Kaiapoi-Tuahiwi Community Board

Agenda

Monday 19 June 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

KAIPOI-TUAHIWI COMMUNITY BOARD

AGENDA FOR THE MEETING OF THE KAIPOI-TUAHIWI COMMUNITY BOARD TO BE HELD IN THE RUATANWHA KAIPOI CIVIC CENTRE, 176 WILLIAMS STREET, KAIPOI ON MONDAY 19 JUNE 2017 AT 4PM.

Karyn Ward
Community Board Advocate

| 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 Kaipoi-Tuahiwi Community Board – 15 May 2017

8 - 16

RECOMMENDATION

THAT the Kaiapo-Tuahiwi Community Board:

(a) Confirms the circulated minutes of the Kaiapo-Tuahiwi Community Board meeting, held 15 May 2017, as a true and accurate record.

4 MATTERS ARISING

5 DEPUTATIONS AND PRESENTATIONS

5.1 Robin Ward, local resident, will speak to the Board in relation to item 7.1.

5.2 Kevin Dristoll, local resident, will speak to the Board in relation to item 7.1.

5.3 Marion and Harry Lamplugh, local residents, will speak to the Board in relation to item 7.1.

6 ADJOURNED BUSINESS

7 REPORTS

7.1 The future of the Silver Birch Street trees in McDougall Place, Kaiapo – G Barnard (Parks Community Assets Officer)

17 - 26

RECOMMENDATION

THAT the Kaiapo-Tuahiwi Community Board:

(a) Receives report No. 170531055473.
(b) **Approves** the retention of the council owned Silver Birch trees situated in McDougall Place, Kaiapoi.

(c) **Notes** that the retention of the Silver Birch trees is consistent with section 4.4 of the Council’s Street and Reserve Trees Policy S-CP 4535.

7.2 **New Arterial Road, West Kaiapoi, speed limits, area and road names and landscape plan – K Stevenson (Roading Manager) and J McBride (Project Manager)**

**RECOMMENDATION**

**THAT** the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report N° 170602056648.

(b) **Approves** consultation being carried out on the proposed speed limit changes in Kaiapoi as detailed on the attached plan (Doc. 170608058547).

(c) **Notes** the consultation on this proposal will be carried out between 30 June and 28 July 2017.

(d) **Notes** the Board will be updated at the end of the consultation process.

(e) **Notes** that any submissions on the proposal will be taken into account before the speed limit change is presented to the Council on 5 September 2017 for approval.

(f) **Supports** the area of Kaiapoi to the west of the motorway being referred to as Kaiapoi (west) for the purposes of road directional signage.

(g) **Supports** the new sections of the arterial road being named Giles Road and Butchers Road to reflect the current names and property addresses.

(h) **Approves** the attached landscape plan (Doc. 170608058550) for the Island Road / Mill Road area.

(i) **Notes** that the improvements to the bridge on Skewbridge Road are programmed for 2020-22 in the current LTP and that the timing will be reviewed as part of the 2018-28 LTP process.

(j) **Circulates** this report to the Rangiora-Ashley and Oxford-Ohoka Community Boards.

7.3 **Approval to install intersection controls in Rich Street at Raven Quay – K Stevenson (Roading Manager)**

**RECOMMENDATION**

**THAT** the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report No. 170515048755.
(b) **Authorises** the following intersection control pursuant to Section 2 of the Land Transport Rule: Traffic Control Devices 2004 with effect from the date of installation of the appropriate signage:

<table>
<thead>
<tr>
<th>Road to be controlled</th>
<th>Road to remain uncontrolled</th>
<th>Type of Control to be Imposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rich Street</td>
<td>Raven Quay</td>
<td>Give Way</td>
</tr>
<tr>
<td>Road from Murphy Park</td>
<td>Raven Quay</td>
<td>Give Way</td>
</tr>
</tbody>
</table>

(c) **Circulates** this report to the Utilities and Roading Committee.

7.4 **Lease of further Silverstream Reserve East Land to the Kaiapoi Pony Club – D Cameron (Community Green Space Engagement Officer)**

**RECOMMENDATION**

**THAT** the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report No. 170608058559

(b) **Approves** staff completing a variation to the Lease area currently held by the Kaiapoi Pony Club by 30,000m2 as shown on the plan included as attachment i TRIM 170608058637.

(c) **Notes** that the issuing of a variation to the Kaiapoi Pony Club Lease is consistent with the policies included in the Silverstream Reserve Management Plan.

(d) **Notes** that the lease extension area is currently leased for grazing by the owners of the adjacent property, however this lease expires on 31st July 2017

(e) **Notes** that the general conditions of the current Kaiapoi Pony Club lease, including the expiry date of 2025 will remain the same.

7.5 **Application to the Kaiapoi-Tuahiwi Community Board Discretionary Grants 2016-2017 – E Cordwell (Governance Advisor)**

**RECOMMENDATION**

**THAT** the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report No. 170608058364.

(b) **Approves** a grant of $.................. to Kaiapoi High School CACTUS Programme towards the costs of running the programme.

**OR**

(c) **Declines** the application from Kaiapoi High School CACTUS Programme.
7.6 **Report back on New Zealand Community Boards' Conference 2017 – J Watson (Board Chair), R Blair (Board Member), and P Redmond (Board Member)**

**RECOMMENDATION**

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No. 170524052913.

(b) Circulates the attachments to the other Community Boards.

8 **CORRESPONDENCE**

9 **CHAIRPERSON’S REPORT**

9.1 **Chairperson’s Report for May-June 2017**

**RECOMMENDATION**

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No. 170614060519.

10 **MATTERS FOR INFORMATION**

10.1 **Oxford-Ohoka Community Board meeting minutes – 4 May 2017** (Trim No. 170504043923)

10.2 **Woodend-Sefton Community Board meeting minutes – 8 May 2017** (Trim No. 170504043961)

10.3 **Rangiora-Ashley Community Board meeting minutes - 10 May 2017** (Trim No. 170504043973)

10.4 **Customer Satisfaction Survey 2016 Reports – Community Support and Community and Recreation Services and Facilities - R McClung (Senior Policy Analyst)** – Report to Community and Recreation Committee – 16 May 2017 (Trim No. 170503043774)

10.5 **Library Update - P Ashbey (Libraries Manager)** – Report to Community and Recreation Committee – 16 May 2017 (Trim No. 1705050448535)

10.6 **Capital Projects Report for the period ended 31 March 2017 - P Christensen (Finance Manager)** – Report to Audit and Risk Committee – 16 May 2017 (Trim No. 170501041899)

10.7 **Customer Satisfaction Survey 2016 Reports – Customer Service and Democratic Process, Communications and Overall Satisfaction - R McClung (Senior Policy Analyst)** – Report to Audit and Risk Committee – 16 May 2017 (Trim No. 170503043785)

10.8 **Register of Interests for Elected Members - S Nichols (Governance Manager)** – Report to Council – 6 June 2017 (Trim No. 170423039527)

10.9 **Consultation of the Draft Waste Management and Minimisation Plan - S Collin (Infrastructure Strategy Manager) and K Waghorn (Solid Waste Asset Manager)** – Report to Council – 6 June 2017 (Trim No. 170501042046)

10.10 **Community and Recreation Department Staff Submission - C Sargison (Manager Community and Recreation)** – Report to Council – 30 May 2017 (Trim No. 170505044822)
10.11 **Earthquake Infrastructure Recovery – Utilities & Roading Department**
Staff Submission to the 2017-18 Draft Annual Plan G Boot (Senior Engineering Advisor), K Simpson (3 Waters Manager) and K Stevenson (Roading Manager) – Report to Council – 30 May 2017 (Trim No. 170519050782)

10.12 **Funding Contribution For Kaiapoi High School Indoor Court - C Sargison (Manager Community and Recreation)** – Report to Council – 30 May 2017 (Trim No. 170508045814)

10.13 **Kaiapoi High School – 40km/h Variable Speed Limit Signs on Ohoka Road - K Stevenson (Roading Manager) and H Davies (Roading Projects Engineer)** – Report to Council – 6 June 2017 (Trim No. 170523052122)

*Note: items were circulated separately to members.*

**RECOMMENDATION**

THAT the Kaiapoi-Tuahiwi Community Board receives the information in items 10.1 - 10.13.

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**

12.1 **Draft Our District, Our Future - Waimakariri 2048, District Development Strategy**

Consultation on the draft strategy will close Friday 14 July 2017.


12.2 **Waste Management Minimisation Plan**

Consultation will close Friday 11 August 2017.

Go to [http://www.waimakariri.govt.nz/have-a-say/lets-talk](http://www.waimakariri.govt.nz/have-a-say/lets-talk) for more information.

13 **REGENERATION PROJECTS**

13.1 **Waimakariri Residential Red Zone Recovery Plan**

The Department of the Prime Minister 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](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:

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:


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 3 July 2017. This meeting is open to the public.

14 **BOARD FUNDING UPDATE**

14.1 **Board Discretionary Grant**

Balance as at 13 June 2017: $945.82.

14.2 **General Landscaping Budget**

Balance as at 13 June 2017: $41,240.99.

*Note: new funding allocation in July with report to the Board 17 July 2017.*

15 **MEDIA ITEMS**

16 **QUESTIONS UNDER STANDING ORDERS**

17 **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

**NEXT MEETING**

The next meeting of the Kaiapoi-Tuahiwi Community Board is scheduled for 4pm, Monday 17 July 2017.

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**Workshop**

1. Members Forum

2. K Waghorn, Solid Waste Asset Manager - Waste Management and Minimisation Plan Consultation (multiple bins)
MINUTES OF THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD HELD IN MEETING ROOM 1 (UPSTAIRS), RUATANIWA KAIAPOI CIVIC CENTRE, 176 WILLIAMS STREET, KAIAPOI ON MONDAY 15 MAY 2017 AT 4PM.

PRESENT
J Watson (Chair), C Greengrass (Deputy Chair), N Atkinson, R Blair, M Pinkham, and P Redmond.

IN ATTENDANCE
Councillor J Meyer.
J Palmer (Chief Executive), C Sargison (Manager Community and Recreation), T Sturley (Community Team Manager), K Ward (Community Board Advocate), and L Courtney (Governance Secretary).

1 APOLOGIES
Moved J Watson seconded P Redmond
An apology was received and sustained from S Stewart for absence.
CARRIED

2 CONFLICTS OF INTEREST
Nil.

3 CONFIRMATION OF MINUTES
3.1 Minutes of the Kaiapoi-Tuahiwi Community Board – 24 April 2017
Moved J Watson seconded C Greengrass
THAT the Kaiapoi-Tuahiwi Community Board:
(a) Amends the circulated minutes of the Kaiapoi-Tuahiwi Community Board meeting, held 24 April 2017, as follows:
   - Item 7.2, paragraph three: correction from canten levered to cantilevered.
   - Item 7.2, paragraph four: add tanga, as a suffix, to the end of “Tino Rangatira”.
   - Item 7.2, paragraph eight: to the end of the paragraph add “and particularly Osbournes who had provided a more competitive rate.”
(b) Confirms the circulated minutes of the Kaiapoi-Tuahiwi Community Board meeting, held 24 April 2017, as a true and accurate record.
CARRIED

4 MATTERS ARISING
P Redmond queried whether there had been any progress on the proposed flagpoles. C Sargison replied that costings were being sought for two options.

5 DEPUTATIONS AND PRESENTATIONS
5.1 Brent Cairns and Alicia McGarry, local residents, spoke to the Board regarding the Canterbury Regional Council Environment Canterbury (ECan)’s new bus timetable. They were supported by Nick and Mike of Bus Go Canterbury.
A McGarry had set up a Facebook page, *Kaiapoi Bus Service Upgrade*, to enable discussion and gather viewpoints.

B Cairns spoke to a tabled submission (Trim No. 170517049683), highlighting a number of comments made on Facebook.

The five main issues raised were as follows:

1. That changes to the bus schedule were decided in mid-2015, which did not take into account the closure in 2016 of the Work and Income New Zealand office in Kaiapoi, or continuing population and increases in subdivision growth.
2. The lack of shelter at bus stops, where commuters sometimes have to wait up to 60 minutes.
3. Facebook respondent’s perception that ECan had not fully appreciated the local intuition of the (then) Kaiapoi Community Board who had offered advice on service provision to meet their community's need.
4. The lack of a ‘Park and Ride’ ride facility in the Kaiapoi town centre.
5. The lack of a convenient and accessible transport service between Kaiapoi and Rangiora, for residents who require goods and services not available in Kaiapoi.

B Cairns summarised his submission requests:

- That the current Board advocate for an immediate review of the bus services in Kaiapoi.
- That a ‘Park and Ride’ facility be installed in the Kaiapoi town centre.
- That ECan undertake meaningful consultation with all Kaiapoi residents and commuters, including the elderly and students.

N Atkinson queried responses from ECan. B Cairns replied that to date, only a standardised response had been received. A McGarry added that she had been advised that the delay in implementing the changes had been due to the development of the western arterial.

A McGarry commented that many residents, who utilise the bus services on a regular basis, live in North Kaiapoi. She believed these residents were being disadvantaged with the change in the bus route and times.

M Pinkham queried whether a shuttle service would be a suitable option. B Cairns responded that a shuttle option was presented when ECan conducted its pre-2015 community consultation, however this was later deemed financially unfeasible and did not progress.

R Blair sought clarification that Silverstream residents were happy with the new service. B Cairns replied that he had observed a few local residents meeting the bus when he had utilised the service. A McGarry added that a ‘Park and Ride’ facility brings people into commercial areas and so the current location benefits the Silverstream shops, but not the town centre.

C Greengrass queried whether Grey Power North Canterbury had been approached for their view on the matter. B Cairns replied that they had not been approached but would follow up.

C Greengrass sought clarification of the review in 6-8 weeks, noted in the submission document. B Cairns replied that was the advice given from ECan staff.

P Redmond queried how the Board could take action on the matter. J Palmer replied that a report could be requested from staff.

N Atkinson to J Palmer referred to Kaiapoi Community Board’s initial submission to ECan and queried the process for effecting change. J Palmer suggested that representatives of the current Board could request speaking rights at an upcoming ECan Council meeting, and request a meeting with the staff responsible for public transport.
J Palmer advised that a meeting of the Greater Christchurch Public Transport Joint Committee was to occur in a few days, and for the matters raised to be forwarded to that meeting through the Waimakariri District Council’s representative, Deputy Mayor Kevin Felstead.

J Watson commended the speakers on their deputation and advised that the Board would continue to follow up on the issues raised.

6 ADJOURNED BUSINESS
Nil.

7 REPORTS

7.1 Proposed Modifications to Kaiapoi Community Centre – T Sturley (Community Team Manager) and C Sargison (Manager Community and Recreation)

C Sargison addressed questions raised by M Pinkham prior to the meeting, as follows:

1. Damley Club space issues: C Sargison advised that initial conversations regarding the removal of the wall were prior to earthquake strengthening the building. During the strengthening work it became a structural wall, which has consequently resulted in increased costs to alter again.

2. Breakdown of sources of projected income: C Sargison advised that the projected income was $16,000, with $12,000 coming from Wellbeing North Canterbury (WNC). The shortfall would be made up through applications to grants.

3. WNC’s current rent commitment: C Sargison advised this was currently $45,700 and had been raised during the Council’s 2016/2017 Annual Plan process. The outcome proposed was for WNC to move into the Kaiapoi Community Centre to reduce overheads. WNC were supportive of the proposal.

4. Current balance of the Community and Recreation account: C Sargison advised that the budget for operating/maintaining all Council buildings was approximately $2.5M per year. Rent charges are based on the condition of the building and the facilities available, and is balanced alongside what community groups can afford; for example, the Rangiora Town Hall generates approximately $100,000 in rent from commercial use. This approach helps community groups avoid applying for grants to cover the rent of Council owned buildings. He highlighted that Council buildings and facilities are well used, and often booked out well in advance.

C Sargison advised that the costings in the report included facilities usually provided by a landlord, including services, some furniture and covers for windows etc.

J Watson noted some of the services proposed as tenants of the Centre work in health fields, and queried whether funding from Central Government was available. C Sargison responded that most funding from Central Government related to service provision, not buildings or rent.

C Greengrass sought clarification that the budget for the Darnley Club improvements was only for the removal of the wall. C Sargison confirmed that the budget covered all physical construction, including the removal of the old wall, but did not include the fit out.
C Greengrass enquired whether WNC or the Darnley Club had been approached for a contribution. C Sargison advised that staff had held discussions with WNC, who did have not the capacity to contribute financially; WNC would be applying for a grant for the fit out. Discussions have not been held with the Darnley Club, but it would take place before the project begins.

P Redmond queried whether rent saved by WNC utilising a Council-owned building would result in reduction of this deficit need to be considered in future Annual Plans. C Sargison advised that staff have had discussions with WNC addressing this.

P Redmond queried support from the Darnley Club for the alterations, noting it was not mentioned in the report. C Sargison responded that the Council have been in discussions with the Darnley Club over a number of years regarding alterations. The current options being presented to the Board and Council are a compromise for all parties involved.

P Redmond sought confirmation that the Darnley Club were supportive of the proposed project. C Sargison confirmed they were. C Greengrass provided background to the development of the project.

P Redmond enquired whether allowances had been made for other services to be present at Kaiapoi Community Centre. C Sargison advised that a ‘hot-desk’ office would be available for use by community groups or service providers, not permanently located at the centre, including potentially Work and Income New Zealand.

N Atkinson queried a stocktake of community spaces, current and future. C Sargison advised that a report could be prepared for the Board. J Palmer advised that a stocktake of community facilities is being carried out, in preparation for the Council’s 2018-2028 Long Term Plan. C Sargison added it would involve discussing the levels of service that need to be provided/offerred which can then be used to assess the Council’s community facilities. He added that a number of large community spaces will soon become available in Kaiapoi at rebuilt local churches and schools, for use by the community.

C Greengrass queried whether the Council would have to approve the plan as a whole, or whether decisions could be made on sections of it. C Sargison advised that each clause could be voted on separately.

Moved R Blair seconded C Greengrass

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No. 170428041725.

Recommends that the Council:

(b) Approves the proposed modifications to the ‘Community Centre’ space.

(c) Approves the proposed modification to the Mill Room to accommodate the expansion of the Darnley Club space

(d) Approves additional budget of $165,000 for the alterations to the community space with $50,000 funded from the Earthquake Recovery Loan and $115,000 to be funded from the Recreation Community Buildings Account.

(e) Approves additional budget of $30,000 for the alterations to the Mill/Cam Room to provide additional space for the Darnley Club to be funded from the Recreation Account.

(f) Notes that if funding is approved it is intended to commence the work in June 2017.
(g) **Notes** that the likely income from the building will be $16,000 per annum from the Community Space and $2,630 including GST per annum from the Darnley Club.

CARRIED

R Blair was pleased to see the project to expand the Darnley Club progress, as it has been discussed for approximately ten years. He stated that the additional space was required by the Darnley Club, and commended the hard work of all those involved.

C Greengrass commended the project. She commented that she would have preferred a larger extension, but believed it was a good compromise and would be well utilised by the community.

M Pinkham also spoke in support of the project

8 **CORRESPONDENCE**

Nil.

9 **CHAIRPERSON’S REPORT**

9.1 **Chair’s Diary for April - May 2017**

Moved J Watson seconded N Atkinson

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No. 170509046202.

CARRIED

10 **MATTERS REFERRED FOR INFORMATION**

10.1 **Oxford-Ohoka Community Board meeting minutes – 6 April 2017** (Trim No. 170406033740)

10.2 **Woodend-Sefton Community Board meeting minutes – 10 April 2017**  
(Trim No. 170308022656)

10.3 **Rangiora-Ashley Community Board meeting minutes – 15 April 2017**  
(Trim No. 170406033880)

10.4 **Customer Satisfaction Survey 2016 Reports – District Planning and Regulatory Performance** – Report to District Planning and Regulation Committee – 18 April 2017 (Trim No. 170331031689)

10.5 **Customer Satisfaction Survey 2016 Reports – Utilities and Roading** – Report to Utilities and Roading Committee – 18 April 2017 (Trim No. 170331031643)

Moved J Watson seconded P Redmond

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

CARRIED
11 MEMBERS’ INFORMATION EXCHANGE

Board members have attended a variety of events and meetings for elected members including those specified.

11.1 P Redmond
- ANZAC Day service in Kaiapoi: a moving experience, well organised by the RSA.
- New Zealand Community Boards’ Conference 2017 in Methven: found this an excellent learning experience.
- Kaiapoi Historic Society’s AGM: found Jean Turvey’s knowledge of the history of local street names interesting listening.

11.2 M Pinkham
- Kaiapoi River Rehabilitation Consultation community drop in session.
- Breakfast held by the Kaiapoi Promotion Association, including a presentation from the Council on the District Development Strategy.
- As a Board representative:
  o Cam River Enhancement Subcommittee: Dr Henry Hudson’s report on the state of the waterways had been received and discussed. Meetings will occur on a more regular basis.

11.3 C Greengrass
- Board drop in sessions and a community meeting.
- ANZAC Day Kaiapoi Dawn service and Tuahiwi service: found the two services were interestingly distinct from each other.
- As a Board representative:
  o Pines and Kairaki Beaches Association AGM: low key affair due to the delay in completing the hall.
  o You,Me,We,Us:
    ▪ Flag flying above Blackwells Deapartment Store: queried the process for officially making it Kaiapoi’s flag. It was suggested that it be incorporated into the flagpole investigations.
    ▪ Beautification of the Kaiapoi Town Centre: sought the Board’s support to move planters.

11.4 R Blair
- New Zealand Community Boards’ Conference.
- Kaiapoi Museum AGM.

11.5 N Atkinson
- Kaiapoi River Rehabilitation Consultation: would like to invite Dr Hudson to speak to the Board regarding his report.

11.6 J Watson
- New Zealand Community Boards’ Conference in Methven: commented that water was a major topic.

12 CONSULTATION PROJECTS

12.1 Kaiapoi High School Speed Limits
12.2 Kaiapoi East – New Road Link
12.3 Rebuilding Courtenay Drive

The Board noted the Consultation Projects.
13 **REGENERATION PROJECTS**

13.1 **Waimakariri Residential Red Zone Recovery Plan**

13.2 **Town Centre, Kaiapoi**

13.3 **New Arterial Road, Kaiapoi**

M Pinkham advised that many in the community have raised concerns with the proposed intersection layout of Island Road and the new arterial road descending from the motorway overbridge. N Atkinson added that he has received similar feedback from the community and sought advice on how to make sure concerns raised would be addressed.

J Palmer responded that traffic lights at the intersection were the original preference. However, it was decided that compulsory stop signs on Island Road were an appropriate solution, with the option to change to lights in the future.

J Meyer advised that there has been a lot of discussion regarding that particular intersection. Heavy vehicles use that road, which is why a roundabout was considered.

N Atkinson referenced the three laning of the motorway, and questioned why appropriate intersection measures were not being implemented now rather than later.

The concerns raised would be forwarded to the appropriate staff, including an invitation to provide a briefing to the Board on the matter. M Pinkham added that any safety recommendations should also be included in the briefing.

13.4 **Kaiapoi Regeneration Steering Group**

The Board noted the Regeneration Projects.

14 **BOARD FUNDING UPDATE**

14.1 **Board Discretionary Grant**

Balance as at 10 May 2017: $945.82

14.2 **General Landscaping Budget**

Balance as at 10 May 2017: $41,240.99

The Board noted the balances.

15 **MEDIA ITEMS**

The Kaiapoi Advocate will publish a story regarding the New Zealand Community Boards’ Conference in the 19 May 2017 issue.

16 **QUESTIONS UNDER STANDING ORDERS**

There were no questions under Standing Orders.

17 **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

There was no urgent general business under Standing Orders.
NEXT MEETING

The next meeting of the Kaiapoi-Tuahiwi Community Board is scheduled for 4pm, Monday 19 June 2017 at the Ruatanawiha Kaiapoi Civic Centre.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 5.29PM.

CONFIRMED

__________________________
Chairperson

__________________________
Date
**Workshop** 5.30pm - 5.36pm

1. *Members’ Forum.*

   Items discussed included maintenance of Feldwick Drive drain.
WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO and TRIM NO: GOV-26-08-06 / Trim 170531055473
REPORT TO: Kaiapoi - Tuahiwi Community Board
DATE OF MEETING: 19 June 2017
FROM: Greg Barnard – Parks Community Assets Officer
SUBJECT: The future of the Silver Birch Street trees in McDougall Place, Kaiapoi

SIGNED BY: [Signature] Department Manager
(for Reports to Council or Committees) [Signature] Chief Executive

1. SUMMARY

1.1. The purpose of this report is to provide the Kaiapoi - Tuahiwi Community Board with information to allow a decision to be made on the future of the eight Council owned Silver Birch (Betula Pendula) street trees located in McDougall Place, Kaiapoi.

1.2. There have been several requests received over the last few years by some residents of McDougall Place to remove the Silver Birch trees for the following reasons:

1.2.1. The trees drop leaves and catkins which blocks spouting

1.2.2. Some roots are growing into properties and may be growing under foundations. Roots near the tree trunk in the berms are making it difficult to mow.

1.2.3. Several residents report that the pollen from the trees exacerbate pre-existing medical conditions such as sinus or asthma for themselves or family members.

1.3. A survey of the residents requesting their views on the removal of the trees was conducted by hand delivered mail drop to all the residences in the street. It provided the opportunity for residents to provide feedback on the future of the trees.

1.4. This report proposes that the Kaiapoi – Tuahiwi Community Board decides on the best course of action for the future of the trees.

Attachments:

I McDougall Place Street Tree Location Map
ii McDougall Place Silver Birch Trees Street view
iii McDougall Place tree adjacent to 91 Robert Coup Rd

2. RECOMMENDATION

THAT the Kaiapoi – Tuahiwi Community Board:

(a) Receives report No. 170531055473.

(b) Approves the retention of the council owned Silver Birch trees situated in McDougall Place, Kaiapoi.
(c) **Notes** that the retention of the Silver Birch trees is consistent with section 4.4 of the Council's Street and Reserve Trees Policy S-CP 4535.

3. **ISSUES AND OPTIONS**

3.1. The resident of 91 Robert Coop Road, which is located at the corner of Robert Coup Road and McDougall Place, has requested the removal of the adjacent Silver Birch street tree located in McDougall Place. The resident purchased the property in December 2014.

3.2. There have been several requests from other residents over the last few years requesting that individual Silver Birch trees on McDougall Place be removed. Council's standard operating procedure is that only dead, diseased or dangerous trees be removed and the requests have been denied on that basis. Given the number of previous requests that have been received staff are seeking a decision on the future of the trees.

3.3. There are eight Council owned street trees located within the berm all of which are Silver Birch (*Betula pendula*). They were planted as part of the original sub-division landscaping approximately 30 years ago. They vary in height from 7 to 14 metres with the majority being 10 to 12 metres with trunks 200 to 300mm in diameter. Silver Birch trees can reach a height of between 15 and 20 metres with a life expectancy of 50 to 70 years in an urban environment. They are deciduous and drop leaves as well as flowers in the form of catkins during autumn.

The majority of the trees are in good health and form without any apparent defects or issues. The tree outside 91 Robert Coop Road has had some issues in the past and has suffered storm related damage. However, this has been corrected by Council’s contract arborists and while the tree has not regained its natural form its health has improved over the past several years. Contractors are monitoring the health of the tree and will report any deterioration that may occur in the future for follow up action.

3.4. The reasons given by various residents for requesting the trees be removed are:

3.4.1. They drop leaves and catkins which blocks spouting

3.4.2. Some roots are growing into properties and may be growing under foundations,

3.4.3. Roots near the tree trunk in the berms are making it difficult to mow around some of the trees

3.4.4. Some of the trees are shading properties

3.4.5. Several residents report that the pollen from the trees exacerbate pre-existing medical conditions such as sinus or asthma for themselves or family members.

3.5.

3.6. The following details how the various issues may be mitigated without the removal of the trees:

3.6.1. **Leaf and catkins fall.** Trees dropping leaves, flowers, seeds or catkins is considered a part of what trees do naturally as part of the environment. There are a number of cost effective methods such as the installation of gutter guard products which prevent leaves etc from blocking spouting

3.6.2. **Roots growing into adjacent properties or under foundations.** Silver Birch trees are not known to be a species whose roots would normally damage hard landscaping or building foundations. It is possible that some roots from the trees may be growing close to the surface as they become larger. This can be mitigated by the addition of a thin layer of top soil to provide sufficient cover to allow grass to continue to grow over the root.
3.6.3. **Roots near the trunk make it difficult to mow around trees.** As the trees mature the roots directly adjacent to the trunk will thicken and form a buttress to support the tree as its mass increases. It is not possible to remove these roots and ensure that the tree will remain stable in high wind events. This is part of the natural growth process of the tree. While it may not be possible to use a mower to trim the grass around the large roots the use of hand clippers or similar tools will allow the area to be easily maintained.

3.6.4. **Some trees are shading properties.** Shading, like leaf fall, is considered part of the natural environment. Trees by their very nature and structure provide shade and it is not considered sufficient reason to remove a healthy well-formed tree. Silver Birch trees are deciduous and therefore any shading they may produce is minimised during the colder months of the year. Conversely, the benefits of shade produced by trees during the warmer months by reducing the ambient air temperature, lessening the UV exposure of homes, minimising ground water loss from surrounding gardens and absorbing air and waterborne contaminants means that trees modify the environment in a number of positive ways by growing new leaves and creating shade.

3.6.5. **The trees exacerbate pre-existing medical conditions such as sinus or asthma.** There is evidence that pollen from Silver Birch trees can create an allergic reaction in some sufferers. The condition, called Allergic Rhino Conjunctivitis, is one of the most common allergic conditions and can be caused by pollen from various sources. According to the Auckland Allergy Clinic the plant causing the biggest problem in New Zealand is the perennial ryegrass which is abundant in the District. Research shows that while Silver Birch trees produce a large amount of pollen there are other trees which are common throughout North Canterbury which also produces large amounts of pollen that cause this condition. The most prolific of these include Cupresses (*C Macrocarpa*), Allergens (trees that produce nuts e.g. chestnut, hazelnut, pine nut, walnut etc). Pines (*Pinus Radiata,* Privets (*Ligustrum*) all of which produce large amount of pollen each year with the prevailing northerly winds carrying it across the District for long distances.

It should be noted that there are 222 Council owned street and reserve trees within approximately 200 metres of McDougall Place. Of these 55 (24.8%) are Silver Birch trees. There are several stands of Silver Birch Trees containing a total 46 trees located in the adjacent Glenvale Walkway directly to the north and west of McDougall Place. There are also large areas of open grasses in the area which are both Council and privately owned including Glenvale Walkway, Kaiapoi High School, Risely Reserve and the grassed areas of the northern Motorway corridor. To the west of the Motorway corridor there are open tracts of land containing grass and trees including pines and macrocapas and it would be expected that large volumes of seeds and pollen would be blown across the area by the prevailing winds.

3.7. **Staff do not recommend removal of the tree for the following reasons;**

3.7.1. Most of the reasons reported by the residents are either easily mitigated or require no mitigation. Blocked spouting can be managed by the simple installation of gutter guard. Shading is considered part of the natural environment and tree development and is part of what trees do as part of their development and life cycle. Any roots that do effect hard landscaping or building foundations can be dealt with on a case by case basis as required and this will not require the complete removal of the tree to manage.

3.7.2. While there is evidence that pollen from Silver Birch trees can create allergic reactions in those who may be susceptible there are also a large number of other
species that produce the same reaction. Pollen is easily transported by wind and there is no certainty that removal of all the trees in McDougall Place will have any effect on resident especially given the large number of other sources such as the Glenvale Walkway trees and large grassed areas within the immediate area.

3.7.3. It has taken many years for these trees to obtain their size and they add character and amenity value to the streetscape and the neighbourhood. McDougall Place provides a pedestrian link between the wider area and Glenvale Walkway, which is a major recreational and ecological feature of the Kaiapoi township. As such, the future of the trees should be considered not only based on the effect their removal or retention may have on the street but also the effect it may have on the wider community and environment. As mentioned previously, there are a number of this species of tree in the immediate vicinity and this provides a linkage between the urban and greenspace environments.

3.7.4. Street trees contribute to the health of the environment by reducing air pollution, while at the same time providing ecological diversity by attracting and supporting bird and insect life. They also contribute to the character, shape and form of the district by adding a natural element to the urban environment.

3.7.5. Leaf and catkin fall can be annoying for some residents but it is a natural part of what trees do. As deciduous trees grow and develop through the year they shed leaves as part of their growth cycle. Silver Birch trees do not produce excessive numbers of leaves for their size and this natural act is not sufficient reason for healthy trees to be removed.

3.7.6. Silver Birch leaves compost easily and while the trees do produce catkins for a short period of the year staff feel that this inconvenience is outweighed by the amenity value that the trees provide not only to McDougall Place but to the surrounding neighbourhood in general. Council’s Roading Team provide street sweeping on a regular basis to remove leaf and blossom from the kerb and channel to ensure drains are kept free of debris. As in other areas of the District additional sweeping is provided at times of leaf fall and also carried out when issues are reported by residents.

3.7.7. Root growth is also a natural part of what trees do and it is not possible to completely prevent root intrusion into adjacent properties nor is it desirable to restrict root growth unless absolutely necessary. Silver Birch trees are not known to be a species that causes damage to well-constructed hard infrastructure such as house foundations. It is intended that should the Board resolve to retain the status quo that staff would investigate the installation of root guard to mitigate the effects of root intrusion on hard landscaping should it occur on a case by case basis. It is not possible to completely eliminate roots growing under paths and driveways etc as roots will search out moisture and nutrients but it is possible to reduce the size and number of roots penetrating under structures should they begin to cause damage with the use of root guard if required. The roots of most tree species will not grow in areas where there is no moisture, nutrients or oxygen available and these are not readily present under most structures such as houses.

3.7.8. It is not possible to reduce or remove large or buttress type roots around the tree trunk as their removal could make the tree unstable in high wind events and open the tree up to the introduction of disease. Normally the large roots are within the grass berm directly adjacent to the trunk and it is not felt that these would create a pedestrian trip hazard where there is a formed path. Berms where roots may grow above ground level can be managed with the addition of top soil to encourage grass to grow over the root and fill in any hollows that may form.

3.8. Standard Operating Procedure defines the conditions for the removal of street trees only in cases where trees are dead, diseased or dying or where they are creating severe hardship.
3.9. The options for the future of the trees is to either:

3.9.1. **Maintain the status quo**, (i.e. allow the trees to remain in their current state with appropriate future maintenance to maintain their natural shape). This is the preferred option. There were 11 replies to the request for feedback received from the residents of which three supported the retention of the trees and eight which would like the trees removed.

OR

3.9.2. **Remove the trees entirely and replace them with another species** of juvenile tree at an appropriate time. This is not the preferred option. As indicated in option 1 above There were 11 replies to the request for feedback received from the residents of which three supported the retention of the trees and eight which would like the trees removed.

4. **COMMUNITY VIEWS**

4.1. A consultation flyer and feedback form was delivered to all residents of McDougall Place asking their views on either retaining or removing the trees.

4.2. Of the residences (21) surveyed a total of eleven responses were received. Of those responses three supported the retention of the trees while eight supported retaining the trees.

5. **FINANCIAL IMPLICATIONS AND RISKS**

5.1. **Option 1**: Maintain the status quo. Should the status quo remain there is no additional cost to the Council.

5.2. **Option 2**: Remove the trees entirely and replace them with an appropriate species of juvenile tree. If the trees are removed there will be an approximate cost of $6000 for removal of the trees. The cost of replacing the trees with an alternative species would cost approximately $2800. All costs would be paid from the Council’s tree maintenance budget.

6. **CONTEXT**

6.1 **Policy**

This matter is not a matter of significance in terms of the Council's Significance Policy. Section 4.4 of the Council’s Street and Reserve Trees Policy S-CP 4535 as detailed in section 6.4 of this report applies.

6.2 **Legislation**

There is no specific legislation regarding the removal of street trees. Applicants do have the right of legal recourse under the provisions of the Property Law Act 2007 should the Board decide not to authorise removal of the trees. Sub part 4 of the act refers to the removal of trees. Section 335 refers to what the court may consider should an application be made.

335 **Matters court may consider in determining application for order under section 333**

- (1) In determining an application under section 334, the court may make any order under section 333 that it thinks fit if it is satisfied that—
  - (a) the order is fair and reasonable; and
• (b) the order is necessary to remove, prevent, or prevent the recurrence of—
  • (i) an actual or potential risk to the applicant’s life or health or property, or the life or health or property of any other person lawfully on the applicant’s land; or
  • (ii) an undue obstruction of a view that would otherwise be enjoyed from the applicant’s land, if that land may be used for residential purposes under rules in a relevant proposed or operative district plan, or from any building erected on that land and used for residential purposes; or
  • (iii) an undue interference with the use of the applicant’s land for the purpose of growing any trees or crops; or
  • (iv) an undue interference with the use or enjoyment of the applicant’s land by reason of the fall of leaves, flowers, fruit, or branches, or shade or interference with access to light; or
  • (v) an undue interference with any drain or gutter on the applicant’s land, by reason of its obstruction by fallen leaves, flowers, fruit, or branches, or by the root system of a tree; or
  • (vi) any other undue interference with the reasonable use or enjoyment of the applicant’s land for any purpose for which it may be used under rules in the relevant proposed or operative district plan; and
  • (c) a refusal to make the order would cause hardship to the applicant or to any other person lawfully on the applicant’s land that is greater than the hardship that would be caused to the defendant or any other person by the making of the order.

6.3 Delegated Authority

The Kaiapoi Community Board has the delegated authority to authorise tree removal within the ward.

6.4 Street and Reserves Tree Policy S-CP4535

4.4 Removal of Street Trees

The removal of a healthy tree will only be considered in the following circumstances and even then, only when all options for retaining it have been eliminated:

• Where it causes severe hardship consistent with District Court decisions;
• Where it causes severe disruption to essential services;
• Where it is necessary for a street tree redevelopment plan to be implemented;
• Where it is necessary for the realignment/reformation of a footpath.

The Council’s operating procedures contained within the Quality Manual (QS-R905 Street Trees), relating to tree removal in streets and relevant to this situation are as follows:

“3. REMOVAL OF STREET TREES;

3.1 Objective

To protect the Council’s and community’s investment in street trees in the immediate future and throughout generations.

3.2 Explanation

3.2.1 Not everyone values street trees. The Council receives a number of requests each year from residents requesting that a particular tree or street of trees be removed. The most common reasons given for the request are nuisance from shading and leaf litter.
3.2.2 In some cases inappropriate species have been planted and a replacement programme is needed. In others the Council considers the nuisance the tree is causing an individual is less than the loss the removal of the tree will be to the community and future generations, given the number of years it takes for a tree to reach maturity.

3.3 Standard Operating Procedure

3.3.1 The removal of a healthy tree will only be considered in the following circumstances and even then, only when all options for retaining it have been eliminated:
- Where it causes severe hardship consistent with District Court decisions
- Where it causes severe disruption to essential services
- Where it is necessary for a street tree redevelopment plan to be implemented
- Where it is necessary for the realignment/reformation of a footpath

3.3.2 Trees, which are obviously dead, dangerous or diseased will be removed. Note: The Kaiapoi Community Board has delegation for the removal of trees from parks, reserves and streets or other Council land located in Kaiapoi.

3.3.3 In situations where residents claim healthy street trees are having a negative impact on their properties, the following procedure will be followed:
- The tree/s will be inspected by a Council Recreation and Reserve Advisor to ascertain the problem/s.
- Any appropriate remedial works will be carried out by skilled tree contractors at the Council’s expense. (appropriate works are defined as those necessary to alleviate the problem/s, although not to the extent that the natural attractive form or stability of the tree is destroyed in the operation).

3.3.4 Where a resident’s request for the removal of a tree is declined, the applicant may ask for the issue to be forwarded to Council’s Community & Recreation Committee or the Community Board for its consideration.

3.3.5 Where a resident’s request for the removal of a tree has been declined by the Council, the resident has the right to apply to the District Court to have the matter heard.

3.3.6 In the event of a road widening or other type of public work where trees are present and have to be removed, consideration is to be given to relocate the trees, if they are suitable for this purpose."

7. COMMUNITY OUTCOMES

The maintenance of parks and reserves contributes to the following outcome;

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

Greg Barnard
Parks Community Assets Officer
WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO: RDG-32-38 / 170602056648
REPORT TO: Kaiapoi-Tuahiwi Community Board
DATE OF MEETING: 19 June 2017
FROM: Ken Stevenson, Roading Manager
       Joanne McBride, Project Manager
SUBJECT: New Arterial Road, West Kaiapoi, speed limits, area and road names and landscape 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 Boards approval for a number of items that need addressing before the West Kaiapoi New Arterial Road (NAR) is completed and opened.

1.2. These items are as follows:-
   - Approval to consult on a speed limit proposal along the new road and along Island Road and Adderley Terrace.
   - Support for a name for this area so directional signage can be improved.
   - Support for the road name for the new arterial road.
   - Approval of a landscape plan for the area of reserve east of where the redwood tree was removed.

1.3. The speed limit for the new road has been assessed using the new NZ Speed Management Guideline along with comments from the detailed design safety audit and informal feedback from the community. The recommended proposal is for a 50km/h speed limit from Ohoka Road across the overbridge and through the Island Road intersection, then a 60km/h speed limit along the new road to the end of the houses on Butchers Road, then an 80km/hr speed limit through to the west side of the Skewbridge Road bridge. This is shown on the attached plan.

1.4. It is also proposed to change the speed limit on Island Road between Cosgrove Road and Giles Road to 50km/h as this area is now predominately urban in nature and a temporary 50km/h speed limit is currently in place. To be consistent with this speed limit it is also proposed to change the speed limit on Adderley Terrace to 50km/h. It is currently 70km/h.

1.5. It is suggested the area of Kaiapoi to the west of the Motorway be referred to as Kaiapoi (west) so that directional signage can be standardised for the benefit of motorists who may not be familiar with the area.
1.6. Regarding road names for the NAR it is noted the new road replaces part of Giles Road and is along the existing Butchers Road. All existing properties have either a Giles Road or Butchers Road address so the road could simply retain the existing names. This would have the least disruption to existing properties. This is the suggested option.

1.7. As requested by the Board a landscape plan has been developed for the reserve area opposite where the redwood tree was removed. The purpose of this plan is to beautify this area and to compensate for the loss of the redwood tree and two oak trees.

**Attachments:**
- Plan showing proposed speed limits (Doc. 170608058547)
- Plan showing the Ohoka Road/Island Road Intersection (Doc. 170613059993)
- Road Names Plan (Doc. 170608058551)
- Landscaping Plan (Doc. 170608058550)

2. **RECOMMENDATION**

**THAT** the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report No. 170602056648.

(b) **Approves** consultation being carried out on the proposed speed limit changes in Kaiapoi as detailed on the attached plan (Doc. 170608058547).

(c) **Notes** the consultation on this proposal will be carried out between 30 June and 28 July 2017.

(d) **Notes** the Board will be updated at the end of the consultation process.

(e) **Notes** that any submissions on the proposal will be taken into account before the speed limit change is presented to the Council on 5 September 2017 for approval.

(f) **Supports** the area of Kaiapoi to the west of the motorway being referred to as Kaiapoi (west) for the purposes of road directional signage.

(g) **Supports** the new sections of the arterial road being named Giles Road and Butchers Road to reflect the current names and property addresses.

(h) **Approves** the attached landscape plan (Doc. 170608058550) for the Island Road / Mill Road area.

(i) **Notes** that the improvements to the bridge on Skewbridge Road are programmed for 2020-22 in the current LTP and that the timing will be reviewed as part of the 2018-28 LTP process.

(j) **Circulates** this report to the Rangiora-Ashley and Oxford-Ohoka Community Boards.

3. **ISSUES AND OPTIONS**

3.1. **BACKGROUND**

(a) The construction of the new arterial road is a requirement of the Outline Development Plan for the West Kaiapoi area.

3.3. The New Arterial Road is required to allow for the development of land within the West Kaiapoi Outline Development Plan area. This new road also has
some benefits to the Council in respect to improving the road network. These benefits are:

- The existing bridge over the Kaiapoi River only just meets Class 1 loading standards and it is desirable to have some overload capacity on this key arterial route.
- The intersection at Ohoka Road / Island Road / Cosgrove Road has some safety issues that can be addressed through the new arterial road.
- This arterial road provides a strategic link to the west side of Rangiora via Flaxton Road, Fernside Road and Townsend Road and so this improvement will strengthen that strategic link and it will help relieve pressure on Southbrook Road and Lineside Road.

3.4. The construction of the new road is now well underway and there are a number of outstanding issues that still need to be addressed and approved. These are the speed limits in the area, the area name, the road name and a landscape plan the issues and options associated with these issues is covered below.

3.5. SPEED LIMITS

3.6. New Arterial Road speed limit

3.7. In 2013 the scheme design for the NAR was prepared and at that time a speed limit assessment was carried out using the Land Transport Rule: Setting of Speed Limits 2003. That assessment concluded a 70km/h speed limit would be appropriate on the NAR and it was proposed the existing 70km/h speed limit across the Ohoka Road overbridge would remain.

3.8. Since that time NZTA has reviewed the way speed limits are managed and late last year the NZ Speed Management Guide was published. The speed limit for the NAR was then reviewed using the new guidelines. This was done in December 2016.

3.9. That review identified three options as follows

- Option 1 – the 70km/h option referred to in 3.7 above.
- Option 2 – same as Option 1 with a 60km/h speed limit including across the overbridge.
- Option 3 – a 70km/h speed limit on the NAR and a 50km/h speed limit across the Ohoka Road overbridge and across Island Road.

3.10. The recommended option at that stage was Option 3. The 50km/h speed limit across the overbridge and across Island Road was required to address safety issues at the Island Road intersection.

3.11. This option was sent to NZTA for comment. Also a safety audit was carried out on the detailed design for the new road. In addition feedback was obtained from the Community Board on this option and there have been comments from the residents of houses close to the new road about road noise.

3.12. This feedback is summarised as follows:

- NZTA pointed out the NZ Speed Management Guide and the draft new rule for setting speed limit no longer consider 70km/h speed limits to be appropriate.
- The safety audit identified potential safety issues at the Mill Road intersection that the auditors considered have the potential to be
exacerbated with the operating speeds of 100km/h and they suggested a lower speed limit be considered in this location.

- Board members suggested the speed limit should be lower to beyond the bridge on Skewbridge Road due to the narrow low speed nature of the bridge and the approaches. This issue has been raised by others in the past as well.
- Some residents adjoining the new road raised a concern about traffic noise on the new road and a lower speed would lower the noise level.

3.13. When this feedback was taken into account a 4th option was developed.

3.14. This option is as follows:

- A 50km/h speed limit across the Ohoka Road overbridge and across Island Road.
- A 60km/h speed limit along the new road to the end of the last house on Butchers Road.
- An 80km/h speed limit from the last house on Butchers Road to the west side of the curve onto the Skewbridge Road
- See attached plan showing the proposed speed limits

3.15. The advantages of this option is it aligns well with the new speed management guide, it addresses the issues raised in the safety audit and it takes into account the community feedback.

3.16. Also an 80km/h speed limit at the western end is consistent with the 80km/h speed limit on Flaxton Road on the approach to Rangiora.

3.17. A disadvantage of this option is the 60km/h speed limit along the new road might result in a low level of compliance due to the relatively wide open nature of the road however with houses adjoining the road, the number of intersections and the curve in the road it is unlikely to result in excessively high average speeds. Speeds in the mid to high 60’s rather than the low to mid 60’s might be more common. This would still be a safe speed in these conditions and for the road design.

3.18. Another issue is the lower speed limit might impact on people’s perception of this route being an attractive alternative route from Rangiora to the motorway. The length of road covered by the lower speed limit is about 2.5km. A 20km/h speed difference over that distance equates to about 20 seconds. For someone driving to Christchurch city this is not significant and it will be faster than the current route.

3.19. Staff have discussed this speed limit option with NZTA staff and they agree with the assessment and with the option.

3.20. Island Road and Adderley Terrace speed limit

3.21. When the new arterial road is opened Island Road between Cosgrove Avenue and where it will stop opposite Giles Road will be a local road and urban in nature. As such a 50km/h speed limit is the appropriate speed limit. This section of Island Road currently has a temporary 50km/h speed limit.

3.22. The speed limit on Adderley Terrace has also been reviewed and while it is noted that Adderley Terrace currently has a 70km/h speed limit from Island Road through to the houses west of Sneyd Street the actual speed environment is closer to 50km/h due to the curves in the road. Also over time
this area will be built up with houses. It is proposed to change this speed limit to 50km/h to be consistent with the other speed limits in the area and with the proposed Island Road speed limit.

3.23. Speed limit process and timeline

3.24. The proposed process and timeline for the speed limit changes is as follows.

- Kaiapoi Tuahiwi Community Board support to consult – 19 June 2017 (this report)
- Consultation – 30 June to 28 July 2017
- Council approval of the speed limit – 5 September 2017
- Notify NZTA and Police of the change – 6 September – 6 October 2017
- Implement the changes

3.25. Area Name

3.26. An issue with the growth of Kaiapoi further to the west of the motorway is that directional signage from the motorway needs to be clear for the benefit of motorists who may not be familiar with the area.

3.27. Currently signage on the motorway itself shows “Kaiapoi” for the off ramp to Ohoka Road. This is appropriate. However when the off ramp meets Ohoka Road “Kaiapoi Town Centre” is currently signed to the east and “Ohoka” and “Rangiora” are signed to the west. For motorists who are not familiar with the area and Kaiapoi this would be confusing if their destination was Kaiapoi to the west of the motorway.

3.28. It is suggested that the sign where the off ramp meets Ohoka Road has “Kaiapoi (west)” added to it to indicate Kaiapoi does cover both sides of the motorway.

3.29. Road name for the new arterial road.

3.30. The question of the name for the new arterial road has been raised. Options are to retain the existing names (the recommended option), name it Ohoka Road or give it a completely new name.

3.31. The recommended option of retaining the existing names of Giles Road and Butchers Road would mean all existing properties would retain their current addresses and so would arguably be the least disruptive. However the route from Kaiapoi to Rangiora would have a number of road names, Ohoka Road, Giles Road, Butchers Road, Island Road, Skewbridge Road and Flaxton Road.

3.32. It is noted that 3 properties have addresses onto the new road. Two are owned by the Council and only one is in private ownership. This assumes the two properties on the corner of Giles Road and the new road retain their Giles Road addresses, as their accesses will be onto the existing Giles Road and not the new road. Also west of Mill Road the property on the corner of Mill Road and Island Road has an Island Road address, 383 Island Road, although its access is off Mill Road. This property could have a Mill Road address if Island Road changed and that would be more consistent with where its access is.

3.33. Naming the new road Ohoka Road would have the advantage of continuity of the Ohoka Road name and extending it to join up with Skewbridge Road would result in some consolidation of road names along this route. It would result in a change of address for the properties noted above including 383 Island Road. This option would have the advantage of not splitting the Island Road road name.
3.34. Ohoka Road is currently numbered from the Motorway end towards Williams Street however the numbers start at 56 so if Ohoka Road did extend further west then the numbering for the properties along the new arterial road could work in with the existing numbering.

3.35. If the Board wished to support this option then feedback would need to be obtained from the property owners affected before a decision could be made.

3.36. Giving the new road a completely new name is not recommended as it would just add to the proliferation of road names along the route and so could be more confusing.

3.37. Landscape Plan

3.38. When the decision was made to remove the Redwood tree at the Mill Road intersection, the Board requested a landscape plan be developed for the area to ‘compensate’ for the loss of the tree. The landscape plan which was prepared by the Greenspace Team, is attached for the Boards consideration and approval.

3.39. The tree species which have been selected are consistent with the existing plantings around the Mill Road and Ohoka area and are to replace the Redwood and Oak trees which were removed to allow for the new road alignment.

3.40. The new section of reserve area will be grassed and mown along with the existing reserve.

3.41. The Management Team has reviewed this report and supports its recommendations.

4. THE COMMUNITY VIEWS

4.1. As noted above staff have discussed the proposed speed limits on the new arterial road with NZTA and have also taken into account informal feedback from the community in developing the proposed changes.

4.2. The Land Transport Rule: Setting of Speed Limits 2003 [54001] as amended, requires the Council to formally consult with a number of external agencies during the review of a speed limit. The following persons will be consulted in accordance with this requirement and their views will be taken into account:
  
  - The local community that is considered to be affected by the proposed speed limit
  - The Commissioner of Police
  - The Chief Executive Officer of NZ Transport Agency
  - The Chief Executive Officer of the NZ Automobile Association Inc
  - The Chief Executive Officer of the Road Transport Forum NZ

4.3. It is proposed to seek community views by sending letters to all property owners directly affected, through the Council’s website, social media and by a notice in local newspapers.

4.4. The naming of the Kaiapoi area west of the motorway has been discussed with Fred Rahm of H Investments and with NZTA from a road directional signage point of view. NZTA, and the council, only supports road signage using official name places. ‘Silverstream’ is not an official place name and so Silverstream
cannot be used on directional road signage. NZTA agree with ‘Kaiapoi (west)’
being used on signage.

4.5. No community views have been sought on the name of the new arterial road
at this stage. The Board may wish to seek community and directly affected land
owners views before formally deciding on a name or names.

5. FINANCIAL IMPLICATIONS AND RISK

5.1. The cost of managing the speed limit and directional signage changes is
modest and is covered within the new arterial road budget.

5.2. There are no significant risks associated with this matter.

6. CONTEXT

6.1. Policy

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

6.2. Links to Community Outcomes

There is a safe environment for all.

Transport is accessible, convenient, reliable, affordable and sustainable.

6.3. Statute

Section 145 of the Local Government Act 2002 empowers the Council to make a
bypaw for its district to protect, promote and maintain public health and safety.

The Land Transport Rule: Setting of Speed Limits Rule requires that permanent
speed limits be set by bylaw.

The Speed Limits Bylaw 2009 enables the Council to set speed limits by Council
resolution.

Ken Stevenson        Joanne McBride
Roading Manager      Project Manager
NEW ARTERIAL ROAD
WEST KAIAPOI
ROAD NAMES

Vehicle Through
Access to be closed
Access to properties only

This section of Island Road will become a local road

Existing Giles Road to be stopped
PROPOSED LANDSCAPING PLAN

NEW ARTERIAL ROAD

KEY
- Sequoiadendron giganteum (Wellingtoina)
- Quercus coccinea (Scarlet Oak)
- Quercus ellipsoidalis (Northern Pin Oak)
- Nothofagus fusca (Red Beech)

Redwood and two Oak trees removed

New Bridge

Road to be stopped

20.5

34.4
WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO and TRIM NO: RDG-30 / 170515048755

REPORT TO: Kaiapoi – Tuahiwi Community Board

DATE OF MEETING: June 19, 2017

FROM: Ken Stevenson (Roading Manager)

SUBJECT: Approval to install intersection controls in Rich Street at Raven Quay

SIGNED BY:
(for Reports to Council or Committees)

<table>
<thead>
<tr>
<th>Department Manager</th>
<th>Chief Executive</th>
</tr>
</thead>
</table>

1. SUMMARY

1.1. The purpose of this report is to seek the Boards approval to install Give Way controls on Rich Street and on the road from Murphy Park at Raven Quay.

1.2. This intersection is currently uncontrolled and the Land Transport Rule: Traffic Control Devices 2004 requires that all intersections that have four or more approaching roadways must be controlled.

Attachments:

i. Location Plan

2. RECOMMENDATION

THAT the Kaiapoi – Tuahiwi Community Board:

(a) Receives report No. 170515048755.

(b) Authorises the following intersection control pursuant to Section 2 of the Land Transport Rule: Traffic Control Devices 2004 with effect from the date of installation of the appropriate signage:

<table>
<thead>
<tr>
<th>Road to be controlled</th>
<th>Road to remain uncontrolled</th>
<th>Type of Control to be Imposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rich Street</td>
<td>Raven Quay</td>
<td>Give Way</td>
</tr>
<tr>
<td>Road from Murphy Park</td>
<td>Raven Quay</td>
<td>Give Way</td>
</tr>
</tbody>
</table>

(c) Circulates this report to the Utilities and Roading Committee
3. **ISSUES AND OPTIONS**

3.1. The intersection at Raven Quay and Rich Street and the road from Murphy Park currently has no form of intersection control in place. The Land Transport Rule: Traffic Control Devices 2004 requires that all intersections that have four or more approaching roadways must be controlled.

3.2. The appropriate controls at these intersections are Give Way controls since the visibility is good when approaching the intersection and the speed limit is 50km/h.

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

4. **COMMUNITY VIEWS**

4.1. No specific consultation has been undertaken on the proposed intersection controls because the Land Transport Rule: Traffic Control Devices 2004 specifically requires these types of intersections to be controlled.

5. **FINANCIAL IMPLICATIONS AND RISKS**

5.1. This work is funded from within the annual Roading budget for Traffic Services. The total cost of the controls is detailed is not significant in that context.

6. **CONTEXT**

6.1. **Policy**

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

6.2. **Links to Community Outcomes**

   There is a safe environment for all.

   Transport is accessible, convenient, reliable and sustainable.

6.3. **Statute**

   Intersection controls are governed by the Land Transport Rule: Traffic Control Devices 2004

---

Ken Stevenson
Roading Manager
Legend

Rich Street - Raven Quay intersection where controls are to be installed

Location of Proposed New Give Way Controls on Rich Street

Date: 17/05/2017
Audit: WAIMAKIRIRI DISTRICT COUNCIL

Scale @ A4 - 1:564
WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO and TRIM NO: GOV-26-08-06, CPR-04-30-10 / 170608058559

REPORT TO: Kaiapoi -Tuahwi Community Board

DATE OF MEETING: 19 June 2017

FROM: Dan Cameron, Community Green Space Engagement Officer

SUBJECT: Lease of further Silverstream Reserve East Land to the Kaiapoi Pony Club

SIGNED BY: Lease of further Silverstream Reserve East Land to the Kaiapoi Pony Club

Department Manager

Chief Executive

1. SUMMARY

The purpose of this report is to seek approval from the Board to complete a variation to the lease currently held by the Kaiapoi Pony Club to include a further 3 Hectares of land in the Eastern Silverstream Reserve for recreational purposes.

Attachments:

i. Aerial Map showing proposed lease area in relation to the existing lease currently held by the Pony Club – TRIM 170608058637

ii. Written Request from Kaiapoi Pony Club to lease land adjacent to the club's current lease - TRIM 170608058640

2. RECOMMENDATION

THAT the Kaiapoi – Tuahwi Community Board

(a) Receives report No. 170608058559

(b) Approves staff completing a variation to the Lease area currently held by the Kaiapoi Pony Club by 30,000m2 as shown on the plan included as attachment i TRIM 170608058637.

(c) Notes that the issuing of a variation to the Kaiapoi Pony Club Lease is consistent with the policies included in the Silverstream Reserve Management Plan.

(d) Notes that the lease extension area is currently leased for grazing by the owners of the adjacent property, however this lease expires on 31st July 2017

(e) Notes that the general conditions of the current Kaiapoi Pony Club lease, including the expiry date of 2025 will remain the same.
3. **ISSUES AND OPTIONS**

**Silverstream East Lease Renewal**

3.1. Andrea Smith of Kaiapoi has leased the land which is owned by the Waimakariri District Council since 1997. This land is part of the eastern end of Silverstream Reserve. The aerial map included as attachment (i) illustrates the lease area.

3.2. The lease is due to expire on 30th July 2017. However the lease has been extended for a further 2 months until August 31st to allow Ms. Smith a reasonable amount of time to find alternative arrangements for grazing her horses.

3.3. When looking to recommend that a grazing lease is granted or extended for any significant length of time the Reserves Act 1977 requires that the land must first not be required for the purpose for which it is classified. The land in question is classified under the Reserves Act 1977 as recreation reserve.

3.4. The adjacent land within the Silverstream Reserve is also currently leased to the Kaiapoi Pony Club. The Kaiapoi Pony Club has requested to extend their lease area to include the land currently leased by Ms. Smith. A written request to that effect was sent to staff on the 11th of December 2016 and is included as attachment (ii). The activity undertaken by the Kaiapoi Club is consistent with the purpose of a recreation reserve.

3.5. On this basis staff have recommended that the current grazing lease held by Ms Smith is not renewed and a variation to the existing lease held by the Kaiapoi Pony Club is created to include the area. The boundaries of the new lease are shown in attachment (i).

3.6. This report proposes that the Kaiapoi Pony Club extend their lease area as a variation of their current lease and that all general conditions of the current lease including the end date of 2025 remain unchanged.

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

4. **COMMUNITY VIEWS**

4.1. The Silverstream Advisory Group have discussed the proposal and expressed some concern at their 3rd May 2017 meeting that given Ms. Smith’s long term tenancy, should the lease not be renewed in her favour there may not be a reasonable amount of time for her to make other arrangements. It was agreed that the lease would therefore be extended two further months to compensate for this.

4.2. The Group is closely involved with members of the pony club and surrounding neighbours and don’t object to the land being used by the Kaiapoi Pony Club.

4.3. Ms. Smith is aware of the proposal not to renew her current lease.

5. **FINANCIAL IMPLICATIONS AND RISKS**

5.1. If the recommendations in this report are approved the Kaiapoi Pony Club will be required to pay $1.00 if required. This is consistent with the rate they are currently charged for their existing lease.

5.2. If the recommendations in this report are approved there will be a net loss of income to the Council of $400 per annum. However, there will be increased recreation opportunities made available to the community and the land will also continue to be maintained by lease holders so there will be no additional operational cost to Council.
6. **CONTEXT**

**Policy**

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

**Legislation**

The Reserve Act 1977 requires under Section 73 that land can only be leased out for grazing when it is not for the time being required for the purpose for which it is classified. The land within Silverstream Reserve is managed under the Reserves Act 1977 as Recreation Reserve.

Staff are recommending that the land currently leased for grazing is transferred to a lease for the purpose of activities associated with the Kaiapoi Pony Club. This is consistent with the purpose of a recreation reserve as described in the Reserves Act 1977.

The issuing of a lease for the Pony Club is consistent with the Silverstream Reserve Management Plan produced in 2009. Policy 10, Leases states the following:

Leases permitted for grazing as a form of grounds maintenance or for specified community use. The Kaiapoi Pony Club is considered to be a specified community use.

**Community Outcomes**

Public Spaces and facilities are plentiful, accessible and high quality
Attachment (i):
Aerial Map showing proposed lease area in relation to the existing lease currently held by the Pony Club
Attachment (ii) Written Request from Kaiapoi Pony Club to lease land adjacent to the Clubs’ current lease

Dan Cameron

From: Chris Brown
Sent: Tuesday, 13 December 2016 10:42 AM
To: Dan Cameron
Subject: FW: Paddock Lease

Chris Brown | Community and Greenspace Manager
Parks & Recreation
chris.brown@wmt.govt.nz
Customer Service: 03 311 8900 or 03 327 6834
Phone: 03 311 8902 | Fax: 6810
DOI: 03 311 8975 | Mobile: 021 430 438

From: Andrea Gallop [mailto:galloptanda@gmail.com]
Sent: Sunday, 11 December 2016 10:05 p.m.
To: Chris Brown
Subject: Paddock Lease

Dear Chris

On behalf of the Kaiapoi Pony Club, I believe that the lease for the land currently occupied by Andrea Smith, off Mabers Road (backing onto our grounds on South Eyre Road) is up for renewal in the new year. The Club would like to express their interest in taking over this lease, if possible.

Our main reason for acquiring this land is to enable us to have additional space to build our own cross country course. This would benefit not only our members but the wider community and allow us to run more events on our grounds, as opposed to having to hire facilities elsewhere eg McLeans Island.

If there is further information or anything else you require please let me know.

Regards
Tony Gallop
President
Kaiapoi Pony Club
WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO and TRIM NO: GOV-26-08-06 /170608058364

REPORT TO: Kaiapoi-Tuahiwi Community Board

DATE OF MEETING: 19 June 2017

FROM: Edwina Cordwell, Governance Advisor

SUBJECT: Application to the Kaiapoi-Tuahiwi Community Board Discretionary Grants 2016-2017

SIGNED BY: 
Department Manager
Chief Executive

1. SUMMARY

1.1. The purpose of this report is to consider one application for funding that has been received from:

<table>
<thead>
<tr>
<th>Name of Organisation</th>
<th>Purpose</th>
<th>Amount requested</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kaiapoi High School CACTUS Programme</td>
<td>Towards the cost of running the programme four times a year engaging 30 students per programme.</td>
<td>$500</td>
</tr>
</tbody>
</table>

Total: $500

1.2. Current balance: $945.82.

Attachments:

i. Application forms from Kaiapoi High School CACTUS Programme (Trim 170526053810)

ii. Spreadsheet showing previous two years grants.

iii. Board funding criteria 2016/2017. (Trim 160630062676)

2. RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No. 170608058364

(b) Approves a grant of $..................... to Kaiapoi High School CACTUS Programme towards the costs of running the programme.

OR

(c) Declines the application from Kaiapoi High School CACTUS Programme.
3. **ISSUES AND OPTIONS**

3.1 The Kaiapoi High School CACTUS Programme is seeking $500 from the Board’s Discretionary Grant towards the costs of running the Combined Adolescent Challenge Training Unit and Support (CACTUS) Programme.

3.2 This is a youth programme based at Kaiapoi High School, which aims to provide challenges through fitness, education, support and life skills in order to assist students to become more productive members of their community.

3.3 Students attend three early morning sessions each week for an hour, then participate in a group breakfast. The programme runs for eight weeks and ends with a final day of extreme challenges that tests all of the skills the students have learnt throughout the course.

3.4 Students’ fitness improves in challenging environments whilst also developing and improving social skills. The programme educates and encourages young people to take personal responsibility, learn about healthy lifestyles and resilience, identify personal strength and weakness as well as identifying potential leadership qualities and learning about empathy and tolerance.

3.5 Students form positive relationships and bonds with the school staff and local community groups who are involved in the programme. Staff often comment on improved attendance in school and improvements in behaviour and social skills within their classroom and extra-curricular environments. Police staff form strong, long lasting positive relationships with the school and the students involved. Parents have also acknowledged how their children become more independent and resilient at home.

3.6 Together with an instructor, the programme uses staff volunteers from Kaiapoi High School, Kaiapoi Police and the Kaiapoi Fire Service to run the programme.

3.7 Each programme accommodates 30 students, with 4 programmes a year requiring $12,200 of funding. Over 70% of the students are from the Kaiapoi-Tuahīwi community area with approximately 20% from the Woodend-Sefton community area.

3.8 CACTUS is seeking funding to keep the programme running. Funding covers food, transport, instructor and equipment costs required to run the course.

3.9 The programme has run since 2014 with over 250 students having completed it. Students involved in the programme come from a variety of families, including at–risk, head students, junior and senior house captains and all of those in-between.

3.10 All accountability forms have been received. Financial information has been included with the application. The programme will still take place if the application is declined.

3.11 The Board may approve or decline grants in accordance with the grant guidelines.

3.12 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 2016/17 includes budget provision for the Kaiapoi-Tuahīwi Community Board to approve grants to community groups up to a total of $4,850. The requested grants for consideration in June 2017 total $500.00.
5.2. The current balance of the grant fund is $945.82. If the requested funding is approved at this meeting, the Board’s grant fund will hold a balance of $445.82. This is the last opportunity for applications to be considered before the end of the financial year 2016/17.

5.3. The application criteria specify that grants are normally limited to a maximum of $500 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 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.

Edwina Cordwell
Governance Advisor
Groups Applying for Board Discretionary Grants 2016/2017

Name of Group: Kaiapoi High School CACTUS Programme

Address: 101 Ohoka Road, Kaiapoi

Contact Person within Organisation: Lucy Tame

Position within Organisation: Teacher in Charge of CACTUS, Teacher of Food & Nutrition, Health & PE

Contact phone number: 0274741461  Email: l.tame@kaiapoi.school.nz

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

CACTUS stands for Combined Adolescent Challenge Training Unit and Support. It is a youth programme based at Kaiapoi High School, which aims to provide challenges through fitness, education, support and life skills, in order to assist them to become more productive members of their community. Students attend three early morning sessions each week for an hour, then participate in a group breakfast. The programme runs for eight weeks and ends with a final day of extreme challenges that tests all of the skills the students have learnt throughout the course.

Along with an instructor, the programme uses staff volunteers from Kaiapoi High School, Kaiapoi Police, and the Kaiapoi Fire Service to run the programme. Our aim is to obtain funding to keep the programme running, which includes four programmes throughout each year. Funding covers food, transport, instructor and equipment costs required to run the course.

The programme has run since 2014, having just started the 13th programme, with over 250 students having completed the programme. Students involved in the programme come from a variety of families, including at-risk, head students, junior and senior house captains and all of the inbetween. This programme has been a success in so many students lives, helping all areas of their well-being. Our wish is for this programme to continue and to do so funding is vital for this.

What is the timeframe of the project? Four times a year

Overall Cost of Project: $12,200  Amount Requesting: $500.00

How many people will directly benefit from this project? 120 ppy

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 70 %  Oxford-Ohoka 0 %  Rangiora-Ashley 0 %  Woodend-Sefton 20 %

Other (please specify): 1% Styx Mill

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

If No – what are the consequences to the community/organisation?
KAIAPOI-TUAIHIWI COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION

What are the direct benefit(s) to the participants?
Students fitness improves in challenging environments, they develop and improve social skills, it educates and encourages young people to take personal responsibility, they learn about healthy lifestyles and resilience, they identify personal strength and weakness, it identifies potential leadership qualities and students also learn about empathy and tolerance. The overall benefits to improving their total wellbeing, now and in the future.

What is the benefit(s) to your organisation?
Students form positive relationships and bonds with the school staff and local community groups who are involved in the programme. Staff often comment on improved attendance in school and improvements in behaviour and social skills within their classroom and extra curricular environments. Police staff form strong, long lasting positive relationships with the school and the students involved. Parents have also acknowledged how their children become more independent and resilient at home.

What are the benefit(s) to the Kaiapoi-Tuahiwi community or wider district?
As the programme incorporates local support from a range of community groups, this improves the relationships between these organisations and their roles within the district, especially with key members such as the local police youth aid sector.

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 have received $1000 from The Rural Canterbury Health Organisation, assisted by Sarah Saunders for our course tee shirts.

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: Lucy Tame

Date: 22/5/2017
CACTUS Budget 2017 - Supporting Costs Document KHS

- Note: 2016 Financial Balance Sheet information is currently at the auditor's, so our Financial Advisor Margaret Bartholomeusz (m.bartholomeusz@kaiapoi.school.nz) will send it through if required.

Regards

Lucy Tame
Teacher of Food & Nutrition, Health & Physical Education
Kaiapoi High School
03 375 5004

<table>
<thead>
<tr>
<th>CACTUS Budget Per Term (based on 30 students)</th>
<th>Information</th>
<th>1 Term</th>
<th>Whole Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Facilitator/Instructor</td>
<td>5hrs p/week @$30 p/hr x 8 weeks + 9hrs longest day</td>
<td>$1,470.00</td>
<td>$5,880.00</td>
</tr>
<tr>
<td>Transport Costs</td>
<td>$250 per term</td>
<td>$250.00</td>
<td>$1000.00</td>
</tr>
<tr>
<td>T shirts</td>
<td>$700 (doesn't includes 12 staff tshirts p/term) (initial start up cost extra $$)</td>
<td>$700.00</td>
<td>$2,800.00</td>
</tr>
<tr>
<td>Breakfast Food</td>
<td>Longest day lunches not included</td>
<td>$630.00</td>
<td>$2,520.00</td>
</tr>
<tr>
<td>Total per group each term</td>
<td>$3,050.00</td>
<td>$12,200.00</td>
<td></td>
</tr>
<tr>
<td>Total per student</td>
<td>$101.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
KAIAPOI HIGH SCHOOL

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2016

School Address: 101 Ohoka Road, Kaiapoi
School Postal Address: 101 Ohoka Road, Kaiapoi, 7630
School Phone: 03 375 5004
School Email: learn@kaiapoi.school.nz
Ministry Number: 314
KIAPOI HIGH SCHOOL

Financial Statements - For the year ended 31 December 2016

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<td>Statement of Comprehensive Revenue and Expense</td>
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<td>3</td>
<td>Statement of Changes in Net Assets/Equity</td>
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<tr>
<td>4</td>
<td>Statement of Financial Position</td>
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<td>5</td>
<td>Statement of Cash Flows</td>
</tr>
<tr>
<td>6</td>
<td>Statement of Accounting Policies and Notes to the Financial Statements</td>
</tr>
</tbody>
</table>
Kaiapoi High School
Statement of Responsibility

For the year ended 31 December 2016

The Board of Trustees accepts responsibility for the preparation of the annual financial statements and the judgements used in these financial statements.

The management (including the principal and others as directed by the Board) accepts responsibility for establishing and maintaining a system of internal controls designed to provide reasonable assurance as to the integrity and reliability of the school’s financial reporting.

It is the opinion of the Board and management that the annual financial statements for the financial year ended 31 December 2016 fairly reflects the financial position and operations of the school.

The School's 2016 financial statements are authorised for issue by the Board.

__________________________________________  __________________________________________
Full Name of Board Chairperson                 Full Name of Principal

__________________________________________  __________________________________________
Signature of Board Chairperson                 Signature of Principal

__________________________________________  __________________________________________
Date                                            Date
### Kaiapoi High School

**Statement of Comprehensive Revenue and Expense**

For the year ended 31 December 2016

<table>
<thead>
<tr>
<th>Notes</th>
<th>Revenue</th>
<th>2016 Actual $</th>
<th>2016 Budget (Unaudited) $</th>
<th>2015 Actual $</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Government Grants</td>
<td>7,503,028</td>
<td>7,236,054</td>
<td>6,838,899</td>
</tr>
<tr>
<td>2</td>
<td>Locally Raised Funds</td>
<td>561,700</td>
<td>430,591</td>
<td>447,117</td>
</tr>
<tr>
<td>3</td>
<td>Interest Earned</td>
<td>44,276</td>
<td>51,000</td>
<td>61,139</td>
</tr>
<tr>
<td>4</td>
<td>International Students</td>
<td>293,355</td>
<td>343,738</td>
<td>341,134</td>
</tr>
<tr>
<td></td>
<td>Total Revenue</td>
<td>8,402,359</td>
<td>8,061,383</td>
<td>7,688,289</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Notes</th>
<th>Expenses</th>
<th>2016 Actual $</th>
<th>2016 Budget (Unaudited) $</th>
<th>2015 Actual $</th>
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<tbody>
<tr>
<td></td>
<td>Locally Raised Funds</td>
<td>94,772</td>
<td>90,000</td>
<td>87,468</td>
</tr>
<tr>
<td>3</td>
<td>International Students</td>
<td>251,329</td>
<td>258,590</td>
<td>283,265</td>
</tr>
<tr>
<td>4</td>
<td>Learning Resources</td>
<td>5,774,350</td>
<td>5,550,963</td>
<td>4,955,382</td>
</tr>
<tr>
<td>5</td>
<td>Administration</td>
<td>433,139</td>
<td>436,339</td>
<td>391,290</td>
</tr>
<tr>
<td>6</td>
<td>Finance Costs</td>
<td>7,221</td>
<td>8</td>
<td>3,325</td>
</tr>
<tr>
<td>7</td>
<td>Property</td>
<td>1,570,757</td>
<td>1,469,036</td>
<td>1,273,852</td>
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<tr>
<td>8</td>
<td>Depreciation</td>
<td>156,975</td>
<td>120,000</td>
<td>121,332</td>
</tr>
<tr>
<td></td>
<td>Loss on Disposal of Property, Plant and Equipment</td>
<td>147</td>
<td>-</td>
<td>5,082</td>
</tr>
<tr>
<td>20</td>
<td>Transport</td>
<td>261,328</td>
<td>197,200</td>
<td>191,230</td>
</tr>
<tr>
<td></td>
<td>Total Expenses</td>
<td>8,550,018</td>
<td>8,122,136</td>
<td>7,312,226</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Notes</th>
<th>Net Surplus / (Deficit)</th>
<th>2016 Actual $</th>
<th>2016 Budget (Unaudited) $</th>
<th>2015 Actual $</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Other Comprehensive Revenue and Expense</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>Total Comprehensive Revenue and Expense for the Year</td>
<td>(147,659)</td>
<td>(60,753)</td>
<td>376,063</td>
</tr>
</tbody>
</table>

The above Statement of Comprehensive Revenue and Expense should be read in conjunction with the accompanying notes.
Kaiapoi High School

Statement of Changes in Net Assets/Equity
For the year ended 31 December 2016

<table>
<thead>
<tr>
<th></th>
<th>2016 Actual</th>
<th>2016 Budget (Unaudited)</th>
<th>2015 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance at 1 January</td>
<td>1,711,553</td>
<td>1,711,553</td>
<td>1,335,490</td>
</tr>
<tr>
<td>Total comprehensive revenue and expense for the year</td>
<td>(147,659)</td>
<td>(60,753)</td>
<td>376,063</td>
</tr>
<tr>
<td>Equity at 31 December</td>
<td>1,563,894</td>
<td>1,650,800</td>
<td>1,711,553</td>
</tr>
<tr>
<td>Retained Earnings</td>
<td>1,563,894</td>
<td>1,650,800</td>
<td>1,711,553</td>
</tr>
<tr>
<td>Equity at 31 December</td>
<td>1,563,894</td>
<td>1,650,800</td>
<td>1,711,553</td>
</tr>
</tbody>
</table>

The above Statement of Changes in Net Assets/Equity should be read in conjunction with the accompanying notes.
### Kaiapoi High School

**Statement of Financial Position**

As at 31 December 2016

<table>
<thead>
<tr>
<th>Notes</th>
<th>2016 Actual</th>
<th>2016 Budget (Unaudited)</th>
<th>2015 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td><strong>Current Assets</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash and Cash Equivalents</td>
<td>9</td>
<td>577,834</td>
<td>414,495</td>
</tr>
<tr>
<td>Accounts Receivable</td>
<td>10</td>
<td>308,341</td>
<td>396,104</td>
</tr>
<tr>
<td>GST Receivable</td>
<td></td>
<td>40,191</td>
<td>43,205</td>
</tr>
<tr>
<td>Prepayments</td>
<td></td>
<td>12,620</td>
<td>19,368</td>
</tr>
<tr>
<td>Inventories</td>
<td>11</td>
<td>-</td>
<td>731</td>
</tr>
<tr>
<td>Investments</td>
<td>12</td>
<td>411,940</td>
<td>817,315</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>1,350,926</strong></td>
<td><strong>1,691,218</strong></td>
</tr>
<tr>
<td><strong>Current Liabilities</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accounts Payable</td>
<td>14</td>
<td>381,097</td>
<td>524,282</td>
</tr>
<tr>
<td>Revenue Received in Advance</td>
<td>15</td>
<td>198,004</td>
<td>268,627</td>
</tr>
<tr>
<td>Provision for Cyclical Maintenance</td>
<td>16</td>
<td>49,204</td>
<td>33,774</td>
</tr>
<tr>
<td>Finance Lease Liability - Current Portion</td>
<td>17</td>
<td>48,117</td>
<td>28,730</td>
</tr>
<tr>
<td>Funds Held in Trust</td>
<td>18</td>
<td>156,859</td>
<td>141,085</td>
</tr>
<tr>
<td>Funds held for Teen Parent Unit</td>
<td>21</td>
<td>38,486</td>
<td>(53,115)</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>871,767</strong></td>
<td><strong>943,383</strong></td>
</tr>
<tr>
<td><strong>Working Capital Surplus/(Deficit)</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>479,159</td>
<td>747,835</td>
</tr>
<tr>
<td><strong>Non-current Assets</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property, Plant and Equipment</td>
<td>13</td>
<td>1,150,860</td>
<td>979,638</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>1,150,860</strong></td>
<td><strong>979,638</strong></td>
</tr>
<tr>
<td><strong>Non-current Liabilities</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Provision for Cyclical Maintenance</td>
<td>16</td>
<td>34,929</td>
<td>43,343</td>
</tr>
<tr>
<td>Finance Lease Liability</td>
<td>17</td>
<td>31,196</td>
<td>33,330</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>66,125</strong></td>
<td><strong>76,673</strong></td>
</tr>
<tr>
<td><strong>Net Assets</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>1,563,894</strong></td>
<td><strong>1,650,800</strong></td>
</tr>
<tr>
<td><strong>Equity</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>1,563,894</strong></td>
<td><strong>1,650,800</strong></td>
</tr>
</tbody>
</table>

The above Statement of Financial Position should be read in conjunction with the accompanying notes.
Kaiapoi High School

Statement of Cash Flows
For the year ended 31 December 2016

<table>
<thead>
<tr>
<th>Notes</th>
<th>2016 Actual</th>
<th>2016 Budget (Unaudited)</th>
<th>2015 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>$</td>
<td>$</td>
<td>$</td>
<td></td>
</tr>
</tbody>
</table>

**Cash flows from Operating Activities**
- Government Grants 2,178,743 2,001,945 1,934,240
- Locally Raised Funds 475,230 430,591 491,358
- International Students 321,523 343,738 287,748
- Goods and Services Tax (net) 3,015 - (14,072)
- Payments to Employees (996,982) (995,380) (799,181)
- Payments to Suppliers (2,027,773) (1,695,959) (1,687,653)
- Interest Paid - (76,688) (76,765)
- Interest Received 45,993 51,000 63,682
- Net cash from/(to) the Operating Activities (252) 59,247 199,357

**Cash flows from Investing Activities**
- Proceeds from Sale of PPE (and Intangibles) - - -
- Purchase of PPE (and Intangibles) (144,332) - (276,342)
- Proceeds from Sale of Investments 405,375 - 138,549
- Net cash from/(to) the Investing Activities 261,043 - (137,793)

**Cash flows from Financing Activities**
- Finance Lease Payments (53,979) - 54,938
- Funds Administered on Behalf of Third Parties 15,774 - -
- Net cash from/(to) the Financing Activities (38,205) - 54,938

**Net increase/(decrease) in cash and cash equivalents**

<table>
<thead>
<tr>
<th></th>
<th>2016 Actual</th>
<th>2015 Actual</th>
<th>2016 Budget (Unaudited)</th>
</tr>
</thead>
<tbody>
<tr>
<td>$</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>222,586</td>
<td>59,247</td>
<td>116,502</td>
<td></td>
</tr>
</tbody>
</table>

The statement of cash flows records only those cash flows directly within the control of the School. This means centrally funded teachers’ salaries and the use of land and buildings grant and expense have been omitted.

The above Cash Flow Statement should be read in conjunction with the accompanying notes.
Kaiapoi High School
Notes to the Financial Statements

1. Statement of Accounting Policies
For the year ended 31 December 2016

Statement of Accounting Policies

1.1 Reporting Entity
Kaiapoi High School (the School) is a Crown entity as specified in the Crown Entities Act 2004 and a school as described in the Education Act 1989. The Board of Trustees (the Board) is of the view that the School is a public benefit entity for financial reporting purposes.

1.2 Basis of Preparation

Reporting Period
The financial reports have been prepared for the period 1 January 2016 to 31 December 2016 and in accordance with the requirements of the Public Finance Act 1989.

Basis of Preparation
The financial statements have been prepared on a going concern basis, and the accounting policies have been consistently applied throughout the period.

Financial Reporting Standards Applied
The Education Act 1989 requires the School, as a Crown entity, to prepare financial statements in accordance with generally accepted accounting practice. The financial statements have been prepared in accordance with generally accepted accounting practice in New Zealand, applying Public Sector Public Benefit Entity (PBE) Standards Reduced Disclosure Regime as appropriate to public benefit entities that qualify for Tier 2 reporting. The school is considered a Public Benefit Entity as it meets the criteria specified as “having a primary objective to provide goods and/or services for community or social benefit and where any equity has been provided with a view to supporting that primary objective rather than for financial return to equity holders”.

PBE Accounting Standards Reduced Disclosure Regime
The School qualifies for Tier 2 as the school is not publicly accountable and is not considered large as it falls below the expenditure threshold of $30 million per year. All relevant reduced disclosure concessions have been taken.

Measurement Base
The financial statements are prepared on the historical cost basis unless otherwise noted in a specific accounting policy.

Presentation Currency
These financial statements are presented in New Zealand dollars, rounded to the nearest dollar.

Specific Accounting Policies
The accounting policies used in the preparation of these financial statements are set out below.

Critical Accounting Estimates and Assumptions
The preparation of financial statements requires management to make judgements, estimates and assumptions that affect the application of accounting policies and the reported amounts of assets, liabilities, revenue and expenses. Actual results may differ from these estimates.

Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised and in any future periods affected.

Useful lives of property, plant and equipment
The School reviews the estimated useful lives of property, plant and equipment at the end of each reporting date. The School believes that the estimated useful lives of the property, plant and equipment as disclosed in the Significant Accounting Policies are appropriate to the nature of the property, plant and equipment at reporting date. Property, plant and equipment is disclosed at note 13.
Critical Judgements in applying accounting policies
Management has exercised the following critical judgements in applying accounting policies:

Classification of leases
The School reviews the details of lease agreements at the end of each reporting date. The School believes the classification of each lease as either operation or finance is appropriate and reflects the nature of the agreement in place. Finance leases are disclosed at note 17.

Recognition of grants
The School reviews the grants monies received at the end of each reporting period and whether any require a provision to carryforward amounts unspent. The School believes all grants received have been appropriately recognised as a liability if required. Government grants are disclosed at note 2.

1.3 Revenue Recognition

Government Grants
The school receives funding from the Ministry of Education. The following are the main types of funding that the School receives;

Operational grants are recorded as revenue when the School has the rights to the funding, which is in the year that the funding is received.

Teachers salaries grants are recorded as revenue when the School has the rights to the funding in the salary period they relate to. The grants are not received in cash by the School and are paid directly to teachers by the Ministry of Education.

Use of land and buildings grants are recorded as revenue in the period the School uses the land and buildings. These are not received in cash by the School as they equate to the deemed expense for using the land and buildings which are owned by the Crown.

Other Grants
Other grants are recorded as revenue when the School has the rights to the funding, unless there are unfulfilled conditions attached to the grant, in which case the amount relating to the unfulfilled conditions is recognised as a liability and released to revenue as the conditions are fulfilled.

Donations, Gifts and Bequests
Donations, gifts and bequests are recorded as revenue when their receipt is formally acknowledged by the School.

Interest Revenue
Interest Revenue earned on cash and cash equivalents and investments is recorded as revenue in the period it is earned.

1.4 Use of Land and Buildings Expense
The property from which the School operates is owned by the Crown and managed by the Ministry of Education on behalf of the Crown. The School’s use of the land and buildings as occupant is based on a property occupancy document as gazetted by the Ministry. The expense is based on an assumed market rental yield on the value of land and buildings as used for rating purposes. This is a non-cash expense that is offset by a non-cash grant from the Ministry.

1.5 Operating Lease Payments
Payments made under operating leases are recognised in the Statement of Comprehensive Revenue and Expense on a straight line basis over the term of the lease.

1.6 Finance Lease Payments
Finance lease payments are apportioned between the finance charge and the reduction of the outstanding liability. The finance charge is allocated to each period during the lease term on an effective interest basis.

1.7 Cash and Cash Equivalents
Cash and cash equivalents include cash on hand, bank balances, deposits held at call with banks, and other short term highly liquid investments with original maturities of 90 days or less, and bank overdrafts. The carrying amount of cash and cash equivalents represent fair value.
1.8 Accounts Receivable
Accounts Receivable represents items that the School has issued invoices for or accrued for, but has not received payment for at year end. Receivables are initially recorded at fair value and subsequently recorded at the amount the School realistically expects to receive. A receivable is considered uncollectable where there is objective evidence the School will not be able to collect all amounts due. The amount that is uncollectable (the provision for uncollectibility) is the difference between the amount due and the present value of the amounts expected to be collected.

1.9 Inventories
Inventories are consumable items held for sale and comprise of stationery and school uniforms. They are stated at the lower of cost and net realisable value. Cost is determined on a first in, first out basis. Net realisable value is the estimated selling price in the ordinary course of activities less the estimated costs necessary to make the sale. Any write down from cost to net realisable value is recorded as an expense in the Statement of Comprehensive Revenue and Expense in the period of the write down.

1.10 Investments
Bank term deposits are initially measured at the amount invested. Interest is subsequently accrued and added to the investment balance.

Investments that are shares are categorised as “available for sale” for accounting purposes in accordance with financial reporting standards. Share investments are recognised initially by the School at fair value plus transaction costs. At balance date the School has assessed whether there is any evidence that an investment is impaired. Any impairment, gains or losses are recognised in the Statement of Comprehensive Revenue and Expense.

After initial recognition bank term deposits are measured at amortised cost using the effective interest method less impairment.

After initial recognition any investments categorised as available for sale are measured at their fair value without any deduction for transaction costs the school may incur on sale or other disposal.

The School has met the requirements under section 73 of the Education Act 1989 in relation to the acquisition of securities.

1.11 Property, Plant and Equipment
Land and buildings owned by the Crown are excluded from these financial statements. The Board’s use of the land and buildings as ‘occupant’ is based on a property occupancy document.

Improvements to buildings owned by the Crown are recorded at cost, less accumulated depreciation and impairment losses.

Property, plant and equipment are recorded at cost or, in the case of donated assets, fair value at the date of receipt, less accumulated depreciation and impairment losses. Cost or fair value as the case may be, includes those costs that relate directly to bringing the asset to the location where it will be used and making sure it is in the appropriate condition for its intended use.

Property, plant and equipment acquired with individual values under $750 are not capitalised, they are recognised as an expense in the Statement of Comprehensive Revenue and Expense.

Gains and losses on disposals (i.e. sold or given away) are determined by comparing the proceeds received with the carrying amounts (i.e. the book value). The gain or loss arising from the disposal of an item of property, plant and equipment is recognised in the Statement of Comprehensive Revenue and Expense.

Leased Assets
Leases where the School assumes substantially all the risks and rewards of ownership are classified as finance leases. The assets acquired by way of finance lease are measured at an amount equal to the lower of their fair value and the present value of the minimum lease payments at inception of the lease, less accumulated depreciation and impairment losses. Leased assets and corresponding liability are recognised in the Statement of Financial Position and leased assets are depreciated over the period the School is expected to benefit from their use or over the term of the lease.
**Depreciation**

Property, plant and equipment except for library resources are depreciated over their estimated useful lives on a straight line basis. Library resources are depreciated on a diminishing value basis. Depreciation of all assets is reported in the Statement of Comprehensive Revenue and Expense.

The estimated useful lives of the assets are:

<table>
<thead>
<tr>
<th>Asset Category</th>
<th>Useful Life</th>
</tr>
</thead>
<tbody>
<tr>
<td>Artwork</td>
<td>100 years</td>
</tr>
<tr>
<td>Building Improvements</td>
<td>10-50 years</td>
</tr>
<tr>
<td>Furniture and Equipment</td>
<td>5-10 years</td>
</tr>
<tr>
<td>Information and Communication Technology</td>
<td>3-5 years</td>
</tr>
<tr>
<td>Motor Vehicles</td>
<td>5 years</td>
</tr>
<tr>
<td>Textbooks</td>
<td>10 years</td>
</tr>
<tr>
<td>Leased Assets</td>
<td>3-5 years</td>
</tr>
<tr>
<td>Library Resources</td>
<td>12.5% Diminishing value</td>
</tr>
</tbody>
</table>

1.12 Impairment of property, plant, and equipment and intangible assets

The school does not hold any cash generating assets. Assets are considered cash generating where their primary objective is to generate a commercial return.

**Non cash generating assets**

Property, plant, and equipment and intangible assets held at cost that have a finite useful life are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset’s carrying amount exceeds its recoverable service amount. The recoverable service amount is the higher of an asset’s fair value less costs to sell and value in use.

Value in use is determined using an approach based on either a depreciated replacement cost approach, restoration cost approach, or a service units approach. The most appropriate approach used to measure value in use depends on the nature of the impairment and availability of information.

If an asset’s carrying amount exceeds its recoverable service amount, the asset is regarded as impaired and the carrying amount is written down to the recoverable amount. The total impairment loss is recognised in the surplus or deficit.

The reversal of an impairment loss is recognised in the surplus or deficit.

1.13 Accounts Payable

Accounts Payable represents liabilities for goods and services provided to the School prior to the end of the financial year which are unpaid. Accounts Payable are recorded at the amount of cash required to settle those liabilities. The amounts are unsecured and are usually paid within 30 days of recognition.

1.14 Employee Entitlements

**Short-term employee entitlements**

Employee benefits that are due to be settled within 12 months after the end of the period in which the employee renders the related service are measured based on accrued entitlements at current rates of pay. These include salaries and wages accrued up to balance date, annual leave earned to but not yet taken at balance date.

**Long-term employee entitlements**

Employee benefits that are due to be settled beyond 12 months after the end of the period in which the employee renders the related service, such as long service leave and retirement gratuities, have been calculated on an actuarial basis. The calculations are based on:

- likely future entitlements accruing to staff, based on years of service, years to entitlement, the likelihood that staff will reach the point of entitlement, and contractual entitlement information; and
- the present value of the estimated future cash flows
1.15 Revenue Received in Advance
Revenue received in advance relates to fees received from international students where there are unfulfilled obligations for the School to provide services in the future. The fees are recorded as revenue as the obligations are fulfilled and the fees earned.

The School holds sufficient funds to enable the refund of unearned fees in relation to international students, should the School be unable to provide the services to which they relate.

1.16 Funds Held in Trust
Funds are held in trust where they have been received by the School for a specified purpose, or are being held on behalf of a third party. The School holds sufficient funds to enable the funds to be used for their intended purpose at any time.

1.17 Shared Funds
Shared Funds are held on behalf of participating schools within a cluster of schools. The School holds sufficient funds to enable the funds to be used for their intended purpose.

1.18 Provision for Cyclical Maintenance
The property from which the School operates is owned by the Crown, and is vested in the Ministry. The Ministry has gazetted a property occupancy document that sets out the Board’s property maintenance responsibilities. The Board is responsible for maintaining the land, buildings and other facilities on the School site in a state of good order and repair.

Cyclical maintenance, which involves painting the interior and exterior of the School, makes up the most significant part of the Board’s responsibilities outside day-to-day maintenance. The provision for cyclical maintenance represents the obligation the Board has to the Ministry and is based on the Board’s ten year property plan (10YPP).

1.19 Financial Assets and Liabilities
The School’s financial assets comprise cash and cash equivalents, accounts receivable, and investments. All of these financial assets, except for investments that are shares, are categorised as “loans and receivables” for accounting purposes in accordance with financial reporting standards.

Investments that are shares are categorised as “available for sale” for accounting purposes in accordance with financial reporting standards.

The School’s financial liabilities comprise accounts payable, and finance lease liability. All of these financial liabilities are categorised as “financial liabilities measured at amortised cost” for accounting purposes in accordance with financial reporting standards.

1.20 Goods and Services Tax (GST)
The financial statements have been prepared on a GST exclusive basis, with the exception of accounts receivable and accounts payable which are stated as GST inclusive.

The net amount of GST paid to, or received from, the IRD, including the GST relating to investing and financing activities, is classified as a net operating cash flow in the statements of cash flows.

Commitments and contingencies are disclosed exclusive of GST.

1.21 Budget Figures
The budget figures are extracted from the School budget that was approved by the Board at the start of the year.

1.22 Services received in-kind
From time to time the School receives services in-kind, including the time of volunteers. The School has elected not to recognise services received in kind in the Statement of Comprehensive Revenue and Expense.
### 2. Government Grants

<table>
<thead>
<tr>
<th>Note</th>
<th>2016 Actual</th>
<th>2016 Budget (Unaudited)</th>
<th>2015 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operational grants</td>
<td>1,735,874</td>
<td>1,602,404</td>
<td>1,532,977</td>
</tr>
<tr>
<td>Teachers’ salaries grants</td>
<td>4,288,523</td>
<td>4,288,523</td>
<td>3,953,048</td>
</tr>
<tr>
<td>Use of Land and Buildings Grants</td>
<td>945,586</td>
<td>945,586</td>
<td>963,795</td>
</tr>
<tr>
<td>Other MoE Grants</td>
<td>1,881</td>
<td>1,700</td>
<td>1,696</td>
</tr>
<tr>
<td>Transport grants</td>
<td>332,080</td>
<td>281,000</td>
<td>280,610</td>
</tr>
<tr>
<td>Other government grants</td>
<td>199,084</td>
<td>116,841</td>
<td>106,773</td>
</tr>
<tr>
<td></td>
<td><strong>7,503,028</strong></td>
<td><strong>7,236,054</strong></td>
<td><strong>6,838,899</strong></td>
</tr>
</tbody>
</table>

### 3. Locally Raised Funds

Local funds raised within the School’s community are made up of:

<table>
<thead>
<tr>
<th>Note</th>
<th>2016 Actual</th>
<th>2016 Budget (Unaudited)</th>
<th>2015 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenue</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Donations</td>
<td>185,893</td>
<td>93,000</td>
<td>55,683</td>
</tr>
<tr>
<td>Other revenue</td>
<td>19,768</td>
<td>15,500</td>
<td>23,706</td>
</tr>
<tr>
<td>Transport Revenue</td>
<td>-</td>
<td>-</td>
<td>880</td>
</tr>
<tr>
<td>Trading</td>
<td>111,911</td>
<td>109,600</td>
<td>106,611</td>
</tr>
<tr>
<td>Curriculum Recoveries</td>
<td>244,128</td>
<td>212,491</td>
<td>260,237</td>
</tr>
<tr>
<td></td>
<td><strong>561,700</strong></td>
<td><strong>430,591</strong></td>
<td><strong>447,117</strong></td>
</tr>
<tr>
<td><strong>Expenses</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Trading</td>
<td>92,750</td>
<td>88,000</td>
<td>85,593</td>
</tr>
<tr>
<td>Other Locally Raised Funds Expenditure</td>
<td>2,022</td>
<td>2,000</td>
<td>1,875</td>
</tr>
<tr>
<td></td>
<td><strong>94,772</strong></td>
<td><strong>90,000</strong></td>
<td><strong>87,468</strong></td>
</tr>
<tr>
<td><strong>Surplus for the year Locally Raised Funds</strong></td>
<td><strong>466,928</strong></td>
<td><strong>340,591</strong></td>
<td><strong>359,649</strong></td>
</tr>
</tbody>
</table>
### 4 International Student Revenue and Expenses

<table>
<thead>
<tr>
<th></th>
<th>2016 Actual</th>
<th>2016 Budget (Unaudited)</th>
<th>2015 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>International Student Roll</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Number</td>
<td>17</td>
<td>18</td>
<td>18</td>
</tr>
<tr>
<td>2016 Actual</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2016 Budget (Unaudited)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>$</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Revenue</td>
<td></td>
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<tr>
<td>International student fees</td>
<td>293,355</td>
<td>343,738</td>
<td>341,134</td>
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<tr>
<td>Expenses</td>
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<tr>
<td>Advertising</td>
<td>59,186</td>
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<tr>
<td>Commissions</td>
<td>29,479</td>
<td>40,890</td>
<td>38,845</td>
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<tr>
<td>Recruitment</td>
<td>40,320</td>
<td>50,300</td>
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<tr>
<td>International student levy</td>
<td>8,870</td>
<td>10,400</td>
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<tr>
<td>Employee Benefit - Salaries</td>
<td>113,474</td>
<td>105,000</td>
<td>113,882</td>
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<tr>
<td></td>
<td>251,329</td>
<td>258,590</td>
<td>283,265</td>
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<tr>
<td>Surplus for the year International Student Revenue and Expenses</td>
<td>42,026</td>
<td>85,148</td>
<td>57,869</td>
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</table>

### 5 Learning Resources

<table>
<thead>
<tr>
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<th>2016 Actual</th>
<th>2016 Budget (Unaudited)</th>
<th>2015 Actual</th>
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<tbody>
<tr>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>$</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Curricular</td>
<td>840,128</td>
<td>575,960</td>
<td>560,901</td>
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<tr>
<td>Information and communication technology</td>
<td>119,339</td>
<td>108,500</td>
<td>77,453</td>
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<tr>
<td>Employee benefits - salaries</td>
<td>4,777,150</td>
<td>4,821,303</td>
<td>4,282,587</td>
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<td>Staff development</td>
<td>37,733</td>
<td>45,200</td>
<td>34,441</td>
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<tr>
<td></td>
<td>5,774,350</td>
<td>5,550,963</td>
<td>4,955,382</td>
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### 6 Administration

<table>
<thead>
<tr>
<th></th>
<th>2016 Actual</th>
<th>2016 Budget (Unaudited)</th>
<th>2015 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>$</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Audit Fee</td>
<td>6,049</td>
<td>5,959</td>
<td>5,959</td>
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<tr>
<td>Board of Trustees Fees</td>
<td>5,845</td>
<td>5,000</td>
<td>4,875</td>
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<td>Board of Trustees Expenses</td>
<td>18,829</td>
<td>15,050</td>
<td>13,178</td>
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<td>Communication</td>
<td>17,277</td>
<td>18,800</td>
<td>16,613</td>
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<tr>
<td>Consumables</td>
<td>19,460</td>
<td>19,400</td>
<td>16,504</td>
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<tr>
<td>Operating Lease</td>
<td>58,427</td>
<td>76,680</td>
<td>73,440</td>
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<tr>
<td>Legal Fees</td>
<td>2,485</td>
<td>1,500</td>
<td>-</td>
</tr>
<tr>
<td>Other</td>
<td>7,618</td>
<td>6,450</td>
<td>6,034</td>
</tr>
<tr>
<td>Employee Benefits - Salaries</td>
<td>269,076</td>
<td>260,000</td>
<td>229,125</td>
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<tr>
<td>Insurance</td>
<td>16,522</td>
<td>16,000</td>
<td>13,697</td>
</tr>
<tr>
<td>Service Providers, Contractors and Consultancy</td>
<td>11,552</td>
<td>11,500</td>
<td>11,865</td>
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<tr>
<td></td>
<td>433,139</td>
<td>436,339</td>
<td>391,290</td>
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7 Property

<table>
<thead>
<tr>
<th></th>
<th>2016 Actual</th>
<th>2016 Budget (Unaudited)</th>
<th>2015 Actual</th>
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</thead>
<tbody>
<tr>
<td>Caretaking and Cleaning Consumables</td>
<td>$33,024</td>
<td>$33,500</td>
<td>$34,231</td>
</tr>
<tr>
<td>Consultancy and Contract Services</td>
<td>$99,194</td>
<td>$99,600</td>
<td>$92,388</td>
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<tr>
<td>Cyclical Maintenance Provision</td>
<td>$35,099</td>
<td>$15,000</td>
<td>$36,488</td>
</tr>
<tr>
<td>Adjustment to the Provision</td>
<td>$16,334</td>
<td>-</td>
<td>(196,461)</td>
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<tr>
<td>Grounds</td>
<td>$39,221</td>
<td>$39,100</td>
<td>$32,520</td>
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<tr>
<td>Heat, Light and Water</td>
<td>$131,314</td>
<td>$145,950</td>
<td>$136,459</td>
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<tr>
<td>Rates</td>
<td>$9,106</td>
<td>$9,700</td>
<td>$9,668</td>
</tr>
<tr>
<td>Repairs and Maintenance</td>
<td>$165,382</td>
<td>$83,000</td>
<td>$84,700</td>
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<tr>
<td>Use of Land and Buildings</td>
<td>$945,586</td>
<td>$945,586</td>
<td>$963,795</td>
</tr>
<tr>
<td>Employee Benefits - Salaries</td>
<td>$96,497</td>
<td>$97,600</td>
<td>$80,064</td>
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<tr>
<td></td>
<td>$1,570,757</td>
<td>$1,469,036</td>
<td>$1,273,852</td>
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</tbody>
</table>

The use of land and buildings figure represents 8% of the school’s total property value. This is used as a 'proxy' for the market rental of the property. Property values are established as part of the nation-wide revaluation exercise that is conducted every 30 June for the Ministry of Education’s year-end reporting purposes.

8 Depreciation of Property, Plant and Equipment

<table>
<thead>
<tr>
<th></th>
<th>2016 Actual</th>
<th>2016 Budget (Unaudited)</th>
<th>2015 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building Improvements - Crown</td>
<td>$19,603</td>
<td>$15,000</td>
<td>$13,472</td>
</tr>
<tr>
<td>Furniture and Equipment</td>
<td>$44,988</td>
<td>$50,000</td>
<td>$48,383</td>
</tr>
<tr>
<td>Information and Communication Technology</td>
<td>$35,742</td>
<td>$30,000</td>
<td>$36,474</td>
</tr>
<tr>
<td>Motor Vehicles</td>
<td>$6,997</td>
<td>$5,000</td>
<td>$5,431</td>
</tr>
<tr>
<td>Leased Assets</td>
<td>$46,069</td>
<td>$15,000</td>
<td>$14,335</td>
</tr>
<tr>
<td>Library Resources</td>
<td>$3,576</td>
<td>$5,000</td>
<td>$3,237</td>
</tr>
<tr>
<td></td>
<td>$156,975</td>
<td>$120,000</td>
<td>$121,332</td>
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</table>

9 Cash and Cash Equivalents

<table>
<thead>
<tr>
<th></th>
<th>2016 Actual</th>
<th>2016 Budget (Unaudited)</th>
<th>2015 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash on Hand</td>
<td>$30</td>
<td>$220</td>
<td>$200</td>
</tr>
<tr>
<td>Bank Current Account</td>
<td>$75,706</td>
<td>$90,347</td>
<td>$97,336</td>
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<tr>
<td>Bank Call Account</td>
<td>$41</td>
<td>$12,000</td>
<td>$5,063</td>
</tr>
<tr>
<td>Short-term Bank Deposits</td>
<td>$502,057</td>
<td>$311,928</td>
<td>$252,649</td>
</tr>
<tr>
<td></td>
<td>$577,834</td>
<td>$414,495</td>
<td>$355,248</td>
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</table>

The carrying value of short-term deposits with maturity dates of 90 days or less approximates their fair value.
10 Accounts Receivable

<table>
<thead>
<tr>
<th></th>
<th>2016 Actual</th>
<th>2016 Budget (Unaudited)</th>
<th>2015 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Receivables</td>
<td>$47,096</td>
<td>$59,416</td>
<td>$59,416</td>
</tr>
<tr>
<td>Interest Receivable</td>
<td>$3,592</td>
<td>$5,310</td>
<td>$5,310</td>
</tr>
<tr>
<td>Teacher Salaries Grant Receivable</td>
<td>$257,653</td>
<td>$331,378</td>
<td>$331,378</td>
</tr>
<tr>
<td></td>
<td>$308,341</td>
<td>$396,104</td>
<td>$396,104</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Receivables from Exchange Transactions</th>
<th>2016</th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Receivables from Non-Exchange Transactions</td>
<td>2016</td>
<td>2016</td>
<td>2015</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>$50,689</td>
<td>$64,726</td>
<td>$64,727</td>
</tr>
<tr>
<td></td>
<td>$257,652</td>
<td>$331,378</td>
<td>$331,378</td>
</tr>
<tr>
<td></td>
<td>$308,341</td>
<td>$396,104</td>
<td>$396,104</td>
</tr>
</tbody>
</table>

11 Inventories

<table>
<thead>
<tr>
<th></th>
<th>2016 Actual</th>
<th>2016 Budget (Unaudited)</th>
<th>2015 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Canteen</td>
<td>$ -</td>
<td>$731</td>
<td>$731</td>
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<tr>
<td></td>
<td>$ -</td>
<td>$731</td>
<td>$731</td>
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</tbody>
</table>

12 Investments

The School’s investment activities are classified as follows:

<table>
<thead>
<tr>
<th></th>
<th>2016 Actual</th>
<th>2016 Budget (Unaudited)</th>
<th>2015 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Assets</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Short-term Bank Deposits</td>
<td>411,940</td>
<td>817,315</td>
<td>817,315</td>
</tr>
<tr>
<td></td>
<td>411,940</td>
<td>817,315</td>
<td>817,315</td>
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</tbody>
</table>

The carrying value of long term deposits longer than 12 months approximates their fair value at 31 December 2016.
## 13 Property, Plant and Equipment

<table>
<thead>
<tr>
<th></th>
<th>Opening Balance (NBV)</th>
<th>Additions</th>
<th>Disposals</th>
<th>Impairment</th>
<th>Depreciation</th>
<th>Total (NBV)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>2016</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Building improvements</td>
<td>$670,085</td>
<td>$101,497</td>
<td>-</td>
<td>-</td>
<td>(19,603)</td>
<td>$751,979</td>
</tr>
<tr>
<td>Furniture and equipment</td>
<td>$252,051</td>
<td>$9,802</td>
<td>-</td>
<td>-</td>
<td>(44,988)</td>
<td>$216,865</td>
</tr>
<tr>
<td>Information and communication</td>
<td>$89,456</td>
<td>$24,006</td>
<td>-</td>
<td>-</td>
<td>(35,742)</td>
<td>$77,720</td>
</tr>
<tr>
<td>Motor vehicles</td>
<td>$18,475</td>
<td>$2,930</td>
<td>-</td>
<td>-</td>
<td>(6,997)</td>
<td>$14,408</td>
</tr>
<tr>
<td>Leased assets</td>
<td>$46,915</td>
<td>$64,012</td>
<td>-</td>
<td>-</td>
<td>(46,069)</td>
<td>$64,858</td>
</tr>
<tr>
<td>Library resources</td>
<td>$22,657</td>
<td>$6,966</td>
<td>(1,017)</td>
<td>-</td>
<td>(3,576)</td>
<td>$25,030</td>
</tr>
<tr>
<td><strong>Balance at 31 December 2016</strong></td>
<td>$1,099,638</td>
<td>$209,214</td>
<td>(1,017)</td>
<td>-</td>
<td>(156,975)</td>
<td>$1,150,860</td>
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</tbody>
</table>

### Cost or Valuation, Accumulated Depreciation, Net Book Value

<table>
<thead>
<tr>
<th></th>
<th>Cost or Valuation</th>
<th>Accumulated Depreciation</th>
<th>Net Book Value</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>2016</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Building improvements</td>
<td>$869,564</td>
<td>$(117,585)</td>
<td>$751,979</td>
</tr>
<tr>
<td>Furniture and equipment</td>
<td>$804,789</td>
<td>$(587,924)</td>
<td>$216,865</td>
</tr>
<tr>
<td>Information and communication</td>
<td>$416,875</td>
<td>$(338,467)</td>
<td>$77,720</td>
</tr>
<tr>
<td>Motor vehicles</td>
<td>$81,868</td>
<td>$(67,460)</td>
<td>$14,408</td>
</tr>
<tr>
<td>Leased assets</td>
<td>$132,787</td>
<td>$(67,929)</td>
<td>$64,858</td>
</tr>
<tr>
<td>Library resources</td>
<td>$164,490</td>
<td>$(139,460)</td>
<td>$25,030</td>
</tr>
<tr>
<td><strong>Balance at 31 December 2016</strong></td>
<td>$2,469,686</td>
<td>$(1,318,826)</td>
<td>$1,150,860</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Opening Balance (NBV)</th>
<th>Additions</th>
<th>Disposals</th>
<th>Impairment</th>
<th>Depreciation</th>
<th>Total (NBV)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>2015</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Building improvements</td>
<td>$535,055</td>
<td>$148,502</td>
<td>-</td>
<td>-</td>
<td>(13,472)</td>
<td>$670,085</td>
</tr>
<tr>
<td>Furniture and equipment</td>
<td>$281,642</td>
<td>$18,829</td>
<td>(37)</td>
<td>-</td>
<td>(48,383)</td>
<td>$252,051</td>
</tr>
<tr>
<td>Information and communication</td>
<td>$87,810</td>
<td>$41,611</td>
<td>(3,491)</td>
<td>-</td>
<td>(36,474)</td>
<td>$89,456</td>
</tr>
<tr>
<td>Motor vehicles</td>
<td>$7,384</td>
<td>$16,522</td>
<td>-</td>
<td>-</td>
<td>(5,431)</td>
<td>$18,475</td>
</tr>
<tr>
<td>Leased assets</td>
<td>$13,825</td>
<td>$47,425</td>
<td>-</td>
<td>-</td>
<td>(14,335)</td>
<td>$46,915</td>
</tr>
<tr>
<td>Library resources</td>
<td>$23,995</td>
<td>$3,871</td>
<td>(1,972)</td>
<td>-</td>
<td>(3,237)</td>
<td>$22,657</td>
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<tr>
<td><strong>Balance at 31 December 2015</strong></td>
<td>$949,710</td>
<td>$276,760</td>
<td>(5,500)</td>
<td>-</td>
<td>(121,332)</td>
<td>$1,099,638</td>
</tr>
</tbody>
</table>

### Cost or Valuation, Accumulated Depreciation, Net Book Value

<table>
<thead>
<tr>
<th></th>
<th>Cost or Valuation</th>
<th>Accumulated Depreciation</th>
<th>Net Book Value</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>2015</strong></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Building improvements</td>
<td>$768,067</td>
<td>$(97,982)</td>
<td>$670,085</td>
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<tr>
<td>Furniture and equipment</td>
<td>$794,987</td>
<td>$(542,936)</td>
<td>$252,051</td>
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<tr>
<td>Information and communication</td>
<td>$392,181</td>
<td>$(302,725)</td>
<td>$89,456</td>
</tr>
<tr>
<td>Motor vehicles</td>
<td>$80,528</td>
<td>$(62,053)</td>
<td>$18,475</td>
</tr>
<tr>
<td>Leased assets</td>
<td>$68,775</td>
<td>$(21,860)</td>
<td>$46,915</td>
</tr>
<tr>
<td>Library resources</td>
<td>$163,371</td>
<td>$(140,714)</td>
<td>$22,657</td>
</tr>
<tr>
<td><strong>Balance at 31 December 2015</strong></td>
<td>$2,267,908</td>
<td>$(1,168,270)</td>
<td>$1,099,638</td>
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</table>
### 14 Accounts Payable

<table>
<thead>
<tr>
<th></th>
<th>2016 Actual</th>
<th>2016 Budget (Unaudited)</th>
<th>2015 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating creditors</td>
<td>$96,337</td>
<td>$102,370</td>
<td>$102,370</td>
</tr>
<tr>
<td>Banking staffing overuse</td>
<td>-</td>
<td>$34,117</td>
<td>$34,117</td>
</tr>
<tr>
<td>Employee Entitlements - salaries</td>
<td>$258,468</td>
<td>$345,530</td>
<td>$345,530</td>
</tr>
<tr>
<td>Employee Entitlements - leave accrual</td>
<td>$26,292</td>
<td>$42,265</td>
<td>$42,265</td>
</tr>
<tr>
<td></td>
<td>$381,097</td>
<td>$524,282</td>
<td>$524,282</td>
</tr>
</tbody>
</table>

Payables for Exchange Transactions

<table>
<thead>
<tr>
<th></th>
<th>2016 Actual</th>
<th>2016 Budget (Unaudited)</th>
<th>2015 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$381,097</td>
<td>$524,282</td>
<td>$524,282</td>
</tr>
</tbody>
</table>

The carrying value of payables approximates their fair value.

### 15 Revenue Received in Advance

<table>
<thead>
<tr>
<th></th>
<th>2016 Actual</th>
<th>2016 Budget (Unaudited)</th>
<th>2015 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>International student fees</td>
<td>$172,499</td>
<td>$144,331</td>
<td>$144,331</td>
</tr>
<tr>
<td>Other</td>
<td>$25,505</td>
<td>$124,296</td>
<td>$124,296</td>
</tr>
<tr>
<td></td>
<td>$198,004</td>
<td>$268,627</td>
<td>$268,627</td>
</tr>
</tbody>
</table>

### 16 Provision for Cyclical Maintenance

<table>
<thead>
<tr>
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<th>2016 Actual</th>
<th>2016 Budget (Unaudited)</th>
<th>2015 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provision at the Start of the Year</td>
<td>$77,116</td>
<td>$77,117</td>
<td>$262,731</td>
</tr>
<tr>
<td>Increase to the Provision During the Year</td>
<td>$35,099</td>
<td>-</td>
<td>$36,488</td>
</tr>
<tr>
<td>Adjustment to the Provision</td>
<td>$16,334</td>
<td>-</td>
<td>($196,461)</td>
</tr>
<tr>
<td>Use of the Provision During the Year</td>
<td>($44,416)</td>
<td>-</td>
<td>($25,641)</td>
</tr>
<tr>
<td>Provision at the End of the Year</td>
<td>$84,133</td>
<td>$77,117</td>
<td>$77,117</td>
</tr>
<tr>
<td>Cyclical Maintenance - Current</td>
<td>$49,204</td>
<td>$33,774</td>
<td>$33,774</td>
</tr>
<tr>
<td>Cyclical Maintenance - Term</td>
<td>$34,929</td>
<td>$43,343</td>
<td>$43,343</td>
</tr>
<tr>
<td></td>
<td>$84,133</td>
<td>$77,117</td>
<td>$77,117</td>
</tr>
</tbody>
</table>

### 17 Finance Lease Liability

The School has entered into a number of finance lease agreements for computers. Minimum lease payments payable:

<table>
<thead>
<tr>
<th></th>
<th>2016 Actual</th>
<th>2016 Budget (Unaudited)</th>
<th>2015 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>No later than one year</td>
<td>$52,583</td>
<td>$31,631</td>
<td>$31,631</td>
</tr>
<tr>
<td>Later than one year and no later than five years</td>
<td>$32,778</td>
<td>$34,737</td>
<td>$34,737</td>
</tr>
<tr>
<td></td>
<td>$85,361</td>
<td>$66,368</td>
<td>$66,368</td>
</tr>
</tbody>
</table>
18 Funds held in Trust

Funds held in Trust on behalf of third parties - Current

<table>
<thead>
<tr>
<th></th>
<th>2016 Actual</th>
<th>2016 Budget (Unaudited)</th>
<th>2015 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$156,859</td>
<td>$141,085</td>
<td>$141,085</td>
</tr>
</tbody>
</table>

These funds are held in trust for Homestay

19 Funds Held for Capital Works Projects

During the year the School received and applied funding from the Ministry of Education for the following capital works projects:

<table>
<thead>
<tr>
<th></th>
<th>Opening Balances</th>
<th>Receipts from MoE</th>
<th>Payments</th>
<th>BOT Contribution/ (Write-off to RM)</th>
<th>Closing Balances</th>
</tr>
</thead>
<tbody>
<tr>
<td>Storm Damage</td>
<td>Completed</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>2015</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>$</td>
<td>$2,795</td>
<td>$1,835</td>
<td>$(960)</td>
<td>$</td>
</tr>
<tr>
<td>Totals</td>
<td>-</td>
<td>2,795</td>
<td>1,835</td>
<td>(960)</td>
<td>-</td>
</tr>
</tbody>
</table>

20 Funds Held on Behalf of the Kaiapoi Transport Network School Boards Cluster

Kaiapoi High School is the lead school and holds funds on behalf of the KTNSB cluster, a group of schools funded by the Ministry of Education to provide transport for eligible students to their schools.

<table>
<thead>
<tr>
<th></th>
<th>2016 Actual</th>
<th>2016 Budget (Unaudited)</th>
<th>2015 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Funds Received from MoE</td>
<td>$332,080</td>
<td>$281,000</td>
<td>$280,610</td>
</tr>
<tr>
<td>Funds Spent on Behalf of the Cluster</td>
<td>(261,328)</td>
<td>(197,200)</td>
<td>(191,230)</td>
</tr>
<tr>
<td></td>
<td>70,752</td>
<td>83,800</td>
<td>89,380</td>
</tr>
</tbody>
</table>

Distribution of Cluster Funds

<table>
<thead>
<tr>
<th></th>
<th>2016 Actual</th>
<th>2016 Budget (Unaudited)</th>
<th>2015 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kaiapoi High School</td>
<td>(70,752)</td>
<td>(83,800)</td>
<td>(89,380)</td>
</tr>
<tr>
<td>Kaiapoi Borough School</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Kaiapoi North School</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>St Patricks School (Kaiapoi)</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Funds Held at Year End</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

Kaiapoi High, as the fundholder school, may be required to repay part or all of any funding it received if the Network School Boards fail to comply with any of the terms of the Funding Agreement for School Transport Assistance with the Ministry of Education.
21 Funds Held for Teen Parent Unit

The school’s Teen Parent Unit is a separate business unit of the school. This note sets out the revenue and expenditure for this unit. This revenue and expenditure is included in the school’s Statement of Revenue and Expense. The balance of funds relates to revenue received in advance, which is carried forward to be spent on the Teen Parent Unit in the next year.

<table>
<thead>
<tr>
<th></th>
<th>2016 Actual</th>
<th>2016 Budget (Unaudited)</th>
<th>2015 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Funds Held at Beginning of the Year</td>
<td>(53,115)</td>
<td>(33,330)</td>
<td>(33,330)</td>
</tr>
</tbody>
</table>

Revenue

<table>
<thead>
<tr>
<th></th>
<th>2016</th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Funds Received from the Ministry of Education</td>
<td>144,474</td>
<td>142,041</td>
<td>142,041</td>
</tr>
<tr>
<td>Other Revenue</td>
<td>215,088</td>
<td>147,918</td>
<td>147,918</td>
</tr>
</tbody>
</table>

Total funds available

<table>
<thead>
<tr>
<th></th>
<th>2016</th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>306,447</td>
<td>256,629</td>
<td>256,629</td>
</tr>
</tbody>
</table>

Expenses

<table>
<thead>
<tr>
<th></th>
<th>2016</th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee Benefit - Salaries</td>
<td>94,529</td>
<td>89,601</td>
<td>89,601</td>
</tr>
<tr>
<td>Administration</td>
<td>15,142</td>
<td>32,224</td>
<td>32,224</td>
</tr>
<tr>
<td>Curriculum Resources</td>
<td>29,875</td>
<td>37,095</td>
<td>37,095</td>
</tr>
<tr>
<td>Asset Purchases</td>
<td>5,848</td>
<td>36,689</td>
<td>36,689</td>
</tr>
<tr>
<td>Property Management</td>
<td>11,317</td>
<td>11,835</td>
<td>11,835</td>
</tr>
<tr>
<td>Other Expenses</td>
<td>111,250</td>
<td>102,300</td>
<td>102,300</td>
</tr>
</tbody>
</table>

Total expenses

<table>
<thead>
<tr>
<th></th>
<th>2016</th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>267,961</td>
<td>309,744</td>
<td>309,744</td>
</tr>
</tbody>
</table>

Funds Held at Year End

<table>
<thead>
<tr>
<th></th>
<th>2016</th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>38,486</td>
<td>(53,115)</td>
<td>(53,115)</td>
</tr>
</tbody>
</table>

22 Related Party Transactions

The School is a controlled entity of the Crown, and the Crown provides the major source of revenue to the school. The school enters into transactions with other entities also controlled by the Crown, such as government departments, state-owned enterprises and other Crown entities. Transactions with these entities are not disclosed as they occur on terms and conditions no more or less favourable than those that it is reasonable to expect the school would have adopted if dealing with that entity at arm’s length.

Related party disclosures have not been made for transactions with related parties that are within a normal supplier or client/recipient relationship on terms and condition no more or less favourable than those that it is reasonable to expect the school would have adopted in dealing with the party at arm’s length in the same circumstances. Further, transactions with other government agencies (for example, Government departments and Crown entities) are not disclosed as related party transactions when they are consistent with the normal operating arrangements between government agencies and undertaken on the normal terms and conditions for such transactions.
23 Remuneration

Key management personnel compensation

Key management personnel of the School include all trustees of the Board, Principal, and Deputy Principals.

<table>
<thead>
<tr>
<th></th>
<th>2016 Actual</th>
<th>2015 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Board Members</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Remuneration</td>
<td>5,845</td>
<td>4,875</td>
</tr>
<tr>
<td>Full-time equivalent members</td>
<td>0.58</td>
<td>0.75</td>
</tr>
<tr>
<td>Leadership Team</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Remuneration</td>
<td>531,118</td>
<td>537,952</td>
</tr>
<tr>
<td>Full-time equivalent members</td>
<td>5.00</td>
<td>5.00</td>
</tr>
<tr>
<td>Total key management personnel remuneration</td>
<td>536,963</td>
<td>542,827</td>
</tr>
<tr>
<td>Total full-time equivalent personnel</td>
<td>5.58</td>
<td>5.75</td>
</tr>
</tbody>
</table>

The full time equivalent for Board members has been determined based on attendance at Board meetings, Committee meetings and for other obligations of the Board, such as stand downs and suspensions, plus the estimated time for Board members to prepare for meetings.

Principal

The total value of remuneration paid or payable to the Principal was in the following bands:

<table>
<thead>
<tr>
<th></th>
<th>2016 Actual</th>
<th>2015 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$000</td>
<td>$000</td>
</tr>
<tr>
<td>Salaries and Other Short-term Employee Benefits:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Salary and Other Payments</td>
<td>140 - 150</td>
<td>140 - 150</td>
</tr>
<tr>
<td>Benefits and Other Emoluments</td>
<td>0 - 10</td>
<td>0 - 0</td>
</tr>
<tr>
<td>Termination Benefits</td>
<td>0 - 0</td>
<td>0 - 0</td>
</tr>
</tbody>
</table>

Other Employees

The number of other employees with remuneration greater than $100,000 was in the following bands:

<table>
<thead>
<tr>
<th>Remuneration</th>
<th>2016 FTE Number</th>
<th>2015 FTE Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>$000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>110-120</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>100-110</td>
<td>1.00</td>
<td>1.00</td>
</tr>
</tbody>
</table>

The disclosure for 'Other Employees' does not include remuneration of the Principal.

24 Compensation and Other Benefits Upon Leaving

The total value of compensation or other benefits paid or payable to persons who ceased to be trustees, committee member, or employees during the financial year in relation to that cessation and number of persons to whom all or part of that total was payable was as follows:

<table>
<thead>
<tr>
<th></th>
<th>2016 Actual</th>
<th>2015 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Total</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Number of People</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>
25 Contingencies
There are no contingent liabilities and no contingent assets as at 31 December 2016 (Contingent liabilities and assets at 31 December 2015: nil).

26 Commitments
Capital Commitments
As at 31 December 2016 the Board has not entered into any contract agreements.

(Capital commitments at 31 December 2015: $150,000)

Operating Commitments
As at 31 December 2016 the Board has entered into the following contracts:

(a) operating lease of a photocopier;

<table>
<thead>
<tr>
<th></th>
<th>2016 Actual</th>
<th>2015 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>No later than One Year</td>
<td>$30,672</td>
<td>$68,505</td>
</tr>
<tr>
<td>Later than One Year and No Later than Five Years</td>
<td>$731</td>
<td>$30,758</td>
</tr>
<tr>
<td></td>
<td>$31,403</td>
<td>$99,263</td>
</tr>
</tbody>
</table>

27 Managing Capital
The School’s capital is its equity and comprises capital contributions from the Ministry of Education for property, plant and equipment and accumulated surpluses and deficits. The School does not actively manage capital but “attempts” to ensure that income exceeds spending in most years. Although deficits can arise as planned in particular years, they are offset by planned surpluses in previous years or ensuing years.

28 Financial Instruments
The carrying amount of financial assets and liabilities in each of the financial instrument categories are as follows:

<table>
<thead>
<tr>
<th>Loans and Receivables</th>
<th>2016 Actual</th>
<th>2016 Budget (Unaudited)</th>
<th>2015 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash and Cash Equivalents</td>
<td>$577,834</td>
<td>$414,495</td>
<td>$355,248</td>
</tr>
<tr>
<td>Receivables</td>
<td>$308,341</td>
<td>$396,104</td>
<td>$396,104</td>
</tr>
<tr>
<td>Investments - Term Deposits</td>
<td>$411,940</td>
<td>$817,315</td>
<td>$817,315</td>
</tr>
<tr>
<td>Total Loans and Receivables</td>
<td>$1,298,115</td>
<td>$1,627,914</td>
<td>$1,568,667</td>
</tr>
</tbody>
</table>

Financial Liabilities Measured at Amortised Cost

<table>
<thead>
<tr>
<th></th>
<th>2016</th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Payables</td>
<td>381,097</td>
<td>524,282</td>
<td>524,282</td>
</tr>
<tr>
<td>Finance Leases</td>
<td>79,313</td>
<td>62,061</td>
<td>62,061</td>
</tr>
<tr>
<td>Total Financial Liabilities Measured at Amortised Cost</td>
<td>460,410</td>
<td>586,343</td>
<td>586,343</td>
</tr>
</tbody>
</table>

29 Events After Balance Date
There were no significant events after the balance date that impact these financial statements.
<table>
<thead>
<tr>
<th>Month considered</th>
<th>Group</th>
<th>Project</th>
<th>Amount Requested</th>
<th>Amount Granted</th>
<th>Running Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>August</td>
<td>Pegasus Residents group Inc.</td>
<td>Towards costs for activities at a Christmas event, &quot;Christmas on the Lake&quot;</td>
<td>$500</td>
<td>$400.00</td>
<td>$2,510.00</td>
</tr>
<tr>
<td>August</td>
<td>Reflections Community Trust</td>
<td>towards the costs of funding Pedalmania to be part of the Waimakariri Light Party 2016 event</td>
<td>$390</td>
<td>$390.00</td>
<td>$2,120.00</td>
</tr>
<tr>
<td>September</td>
<td>Okuku Pony Club</td>
<td>Towards accommodation costs while attending the Springfield Trophy event</td>
<td>$500</td>
<td>$500.00</td>
<td>$1,620.00</td>
</tr>
<tr>
<td>February</td>
<td>Woodend Bowling Club</td>
<td>towards the cost to core and solid spike the outdoor bowling green</td>
<td>$449</td>
<td>-</td>
<td>$1,620.00</td>
</tr>
<tr>
<td>April</td>
<td>Kaiapoi Art Expo and Schools Art Expo</td>
<td></td>
<td>$300</td>
<td>$300.00</td>
<td>$1,320.00</td>
</tr>
<tr>
<td>April</td>
<td>Sefton School PTA</td>
<td>towards purchase of a TV &amp; Apple Tv box</td>
<td>$500</td>
<td>$500.00</td>
<td>$820.00</td>
</tr>
<tr>
<td>September</td>
<td>Southbrook School PTA</td>
<td>Towards the costs of hiring Ethel &amp; Bethelto run a bingo fundraiser event</td>
<td>$500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>September</td>
<td>Vision West Community Trust</td>
<td>Towards the cost of photoelectric smoke alarms in social housing</td>
<td>$500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>September</td>
<td>Rangiora Croquet Club Inc.</td>
<td>Towards the part funding of a second set of Quadway Hoops</td>
<td>$500</td>
<td>$500.00</td>
<td>$8,510.00</td>
</tr>
<tr>
<td>September</td>
<td>Okuku Pony Club</td>
<td>Towards accommodation costs while attending the Springfield Trophy event</td>
<td>$500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>September</td>
<td>Reflections Community Trust</td>
<td>toward the cost of a dog agility display for the Waimakariri Light Party 2016</td>
<td>$350.00</td>
<td>$200.00</td>
<td>$8,310.00</td>
</tr>
<tr>
<td>November</td>
<td>Presbyterian Support Upper South Island</td>
<td>Towards the costs of establishing an outdoor garden area for the Totara Club.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>November</td>
<td>Ashley Playcentre</td>
<td>Towards the purchase of a John Deere ride-on tractor.</td>
<td>$500.00</td>
<td>$500.00</td>
<td>$7,310.00</td>
</tr>
</tbody>
</table>

Rangiora-Ashley
## 2016-2017 Community Board Discretionary Grant

<table>
<thead>
<tr>
<th>Community Board 10.137.100.2410 (Rangiora Community Board up to Oct 2016)</th>
<th>November</th>
<th>Cust-West Eyreton Playcentre</th>
<th>Towards the purchase of a tablet, Microsoft Office programme and virus protection.</th>
<th>$500.00</th>
<th>$ 500.00</th>
<th>$ 6,810.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>November</td>
<td>Rangiora Playcentre</td>
<td>To purchase a profile holder and a non-slip entrance mat.</td>
<td>$456.21</td>
<td>$ 456.21</td>
<td>$ 6,353.79</td>
<td></td>
</tr>
<tr>
<td>February</td>
<td>Rangiora Toy Library</td>
<td>Towards the purchase of one LikeaBike Jumper balance bike</td>
<td>$380.00</td>
<td>$ 380.00</td>
<td>$ 5,973.79</td>
<td></td>
</tr>
<tr>
<td>February</td>
<td>Rangiora and Districts Early Records Society Inc.</td>
<td>Towards the cost of conservation framing of a sale map for the Red Lion Hotel</td>
<td>$500.00</td>
<td>$ 500.00</td>
<td>$ 5,473.79</td>
<td></td>
</tr>
<tr>
<td>February</td>
<td>Canterbury Justices of the Peace Association Inc.</td>
<td>Towards the cost of a pull-up banner</td>
<td>$235.75</td>
<td>$ 235.75</td>
<td>$ 5,238.04</td>
<td></td>
</tr>
<tr>
<td>April</td>
<td>North Canty Riding for the Disabled Inc</td>
<td>Equipment and mounting block for less able riders</td>
<td>$389.00</td>
<td>$ 389.00</td>
<td>$ 4,849.04</td>
<td></td>
</tr>
<tr>
<td>April</td>
<td>Kaiapoi Art Expo and Schools Art Expo</td>
<td>Towards running costs - in particular advertising - applied to all boards</td>
<td>$500.00</td>
<td>$ 500.00</td>
<td>$ 4,349.04</td>
<td></td>
</tr>
<tr>
<td>April</td>
<td>HomeShare Lunch Group</td>
<td>Towards entry costs for senior citizens participating in the HomeShare Lunch Group to Orana Park</td>
<td>$295.00</td>
<td>$ 295.00</td>
<td>$ 4,054.04</td>
<td></td>
</tr>
<tr>
<td>April</td>
<td>North CanterburyModel Railway Club Inc.</td>
<td>Towards the cost of advertising an 'open day' event 18-19 March 2017.</td>
<td>$250.00</td>
<td>---</td>
<td>$ 4,850.00</td>
<td></td>
</tr>
<tr>
<td>August</td>
<td>Reflections Community Trust</td>
<td>Towards the costs of hiring a clown/street performer for the Waimakariri Light Party 2016</td>
<td>$450</td>
<td>$ 390</td>
<td>$ 4,460.00</td>
<td></td>
</tr>
<tr>
<td>August</td>
<td>Vision West Community Trust</td>
<td>Towards the cost of photoelectric smoke alarms in social housing</td>
<td>$500</td>
<td>---</td>
<td>---</td>
<td></td>
</tr>
<tr>
<td>August</td>
<td>Big Brothers Big Sisters of North Canterbury</td>
<td>Towards entry costs to Laserstrike for children being mentored</td>
<td>$500</td>
<td>$ 250.00</td>
<td>$ 4,210.00</td>
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<tr>
<td>August</td>
<td>Kaiapoi Pony Club</td>
<td>Towards training and equipment for the Springfield Truffy event</td>
<td>$500</td>
<td>$ 500.00</td>
<td>$ 3,710.00</td>
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<td>September</td>
<td>Kaiapoi Community Garden Trust</td>
<td>Towards advertising costs for the Annual Spring Open Day</td>
<td>$276</td>
<td>$ 276.00</td>
<td>$ 3,434.00</td>
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<tr>
<td>Month</td>
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<td>Description</td>
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<tr>
<td>November</td>
<td>You Me We Us</td>
<td>towards the cost of paying for a performer and advertising for a Waitangi Day celebration</td>
<td>$500.00</td>
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<tr>
<td>February</td>
<td>Reflections Community Trust</td>
<td>Toward the cost for Kaiapoi Photographic Club to take photos at the Kaiapoi Children's day for future promotional purposes and archival records</td>
<td>$75.00</td>
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<td>February</td>
<td>Community Wellbeing North Canterbury Trust / Kaiapoi Community Support</td>
<td>Towards the cost of purchasing a commercial chest freezer</td>
<td>$327.43</td>
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<td>March</td>
<td>Canterbury Justices of the Peace Association Inc.</td>
<td>Towards the cost of a pull-up banner</td>
<td>$235.75</td>
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<tr>
<td>March</td>
<td>Karanga Mai Early Learning Centre</td>
<td>Towards the cost of a new couch for breast-feeding mothers to nurse their babies</td>
<td>$500.00</td>
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<tr>
<td>April</td>
<td>Kaiapoi Toy Library</td>
<td>Towards the purchase of board games</td>
<td>$500.00</td>
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<td>April</td>
<td>R13 Youth Development Trust</td>
<td>to enable Chair/Manager to attend a 5 day child protection programme</td>
<td>$700.00</td>
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<td>April</td>
<td>Tuahiwi Community Preschool</td>
<td>towards the creation of a bicultural themed entranceway feature</td>
<td>$500.00</td>
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<tr>
<td>April</td>
<td>Waimakariri Arts Trust-Kaiapoi Art Expo</td>
<td>towards running costs associated with the kaiapoi Art Expo and School's Art Expo, in particular advertising in the Kaiapoi Advocate and venue clearing costs</td>
<td>$500.00</td>
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<td>$4,310.00</td>
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<tr>
<td>July</td>
<td>Oxford Area School - Senior Netball team</td>
<td>towards costs associated with attending the South Island Secondary Schools Netball Tournament in Nelson</td>
<td>$500.00</td>
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<td>$4,060.00</td>
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<td>July</td>
<td>Little by Little</td>
<td>towards costs associated with a new community initiative</td>
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<td>$3,810.00</td>
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<td>July</td>
<td>Oxford Play Centre</td>
<td>towards purchase of a lawn mower</td>
<td>$250.00</td>
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<td>$3,560.00</td>
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<tr>
<td>July/August</td>
<td>Under Our Feet Charitable Trust</td>
<td>Towards the purchase of compost and seedlings</td>
<td>$250.00</td>
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<tr>
<td>July</td>
<td>North Canterbury Family Violence Network</td>
<td>To fund a presentation to raise family violence awareness among Oxford Area School youth</td>
<td>$500.00</td>
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<td>$3,310.00</td>
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<tr>
<td>August</td>
<td>Under Our Feet Charitable Trust</td>
<td>Towards the purchase of compost and seedlings</td>
<td>$250.00</td>
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<td>$3,060.00</td>
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<tr>
<td>September</td>
<td>Okuku Pony Club</td>
<td>Towards accommodation costs while attending the Springfield Trophy event</td>
<td>$500.00</td>
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<td>$2,810.00</td>
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<tr>
<td>September</td>
<td>Eyreton Pony Club</td>
<td>towards the cost of fencing a learner’s area</td>
<td>$450.00</td>
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<td>$2,360.00</td>
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<tr>
<td>February</td>
<td>Canterbury Justices of the Peace Association Inc.</td>
<td>Towards the cost of a pull-up banner</td>
<td>$235.75</td>
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<td>$235.75</td>
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<td>$2,124.25</td>
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<tr>
<td>April</td>
<td>Oxford Community Trust- Waimak Kids Oscar</td>
<td>Towards purchase of play equipment from the Big Game Company</td>
<td>$500.00</td>
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<td></td>
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<td>$1,624.25</td>
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<tr>
<td>April</td>
<td>Arts in Oxford Printmaking Group</td>
<td>Towards the purchase of reusable equipment to make paper and sculptures</td>
<td>$491.00</td>
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<td></td>
<td></td>
<td></td>
<td>$1,133.25</td>
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<tr>
<td>April</td>
<td>Waimakariri Arts Trust- Kaiapoi Art Expo</td>
<td>Towards running costs of the Kaiapoi Art Expo and Schools’ Art Expo, particularly promotional advertising in the Oxford Observer</td>
<td>$500.00</td>
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<td></td>
<td></td>
<td></td>
<td>$633.25</td>
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</table>

Total: $3,676.75
## 2015/2016 Community and Ward Advisory Board Discretionary Grant

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

**Total Running Balance:** $6,120.00
<table>
<thead>
<tr>
<th>Month</th>
<th>Organisation</th>
<th>Description</th>
<th>Amount</th>
<th>Amount</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>August</td>
<td>International Day of Older Persons Group</td>
<td>Towards costs associated with International Day of Older Persons</td>
<td>$250.00</td>
<td>$250.00</td>
<td>$5,870.00</td>
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<tr>
<td>August</td>
<td>The Ashley Lodge No.28</td>
<td>Towards fundraising event for the replacement of defibrillators in each of the four ambulances based in Rangiora</td>
<td>$500.00</td>
<td>$500.00</td>
<td>$5,370.00</td>
</tr>
<tr>
<td>August</td>
<td>Reflections Community Trust</td>
<td>Towards the hire of Pedalmania for the Waimakariri Light Part 2015</td>
<td>$375.00</td>
<td>$375.00</td>
<td>$4,995.00</td>
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<tr>
<td>August</td>
<td>Rangiora Community Garden</td>
<td>Towards the purchase of materials for 3 new signs</td>
<td>$482.00</td>
<td>$482.00</td>
<td>$4,513.00</td>
</tr>
<tr>
<td>August</td>
<td>Caring for Carers Inc</td>
<td>Towards annual venue hire and refreshments for meetings of the Rangiora Support Group</td>
<td>$388.00</td>
<td>$-</td>
<td>$-</td>
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<tr>
<td>October</td>
<td>Fall Prevention Exercise Group</td>
<td>Towards costs associated with establishing an exercise programme for seniors</td>
<td>$500.00</td>
<td>$250.00</td>
<td>$4,263.00</td>
</tr>
<tr>
<td>October</td>
<td>Ashgrove School PTA - ReStyle Me</td>
<td>Towards venue hire for 'ReStyle Me', a fundraising event for Ashgrove School</td>
<td>$500.00</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>October</td>
<td>Ashgrove School PTA – Santa’s Grotto</td>
<td>Gate signage at the Rangiora A&amp;P Showgrounds entrance for Santa’s Grotto</td>
<td>$379.50</td>
<td>$-</td>
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<tr>
<td>October</td>
<td>McAlpines North Canterbury Pipe Band (Inc)</td>
<td>towards new kilts for band members</td>
<td>$500.00</td>
<td>$350.00</td>
<td>$3,913.00</td>
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<tr>
<td>October</td>
<td>Ashgrove School PTA – Ashgrove Twilight Gala</td>
<td>To hire deep fryers and cooking oil for the Ashgrove Twilight Gala</td>
<td>$425.00</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>October</td>
<td>Rangiora Toy Library</td>
<td>Towards advertising costs of a fundraising event as part of its 21st Birthday celebrations</td>
<td>$741.00</td>
<td>$350.00</td>
<td>$3,563.00</td>
</tr>
<tr>
<td>December</td>
<td>North Canterbury Neighbourhood Support</td>
<td>towards the costs associated with running the 'Old Fashioned Family Picnic'</td>
<td>$250.00</td>
<td>$250.00</td>
<td>$3,313.00</td>
</tr>
<tr>
<td>December</td>
<td>Rangiora Playcentre</td>
<td>To purchase a new pull up banner</td>
<td>$379.00</td>
<td>$379.00</td>
<td>$2,934.00</td>
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</table>
## 2015/2016 Community and Ward Advisory Board Discretionary Grant

<table>
<thead>
<tr>
<th>Month</th>
<th>Organization</th>
<th>Description</th>
<th>Amount 1</th>
<th>Amount 2</th>
<th>Amount 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>February</td>
<td>Rangiora Toy Library</td>
<td>Towards the purchase of new toys, specifically, a replacement tractor</td>
<td>$456.25</td>
<td>$456.25</td>
<td>$2,477.75</td>
</tr>
<tr>
<td>April</td>
<td>Waimakariri Arts Trust - Kairapoi Art Expo</td>
<td>Towards the hire and installation of lighting for the 2016 Kairapoi Art Expo and Schools’ Art Expo</td>
<td>$500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>April</td>
<td>North Canterbury Riding for the Disabled</td>
<td>Towards costs associated with relocating to the Milton Memorial Reserve</td>
<td>$500.00</td>
<td>$500.00</td>
<td>$1,977.75</td>
</tr>
<tr>
<td>April</td>
<td>North Canterbury Family Violence Network</td>
<td>Towards costs of a Safety and Respect presentation and follow-up barbeque for Rangiora High School and/or Rangiora New Life School secondary students</td>
<td>$500.00</td>
<td>$316.26</td>
<td>$1,661.49</td>
</tr>
<tr>
<td>June</td>
<td>Cat Care Incorporated</td>
<td>Towards the costs of a Microchipping Day</td>
<td>$250.00</td>
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<tr>
<td>June</td>
<td>Disability, Carers and Friends Group</td>
<td>For the purchase of a trestle table and costs of catering for a Dance Social</td>
<td>$500.00</td>
<td>$250.00</td>
<td>$1,411.49</td>
</tr>
<tr>
<td>June</td>
<td>Rangiora Croquet Club Inc.</td>
<td>For part funding one set of Quadway Hoops</td>
<td>$500.00</td>
<td>$300.00</td>
<td>$1,111.49</td>
</tr>
<tr>
<td>June</td>
<td>The Rangiora and Districts Early Records Society Inc.</td>
<td>For costs associated with set up, production and installation of four ACM vinyl signs to replace existing</td>
<td>$327.75</td>
<td></td>
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</tr>
<tr>
<td>June</td>
<td>Seftonian Battle Sport</td>
<td>For new sporting and Safety equipment for players, specifically 4 x trebuchets and 2 x armour</td>
<td>$500.00</td>
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</tr>
<tr>
<td>June</td>
<td>Social Services Waimakariri</td>
<td>Toward the costs of catering for a community forum event</td>
<td>$200.00</td>
<td>$200.00</td>
<td>$911.49</td>
</tr>
<tr>
<td>June</td>
<td>Waimakariri Arts Trust - Kairapoi Art Expo resubmission</td>
<td>Towards the hire and installation of lighting for the 2016 Kairapoi Art Expo and Schools’ Art Expo</td>
<td>$500.00</td>
<td>$327.75</td>
<td>$583.74</td>
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<td>June</td>
<td>Community College North Canterbury</td>
<td>For the venue hire and supplies of a youth open night</td>
<td>$400.00</td>
<td>$400.00</td>
<td>$183.74</td>
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<tr>
<td>July</td>
<td>You Me We Us</td>
<td>Towards advertising of the September 4th Observance Day</td>
<td>$496.80</td>
<td>$496.80</td>
<td>$5,623.20</td>
</tr>
</tbody>
</table>

**Total** | | | **$ 6,120.00** |
<table>
<thead>
<tr>
<th>Month</th>
<th>Name</th>
<th>Description</th>
<th>Amount 1</th>
<th>Amount 2</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>August</td>
<td>Hinemoa-Kaiapoi Hockey Club</td>
<td>Towards assisting team members with the cost of travel to a tournament in Fiji</td>
<td>$500.00</td>
<td>$500.00</td>
<td>$5,123.20</td>
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<tr>
<td>August</td>
<td>Canterbury Youth Development Programme</td>
<td>Towards providing breakfast three mornings per week for eight weeks and food for the Longest Day Challenge</td>
<td>$500.00</td>
<td>$500.00</td>
<td>$4,623.20</td>
</tr>
<tr>
<td>September</td>
<td>Arthritis New Zealand</td>
<td>towards venue hire and advertising associated with running self-management sessions and workshops in Kaiapoi</td>
<td>$500.00</td>
<td>$250.00</td>
<td>$4,373.20</td>
</tr>
<tr>
<td>September</td>
<td>Kaiapoi District Historical Society Incorporated</td>
<td>Towards the cost of installing updates of <em>PastPerfect</em> (a museum programme) and linking four computers for volunteers to work on at the same time</td>
<td>$500.00</td>
<td>$500.00</td>
<td>$3,873.20</td>
</tr>
<tr>
<td>November</td>
<td>You Me We Us</td>
<td>for advertising of Kaiapoi's 2016 Waitangi Day celebrations</td>
<td>$500.00</td>
<td>$500.00</td>
<td>$3,373.20</td>
</tr>
<tr>
<td>December</td>
<td>North Canterbury Neighbourhood Support</td>
<td>towards costs associated with running the 'Old Fashion Family Picnic'</td>
<td>$300.00</td>
<td>$350.00</td>
<td>$3,023.20</td>
</tr>
<tr>
<td>March</td>
<td>Kaiapoi Photographic Club Inc</td>
<td>Toward printing costs for Club members involved in a photographic exhibition - &quot;Waimakariri - from the Mountains to the Sea&quot;</td>
<td>$500.00</td>
<td>$500.00</td>
<td>$2,523.20</td>
</tr>
<tr>
<td>March</td>
<td>Satisfy Food Rescue</td>
<td>to purchase a sandwich board to identify Satisfy Food Rescuing the community</td>
<td>$350.00</td>
<td>$ -</td>
<td>$2,523.20</td>
</tr>
<tr>
<td>March</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
<td>Towards the hire and installation of lighting for the 2016 Kaiapoi Art Expo and Schools' Art Expo</td>
<td>$500.00</td>
<td>$500.00</td>
<td>$2,023.20</td>
</tr>
<tr>
<td>March</td>
<td>You Me We Us</td>
<td>Towards advertising costs for a 'Pop Up cinema' event</td>
<td>$500.00</td>
<td>$500.00</td>
<td>$1,523.20</td>
</tr>
<tr>
<td>Year</td>
<td>Month</td>
<td>Organisation</td>
<td>Action</td>
<td>Amount</td>
<td></td>
</tr>
<tr>
<td>-----------</td>
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<td>--------------------------------------------------------------------------------------------------</td>
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</tr>
</tbody>
</table>
| 2015/2016 | 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  
|           |         | North Canterbury Family Violence Network | Towards the costs associated with a presentation to Kaipoli High School about family violence and a BBQ to follow | $ 500.00 $ 198.44  
|           |         | Waimakariri Arts Trust - Kalapoi Art Expo | Towards running costs, in particular, the music provided over the weekend for the 2016 Kalapoi Art Expo. | $ 300.00 $ 250.00  
|           |         | Oxford Table Tennis               | Towards the purchase of tables for the Oxford Historic Jall.                                      | $ 250.00 $ 250.00  
|           | November| Keep Oxford Beautiful              | For a photo and information panel about the Old Fashion Family Picnic.                            | $ 250.00 $ 250.00  
|           | November| Friends of Oxford Hospital         | Towards the purchase of a Lazy Boy recliner chair and disability aids for patients.              | $ 350.00 $ 250.00  
|           | November| Oxford Pony Club                   | Towards the cost of running a two day show jumping course for its club members.                  | $ 250.00 $ 250.00  
|           | November| North Canterbury Neighbourhood Support | Towards costs associated with running the Oxford Eye Centre.                                      | $ 250.00 $ 250.00  
|           | November| West Eyreton School               | Purchase of a banner-stand for the Fire Station.                                                 | $ 345.00 $ 250.00  
|           | November| Oxford Tennis Club                 | Towards two weather shelters for the new courts.                                                 | $ 500.00 $ 250.00  
|           | November| View Hill Improvement Society      | To purchase three alloy framed umbrellas for use at the View Hill Domain.                       | $ 477.00 $ 250.00  
|           | April/May| Waimakariri Arts Trust - Kalapoi Art Expo | Towards the floral arrangements for the 2016 Kalapoi Art Expo and Schools’ Art Expo.             | $ 500.00 $ 250.00  
|           |         | Oxford-Eyre Ward Advisory Board   |                                                                                                  | $ 1,323.20 $ 1,124.76  
|           |         |                                   |                                                                                                  | $ 4,110.00 $ 3,860.00  
|           |         |                                   |                                                                                                  | $ 3,610.00 $ 3,360.00  
|           |         |                                   |                                                                                                  | $ 3,110.00 $ 2,860.00  
|           |         |                                   |                                                                                                  | $ 2,610.00 $ 2,360.00  
|           |         |                                   |                                                                                                  | $ 2,110.00 $ 1,860.00  
|           |         |                                   |                                                                                                  | $ 1,610.00 $ 1,610.00  
|           |         |                                   |                                                                                                  | $ 1,610.00 $ 1,610.00  

*Note: The amounts listed are for illustrative purposes and may not reflect the actual financial data.*
<table>
<thead>
<tr>
<th>Date</th>
<th>Organisation</th>
<th>Description</th>
<th>Amounts</th>
</tr>
</thead>
<tbody>
<tr>
<td>April/May</td>
<td>Oxford Community Trust</td>
<td>for stationery and art supplies for Oscar School Holiday programme</td>
<td>$560.03</td>
</tr>
<tr>
<td></td>
<td>Oxford Area School - Senior Netball team</td>
<td>towards costs associated with attending the South Island Secondary Schools Netball Tournament in Nelson</td>
<td>$500.00</td>
</tr>
<tr>
<td>April/May</td>
<td>Friends of Oxford Hospital</td>
<td>towards purchase of window screen blinds for patients rooms</td>
<td>$250.00</td>
</tr>
<tr>
<td></td>
<td>Little by Little</td>
<td>towards costs associated with a new community initiative</td>
<td>$250.00</td>
</tr>
<tr>
<td>April/May</td>
<td>Oxford Netball Club</td>
<td>for the purchase of two portable netball goals</td>
<td>$199.90</td>
</tr>
<tr>
<td></td>
<td>Oxford O.S.C.A.R.</td>
<td>for First Aid training of staff</td>
<td>$175.00</td>
</tr>
<tr>
<td>April/May</td>
<td>West Eyreton School</td>
<td>towards graphic design work for a banner</td>
<td>$295.00</td>
</tr>
<tr>
<td></td>
<td>Social Services Waimakariri</td>
<td>towards costs of catering for a community forum event</td>
<td>$200.00</td>
</tr>
<tr>
<td>April/May</td>
<td>Oxford Play Centre</td>
<td>towards purchase of a lawn mower</td>
<td>$250.00</td>
</tr>
<tr>
<td>April/May</td>
<td>Oxford Plunket</td>
<td>for the purchase of child safety gates and new toys for the Oxford Plunket Rooms</td>
<td>$500.00</td>
</tr>
<tr>
<td>April/May</td>
<td>Cust Netball Club</td>
<td><strong>Towards the purchase of uniforms and equipment to enable children's participation</strong></td>
<td><strong>$500.00</strong></td>
</tr>
<tr>
<td></td>
<td>Under Our Feet Charitable Trust</td>
<td>Towards the purchase of compost and seedlings</td>
<td>$250.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>$14.90</strong></td>
<td></td>
</tr>
</tbody>
</table>
**KAIPOI-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).

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

<table>
<thead>
<tr>
<th>Examples (but not limited to) of what the Board can fund:</th>
</tr>
</thead>
<tbody>
<tr>
<td>✓ New equipment</td>
</tr>
<tr>
<td>✓ Toys/educational aids</td>
</tr>
<tr>
<td>✓ Sporting equipment</td>
</tr>
<tr>
<td>✓ Safety equipment</td>
</tr>
<tr>
<td>✓ Costs associated with events</td>
</tr>
<tr>
<td>✓ Community training</td>
</tr>
</tbody>
</table>
KAIPOI-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.
WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO and TRIM NO: GOV-26-08-06/170524052913

REPORT TO: Kaiapoi-Tuahiwi Community Board

DATE OF MEETING: 19 June 2017

FROM: Board members J Watson, R Blair and P Redmond

SUBJECT: Report back on New Zealand Community Boards’ Conference 2017

SIGNED BY: 

Department Manager Chief Executive 

1. SUMMARY

1.1. The purpose of this report is to provide information from the members who attended the New Zealand Community Boards’ Conference in Methven from 11 to 13 May 2017.

1.2. Members J Watson, R Blair and P Redmond attended the conference with five members apiece from the Rangiora-Ashley and Woodend-Sefton. Four members from Oxford-Ohoka Community Board attended along with the Community Board Advocate.

1.3. The theme of the conference was 1+1=3 (or how can we as Community Boards provide extra value to both our community and our parent councils in the work we do?). New Zealand Community Board Executive Committee (CBEC), Local Government New Zealand (LGNZ), Methven Community Board, and Ashburton District Council hosted the conference, which is held biannually.

Attachments:

i. J Watson’s comments regarding the New Zealand Community Boards’ Conference 2017 (Trim No.: 170518050068)

ii. R Blair’s comments regarding the New Zealand Community Boards’ Conference 2017 (Trim No.: 170517049566)

iii. P Redmond’s comments regarding the New Zealand Community Boards’ Conference 2017 (Trim No.:170524052689)

2. RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No. 170524052913.

(b) Circulates the attachments to the other Community Boards.

3. ISSUES AND OPTIONS

3.1. Waimakariri members either travelled together in a mini-van, or car-pooled to accommodate other employment obligations. This enabled an opportunity for the members to spend time together and share observations and/or concerns from their community areas and across the district.

3.2. The conference had approximately 200 delegates from across New Zealand. The majority of attendees were Community Board members; however, there were also several Mayors, Council staff and sponsor representatives in attendance.
3.3. The conference commenced the evening of Thursday 11 May with Registration and a Welcome function.

3.4. The primary day of the conference was Friday 12 May, commencing at 8.30am with the Mayor of Ashburton, Donna Favel, welcoming the delegates.

3.5. The programme involved four speakers in the morning session being:
   - David Rutherford, Chief Human Rights Commissioner: Adequate housing: sustainable development and the new urban agenda.
   - Sam Johnson, co-founder WeVisit: From the Student Volunteer Army to today.
   - Hon Jacqui Dean: Update from the Associate Minister of Local Government.
   - Eyal Halamish, CEO OurSay: How to think like an entrepreneur.

3.6. There were a further two speakers in the afternoon, followed by Community Board Zone meetings, and a set of four concurrent workshops.
   - Peter Biggs, CE Assignment Group New Zealand: Reflections on Baxter’s Te Whiore o te Kuri: Connecting with communities in the 21st century.
   - Concurrent workshops:
     - Wendy McGuinness, CE and Founder McGuinness Institute: Tackling Poverty NZ.
     - Darren Keenan, Relationships Manager IAP² & Rae Tye, South Island Stakeholder Relations Manager for Housing New Zealand: Organisation + Engagement = Great Outcomes.
     - Sam Johnson & Eyal Halamish: Responding to Community Feedback.
     - Hili Maré Schulze, BERL: Measuring Value – is it really all about GDP?

3.7. Between all the Waimakariri representatives, all the workshops were attended. Representatives were then able to share information amongst colleagues.

3.8. On the Friday evening, the Conference dinner and Best Practice Awards recognised excellence in the implementation of projects and initiatives in local governance with three categories: Leadership, Enhancing Communities and Engaging Communities. Rangiora-Ashley Community Board were a finalist in the (on behalf of the former Rangiora Community Board) the Enhancing Communities category for the development of Hegan Reserve. This evening provided another opportunity to network with other Community Board members, both rural and urban, and gain insight into particular community issues.

3.9. The third day of the Conference, Saturday 13 May 2017 commenced at 9am, with five speakers on the morning schedule:
   - Mick Lester: Update from the NZCBEC Chair.
   - David Hammond, Director Hammond Robertson Ltd.: Nothing less than equal.
   - Donald Riezebos (on behalf of Janie Annear, Member Local Government Commission): How the Local Government Commission can affect you.
   - Mayor Don Cameron: Update from the LGNZ President.

3.10. There was another set of concurrent workshops in the afternoon, and two speakers prior to the Conference conclusion:
   - John Hobbs, Community Development Advisor, Michelle Hider, Priority Communications Director, & Vincke Billante, Community Relations Manager, Ashburton District Council: Start with a Smile campaign.
   - Darren Keenan & Rae Tye: Organisation + Engagement = Great Outcomes.
   - Eyal Halamish: Responding to Community Feedback.
   - Melanie Coker, Deputy Chair Spreydon-Cashmere Community Board, Ryan Jones, West Harbour Community Board, and Tania Tapsell, Rotorua Lakes Council: Engaging youth in local government.

3.11. Personal feedback from the individual members of the Board who attended the conference are attached.
3.12. The Management Team has reviewed this report.

4. COMMUNITY VIEWS

4.1. This conference was a training and networking opportunity for Community Board members to gain knowledge and insight into different approaches to engaging with each other, other community boards from across the country, and their community areas; and similar or different issues confronting Boards across New Zealand.

5. FINANCIAL IMPLICATIONS AND RISKS

5.1. The Board has a training/seminar budget of $9,170 for the 2016/17 financial year. With the exception of LGNZ Chair’s training and a webinar on Standing Orders, this has not been utilised for any other training opportunities outside the organisation. At the Board’s 20 March 2017 meeting, it was resolved that five members would attend the Conference at an indicative cost of $1,315 (including GST) each. Two had to withdraw unexpectedly, so ultimately three members attended the conference.

Summary of actual conference costs for three members:

- Early bird registration: $2,235.00
- Transport in van including fuel: $378.18
- Accommodation (including breakfast): $930.00
- Total: $3,543.18
- Total each: $1,181.06
- Cancellation fees associated with two non-attendees: $745.00

6. CONTEXT.

6.1. Links to Community Plan

6.1.1. Engaging with residents, groups, other Community Boards and the Council in seeking the best outcome for community areas across the district.

Karyn Ward
Community Board Advocate
Report on Community Board Conference held at Methven 2017.

I enjoyed the inspirational speakers at the conference very much but it was very much a talking at you conference and I would have preferred more opportunity to interact with others instead of sitting and listening. The only opportunity to do this came when we met in our Zone Meetings and the chance to chat to each other to discuss the matter in hand was a welcome relief.

David Rutherford, Chief Human Rights Commissioner, saw the two main issues that need addressing in New Zealand as violence and inequality.
“Every nation has its blindspot; the US has race, the UK, class, and New Zealand’s is gender. Our attitudes to women must change, but we must also look at a male issue, the high rate of male incarceration in our prisons.”
He urged those present to work with and for the disadvantaged, the homeless and the poor, and ensure that in our efforts to progress we don’t leave them behind, which definitely needs to be said and abided by.

Sam Johnson of Student Army fame continued the message of helping others and being of service to others in our communities.
“We are growing movements for impact, not empires for ego,” he said. Even though I have heard him many times before, his message was a new one: Targeting 1,000 primary classrooms that will receive a pack of tools to enable them in project work, he hopes to enlist the next generation in community work.
His latest project, WeVisit, matches a university student with an older person to create a relationship beneficial to both. One where skills are shared and isolation is reduced.
Whether it is going for a walk, assisting with a tech problem like the use of a cell phone, the project is designed to be an example of compassion in action. A relationship that is an enabling one, rather than disabling. A good mantra to remember.

Malcolm Alexander, CEO of Local Government New Zealand, spoke about localism, or local control of communities and acknowledged the emotional good that comes from people being represented at a grass roots level, and the importance to democracy of Community Boards.
He acknowledged the single biggest issue of our time is water and stressed the role of community boards in leading the decision-making in this tangled issue. There were so many questions that needed addressing, around who pays for renewal of infrastructure and the cost of depreciation, who uses water allocation and how is it used? He was hopeful that the answers could be found but it was local communities that had to be allowed to make the decisions and not have policies forced on them by Government.

Peter Biggs, Chair of the Wellington Regional Economic Development Agency, was also Chair of the New Zealand Book Council and involved with the arts generally. His focus on community was to raise awareness of the changes undergoing the types of communities that have arisen with the technological age.
He pointed out the new types of communities that have emerged with traditional communities disrupted. Now there is an online community, with Facebook, gaming, Airbnb, and Uber, to name a few. All have changed the way we relate to others.
How do we build community spirit in this climate of change? The concept of
neighbourhood has changed radically in just two generations. But the explosion of
book groups, community gardens, and cafés shows that people still seek ways to
communicate face to face. And making places is still what we are all about.
And yet, he said, New Zealand does not score highly in community engagement when
compared to other countries. We were last in a survey of 29 European countries.
Rural communities still do it better than urban and yet cities are still growing.
In a recent survey, only 24% saw the purpose of Local Government as one that
brought people together, with 64% seeing it as providing physical structures. Biggs
thinks we need to correct the balance. “Both are equal,” he said. “Providing
amenities and promoting ways for community to engage, are both as important as
each other.”

The workshop on ways of measuring productivity other than by GDP was very
interesting and I would like to see Council consider using these measures for forward
planning. Happiness is more important than wealth and recognising that would be a
step in the right direction.

It was good to see three Waimakariri delegates received special mention. Jim Gerard,
and Duncan Lundy from the Rangiora-Ashley Community Board and John Meyer
from the Kaiapoi-Tuahiwi Community Board received long service awards, which are
presented for more than 14 years of representation in local government.

The food by Continental Caterers was superb. I have never eaten so well so
consistently throughout the conference. Our accommodation was very comfortable,
well done Karyn.
My only gripe was that at the dinner there was only Pinot Gris and Chardonnay, both
similar in that the oak makes them unpalatable to many people including me. I really
missed a glass of New Zealand’s trademark wine, and most internationally renowned,
Sauvignon Blanc, surely the number one wine for Kiwis. But none was to be found.
Extremely disappointing. It did ruin my night.

Jackie Watson
Chair
Kaiapoi-Tuahiwi Community Board
LOCAL GOVERNMENT NEW ZEALAND COMMUNITY BOARDS CONFERENCE 2017

MAKING 1+1=3

Methven, 11-13 May 2017
Report by Roger Blair, Kaiapoi-Tuahiti Community Board
Trim: 170517049566

Highlights

The conference started on the evening of 11 May with a mix and meet. This went well and there was a warm feeling of companionship amongst the delegates.

Day One (Friday)

Karakia from local Maori group.

Mayor Donna Favour, Ashburton District Council

- 200 delegates (including four mayors).
- Thanked presenters for sharing their knowledge.

The Local Government New Zealand (LGNZ) Community Boards Executive Committee (CBEC) introduced themselves.

David Rutherford, Chief Commissioner, New Zealand Human Rights Commission

- The Queen is the figurehead of our nation.
- A need to change attitude in New Zealand towards women.
- Respect each other.
- Defend each other’s dignity.

Eyal Halamish (Israeli name pronounced ‘Hey All’)

- An activist in a suit.
- Entrepreneurial skills learnt over time.
- Find a gap where a need is not met:
  o I – Ideas
  o D – Designs
  o E – Evaluate
  o A – Answers

Sam Johnson, Student Volunteer Army (SVA) “Building Movements”

- Questioned the process
- Little things in life the most frustrating.
- How the Student Army was formed: 1+2+5+15+20, next two thousand.
- More sharing in the next ten years.
- Opportunities to grow the SVA movement.

Jacqui Dean, Associate Minister of Local Government

- Communities should be made safe from dog attacks.
- Emphasised the importance of a good relationship between Local and Central Government.
- Spoke about earthquakes and the need to be prepared.
Donald Riezebos, How the Local Government Commission Can Affect You

- Making decisions about Council boundaries.
- Criteria for a new set of guidelines coming out soon.
- Boards can make submission to Councils and so can individuals.

Malcolm Alexander, Big Ticket Items

- Not what, but why?
- Why do we want to achieve it?
- Local democracy powering community and national success.
- What fits local, fits local.
- What fits national, fits national (Central Government)

Peter Biggs, Wellington Regional Economic Development Agency

- Cities are the future of economic growth.
- Gaming issue 50% boys, 48 % girls.
- Largest type of household growth at 30% is single households.

McGuiness Institute, Tackling Poverty in New Zealand

- McGuiness Institute works with/for young people.
- Being aware of people’s differences.
- A lot of people are asset rich but poor.
- Large worksheets to record relevant information.

Day Two (Saturday)

Long Service Awards presented.

Confirmed one conference each two years, status quo.

David Hammond, Nothing Less Than Equal

- A loaf of bread- we should not nibble around the edges.
- What cannot be done from the bottom is pushed UP.
- Learn more from failure than success.
- Articulate carefully the value of a new Board.

Mayor Hugh Cameron, Ruapehu District

- Read Lawrence Yule’s speech.
- Council need to ensure the Community Boards are retained and empowered.
- ‘Localism’ is the catch cry.

Meka Whaitiri, Labour Party Spokesperson for Local Government

- Community Boards are a very relevant part of New Zealand Local Body scene.
- Labours policy- the four wellbeings will be brought back.
“Smile” presented by Ashburton District Council

- The significance of a nice smile.
- The smile seat in foyer, shaped like a smile.
  - I tried this when I went out on Sunday, ‘Mothers Day’, 14 May, and it works!
    - smiling at strangers.

In Conclusion

- I thought that Sam Johnson was a very good speaker- he appeared to be in touch with the relevance of the people who make up today’s society.
- My summary identifies the main things that resonated with me.
- Mingling and meeting people from other Boards I found to be interesting.
- The Conference was well organized and the balance between recreation and speakers was good. A pat on the back for all the organisers.
- Conveying to members the importance of Local Government and why we need to keep in touch.
- Overall a very good conference.

Roger Blair
Kaiapoi-Tuahiwi Community Board
MEMO TO: Karyn Ward  
FROM: Philip Redmond  
SUBJECT: CONFERENCE 2017

I attended all sessions plus 2 workshops.

1. **Adequate Housing – Presenter David Rutherford, Chief Human Rights Commissioner**

   (a) A passionate discussion on the *inter-relationship* between quality housing, health and stress.

   Not something I had previously thought about, the main premise being the home is important for good health – “primary health care facility”.

   (b) High prison population – mostly violence related.

   NZ average 200/100,000  
   Maori 600/100,000  

   90% male

   (c) Recognise bias – we like people who look like us.

   (d) Attitudes -  
   UK – class  
   USA – race  
   NZ – women

   Issue for men

   People left behind sow seeds for future unrest. It was suggested community boards need to advocate for those left behind.

2. **Student Volunteer Army to Today – Sam Johnson**

   Sam traversed volunteering from the inception of the SVA, Serve for NZ (Anzac Day) and We Visit. He advocated a collaborative approach to volunteering rather than hierarchical.

   SVA – 11,000 people involved.  
   Serve for NZ – 9,510 volunteer hours pledged.  
   We Visit – A new initiative, to connect generations for mutual benefit, and counter social isolation. Essentially an adult mentoring programme. Sam hopes hours could be offset against student loans.

3. **Jacqui Dean – Associate Minister of Local Government**

   The Minister highlighted the massive cost of three waters upgrades over the next 20 years ($50B), the need to make infrastructure resilient and deal with climate change and tourism (freedom camping). She also signalled a new dog control act, and to be prepared for the
Alpine fault rupture and have a survival kit. The Kaikoura earthquakes had increased the risk of rupture.

4. **How to Think Like an Entrepreneur – Eyal Halamish**

Eyal described himself as an activist in a suit, he had been a lobbyist in USA. He believes skills are learnt over time and there are four types of people:

I – ideas
D – designer
E – evaluator
A – action people – Let’s do it.

I think I am an “E” – we assess from the negative and bring reality to the process.

What are our own personal frustrations eg traffic. He focused on people’s frustrations and said we needed to have empathy and stand in their shoes, and learn fast and test ideas.

5. **Local Government NZ – CEO Malcolm Alexander**

We are accountable to our local community not the government. Malcolm highlighted:

(a) The challenges coming:
   - water (eg Havelock North)
   - infrastructure replacement and resilience

   Allocation of water will be an issue, competing rural and urban interests. A limited resource.

(b) Rising sea level – up to 2 metres. Affect coastal subdivision and potential liability issues – we will need to address incumbents and new subdivisions and building consents. Example given – South Dunedin. Should LIM’s show possible sea levels?

(c) Local government needs to provide leadership, financial stability and community engagement *(not communication).*

   He advocated the return of wellbeing to the Local Government Act to include:
   - Environment
   - Economic
   - Cultural

6. **Connecting with Communities – Peter Briggs**

Peter discussed how to connect with digital communities. We need to consider new ways to engage with communities and suggested community engagement was the “kiwi way”. Although the digital era was isolating and weakening community wellbeing the desire for community closeness remained strong.

Interesting discussion.
I attended the workshop:

Organisation + Engagement = Great Outcomes

Examples of engagement were given and how it resulted in changes to the original proposals.

Interesting the Aranui housing example used was not regarded as a successful project by board member Tim Baker.

The message – listen to the local community. Ask what they want rather than presenting several options at the outset.

This probably was the best learning for me as staff present their options. The community is more likely to respond if asked before being presented with limited options. If seems like a done deal and the community is less likely to engage.

7. **Nothing Less than Equal – David Hammond**

A novel idea that community boards should be equal partners with councils in the governance of their communities. He recommended a charter for community boards and discussed the Thames experiment, engagement from the ground up.

8. **Local Government Commission**

Unfortunately the Minister did not attend.

There are 3 yearly representation reviews held. 46 territorial authorities will require to undertake reviews in 2018.

9. **Smile Campaign – Workshop conducted by Ashburton District Council**

Ashburton has a large number of migrants as a result of farming and dairying. This is an initiative to engage with the migrants and make them welcome. It is the only authority in NZ using the programme. It is a good project in urban and rural areas.

**Conclusion:** All speakers and sessions were interesting.

**Key learning:** Engage early and do not provide options at the outset.

I found the opportunity to converse with fellow Waimakariri District Council board members most valuable. I appreciated the transport provided by the Council and James Ensor was excellent and took his role most seriously. It would be preferable in future to have all delegates housed at the same venue. I discovered some councils and boards are dysfunctional.

Thank you for the opportunity to attend.

Philip Redmond
16/5/2017
## SUMMARY

<table>
<thead>
<tr>
<th>DATE</th>
<th>EVENT/MEETING</th>
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<tbody>
<tr>
<td>17 May</td>
<td>Met with D Blackwell and council staff regarding his concerns around the stopping of Adderley Terrace exiting into Island Road.</td>
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<td></td>
<td>Hon. Nick Smith, Minister for Building and Housing planted a tree at the Kaiapoi Domain to mark the return of the Domain to WDC. Matt Doocye, MP, and council staff were also in attendance.</td>
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<td>18 May</td>
<td>Combined Rural Drainage meeting. Information on the 2014 flooding events from a modelling perspective highlighted the concerns about susceptible areas. Changes to the way stream and river banks are planted was a matter of some debate.</td>
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<td>22 May</td>
<td>All Boards meeting at Ruataniwha.</td>
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<tr>
<td>23 May</td>
<td>Cultural hui at Mahaanui Marae, Tuahiwi. Other Board members were also in attendance. An interesting session that for me highlighted the need to work more closely with Ngai Tuahuriri.</td>
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<tr>
<td></td>
<td>Met with Ken Stevenson, Roading Manager, and Kathy Graham, Journey Planner/Road Safety Coordinator, re Metro bus schedule and route changes. Connected staff with some local residents negatively affected by the changes. The main concern seems to be for those in the north of Kaiapoi having to catch two buses to travel to Rangiora.</td>
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<tr>
<td>29 May</td>
<td>Kaiapoi Regeneration Steering Group Meeting</td>
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<tr>
<td>30 May</td>
<td>Welcome for the new Anglican vicar at St Bartholomews, Charles Street, Kaiapoi. The Reverend Sandy Constable will live in a refurbished manse with a splendid repaired church due to open soon.</td>
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<tr>
<td>31 May</td>
<td>Northern Pegasus Bay Bylaw Implementation Steering Group meeting.</td>
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7 June  | Facebook meeting with Board members. C Greengrass will act as the main controller/poster with Jackie to support her.
-------|---------------------------------------------------------------
14 June | Board Chair’s training and lunch with the Mayor.

2. **RECOMMENDATION**

**THAT** the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report No. 170614060519

Jackie Watson  
CHAIRPERSON