of Financial Position
As at 31 December 2016

	Note	2016 $	2015 $
CURRENT ASSETS			
Westpac- Cheque Account		418,912	2,740
Westpac- Savings account		31	23,548
ANZ Bonus Bond			140,964
TOTAL CURRENT ASSETS		**418,943**	**167,252**
NON-CURRENT ASSETS			
Fixed Assets as per Schedule		198,143	198,251
INVESTMENT PROPERTY			
Westpac Term Deposit			53,918
TOTAL NON-CURRENT ASSETS		**198,143**	**252,169**
TOTAL ASSETS		**617,086**	**419,421**
CURRENT LIABILITIES			
Money Held in Trust for Indoor Bowls A/c		715	715
NON-CURRENT LIABILITIES			
Insurance Funds for Repairs		29,960	191,206
TOTAL NON-CURRENT LIABILITIES		**29,960**	**191,206**
TOTAL LIABILITIES		**30,675**	**191,921**
NET ASSETS		**586,411**	**227,500**
Represented by;			
MEMBERS FUNDS			
Opening Balance		223,458	223,458
Retained Earnings		362,953	4,042
TOTAL SURPLUS IN MEMBERS FUNDS		**586,411**	**227,500**

For and on behalf of the Society

President Name /Chairperson / First Signatory
Chairperson

Dated this 25 day of APRIL 2017

These financial statements for the year ended 31 December 2016 are to be read in conjunction with the notes to the accounts.

TRIM: 170905096134 / GOV-26-08-05

Pines Kairaki Beach
Statement of Financial Performance
For the Year Ended 31 December 2016

	2016 $	2015 $
SUNDRY INCOME		
Donations Received	778	
Grants Received	375,111	3,569
Interest Received - Term Deposit	2,441	1,756
Interest Received -Cheque A/c	427	3
Interest Received -Saving A/c	83	579
Bonus Bond Received	1,150	2,110
GST Refunds	-	143
Subscriptions	30	165
TOTAL SUNDRY INCOME	**380,020**	**8,325**
LESS EXPENSES		
Administration Expenses	69	86
Audit Fees	520	460
Coffee Mornings	200	100
Community Day	-	821
Donations	50	80
Event Marketing	-	220
Fire Service BBQ	301	
General Expenses	-	35
Goods & Services Tax	14,725	
Honorariums	277	300
Insurance	2,863	178
Light Power & Heating	820	768
Mid Winter Event	-	60
Rates	1,126	1,267
Repairs & Maintenance	-	155
Santa Day	-	926
Xmas in the Park	50	
TOTAL EXPENSES	**21,001**	**5,456**
NET SURPLUS BEFORE DEPRECIATION	**359,019**	**2,869**
LESS DEPRECIATION		
Depreciation as per Schedule	108	132
NET SURPLUS	**358,911**	**2,737**

These financial statements for the year ended 31 December 2016 are to be read in conjunction with the notes to the accounts.

2016-2017 Community Board Discretionary Grant

	Month considered	Group	Project	Amount Requested	Amount Granted	Running Balance
Woodend-Sefton Community Board 10.138.100.2410 *(Woodend-Ashley Community Board up to Oct 2016)*						**$ 2,910.00**
	August	Pegasus Residents group Inc.	Towards costs for activities at a Christmas event, "Christmas on the Lake'.	$500	$ 400.00	$ 2,510.00
	August	Reflections Community Trust	towards the costs of funding Pedalmania to be part of the Waimakariri Light Party 2016 event	$390	$ 390.00	$ 2,120.00
	September	**Okuku Pony Club**	**Towards accomodation costs while attending the Springston Trophy event**	**$500**	**$ 500.00**	**$ 1,620.00**
	February	Woodend Bowling Club	towards the cost to core and solid spike the outdoor bowling green	$449	$ -	$ 1,620.00
	April	**Kaiapoi Art Expo and Schools Art Expo**		**$300**	**$ 300.00**	**$ 1,320.00**
	April	**Sefton School PTA**	**towards purchase of a TV & Apple Tv box**	**$500**	**$ 500.00**	$ 820.00
	June	**The Woodpecker Community Trust**		**$500**	**$ 600.00**	**$ 220.00**
						$ 9,010.00
	September	Southbrook School PTA	Towards the costs of hiring Ethel & Bethelto run a bingo fundraiser event	$500		
	September	Vision West Community Trust	Towards the cost of photoelectric smoke alarms in social housing	$500		
	September	Rangiora Croquet Club Inc.	Towards the part funding of a second set of Quadway Hoops	$500	$ 500.00	$ 8,510.00
	September	Okuku Pony Club	Towards accomodation costs while attending the Springston Trophy event	$500		
	September	Reflections Community Trust	toward the cost of a dog agility display for the Waimakariri Light Party 2016	$350.00	$ 200.00	$ 8,310.00
	November	Presbyterian Support Upper South Island	Towards the costs of establishing an outdoor garden area for the Totara Club.	$1,000.00	$ 500.00	$ 7,810.00

2016-2017 Community Board Discretionary Grant

Rangiora-Ashley Community Board 10.137.100.2410 *(Rangiora Community Board up to Oct 2016)*	November	Ashley Playcentre	Towards the purchase of a John Deere ride-on tractor.	$500.00	$ 500.00	$ 7,310.00
	November	Cust-West Eyreton Playcentre	Towards the purchase of a tablet, Microsoft Office programme and virus protection.	$500.00	$ 500.00	$ 6,810.00
	November	Rangiora Playcentre	To purchase a profile holder and a non-slip entrance mat.	$456.21	$ 456.21	$ 6,353.79
	February	Rangiora Toy Library	Towards the purchase of one LikeaBike Jumper balance bike	$380.00	$ 380.00	$ 5,973.79
	February	**Rangiora and Districts Early Records Society Inc.**	**Towards the cost of conservation framing of a sale map for the Red Lion Hotel**	**$500.00**	**$ 500.00**	**$ 5,473.79**
	February	**Canterbury Justices of the Peace Association Inc.**	**Towards the cost of a pull-up banner**	**$235.75**	**$ 235.75**	**$ 5,238.04**
	April	**North Canty Riding for the Disabled Inc**	**Equipment and mounting block for less able riders**	**$389.00**	**$ 389.00**	$ 4,849.04
	April	**Kaiapoi Art Expo and Schools Art Expo**	**Towards running costs - in particular advertising - applied to all boards**	**$500.00**	**$ 500.00**	**$ 4,349.04**
	April	**HomeShare Lunch Group**	**Towards entry costs for senior citizens participating in the HomeShare Lunch Group to Orana Park**	**$295.00**	**$ 295.00**	**$ 4,054.04**
	April	North CanterburyModel Railway Club Inc.	Towards the cost of advertising an 'open day' event 18-19 March 2017.	$250.00		**$ 4,054.04**
	June	**Cust Bowling Club**		**$500.00**	**$ 500.00**	**$ 3,554.04**
						$ 4,850.00
	August	Reflections Community Trust	Towards the costs of hiring a clown/street performer for the Waimakariri Light Party 2016	$450	$390	$ 4,460.00
	August	Vision West Community Trust	Towards the cost of photoelectric smoke alarms in social housing	$500		
	August	Big Brothers Big Sisters of North Canterbury	Towards entry costs to Laserstrike for children being mentored	$500	$ 250.00	$ 4,210.00

2016-2017 Community Board Discretionary Grant

Kaiapoi-Tuahiwi Community Board 10.136.100.2410 *(Kaiapoi Community Board up to Oct 2016)*	August	Kaiapoi Pony Club	Towards training and equipment for the Springston Trphy event	$500	$ 500.00	$ 3,710.00
	September	Kaiapoi Community Garden Trust	Towards advertising costs for the Annual Spring Open Day	$276	$ 276.00	$ 3,434.00
	November	You Me We Us	towards the cost of paying for a performer and advertising for a Waitangi Day celebration	$ 500.00	$ 500.00	$ 2,934.00
	February	Reflections Community Trust	Toward the cost for Kaiapoi Photographic Club to take photos at the Kaiapoi Children's day for future promotional purposes and archival records	$ 75.00	$ 75.00	$ 2,859.00
	February	Community Wellbeing North Canterbury Trust / Kaiapoi Community Support	Towards the cost of purchasing a commercial chest freezer	$327.43	$327.43	$ 2,531.57
	March	**Canterbury Justices of the Peace Association Inc.**	**Towards the cost of a pull-up banner**	**$235.75**	**$ 235.75**	$ 2,295.82
	March	**Karanga Mai Early Learning Centre**	**Towards the cost of a new couch for breast-feeding mothers to nurse their babies**	**$500**	**$ 500.00**	$ 1,795.82
	April	**Kaiapoi Toy Library**	**Towards the purchase of board games**	**$500.00**	**$100**	$ 1,695.82
	April	**R13 Youth Development Trust**	**to enable Chair/Manager to attend a 5 day child protection programme**	**$700.00**	**$250**	$ 1,445.82
	April	**Tuahiwi Community Preschool**	**towards the creation of a bicultural themed entranceway feature**	**$500.00**	**$200**	$ 1,245.82

2016-2017 Community Board Discretionary Grant

	April	**Waimakariri Arts Trust- Kaiapoi Art Expo**	**towards running costs associated with the kaiapoi Art Expo and Schools' Art Expo, in particular advertising in the Kaiapoi Adcocate and venue clearing costs**	**$500.00**	**$300**	$ 945.82
	June	**KHS CACTUS Programme**		**$500.00**	**$ 945.82**	$ -
						$ 4,310.00
Oxford-Ohoka Community Board 10.139.100.2410 *(Oxford-Eyre Ward Advisory Board up to Oct 2016)*	July	Oxford Area School - Senior Netball team	towards costs associated with attending the South Island Secondary Schools Netball Tournament in Nelson	$ 500.00	$ 250.00	$ 4,060.00
	July	**Little by Little**	**towards costs associated with a new community initiative**	**$ 250.00**	**$ 250.00**	**$ 3,810.00**
	July	Oxford Play Centre	towards purchase of a lawn mower	$ 250.00	$ 250.00	$ 3,560.00
	July/August	Under Our Feet Charitable Trust	Towards the purchase of compost and seedlings	$ 250.00	$ -	
	July	**North Canterbury Family Violence Network**	**To fund a presentation to raise family violence awareness among Oxford Area School youth**	**$ 500.00**	**$ 250.00**	**$ 3,310.00**
	August	**Under Our Feet Charitable Trust**	**Towards the purchase of compost and seedlings**	**$ 250.00**	**$ 250.00**	**$ 3,060.00**
	September	**Okuku Pony Club**	**Towards accomodation costs while attending the Springston Trophy event**	**$ 500.00**	**$ 250.00**	**$ 2,810.00**
	September	**Eyreton Pony Club**	**towards the cost of fencing a learner's area**	**$ 450.00**	**$ 450.00**	**$ 2,360.00**
	February	**Canterbury Justices of the Peace Association Inc.**	**Towards the cost of a pull-up banner**	**$ 235.75**	**$ 235.75**	**$ 2,124.25**
	April	**Oxford Community Trust- Waimak Kids Oscar**	**Towards purchase of play equipment from the Big Game Company**	**$500**	**$ 500.00**	**$ 1,624.25**
	April	**Arts in Oxford Printmaking Group**	**Towards the purchase of reuseable equipment to make paper and sculptures**	$491	**$ 491.00**	**$ 1,133.25**
	April	**Waimakariri Arts Trust- Kaiapoi Art Expo**	**Towards running costs of the Kaiapoi Art Expo and Schools' Art Expo, particularly promotional advertising in the Oxford Observer**	**$500**	**500**	**$ 633.25**

2016-2017 Community Board Discretionary Grant

$ 3,676.75

2015/2016 Community and Ward Advisory Board Discretionary Grant

	Month considered	Group	Project	Amount Requested	Amount Granted	Running Balance
Woodend-Ashley Community Board 10.138.100.2410						**$ 4,110.00**
	July	Woodend Spring Flower Show	Towards the purchase of new signs	$ 500.00	$ 500.00	$ 3,610.00
	August	Woodend Playcentre	Towards the cost of a First Aid Course for parents of the playcentre	$ 700.00	$ 500.00	$ 3,110.00
	September	Woodend Before and After School Programme	New sports equipment	$ 500.00	$ 250.00	$ 2,860.00
	October	Ashley Playcentre	Towards the cost of a First Aid Course for parents of the playcentre	$ 500.00	$ 350.00	$ 2,510.00
	December	North Canterbury Neighbourhood Support	to purchase name badges for the committee members	$ 300.00	$ 300.00	$ 2,210.00
	February	Sefton Community Newsletter	Towards costs associated with transition to new printing team	$ 500.00	$ 350.00	$ 1,860.00
	March	Pegasus Bay School PTA	Towards costs for senior playground	$ 500.00	$ 500.00	$ 1,360.00
	April	Waimakariri Arts Trust - Kaiapoi Art Expo	Towards venue hire and music provided for the 2016 kaaipoi Art Expo and Schools' Art Expo	$ 500.00	$ 500.00	$ 860.00
	April	North Canterbury Riding for the Disabled	for three volunteers to undertake an introductory course towards their Assistant Coaches Certificate	$ 498.00	$ 498.00	$ 362.00
	June	Woodend Bowling Club Inc.	Towards the upgrading of covered kitchen lighting	$ 335.80	$ 335.80	$ 26.20
						$ 6,120.00

2015/2016 Community and Ward Advisory Board Discretionary Grant

	August	International Day of Older Persons Group	Towards costs associated with International Day of Older Persons	$ 250.00	$ 250.00	$ 5,870.00
	August	The Ashley Lodge No.28	Towards fundraising event for the replacement of defibrillators in each of the four ambulances based in Rangiora	$ 500.00	$ 500.00	$ 5,370.00
	August	Reflections Community Trust	Towards the hire of Pedalmania for the Waimakariri Light Part 2015	$ 375.00	$ 375.00	$ 4,995.00
	August	**Rangiora Community Garden**	**Towards the purchase of materials for 3 new signs**	**$ 482.00**	**$ 482.00**	**$ 4,513.00**
	August	Caring for Carers Inc	Towards annual venue hire and refreshments for meetings of the Rangiora Support Group	$ 388.00	$ -	
	October	Fall Prevention Exercise Group	towards costs associated with establishing an exercise programme for seniors	$ 500.00	$ 250.00	$ 4,263.00
	October	Ashgrove School PTA - ReStyle Me	Towards venue hire for 'ReStyle Me', a fundraising event for Ashgrove School	$ 500.00	$ -	
	October	Ashgrove School PTA – Santa's Grotto	Gate signage at the Rangiora A&P Showgrounds entrance for Santa's Grotto	$379.50	$ -	
	October	McAlpines North Canterbury Pipe Band (Inc)	towards new kilts for band members	$500.00	$ 350.00	$ 3,913.00
	October	Ashgrove School PTA – Ashgrove Twilight Gala	To hire deep fryers and cooking oil for the Ashgrove Twilight Gala	$425.00	$ -	
	October	Rangiora Toy Library	towards advertising costs of a fundraising event as part of its 21st Birthday celebrations	$741.00	$ 350.00	$ 3,563.00
Rangiora Community Board 10.137.100.2410	December	North Canterbury Neighbourhood Support	towards the costs associated with running the 'Old Fashioned Family Picnic'	$250.00	$ 250.00	$ 3,313.00
	December	Rangiora Playcentre	to purchase a new pull up banner	$379.00	$ 379.00	$ 2,934.00

2015/2016 Community and Ward Advisory Board Discretionary Grant

	February	Rangiora Toy Library	towards the purchase of new toys, specifically, a replacement tractor	$456.25	$ 456.25	$ 2,477.75
	April	Waimakariri Arts Trust - Kaiapoi Art Expo	Towards the hire and installation of lighting for the 2016 Kaiapoi Art Expo and Schools' Art Expo	$500.00		
	April	North Canterbury Riding for the Disabled	towards costs associated with relocating to the Millton Memorial Reserve	$500.00	$ 500.00	$ 1,977.75
	April	North Canterbury Family Violence Network	towards costs of a Safety and Respect presentation and follow-up barbeque for Rnagiora High School and/or Rnagiora New Life School secondary students	$500.00	$ 316.26	$ 1,661.49
	June	Cat Care Incorporated	Towards the costs of a Microchipping Day	$250.00		
	June	Disability, Carers and Friends Group	For the purchase of a trestle table and costs of catering for a Dance Social	$500.00	$ 250.00	$ 1,411.49
	June	Rangiora Croquet Club Inc.	For part funding one set of Quadway Hoops	$500.00	$ 300.00	$ 1,111.49
	June	The Rangiora and Districts Early Records Society Inc	For costs associated with set up, production and installation of four ACM vinyl signs to replace existing	$327.75		
	June	Seftonian Battle Sport	For new sporting and Safety equipment for players, specifically 4 x trebuchets and 2 x armour	$500.00		
	June	Social Services Waimakariri	Toward the costs of catering for a community forum event	$200.00	$ 200.00	$ 911.49
	June	Waimakariri Arts Trust - Kaiapoi Art Expo resubmission	Towards the hire and installation of lighting for the 2016 Kaiapoi Art Expo and Schools' Art Expo	$500.00	$ 327.75	$ 583.74
	June	Community College North Canterbury	For the venue hire and supplies of a youth open night	$400.00	$ 400.00	$ 183.74
						$ 6,120.00
	July	You Me We Us	Towards advertising of the September 4th Observance Day	$ 496.80	$ 496.80	$ 5,623.20

Kaiapoi Community Board 10.136.100.2410	August	Hinemoa-Kaiapoi Hockey Club	Towards assisting team members with the cost of travel to a tournament in Fiji	$ 500.00	$ 500.00	$ 5,123.20
	August	Canterbury Youth Development Programme	Towards providing breakfast three mornings per week for eight weeks and food for the Longest Day Challenge	$ 500.00	$ 500.00	$ 4,623.20
	September	Arthritis New Zealand	towards venue hire and advertising associated with running self-management sessions and workshops in Kaiapoi	$ 500.00	$ 250.00	$ 4,373.20
	September	Kaiapoi District Historical Society Incorporated	Towards the cost of installing updates of *PastPerfect* (a museum programme) and linking four computers for volunteers to work on at the same time	$ 500.00	$ 500.00	$ 3,873.20
	November	You Me We Us	for advertising of Kaiapoi's 2016 Waitangi Day celebrations	$ 500.00	$ 500.00	$ 3,373.20
	December	North Canterbury Neighbourhood Support	towards costs associated with running the 'Old Fashion Family Picnic'	$ 300.00	$ 350.00	$ 3,023.20
	March	Kaiapoi Photographic Club Inc	Toward printing costs for Club members involved in a photographic exhibition - "Waimakariri - from the Mountains to the Sea"	$ 500.00	$ 500.00	$ 2,523.20
	March	Satisfy Food Rescue	to purchase a sandwich board to identify Satisfy Food Rescuein the community	$ 350.00	$ -	$ 2,523.20
	March	Waimakariri Arts Trust - Kaiapoi Art Expo	Towards the hire and installation of lighting for the 2016 Kaiapoi Art Expo and Schools' Art Expo	$ 500.00	$ 500.00	$ 2,023.20
	March	You Me We Us	Towards advertising costs for a 'Pop Up cinema' event	$ 500.00	$ 500.00	$ 1,523.20

2015/2016 Community and Ward Advisory Board Discretionary Grant

	April	Social Services Waimakariri	towards catering costs for a community forum to discuss establishing a Community House and capacity for a Children's Team for the community	$ 200.00	$ 200.00	$ 1,323.20
	April	North Canterbury Family Violence Network	towards the costs associated with a presentation to Kaiapoi High School about family violence and a bbq to follow	$ 500.00	$ 198.44	$ 1,124.76
						$ 4,110.00
	November	**Waimakariri Arts Trust - Kaiapoi Art Expo**	**Towards running costs, in particular, the music provided over the weekend for 2016 Kaiapoi Art Expo.**	**$ 300.00**	**$ 250.00**	**$ 3,860.00**
	November	Oxford Table Tennis	Towards the purchase of tables	$ 250.00	$ 250.00	$ 3,610.00
	November	Keep Oxford Beautiful	for a photo and information panel about the Oxford Historic Jail	$ 250.00	$ 250.00	$ 3,360.00
	November	Friends of Oxford Hospital	towards the purhcase of a Lazy Boy recliner chair and disability aids for patients	$ 350.00	$ 250.00	$ 3,110.00
	November	**Oxford Pony Club**	**towards the cost of running a two day show jumping course for its club members**	**$ 250.00**	**$ 250.00**	**$ 2,860.00**
	November	North Canterbury Neighbourhood Support	towards costs associated with running the 'Old Fashion Family Picnic'	$ 250.00	$ 250.00	$ 2,610.00
	November	West Eyreton School	purchase of a banner-stand	$ 345.00	$ 250.00	$ 2,360.00
	November	Oxford Tennis Club	Towards two weather shelters for the new courts	$ 500.00	$ 250.00	$ 2,110.00
	November	View Hill Improvement Society	To purchase three alloy framed umbrellas for use at the View Hill Domain	$ 477.00	$ 250.00	$ 1,860.00
Oxford-Eyre Ward Advisory Board	April/May	Waimakariri Arts Trust - Kaiapoi Art Expo	towards the floral arrangements for the 2016 Kaiapoi Art Expo and Schools' Art Expo	$ 500.00	$ 250.00	$ 1,610.00

2015/2016 Community and Ward Advisory Board Discretionary Grant

10.139.100.2410	April/May	Oxford Community Trust	for stationery and art supplies for Oscar School Holiday programme	$ 560.03	$ 250.00	$ 1,360.00
		Oxford Area School - Senior Netball team	towards costs associated with attending the South Island Secondary Schools Netball Tournament in Nelson	$ 500.00		
	April/May	Friends of Oxford Hospital	towards purchase of window screen blinds for patients rooms	$ 250.00	$ 250.00	$ 1,110.00
		Little by Little	towards costs associated with a new community initiative	$ 250.00		
	April/May	Oxford Netball Club	for the purchase of two portable netball goals	$ 199.90	$ 199.90	$ 910.10
	April/May	Oxford O.S.C.A.R.	for First Aid training of staff	$ 175.00	$ 175.00	$ 735.10
	April/May	West Eyreton School	towards graphic design work for a banner	$ 295.00	$ 250.00	$ 485.10
	April/May	Social Services Waimakariri	towards costs of catering for a community forum event	$ 200.00		
	April/May 201	Oxford Play Centre	towards purchase of a lawn mower	$ 250.00		
	April/May	Oxford Plunket	for the purchase of child safety gates and new toys for the Oxford Plunket Rooms	$ 500.00	$ 250.00	$ 235.10
	April/May	**Cust Netball Club**	**Towards the purchase of uniforms and equipment to enable childrens' particpation**	**$500.00**	**$ 250.00**	**-$ 14.90**
		Under Our Feet Charitable Trust	Towards the purchase of compost and seedlings	$250.00		

KAIAPOI-TUAHIWI COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION

Information to assist groups with their application

The purpose of the Board discretionary grants is to assist projects that enhance community group capacity and/or increase participation in activities.

When assessing grant applications the Board consider a number of factors in their decision making. These include, but are not limited to; type of project, time frame, benefits to the community and costs being contributed. The more information you as a group can provide on the project and benefits to participants the better informed the Board is. You are welcome to include a cover letter as part of your application. The decision to grant funds is the sole discretion of the Board.

The Board cannot accept applications from individuals. All funding is paid to non-profit community based organisations, registered charities or incorporated societies. Council funding is publicly accountable therefore the Board need to demonstrate to the community where funding is going and what it is being spent on. This is one of the reasons the Board require a copy of your financial profit/loss statements and balance sheet for the previous/current financial year. Staff cannot process your application without financial records.

The Board encourages applicants, where practically possible, to consider using local businesses or suppliers for any services or goods they require in their application. The Board acknowledges that this may result in a higher quote.

It would be helpful to the Board to receive an expense summary for projects that cost more than the grant being requested to show the areas funds are being spent and a paragraph on what fund raising the group has undertaken towards the project, or other sources considered (ie voluntary labour, businesses for supplies).

Examples (but not limited to) of what the Board cannot fund:
× *Wages*
× *Debt servicing*
× *Payment for volunteers (including arrangements in kind eg petrol vouchers)*
× *Stock or capital market investment*
× *Gambling or prize money*
× *Funding of individuals (only non-profit organisations)*
× *Payment of any legal expenditure or associated costs*
× *Purchase of land and buildings*
× *Activities or initiatives where the primary purpose is to promote, commercial or profit-oriented interests*
× *Payment of fines, court costs or mediation costs, IRD penalties*

Examples (but not limited to) of what the Board can fund:
✓ *New equipment*
✓ *Toys/educational aids*
✓ *Sporting equipment*
✓ *Safety equipment*
✓ *Costs associated with events*
✓ *Community training*

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KAIAPOI-TUAHIWI COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION

Criteria for application

- *Grant applications will be considered every month by the Kaiapoi-Tuahiwi Community Board. Applications are recommended to be received three weeks prior to Board meeting dates for processing.*
- *Generally funding grants will be a maximum of $500 in any one financial year (July 2017 to June 2018) but the group can apply up to twice in that year, providing it is for different projects.*
- *The grant funding is limited to projects within the Board area or primarily benefiting the residents of the ward.*
- *Applications will only be accepted from non-profit community-based organisations, registered charities or incorporated societies.*
- *The group should have strong links with the Kaiapoi-Tuahiwi community.*
- *The applications should clearly state the purpose for which the money is to be used.*
- *The applicants should submit a 1-2 page balance sheet and an income and expenditure statement which shows their current financial assets and liabilities. Applications cannot be processed until financial information is received.*
- *Where possible, or feasible, applicants must declare other sources from which funding has been applied for, or granted from, for the project being applied to the Kaiapoi-Tuahiwi Community Board.*
- *The Board support a wide range of community activities but the application will only be considered if it is deemed of the nature listed in the table of examples of what the Board can fund (see previous page).*
- *An accountability form must be provided to Council outlining how the funds were applied, within six months of the grant being allocated, when funds are spent, or prior to a new application. A new application will not be accepted until the previous accountability form has been completed and returned. The group should maintain accurate records around the grant including, but not limited to: receipts, banks statements and invoices. In the event that funds are not spent on the project or activity applied for the recipient may be required to return the grant funding to the Council.*

What happens now?

Return your completed application form (with financial records and any supporting information which you believe is relevant to this application) to:

Community Board Advocate
Kaiapoi-Tuahiwi Community Board
C/- Waimakariri District Council
Private Bag 1005
Rangiora 7440

Or hand deliver to either

- Ruataniwha Kaiapoi Civic Centre, 176 Williams Street, Kaiapoi.
- Oxford Library & Service Centre, Pearson Park Pavilion, Oxford.
- Rangiora Service Centre, 215 High Street, Rangiora.

What happens next?

- Your application will be processed and presented to the Board at the next appropriate meeting.
- Following the meeting a letter will be sent to notify you of the Board decision and if successful an invoice and your organisation's bank account details will be requested.
- On receipt of this information payment will be processed to your organisation's bank account.

KAIAPOI-TUAHIWI COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION

Groups Applying for Board Discretionary Grants 2017/2018

Name of Group:

Address:

Contact Person within Organisation:

Position within Organisation:

Contact phone number: Email:

Describe what the project is and what the grant funding be used specifically for? *(Use additional pages if needed)*

What is the timeframe of the project?

Overall Cost of Project: $ **Amount Requesting:** $

How many people will directly benefit from this project?

Who is the range of people benefiting from this project? *(You can tick more than one box)*

☐ People with disabilities (mental or physical) ☐ Cultural/ethnic minorities ☐ District

☐ Preschool ☐ School/youth ☐ Older adults ☐ Whole community/ward

Provide estimated percentage of participants by Ward:

Kaiapoi-Tuahiwi % Oxford-Ohoka % Rangiora-Ashley % Woodend-Sefton %

Other (please specify):

If this application is declined will this event/project still occur? ☐ Yes ☐ No

If No – what are the consequences to the community/organisation?

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KAIAPOI-TUAHIWI COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION

What are the direct benefit(s) to the participants?

What is the benefit(s) to your organisation?

What are the benefit(s) to the Kaiapoi-Tuahiwi community or wider district?

Is your group applying under the umbrella of another organisation (that is Charity/Trust registered?) ☐ Yes ☑ No

If yes, name of parent group

What is the relationship between your group and the parent group?

What other fundraising has your group undertaken towards this project/event? List any other organisations you have applied or intend to apply to for funding this project and amount applied for this project:

Have you applied to the Kaiapoi-Tuahiwi Community Board or any other Waimakariri Community Board for other project funding in the past 18 months? ☐ Yes ☑ No

If yes, please supply details:

Enclosed

- ☐ Financial Balance Sheet and Income & Expenditure Statement *(compulsory – your application cannot be processed without financial statements)*
- ☐ Supporting costs/quotes *(not compulsory)*
- ☐ Other supporting information

I am authorised to sign on behalf of the group/organisation making this application.
I declare that all details contained in this application form are true and correct to the best of my knowledge.
I accept that successful applicants will be required to report back to the Community Board by completing a simple Accountability Report.
I accept that information provided in this application may be used in an official Council report available to the public.

PLEASE NOTE - *If submitting your application electronically, entering your name in the Signature box below will be accepted as your signature:*

Signed: Date:

WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO and TRIM NO:	GOV-26-08-06 / 170901094834
REPORT TO:	Kaiapoi-Tuahiwi Community Board
DATE OF MEETING:	18 September 2017
FROM:	Edwina Cordwell, Governance Adviser
SUBJECT:	Summary of Discretionary Grant Accountability 1 January 2017 to 30 June 2017.

SIGNED BY:
(for Reports to Council or Committees)

Department Manager

Chief Executive

1. SUMMARY

1.1. The purpose of this report is to update the Kaiapoi-Tuahiwi Community Board on the Board's Discretionary Grant applications for the second half of the 2016-2017 financial year, including Accountability Forms received to date.

Attachments:

i. Accountability Form from Community Wellbeing North Canterbury Trust/Kaiapoi Community Support (Trim 170309022799)
ii. Accountability Form from Reflections Community Trust (Trim 170413036598)
iii. Accountability Form from Waimakariri Arts Trust-Kaiapoi Art Expo (Trim 170809084927)

2. RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report No 170901094834.

(b) **Circulates** a copy of this report to all of the Community Boards.

3. ISSUES AND OPTIONS

3.1. The Council allocates the Kaiapoi-Tuahiwi Community Board a set amount of funds to distribute by application to non-profit groups, registered charities and incorporated societies who have strong links to, and benefit, the communities of the Kaiapoi-Tuahiwi community area. The allocation for the 2016-2017 financial year was $4,850.

3.2. By the end of the 2016-2017 financial year the former Kaiapoi Community Board, and the post-October 2016 elected Kaiapoi-Tuahiwi Community Board had received 15 applications of which 1 was declined and 14 were approved. Nine of these 14 applications were granted in the 1 January to 30 June 2017 period:

Group	Project	Amount granted	Month funds granted	Comments
Community Wellbeing North Canterbury Trust / Kaiapoi Community Support	Towards the cost of purchasing a commercial chest freezer	$327.43	February	Invoice received 8/03/2017. Accountability Form received 9/03/2017.
Reflections Community Trust	Toward the cost for Kaiapoi Photographic Club to take photos at the Kaiapoi Children's Day for future promotional purposes and archival records	$75	February	Invoice received 24/02/2017. Accountability Form received 13/04/2017.
Canterbury Justices of the Peace Association Inc.	Towards the cost of a pull-up banner	$235.75	March	Invoice received 3/04/2017.
Karanga Mai Early Learning Centre	Towards the cost of a new couch for breast-feeding mothers to nurse their babies	$500	March	No invoice for grant yet received.
Kaiapoi Toy Library	Towards the purchase of board games	$100	April	No invoice for grant yet received.
R13 Youth Development Trust	To enable Chair/Manager to attend a 5 day child protection programme	$250	April	Invoice received 15/06/2017.
Tuahiwi Community Preschool	Towards the creation of a bicultural themed entranceway feature	$200	April	Invoice received 19/06/2017.
Waimakariri Arts Trust-Kaiapoi Art Expo	Towards running costs associated with the Kaiapoi Art Expo and Schools' Art Expo, in particular advertising in the Kaiapoi Advocate and venue clearing costs	$300	April	Invoice received 16/05/2017. Accountability Form received 9/08/2017.

KHS CACTUS Programme	Towards programme running costs	$945.82	June	Invoice received 23/06/2017.

3.3. As at 30 June 2017, two Accountability Forms had been received.

3.4. Since the end of the 2016-2017 financial year the Waimakariri Arts Trust has returned its Accountability Form and this has been included for the Board's information.

3.5. Community Wellbeing North Canterbury Trust/Kaiapoi Community Support utilised its grant towards the cost of purchasing a commercial chest freezer for use within the Kaiapoi Community Pantry to store donated food.

3.6. Reflections Community Trust utilised its grant toward the cost for Kaiapoi Photographic Club to take photos at the Kaiapoi Children's Day for future promotional purposes and archival records.

3.6.1. The Trust included a thank you letter, financial information, thumbnail copies of the photographs taken, survey results, and a debrief report to sponsors, donors and supporters.

3.6.2. The Kaiapoi-Tuahiwi Community Board was included on the Kaiapoi Children's Day list of advertised sponsors, donors and supporters and a thank you to the Board was also posted on Facebook.

3.7. The Waimakariri Arts Trust utilised its grant towards running costs of the Kaiapoi Art Expo, particularly advertising in the Kaiapoi Advocate.

3.7.1. The Expo was held from 14 to 16 July 2017 at the Kaiapoi Club and received more than 4000 visitors. 109 artists, 31% of whom were from the Board's community area, and 14 Waimakariri schools exhibited.

3.7.2. Promotion through local papers had a positive effect on the numbers visiting the Expo. The Board's contribution of funds was acknowledged in the Sponsor's list.

3.7.3. Financial information as well as a thank you letter, post-expo debrief including statistics, and a copy of the sponsors' list accompanied the completed Accountability Form.

3.8. The remaining applicants have sent invoices and received their grants but have not yet reached their deadline to return Accountability Forms. According to the Board's Grant Criteria, Accountability Forms are due within six months of the grant being allocated, when funds are spent, or prior to a new application.

3.9. The Kaiapoi-Tuahiwi Community Board distributed its total fund of $4,850 during the 2016-2017 financial year.

3.10. Staff will continue to keep in contact with the groups to make sure the Accountability Forms are returned within six months of the grant being allocated, as outlined in the letter sent to successful applicants.

3.11. If the group make any applications in the future, they will be reminded that it will not be considered by the Board until the accountability form from past applications have been completed and returned.

3.12. The Management Team has reviewed this report.

4. COMMUNITY VIEWS

4.1. Not applicable.

5. FINANCIAL IMPLICATIONS AND RISKS

5.1. The Board allocates funds to groups who meet the criteria set out in the application form.

5.2. Groups must complete and return an Accountability Form within six months to be eligible for future applications.

6. CONTEXT

6.1. **Policy**

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

6.2. **Legislation**

It is a delegation of the Board to distribute this fund as per clause 12 of the delegations to Community Boards, S-DM 1041.

6.3. **Community Outcomes**

6.3.1. People are friendly and caring, creating a strong sense of community in our District.

6.3.2. There are wide ranging opportunities for people of different ages to participate in community and recreational activities.

Edwina Cordwell

Governance Adviser

WAIMAKARIRI DISTRICT COUNCIL
RECEIVED 9 MAR 2017
To: Karyn

Kaiapoi-Tuahiwi Community Board

Accountability Form for 2016/2017 Discretionary Grant Recipients

For funding provided during the period October 2016 – June 2017

This form is to tell the Board what you spent the money on

The purpose of the accountability form is to provide transparency in relation to public funds granted to community groups and to provide the Board with feedback on the event/project and its impact in the community.

Please complete when the project is completed and return within six months of funds being granted. You must return this form in order to be eligible for future funding. The Board would also appreciate any photos, where practically possible, of the event/project. The information provided will be used in a report to the Board that will be publically available.

Name of group: CWNCT / Kaiapoi Community Support

Date: ~~2017~~ 1st March 2017 Amount allocated: $ 327.40

Purpose for grant Contribution to a new commercial chest freezer

Please give details of how money was spent:

Contribution to a commercial chest freezer $ 327.40

$

$

A description of the activities undertaken and benefits that have been achieved with these funds. Please include, where possible, photographs and the number of people who attended or were assisted:

The purchase of a new commercial chest freezer will allow more donated food to be frozen adequately for use within the Kaiapoi community pantry.

(*Use additional pages if necessary*)

Two authorised signatories to complete the details below:

Date	1/3/17	Date	2/3/2017
First contact name	Nicki Carter	Second contact	Julia Howard
Signature	Nicki Carter	Signature	[signature]
Position	Team Leader Volunteers + Projects @ Kaiapoi Community Support	Position	Chair
Phone	0221831277	Phone	0222000244
Address	033278945 116 Williams St, Kaiapoi	Address	High Street Rangiora

Return to: **Community Board Advocate**
Waimakariri District Council
Private Bag 1005
Rangiora 7440

TRIM: 170413036598 / GOV-26-08-05

REFLECTIONS COMMUNITY TRUST

P O Box 215, Kaiapoi
reflections.trust@gmail.com
021 157 6914

31 March 2017

WAIMAKARIRI DISTRICT COUNCIL
RECEIVED 13 APR 2017
To: Karyn

Louise Courtney
Governance Secretary
Kaiapoi-Tuahiwi Community Board
C/- Waimakariri District Council
Private Bag 1005, Rangiora 7440

Dear Louise

RE: YOUR REFERENCE: GOV-26-08-05/170221016524
GRANT FUNDING FOR KAIAPOI CHILDREN'S DAY – KAIAPOI PHOTOGRAPHIC CLUB

I write on behalf of the Trustees of the Reflections Community Trust.

Thank you to the Kaiapoi-Tuahiwi Community Board for providing a donation of $75.00 being the cost for Kaiapoi Photographic Club to take photos for Reflections Community Trust at Kaiapoi Children's Day on Sunday 5 March 2017.

I attach the following:

1. Completed Accountability Form together with invoice from Kaiapoi Photographic Club and Bank Statement;
2. Copy photographs taken by Kaiapoi Photographic Club at Kaiapoi Children's Day;
3. Debrief Report to Sponsors, Donors and Supporters;
4. Copy "Thank you to Sponsors" notice - Northern Outlook 11 March 2017 edition;
5. Results of Kaiapoi Children's Day Survey;
6. Copy Facebook acknowledgement to Kaiapoi Community Board.

Once again, we thank the Kaiapoi-Tuahiwi Community Board for its support.

Kind Regards.
Yours faithfully

Julie Knowles
Trust Administrator
Tel: 021 157 6914

TRIM: 170413036598 / GOV-26-08-05

Kaiapoi-Tuahiwi Community Board

Accountability Form for 2016/2017 Discretionary Grant Recipients

For funding provided during the period October 2016 – June 2017

This form is to tell the Board what you spent the money on

The purpose of the accountability form is to provide transparency in relation to public funds granted to community groups and to provide the Board with feedback on the event/project and its impact in the community.

Please complete when the project is completed and return within six months of funds being granted. You must return this form in order to be eligible for future funding. The Board would also appreciate any photos, where practically possible, of the event/project. The information provided will be used in a report to the Board that will be publically available.

Name of group: REFLECTIONS COMMUNITY TRUST

Date: ..... Amount allocated: $ 75.00

Purpose for grant Fee for KAIAPOI PHOTOGRAPHIC CLUB TO TAKE PROMOTIONAL PHOTOS AT KAIAPOI CHILDREN'S DAY.

Please give details of how money was spent:

KAIAPOI PHOTOGRAPHIC CLUB	$ 75.00
	$
	$

A description of the activities undertaken and benefits that have been achieved with these funds. Please include, where possible, photographs and the number of people who attended or were assisted:

THE GRANT ENABLED KAIAPOI PHOTOGRAPHIC CLUB TO TAKE AMAZING PROMOTIONAL PHOTOS AT KAIAPOI CHILDRENS DAY - A FUN FAMILY EVENT TO CELEBRATE AND TREASURE OUR CHILDREN ON NATIONAL CHILDREN'S DAY (SUNDAY 5 MARCH 2017).

(*Use additional pages if necessary*)

Two authorised signatories to complete the details below:

Date	23/03/17	Date	23/03/17
First contact name	SUSAN CLARE ROSE EDWARDS	Second contact	PETER ANTHONY GARDYNE
Signature	S.C.R. Edwards	Signature	P Gardyne
Position	SECRETARY	Position	CHAIRMAN
Phone	027 4510 555	Phone	03 3278913
Address	29 Porter Place, Kaiapoi	Address	108 TRAM RD

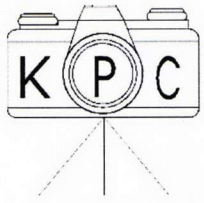
Return to: Community Board Advocate
Waimakariri District Council
Private Bag 1005
Rangiora 7440

TRIM: 170413036598 / GOV-26-08-05

INVOICE

Date: 6 March 2017
Invoice # 17-01

Kaiapoi Photographic Club



c/- Martin Pinkham
70 Adderley Tce
RD1
Kaiapoi 7691
martin.pinkham@ihug.co.nz

TO Reflections Trust
c/- Julie Knowles
21 Bridget Lane
Rangiora

QTY	DESCRIPTION	UNIT PRICE	TOTAL
	Photography for Kaiapoi Children's Day on 5 March 2017, including 2 CD sets and contact prints		$75.00
		SUBTOTAL	$75.00
		GST	0
		TOTAL	$75.00

Cheques payable to Kaiapoi Photographic Club
or Direct Payment to 03 1585 0022436 00

Thank you.

TRIM: 170413036598 / GOV-26-08-05

3

Event organised by
REFLECTIONS COMMUNITY TRUST
P O Box 215, Kaiapoi
reflections.trust@gmail.com
021 157 6914

Kaiapoi Children's Day

Sunday 5 March 2017 – 12.00pm to 3.00pm
Trousselot Park, Kaiapoi

Debrief Report to Sponsors, Donors and Supporters

The local community came out in force to join in the fun at the very first Kaiapoi Children's Day at Trousselot Park, Kaiapoi on National Children's Day on Sunday 5 March 2017.

Kaiapoi Children's Day was attended by approximately 400 pre-schoolers, children, teenagers, parents/caregivers and other family members, many of whom had brought a picnic and enjoyed the variety of fun family orientated entertainment and activities on offer.

Local Waimakariri National MP, Matt Doocey opened the event at midday and talked about the meaning behind National Children's Day.

The Kaiapoi High School Kapa Haka Group then performed an opening song, followed by local country music singer, Jaydin Shingleton who performed "Hallelujah."

Over at the Skate Park at Trousselot Park, Cheapskates Skate Skool Instructors were on hand to teach skateboarding tricks and techniques providing a fun safe learning experience for young children and teenagers (*Left.*)

Kaiapoi Junior Basketball Club were at the Basketball Court. Members of the Club (from Kaiapoi High School) provided basketball coaching to children and teenagers (*Right.*)

TRIM: 170413036598 / GOV-26-08-05

Pedalmania's crazy bikes were enjoyed by children, their parents, and **Starz in Your Eyez** Mascots Peppa Pig and Mickey Mouse.

Peppa Pig and Mickey Mouse wandered around Trousselot Park and were readily available for hugs and photos with children.

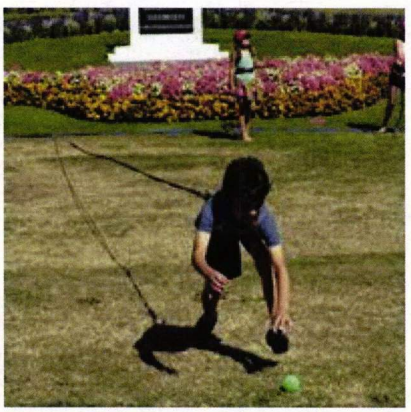
Local Kaiapoi family business **Big Bounce Hire**, entertained children with their Crayon bouncy castle, and their Mega Slide bouncy castle.

Angel Faery Kathleen entertained children with her marionette puppet show (*Below left.*)

Kaiapoi High School Kapa Haka Group demonstrated flax weaving and drew stencil designs (*Below right.)*

Lesley Ottey from **Eco Educate** showed children how to make worm farms (*Below left.*)

Girlguiding NZ brought along their vertical bungy and also sold girlguiding biscuits. (*Right.*)



Tuahiwi Community Preschool had water activities for children to play with, Bella Montessori did rock painting with children, and Portobelo Preschool carried out facepainting.

TRIM: 170413036598 / GOV-26-08-05

Our fantastic master of ceremonies, **Marynita Phillips**, did a wonderful job of keeping the crowds entertained and commentating on various activities carried out by stall holders and actively involved children with competitions such as tug of war and sack races.

Food and ice cream refreshments were also on hand at the Kaiapoi Children's Day thanks to Fusion Youth Group (Kaiapoi Baptist Church) with their sausage sizzle (*Right*), and Mr Whippy serving delicious ice cream.

A big thank you to **Kaiapoi Photographic Club** for taking fantastic photos throughout the event and to Express Hire Limited for providing our sound system.

Our volunteers carried out a random survey asking attendees their opinion on Kaiapoi Children's Day. Their feedback helps the Committee to ascertain whether changes need to be made to make the following year's event even better.

Comments made by participants included:

- *Awesome event – teaching kids new skills that will pay off – thank you for all the hard work.*
- *Skating instructors were so patient with my son – he actually learned how to balance on the skateboard.*
- *The event was very well organised.*

Finally, Kaiapoi Children's Day would not be the fantastic event that it is without the generous support and donation of time from our volunteers. Thank you to everyone who volunteered at this year's Kaiapoi Children's Day. With special thanks to **Community Patrol Kaiapoi, Riverside Community Church and Kaiapoi Baptist Church**. A special thanks to **Frucor Beverages** who donated bottles of water for our many volunteers.

We also acknowledge the generous support of grant funding organisations, local churches and local businesses who provided funding, and sponsored goods for prizes for Kaiapoi Children's Day.

KAIAPOI CHILDREN'S DAY

Thank you from

REFLECTIONS COMMUNITY TRUST

Organisers of Kaiapoi Children's Day

To all the Sponsors, Donors, Supporters and Volunteers who made Kaiapoi Children's Day a HUGE success—Thank You!

ABC, Rangiora
ANZ, Kaiapoi
BNZ, Kaiapoi
Community Watch, Kaiapoi
Frucor Beverages
Kaiapoi Baptist Church
Kaiapoi Mill
Kaiapoi Photographic Club
Larsen's Art 'n' Sign Studio
Men at Work
Riverside Community Church
Sanders Contracting Limited
Subway, Kaiapoi
Waimakariri District Council
Westpac, Kaiapoi

Pub Charity™

New World Kaiapoi

Kaiapoi Community Board

4

MATTHEW SALMONS/FAIRFAX NZ

...receive on aver-
...for food parcels
...er which could
...ain times of the
...of cans donated
...for Colour had
...year. De Maine
...Army could
...with school
...and could refer
...ded services.
...ora store man-

ager Tiffany Aranui said she felt the response this year was larger than last year, with more cans donated.

"Everyone loves it, the community really loves it. Because of the cause, people feel like they're helping."

She said a number of people said they would be using the paint to decorate rocks to hide around the district for people to find.

system. The farm sits atop a number of springs and a shallow groundwater level, putting water quality in the area at risk.

BEST BUNS IN TOWN

Rangiora based Continental Event Catering have taken tops spot at the Great New Zealand Hot Cross Bun Competition. Their hot cross buns were judged the best across Christchurch and North Canterbury. It was the first time for some years Continental Bakery had entered the annual competition held by the Bakery Industry of New Zealand.

KAIAPOI CHILDREN'S DAY

Thank you from

REFLECTIONS COMMUNITY TRUST

Organisers of Kaiapoi Children's Day

To all the Sponsors, Donors, Supporters and Volunteers who made Kaiapoi Children's Day a HUGE success—Thank You!

ABC, Rangiora
ANZ, Kaiapoi
BNZ, Kaiapoi
Community Watch, Kaiapoi
Frucor Beverages
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Kaiapoi Mill
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Larsen's Art 'n' Sign Studio
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Riverside Community Church
Sanders Contracting Limited
Subway, Kaiapoi
Waimakariri District Council
Westpac, Kaiapoi

Pub Charity

NW New World Kaiapoi

Kaiapoi Community Board

TRIM: 170413036598 / GOV-26-08-05

Kaiapoi Children's Day Survey

33 surveys were completed with a total of 36 participants recording details.

How did you hear about Kaiapoi Children's Day?

Facebook	Internet	Pre-School/School	Posters / Signs	Friends	Newspaper	Other
18	2	0	2	4	5	5
50%	5.5%	0%	5.5%	11%	14%	14%

What Age bracket are you? (*Answers based on 36 people with 55 children between them*)

Pre-schooler	5 – 8 years	9 – 11 years	11 – 14 years	15 – 18 years	Older
17	**28**	6	4	0	0
47%	**77%**	17%	11%	0%	0%

Male	Female
7*	5*
58%	42%

** Only 12 answers were collated for this question.*

Where do you normally live?

Kaiapoi	Rangiora	Woodend	Pegasus	Christchurch	Other
17	8	1	1	4	5*
47%	22%	3%	3%	11%	14%

*** Waikuku Beach, Sefton, West Eyreton x 3 (West Eyreton attendees were attending a birthday party which they were holding at our event)**

Ethnicity

NZ European	Maori	Pacific	Asian	British	Other
26	7	1	0	1	1
72%	19%	3%	0%	3%	3%

Most popular entertainment/activities - Ranked in popularity order:

1	Bouncy Castles
2.	Pedalmania
3.	Peppa Pig and Cheapskates Skate Skool
4.	Basketball Coaches (KHS) and Facepainting (KHS Kapa Haka Group)
5.	Horizontal Bungee (Girl Guiding NZ)
6.	Worm Farm (Eco Educate) Tatoos (KHS Kapa Haka Group) and Mickey Mouse
7.	Rock Painting (Bella Montessori), History Quiz and Bubble Machine

TRIM: 170413036598 / GOV-26-08-05

What people would like to see at 2018 Kaiapoi Children's Day which was not at the 2017 event:

- Free ice cream
- More food on sale
- Drinks on sale
- Animals – petting zoo
- Bigger bouncy castles for older kids
- More shade – shade sails
- Fire Engine – At Spencer Park in Chch – Children's Day event has a Fire Engine and Children can use the fire engine hose, and Fire Service do a display.
- Fairies.
- Local school participants? Eg: Jump Jam
- Water Slide
- More Face painters

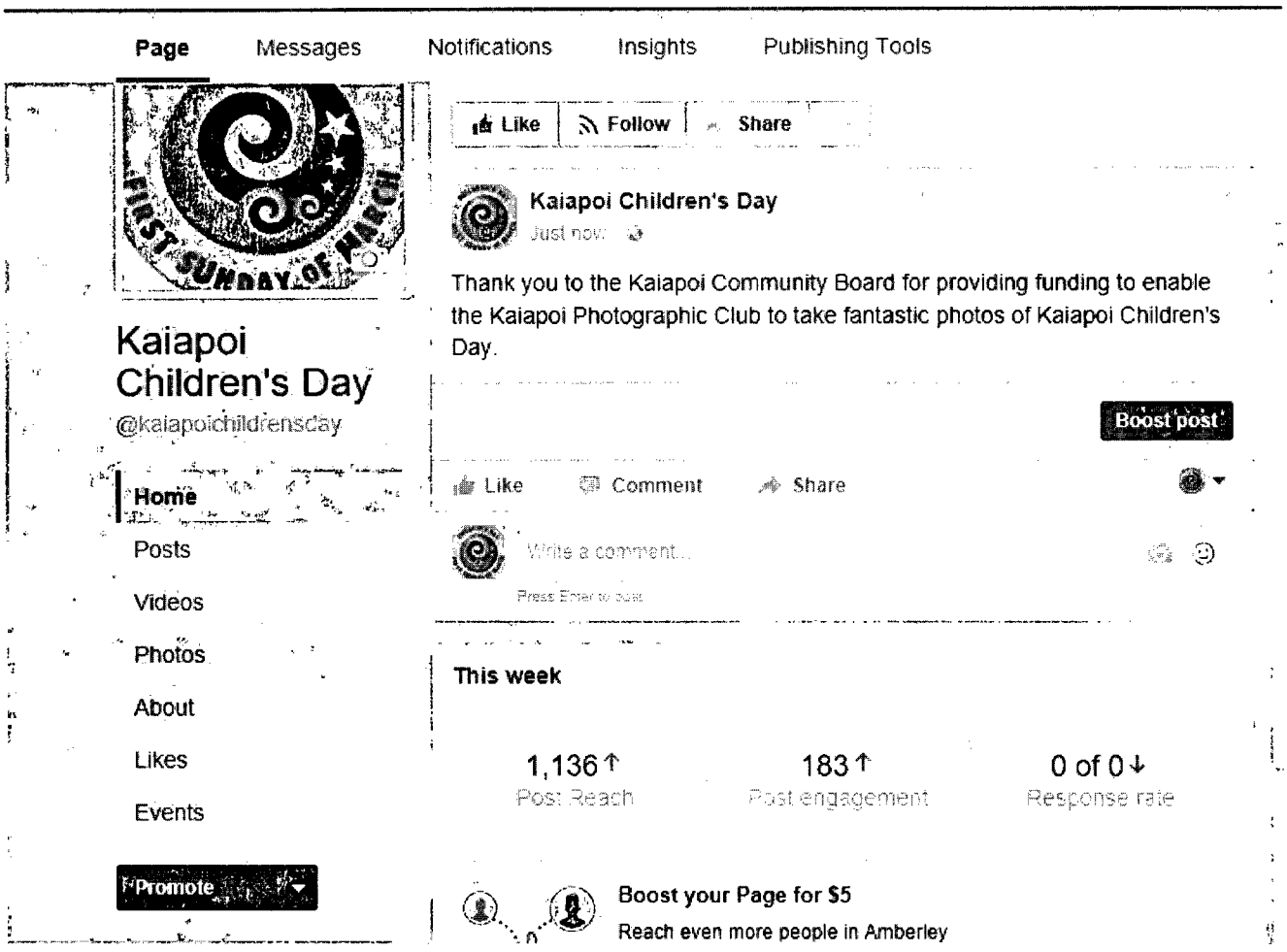
Was there anything we could do better at Kaiapoi Children's Day?

- Nothing – it was well organised.
- No – great size and activity range.
- No – very good.
- Better sound system.
- Advertise.

Other comments made by survey participants:

- Awesome event – teaching kids new skills that will pay off – thank you for all the hard work.

- Skating instructors were so patient with my son – he actually learned how to balance on the skateboard.


Page
Messages
Notifications
Insights
Publishing Tools
FIRST SUNDAY OF MARCH
Kaiapoi Children's Day
@kaiapoichildrensday
Home
Posts
Videos
Photos
About
Likes
Events
Promote
Like
Follow
Share
Kaiapoi Children's Day
Just now
Thank you to the Kaiapoi Community Board for providing funding to enable the Kaiapoi Photographic Club to take fantastic photos of Kaiapoi Children's Day.
Boost post
Like
Comment
Share
Write a comment...
This week
1,136
Post Reach
183
Post engagement
0 of 0
Response rate
Boost your Page for $5
Reach even more people in Amberley

Kaiapoi-Tuahiwi Community Board

Accountability Form for 2016/2017 Discretionary Grant Recipients

For funding provided during the period October 2016 – June 2017

This form is to tell the Board what you spent the money on

WAIMAKARIRI DISTRICT COUNCIL
RECEIVED 9 AUG 2017

The purpose of the accountability form is to provide transparency in relation to public funds granted to community groups and to provide the Board with feedback on the event/project and its impact in the community.

Please complete when the project is completed and return within six months of funds being granted. You must return this form in order to be eligible for future funding. The Board would also appreciate any photos, where practically possible, of the event/project. The information provided will be used in a report to the Board that will be publically available.

Name of group: Waimakariri Arts Trust

Date: 17/7/17 Amount allocated: $ 300.00

Purpose for grant Running costs associated with running the Kaiapoi Art Expo. In particular advertising in local papers and the venue clearing crew.

Please give details of how money was spent:

Kaiapoi Advocate $.....

..... $.....

..... $.....

A description of the activities undertaken and benefits that have been achieved with these funds. Please include, where possible, photographs and the number of people who attended or were assisted:

The Kaiapoi Art Expo was held from 14-16 July at the Kaiapoi Club. The funds paid for promotion of the Expo in the local paper - Kaiapoi Advocate. This year the Expo had a record number of attendees over 3800 visit the Expo over the weekend. We had 109 artists participate in the Expo and 20 volunteers who assisted the smooth running of the Expo. Promotion through local papers had a positive effect on visitors to the Expo.

(*Use additional pages if necessary*)

Two authorised signatories to complete the details below:

Date	17/7/17	Date	5.8.2017
First contact name	Theresa Smith	Second contact	Linda Dunbar
Signature	T Smith	Signature	L Dunbar
Position	Event Coordinator	Position	Treasurer
Phone	021 659 127	Phone	0277813048
Address	10 Lionel St Avonside, ChCh	Address	3 Laurel Lane Kaiapoi

Return to: **Community Board Advocate**
Waimakariri District Council
Private Bag 1005
Rangiora 7440

TRIM: 170809084927 / GOV-26-08-05

CORCORAN FRENCH
KAIAPOI ART EXPO

SCHOOLS' ART EXPO sponsored by Bowden Environmental Resource Management Consultants

CORCORAN FRENCH lawyers

Thank you for your involvement in the 2017 Corcoran French Kaiapoi Art Expo.

Yet again the Kaiapoi Art Expo has proven to be a valued and popular event to the Waimakariri district. This year the Expo showcased outstanding work from a selection of high calibre artists who attracted a record number of over 4000 visitors to the Expo and encouraged them to purchase 173 artworks totaling $40,712.50. This brings the total to $322,602.00 worth of artwork sold over the past 12 years by the Waimakariri Arts Trust on behalf of artists.

Our sincere thanks to all exhibitors for showcasing your work and congratulations to those who were successful with sales and obtaining new commissions or exhibiting offers. The Expo was established to support you as well to provide opportunity for the community to be able to appreciate your creative talent.

Mark Larsen with this year's entry of "No Fishing" won the John Rhind Funeral Directors' People's Choice Award. The Bowden Environmental School Expo showcased artwork from very talented students from 14 Waimakariri schools. The School People's Choice vote went to April Meakin from Kaiapoi High School with a very impressive pencil artwork of Mother Teresa.

We thank the support of our many sponsors, with special thanks to Corcoran French Lawyers, Rātā Foundation, Visit Waimakariri, Bowden Environmental, Pak'n Save, Rangiora and John Rhind Funeral Directors.

The aim of the Waimakariri Arts Trust is to foster arts in Waimakariri. As a registered charitable trust we endeavour to provide all artists with an opportunity to display your creative talent. Exhibitors represent a true cross-section of the art community, from amateur through to professional artists. All art mediums are encouraged to exhibit.

Please find enclosed our debrief document which has some interesting facts and figures on this year's Expo. Over the weekend we provided each visitor with an optional survey and encouraged him or her to fill it in. We received a large number of responses and will collate the results and use feedback to shape next year's 13th Expo ensuring it is bigger and better than this year's very successful Expo.

Yours sincerely

Dan Gordon
Chairman
Waimakariri Arts Trust

Waimakariri Arts Trust
PO Box 389, Kaiapoi 7644
info@kaiapoiartexpo.co.nz
www.kaiapoiartexpo.co.nz

Organisers of the Annual Kaiapoi Art Expo

TRIM: 170809084927 / GOV-26-08-05

DEBRIEF

Corcoran French Kaiapoi Art Expo – 15 & 16 July 2017
Kaiapoi Festival – 12 to 15 July 2017

Who

- 109 Waimakariri artists with 32 new artists and 77 returning artists
- 14 Waimakariri Schools
- Over 300 attended the Corcoran French Lawyers Official Opening
- Over 4000 visitors to the Kaiapoi Art Expo
- Impressive turnout for Have-A-Go day
- In spite of the worst winter's day for many years, excellent number of travelers took part in the Artist Open Studio Tour on Wednesday 12 July

Results

571 exhibits on display plus 14 school panels
173 artworks sold with 62% of artists who sold work

Attendance and Sale Statistics

The Expo had a record number of visitors and sales this year. With an estimated 4000 plus visitors to the Expo and a record of over $40,000 in sales.

Year	# of artists	# of art works exhibited	% of artists that sold work
2017	109	571	62%
2016	98	568	68%
2015	88	509	55%
2014	105	523	54%
2013	110	672	53%
2012	100	544	59%
2011	103	634	23%
2010	126	649	21%

Artists and Artwork

Location of Artists	2017	2016	2015	2014	2013	2012	2011
Rangiora	35%	40%	26%	36%	48%	42%	27%
Kaiapoi/Clarkville	31%	32%	27%	28%	17%	47%	33%
Ashley/Loburn	3%	2%	6%	7%			
Woodend	5%	3%	6%	7%	6%	0%	0%
Waikuku Beach (Woodend)	3%	3%	7%	8%	4%	7%	9%
Pegasus Town (Woodend)	4%	3%	6%	1%	0%	0%	1%
Oxford/Fernside/Swannanoa/Ohoka	4%	5%	15%	10%	2%	5%	4%
Groups	1%	1%	8%	2%	3%	0%	0%
RD Kaiapoi					5%		13%
RD Rangiora					15%		14%
Outside Waimakariri	16%	11%					

TRIM: 170809084927 / GOV-26-08-05

DEBRIEF

Corcoran French Kaiapoi Art Expo – 15 & 16 July 2017
Kaiapoi Festival – 12 to 15 July 2017

School Expo

The Bowden Environmental School Expo showcased artwork from 14 Waimakariri schools. The School People Choice vote went to the very talented April Meakin from Kaiapoi High School with her pencil artwork of Mother Teresa.

People's Choice

Again public were encouraged to vote for their favourite artwork. Mark Larsen was the clear winner by a landslide with his oil painting.

1st Mark Larsen - "No Fishing"
2nd Jennifer Stebbings - "The Stream Fair"
3rd Christine Watton - "Wild Flowers II"

Other Awards

This year the Waimakariri Arts Trust voted the following as winners:

Outstanding Panel - Gaby Reade
Outstanding Photography - Stefan Nikoloff
Outstanding Portrait - Connie Davies
Outstanding Flora & Fauna - Lyn Leonard
Outstanding Abstact - Paul Smith
Outstanding New Artist - Sarah Rutherford
Outstanding School Panel - St Joseph's School Rangiora

Media & Advertising

This year the Trust installed 22 billboards all around North Canterbury and parts of Christchurch. The billboards were bold and very easy to read installed in prominent areas. The billboards were a great success and contributed to the large crowds who visited the Expo over the weekend.

The Trust again chose to use radio as a major form of promotion with advertising campaigns on The Breeze, More FM and Newstalk ZB. The Breeze ran two campaigns one of which was a very successful campaign with Sue White and Paint and Sip.

This year time was spent setting up and running social media promotions and the Trust will look at increasing their knowledge of social media for next year so they are able to increase promotion through social media at minimal costs.

As well as this the Trust continued with promotion campaigns that have worked well for previous Expos:
- Ads and media releases printed in local, North Canterbury and Christchurch newspapers and magazines
- 44,000 postcards promoting the Expo and Festival distributed to residents around Canterbury
- Presence on a variety of event websites, radio notice boards and in school newsletters

Funding

The Expo is funded through sponsorship, funding and artists' contributions.

TRIM: 170809084927 / GOV-26-08-05

DEBRIEF

Corcoran French Kaiapoi Art Expo – 15 & 16 July 2017
Kaiapoi Festival – 12 to 15 July 2017

Sponsors

Our sincere thanks to the organisations and businesses that supported the 2017 Kaiapoi Art Expo and Kaiapoi Arts Week.

Corcoran French - *Opening Night*
Bowden Environmental - *School Expo*
John Rhind Funeral Directors - *People's Choice*
Pak'n Save Rangiora - *Guest Artist Sponsor*

Gold Sponsors

Property Lifestyle Concepts
Ray White - Christine Watton
Snap Fitness Kaiapoi
Red Eight Café
Ashton Wheelans Limited, Kaiapoi

Silver Sponsors

The Canvas Technology Centre
Framemakers & Elbee Crafts - Lynn Barr
Investment World
Essence North Canterbury

Bronze

Kaiapoi Club
Kaiapoi Mill
Paul Smith
Corina Hazlett Artist Studio
Artprint
Cameo Fine Arts
Kaiapoi Florist & Gifts
North Canterbury Floral Art
Stefan Nikoloff
Jagz of Sovereign Palms Kaiapoi
Coffee Culture Kaiapoi
New World, Kaiapoi

Funders

Rātā Foundation
Woodend-Sefton Community Board
Oxford-Ohoka Community Board
Kaiapoi-Tuahiwi Community Board
Rangiora - Ashley Community Board
Enterprise North Canterbury
CERT
Lion Foundation
The Southern Trust

TRIM: 170809084927 / GOV-26-08-05

KAIAPOI Advocate

TAX INVOICE

Kaiapoi Art Expo
Kaiapoi

Invoice Date
3 Jul 2017

Invoice Number
INV-7941

GST Number
036-468-866

The Kaiapoi Advocate
PO Box 84
Kaiapoi
Canterbury

Description	Quantity	Unit Price	Amount NZD
Quarter page advertisement - usually 3 columns x 18cm = 54cm - at regular advertisers rate = $260+gst. As a regular advertiser a whole page advertisement would cost you just $780.00 +gst. For the edition of Friday 30th June 2017.	1.00	260.00	260.00
		Subtotal	260.00
		TOTAL GST 15%	39.00
		TOTAL NZD	**299.00**

Due Date: 23 Jul 2017

THANK YOU FOR ADVERTISING IN THE KAIAPOI ADVOCATE.
When paying by cheque, please complete this payment advice, detach and post to the address provided. Please make cheques out to "The Kaiapoi Advocate".
Direct Credit welcome to:
BNZ - 02 0832 0011001 00
Please include invoice number if possible.

pd 9.7.2017
ref# 22532278

VISA
View and pay online now

WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO and TRIM NO:	GOV-26-08-06 / 170824091413
REPORT TO:	Kaiapoi -Tuahiwi Community Board
DATE OF MEETING:	18 September 2017
FROM:	Edwina Cordwell - Governance Adviser
SUBJECT:	Ratification of the Kaiapoi-Tuahiwi Community Board's Submission to the Waimakariri District Council regarding the Northern Pegasus Bay Bylaw 2016 Implementation Plan

SIGNED BY:
(for Reports to Council or Committees)

Department Manager

Chief Executive

1. SUMMARY

1.1. The purpose of this report is to seek the Board's ratification of its submission to the Waimakariri District Council regarding the Northern Pegasus Bay Bylaw 2016 Implementation Plan.

Attachments:

i. The Kaiapoi-Tuahiwi Community Board's Submission to the Waimakariri District Council (Trim 170822090392)

2. RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report No. 170824091413.

(b) **Ratifies** the Board's Submission to the Waimakariri District Council regarding the Northern Pegasus Bay Bylaw 2016 Implementation Plan (Trim 170822090392).

3. ISSUES AND OPTIONS

3.1. Public consultation for the Northern Pegasus Bay Bylaw 2016 Implementation Plan opened on 11 August 2017 and closed on 28 August 2017.

3.2. At its meeting of 21 August the Board decided to make a submission.

3.3. A draft submission was circulated via email on 23 August 2017 and comments sought. The submission was approved by the Board Chairperson in order to meet the deadline of 28 August.

3.4. The Management Team has reviewed this report.

4. COMMUNITY VIEWS

4.1. Public consultation occurred from 11 August to 28 August 2017.

5. FINANCIAL IMPLICATIONS AND RISKS

5.1. Not applicable.

6. CONTEXT

6.1. Policy

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

6.2. Legislation

Not Applicable.

6.3. Community Outcomes

There is a healthy and sustainable environment for all.

There are areas of significant indigenous vegetation and habitats for indigenous fauna.

Public spaces and facilities are plentiful, accessible and high quality.

Edwina Cordwell
Governance Advisor

To:	**The Waimakariri District Council**
Submission:	**Northern Pegasus Bay beaches**
From:	**The Kaiapoi-Tuahiwi Community Board**
Contact:	Edwina Cordwell - Governance Advisor
	Email: Edwina.cordwell@wmk.govt.nz
	Phone: 03 311 8900

The Chairperson would wish to be heard with regard to this submission.

The Kaiapoi-Tuahiwi Community Board (the Board) supports the Northern Pegasus Bay Bylaw 2016 Implementation Plan.

The Board Chair is a member of the Implementation Plan Working Party. The Working Party members' dedication and hard work, together with the extensive participation and engagement activities that have been undertaken, have been essential to enabling the Bylaw provisions to be coherent, appropriate and capable of being put into practice by the multiplicity of beach users, community groups and other key stakeholders having a general, cultural, business or legal interest in the beach and estuary area.

The Board supports the creation of an Advisory Group and the proposed extended membership.

The Board supports the inclusive partnership approach underpinning the achievement of various actions within the implementation plan.

The pro-active support from a range of specific sports and recreational groups to develop more formal user agreements and to be more cogniscant of others' needs is noted and welcomed.

The Board supports the actions proposed to minimise harmful vehicular and other access to beach areas balanced against the needs of legitimate users.

The proposals for improved signage and wider education of beach users by Rangers is supported as well as the proposal to ensure historic and cultural values are included.

The Board is also pleased to see a specific mention of its own role in Section 5 Action ED.1 regarding:

"*assisting in educating the community about the Bylaw to bring about a cultural shift in attitudes".*

The Board supports the principle of encouraging the beach and estuary area to be seen and treated as a coastal park and through this the potential to further encourage appropriate behaviours and respect from all users of the area.

The Board welcomes all elements of the plan that seek to preserve and enhance the ecology and natural environment of this unique area for all flora, fauna and birds. The support of the Kite Surfing Club and Rangiora Airfield to mitigate the potential conflict of these specific 'air borne' activities with bird life is noted.

The ‘how we will know if we have succeeded’ measures associated with each element of the Implementation Plan are easy to read and understand and will also assist greatly in the ongoing work of the Advisory Group and the public generally to monitor progress and improvements.

The Board also notes the commitment of WDC staff resources and those of ECan to pro-actively support the implementation of the plan and that this will be ongoing. The budget commitments are also appreciated.

Whilst a Bylaw enables formal enforcement activities to be undertaken where required, the Board is aware of the immense amount of engagement, collaboration and negotiation that has been undertaken since 2014 and the commitment that this has required.

The Board also fully supports the Research and Monitoring proposals in Section 10 and the annual on-going reporting cycle.

The Northern Pegasus Bay area is of historic, cultural and environmental importance and must be nurtured, celebrated, cherished and sustained.

The Implementation Plan can enable this to happen if all parties truly commit to its content and the Advisory Group is properly resourced and supported to become, and remain, highly effective and engaged.

Thank you,

Jackie Watson

Chair: Kaiapoi-Tuahiwi Community Board

WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO and TRIM NO:	GOV-26-08-06 / 170824091426
REPORT TO:	Kaiapoi -Tuahiwi Community Board
DATE OF MEETING:	18 September 2017
FROM:	Edwina Cordwell - Governance Adviser
SUBJECT:	Ratification of the Kaiapoi-Tuahiwi Community Board's Submission to the Waimakariri District Council regarding the Draft Waimakariri Accessibility Strategy: "Towards an Inclusive Environment".

SIGNED BY:
(for Reports to Council or Committees)

Department Manager

Chief Executive

1. SUMMARY

1.1. The purpose of this report is to seek the Board's ratification of its submission to the Waimakariri District Council regarding the Draft Waimakariri Accessibility Strategy: "Towards an Inclusive Environment".

Attachments:

i. The Kaiapoi-Tuahiwi Community Board's Submission to the Waimakariri District Council (Trim 170822090631)

2. RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report No. 170824091426.

(b) **Ratifies** the Board's Submission to the Waimakariri District Council regarding the Draft Waimakariri Accessibility Strategy: "Towards an Inclusive Environment". (Trim 170822090631).

3. ISSUES AND OPTIONS

3.1. Public consultation for the Draft Waimakariri Accessibility Strategy opened on 7 August 2017 and closed on 8 September 2017.

3.2. At its meeting of 21 August the Board decided to make a submission.

3.3. A draft submission was circulated via email on 24 August 2017 and comments sought.

3.4. The submission was approved by the Board Chairperson in order to meet the deadline of 8 September.

3.5. The Management Team has reviewed this report.

4. COMMUNITY VIEWS

4.1. Public consultation occurred from 7 August to 8 September 2017.

5. FINANCIAL IMPLICATIONS AND RISKS

5.1. Not applicable.

6. CONTEXT

6.1. Policy

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

6.2. Legislation

Not Applicable.

6.3. Community Outcomes

Public spaces and facilities are plentiful, accessible and high quality.

Edwina Cordwell
Governance Advisor

To:	**The Waimakariri District Council**
Submission:	**The Draft Waimakariri Accessibility Strategy**
	"Towards an Inclusive Environment"
From:	**The Kaiapoi-Tuahiwi Community Board**
Contact:	Edwina Cordwell - Governance Advisor
	Email: Edwina.cordwell@wmk.govt.nz
	Phone: 03 311 8900

The Chairperson would wish to be heard with regard to this submission.

The Kaiapoi-Tuahiwi Community Board (the Board) supports the Draft Waimakariri Accessibility Strategy: 'Towards an Inclusive Environment' and makes the following comments.

The Board supports the statements on Page 1 and the concept of an 'inclusive environment', reducing barriers and thus reducing 'disability'.

The Board strongly supports the concept that any and all of us can be affected directly, indirectly, permanently, temporarily by some form of impairment at any time of our life and that this message is key to changing attitudes and perceptions.

The Board acknowledges that the strategy is wide ranging and supports the eight outcomes identified in the New Zealand Disability Strategy and that these are reflected in the Council's aspirations.

The Board notes that 25.8% of the District's population are statistically identified as having an impairment of some kind, whether temporary or permanent and that this is likely to increase as the population itself 'ages'.

The Board is extremely supportive of any actions that address accident and incident prevention as a means of reducing 'preventable' impairments.

The practical actions identified on Pages 10 – 13 regarding communication, consultation and physical access are welcome and the Board notes that many of these are already being incorporated into Council's operational activities.

The Board also notes and supports the eight Goals identified on Pages 18 to 26.

However, the Board feels that the context and scope of Goal 3: Access to Council services, Programmes and Events and Goal 4: Physical Access appear to have some overlap within the detailed bullet points of each. Perhaps a clearer definition is required.

Possibly Council Housing, Rubbish and Recycling fit more neatly with Goal 4?

On Page 29 Goal 3 Council Actions are described and again seem to overlap with Goal 4 and both sections use the word 'physical access'.

There seems to be a conflict in the term 'accessibility', whether it is physical or communication based, eg 'recreation and sports programmes' accessibility could mean how

well the availability of the programmes is communicated to those who would benefit from them, not just physical access.

And some of the services mentioned in Goal 3 relate to the ability to contact the Council more easily via more ‘accessible’ methods - phone, email.

Goal 3 could perhaps be defined as on line/virtual access to other services such as Libraries, Museums and other Council service electronically based information.

This could be extended to the ability to access/attend Council and Community Board meetings ‘virtually’ perhaps and also serve to further clarify the meaning of ‘access’ in the Goal 3 definition as distinct from Physical Access.

It is unclear whether audio impairment has been considered and what measures might be taken with regard to accessibility to Council services and staff’s ability to communicate and provide information easily and appropriately.

The Board hopes these comments are of assistance.

Thank you,

Jackie Watson

Chair: Kaiapoi-Tuahiwi Community Board

DRAFT

Thank you,

Jackie Watson

WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO: GOV-26-08-06 / 170912098561

REPORT TO: Kaiapoi-Tuahiwi Community Board

DATE OF MEETING: 18 September 2017

FROM: Jackie Watson, Chairperson Kaiapoi-Tuahiwi Community Board

SUBJECT: Chair's Diary for August-September 2017

1. SUMMARY

DATE	EVENT/MEETING
26 August	Met with students from ARA to set up Town Centre display in Ruataniwha Kaiapoi Civoc Centre.
28 August	Presented the Community Board's Waste submission to WDC Hearing panel.
29 August	Attended the Waimakariri Community Service Awards
11 September	Attended Councillor Peter Allen's Memorial Service
14 September	Represented the Community Board at the Kaiapoi RSA Service for NZ's Darkest Day
15 September	Attended Kaiapoi Regeneration Reference Group meeting
16 September	Attended sod turning opening ceremony of the Passchendaele Walkway

2. RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report No. 170912098561

Jackie Watson
CHAIRPERSON