

Agenda

Kaiapoi-Tuahiwī Community Board

Monday 21 August 2023

4pm

Kaikanui Room
Ruatanīwha Kaiapoi Civic Centre
176 Williams Street, Kaiapoi

Members:

Jackie Watson (Chairperson)

Sandra Stewart (Deputy Chairperson)

Neville Atkinson

Tim Bartle

Al Blackie

Tracey Blair

Russell Keetley

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AGENDA FOR THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD TO BE HELD IN THE KAIKANUI ROOM, RUATANIWHA KAIAPOI CIVIC CENTRE, 176 WILLIAMS STREET, KAIAPOI ON MONDAY 21 AUGUST 2023 AT 4PM.

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

	<u>BUSINESS</u>	<i>PAGES</i>
1	<u>APOLOGIES</u>	
2	<u>CONFLICTS OF INTEREST</u>	
3	<u>CONFIRMATION OF MINUTES</u>	
3.1	<u>Minutes of the Kaiapoi-Tuahiwi Community Board – 17 July 2023</u>	8-17
	<i>RECOMMENDATION</i>	
	THAT the Kaiapoi-Tuahiwi Community Board:	
	(a) Confirms the circulated Minutes of the Kaiapoi-Tuahiwi Community Board meeting, held 17 July 2023, as a true and accurate record.	
3.2	<u>Matters Arising (From Minutes)</u>	
3.3	<u>Notes of the Kaiapoi-Tuahiwi Community Board Workshop – 17 July 2023</u>	18-20
	<i>RECOMMENDATION</i>	
	THAT the Kaiapoi-Tuahiwi Community Board:	
	(a) Receives the notes of the Kaiapoi-Tuahiwi Community Board Workshop, held on 17 July 2023.	
4	<u>DEPUTATIONS AND PRESENTATIONS</u>	
4.1	<u>Biodiversity Trust – Judith Roper-Lindsey</u>	
	J Roper Lindsey will be in attendance to update the Board on the Biodiversity Trust.	
5	<u>ADJOURNED BUSINESS</u>	
	Nil.	

6 **REPORTS**

6.1 **Kaiapoi High School – Proposed Safety Improvements – Kieran Straw (Civil Project Team Leader) and Joanne McBride (Roading and Transport Manager)**

21-26

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 230411049603.

AND

THAT the Kaiapoi-Tuahiwi Community Board recommends:

THAT the Utilities & Roading Committee:

- (b) **Approves** the Design as per Trim No. 230406049186.
- (c) **Approves** the installation of a pedestrian crossing on Ohoka Road, outside the Kaiapoi High School.
- (d) **Notes** that there will be no additional no-stopping lines installed as a result of the proposed pedestrian crossing.
- (e) **Notes** that there is budget allocated through the annual plan process for this project.

6.2 **Applications to the Kaiapoi-Tuahiwi Community Board’s Discretionary Grant Fund 2022/23 – Kay Rabe (Governance Adviser)**

27-56

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 230807119533.
- (b) **Approves** a grant of \$..... to the Waimakariri Access Group towards seed funding to hold an inclusive sports day to occur.

OR

- (c) **Declines** the application from the North Canterbury Inclusive Sports Festival.
- (d) **Approves** a grant of \$..... to Community Wellbeing North Canterbury Trust towards the installation and monthly rental of an 0800 number for the food bank and driver bookings.

OR

- (e) **Declines** the application from the Community Wellbeing North Canterbury Trust.

7 **CORRESPONDENCE**

Nil.

8 **CHAIRPERSON'S REPORT**

8.1 **Chairperson's Report for July and August 2023**

57

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the report (Trim: 230815124852) from the Kaiapoi-Tuahiwi Community Board Chairperson.

9 **MATTERS REFERRED FOR INFORMATION**

- 9.1 **Rangiora-Ashley Community Board Meeting Minutes 14 June 2023.**
- 9.2 **Oxford-Ohoka Community Board Meeting Minutes 5 July 2023.**
- 9.3 **Woodend-Sefton Community Board Meeting Minutes 10 July 2023.**
- 9.4 **Rangiora-Ashley Community Board Meeting Minutes 12 July 2023.**
- 9.5 **Huria Reserve Heritage and Mahinga Kai Area Statement of Intent for 2023-24 – Report to Council Meeting 4 July 2023 – Circulates to the Kaiapoi-Tuahiwi Community Board.**
- 9.6 **Draft Community Outcomes for Public Consultation – Report to Council Meeting 4 July 2023 – Circulates to all Boards.**
- 9.7 **Health, Safety and Wellbeing Report June 2023 – Report to Council Meeting 4 July 2023 – Circulates to all Boards.**
- 9.8 **Submission Waka Kotahi Bilingual Signage Consultation – Report to Council Meeting 4 July 2023 – Circulates to all Boards.**
- 9.9 **Submission to the Water Services Entities Amendment Bill – Report to Council Meeting 4 July 2023 – Circulates to all Boards.**
- 9.10 **Elected Member Remuneration and Expenses Policy – Report to Council Meeting 4 July 2023 – Circulates to all Boards.**
- 9.11 **Stimulus Programme Close Out Report – Report to Utilities and Rooding Committee Meeting 18 July 2023 – Circulates to all Boards.**
- 9.12 **Zone Implementation Programme Addendum Capital Works Programme 2023-24 – Report to Utilities and Rooding Committee Meeting 18 July 2023 – Circulates to all Boards.**

Public Excluded

- 9.13 **Proposed Sale of 198 Swannanoa Road, Fernside – Report to Council Meeting 4 July 2023 – Circulates to all Boards.**
- 9.14 **Proposed Sale of 7 Adian Way, Loburn – Report to Council Meeting 4 July 2023 – Circulates to all Boards.**

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board

- (a) Receives the information in Items.9.1 to 9.12.
- (b) Receives the separately circulated public excluded information in items 9.13 and 9.14.

Note:

1. The links for Matters for Information were previously circulated to members as part of the relevant meeting agendas.
2. Hard copies of the Public Excluded items were circulated to members separately.

10 MEMBERS' INFORMATION EXCHANGE

10.1 Brent Cairns

58-59

Trim Ref: 230810122116.

10.2 Philip Redmond

60-61

Trim Ref: 230810122123.

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.

11 CONSULTATION PROJECTS

11.1 Environment Canterbury Regional Policy Statement

<https://haveyoursay.ecan.govt.nz/about-our-future-canterbury>

Consultation closes Sunday 27 August 2023.

11.2 Kaiapoi Ravenswood Cycleway

<https://letstalk.waimakariri.govt.nz/kaiapoi-ravenswood-cycleway>

Consultation closes Friday 1 September 2023.

11.3 Road Reserve Management Policy

<https://letstalk.waimakariri.govt.nz/road-reserve-management>

Consultation closes Sunday Thursday 7 September 2023.

11.4 Community Outcomes

<https://letstalk.waimakariri.govt.nz/community-outcomes>

Consultation closes Thursday 7 September 2023.

11.5 Mandeville Resurgence Channel Upgrades

<https://letstalk.waimakariri.govt.nz/mandeville-resurgence-channel-upgrades>

Consultation closes Friday 29 September 2023.

12 BOARD FUNDING UPDATE

12.1 Board Discretionary Grant

Balance as at 31 July 2023: \$6,772.

12.2 General Landscaping Budget

Balance as at 31 July 2023: \$27,370 with a carry forward still to be determined.

13 **MEDIA ITEMS**

14 **QUESTIONS UNDER STANDING ORDERS**

15 **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

NEXT MEETING

The next meeting of the Kaiapoi-Tuahiwi Community Board will be held at the Ruataniwha Kaiapoi Civic Centre on Monday 18 September 2023 at 4pm.

Workshop

- *Members Forum*

**MINUTES FOR THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD
HELD IN THE KAIKANUI ROOM, RUATANIWHA KAIAPOI CIVIC CENTRE,
176 WILLIAMS STREET, KAIAPOI ON MONDAY, 17 JULY 2023 AT 4PM.**

PRESENT

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

IN ATTENDANCE

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

C Brown (Community and Recreation Manager), M McGregor (Senior Advisor Community and Recreation) T Stableford (Landscape Architect), G Stephens (Design and Planning Team Leader), V Thompson (Senior Advisor Business and Centres), T Allison (Senior Policy Analyst), H Rose-Belworthy (Intermediate Landscape Architect) T Kunkel (Governance Team Leader), and A Connor (Governance Support Officer).

There were four members of the public present.

1 APOLOGIES

Moved: J Watson

Seconded: T Bartle

THAT an apology for absence be received and sustained from N Atkinson.

CARRIED

2 CONFLICTS OF INTEREST

There were no conflicts of interest declared.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Kaiapoi-Tuahiwi Community Board – 19 June 2023

Moved: J Watson

Seconded: A Blackie

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Confirms** the circulated Minutes of the Kaiapoi-Tuahiwi Community Board meeting, held on 19 June 2023, as a true and accurate record.

CARRIED

3.2 Matters Arising (From Minutes)

Nil.

3.3 Notes of the Kaiapoi-Tuahiwi Community Board Workshop – 19 June 2023

Moved: J Watson

Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the notes of the Kaiapoi-Tuahiwi Community Board Workshop, held on 19 June 2023.

CARRIED

4 DEPUTATIONS AND PRESENTATIONS

4.1 Ryder Park Reserve – Lokie, Luca and Tyler

Lokie introduced himself Luca and Tyler. They all lived in Sovereign Palms near the Ryder Park Reserve and believed the space was being under utilised and felt more people would use the area if there were sports facilities available such as rugby and/or football post(s). They felt there was a lack of field sports facilities in Sovereign Palms and hoped the installation of a rugby and/or football post would encourage people to get outside and be active rather than stay indoors on their devices. They had set up a petition via 'Change.org' and had received 145 signatures. They also had canvassed and had 100 physical signatures. The petition had been shared on the Kaiapoi Residents Page on Facebook which had received immense support. Having sporting facilities in the area would benefit social wellbeing by encouraging people to play and interact together as well as physical and mental wellbeing as people developed their sporting abilities. They acknowledged there was a playground at Ryder Park however this was focused at younger children. Rugby and/or football posts would target older children, teens and young adults in the area.

J Watson congratulated them on their initiative.

P Redmond questioned if they were wanting a pair of goal posts, one at either end. Lokie replied that one goal would suit the space, they were not wanting a field, only posts.

A Blackie questioned if you could get combined rugby and football posts. Lokie replied yes you could. It was essentially a football goal with rugby posts sticking out the top, however they were slightly more costly.

R Keetley asked C Brown if there was any plan for the park? C Brown replied there was not. The original intention was to have kickable space, not sports field but not community focused size. There were other similar sized reserves in the district with similar posts. There had been other groups in the past who provided ideas and staff believed that this reserve was serving its purpose however it could be enhanced.

T Bartle wondered if there was room in the budget. C Brown confirmed there was no budget for the park however these requests normally would come to the Board and the General Landscaping Budget would provide funding. Some groups would fundraise, or an application could be put to the Long Term Plan. There was no funding currently however could be in the future or the Board could ask for staff to bring a report back requesting to use money from its General Landscaping Budget.

J Watson noted this was a great idea and would be well received in the community. The Board requested for a report on options and costs to be brought back to a future meeting.

4.2 **Community Outcomes – Temi Allinson**

T Allinson gave an overview of the proposed revised community outcomes which would be used in the 2024-34 Long Term Plan and would consider the changes to the Local Government Act in 2019 which put the responsibility of wellbeing on Local Government. Currently there were 15 outcomes with another 55 sub indicators under each outcome. Staff had rationalised and aligned the outcomes to the four wellbeing's, economic, social, cultural, and environmental. The Council had adopted the outcomes for public consultation at its July meeting.

T Allinson gave an overview of the four outcomes which also had sub groups:

- Outcome One – Social, A place where everyone can have a sense of belonging (to turangawaewae).
- Outcome Two – Cultural – Where our people are enabled to thrive and give creative expression to their identity and heritage (e tangata whakapuawai).
- Outcome Three – Environmental – That values and restores our environment (hei kaitiaki).
- Outcome Four – Economic - Supported by a resilient and innovative economy (he ohanga manawaroa).

5 **ADJOURNED BUSINESS**

Nil.

6 **REPORTS**

6.1 **Ground Lease Kaiapoi Croquet Club – M McGregor (Senior Advisor Community, and Recreation)**

M McGregor took the report as read and highlighted that this was the first lease agreement brought to the Board for the Kaiapoi Community Hub. It was a unique lease as it formed a sale and purchase agreement of the Club's pre-earthquake site which enabled the Croquet Club to move to a better site. This land sale and purchase agreement also provided access for the Murphy Park River Precinct project.

J Watson questioned why the Croquet Club was the first agreement received. M McGregor noted it was just the way the timing had worked. The Club had decided not to be involved with the Trust. He expected the Trust lease agreement would be with the Board in next few months.

S Stewart noted the Croquet Club wanted four lawns and sought clarity on what the Council would be providing for the Club. M McGregor clarified that the Council would fully construct two lawns and would fence a leased area which had room for two more lawns for the future, however it would be the Club's responsibility to establish the new lawns.

B Cairns asked if there were any other buildings being put on the site. M McGregor replied the Club anticipated having a storage shed and club rooms. For the Club to move and function on the new site they required two lawns and the storage shed which would have power and water. They were currently fundraising for an equipment shed and once they had settled onto the new site would continue to fundraise for the club rooms.

S Stewart questioned what type of fencing would be used? M McGregor answered that chain link fencing would be used.

Moved: J Watson

Seconded: A Blackie

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 230705100909.
- (b) **Approves** the awarding of a ground lease to the Kaiapoi Croquet Club at the Kaiapoi Community Hub located at 38 Charters Street for a term of 30 years.
- (c) **Notes** the lease fee would only be paid if requested (\$1.00 per annum).
- (d) **Notes** the lease agreement would be a condition of the Sale and Purchase Agreement for the acquisition of the Croquet Clubs' current site located at 8c and 10c Revell Street Kaiapoi.
- (e) **Notes** the delegation for the approval of the Sale and Purchase agreement sat with the Council. This approval would be sought in a separate report which would include the approval of the Community Board for the awarding of the ground lease.
- (f) **Notes** that a 30-year term was the maximum term possible under the current land classification of the leased site and there would be review periods within the lease terms. This was likely to be a three yearly rental review.

CARRIED

J Watson noted it was a relief for them to finally get to their new site. A Blackie concurred.

6.2 **Kaiapoi-Tuahiwi Community Board's 2023/24 Discretionary Grant Fund and 2023/24 General Landscaping Budget – K Rabe (Governance Advisor)**

T Kunkel spoke to the report noting the budget for the General Landscaping Budget was \$27,370 with the carryover to still be determined and the Discretionary Grant fund had been allocated \$5,390 with \$2,132 carried over for a total of \$7,522.

Moved: T Bartle

Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 230609084821.
- (b) **Notes** that the Board's General Landscaping Budget allocated by the Council for 2023/24 was \$27,370, with a carry forward for 2023/24 still to be determined due to outstanding invoices being processed.

- (c) **Notes** that the Board's Discretionary Grant Funding allocated by the Council for 2023/24 was \$5,390 and that an amount of \$2,132 was expected to be carried forward from the 2023/24 budget. Thereby bringing the Discretionary Grant Fund to a total of \$7,522 for the financial year.
- (d) **Approves** the Board's 2023/24 Discretionary Grant Fund Application Criteria and Application Form (Trim No. 210603089866).
- (e) **Approves** the Board's 2023/24 Discretionary Grant Accountability Form (Trim No. 210603089980).
- (f) **Adopts** the Financial template for Informal Groups (Trim No: 230627095307).
- (g) **Approves** that Discretionary Grant Fund applications be considered at each meeting during the 2023/24 financial year (July 2023 to June 2024).

CARRIED

6.3 Applications to the Kaiapoi-Tuahiwi Community Board's Discretionary Grant Fund 2022/23 – K Rabe (Governance Adviser)

T Kunkel spoke to the report. She noted the Coastguard were more in demand due to extreme weather events the district had been experiencing. The Coastguard had applied to all the other Community Boards.

Moved: A Blackie

Seconded: S Stewart

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 230630098459.
- (b) **Approves** a grant of \$750 to Coastguard North Canterbury towards upgrading its swift water rescue vessel.

CARRIED

A Blackie stated this was a no brainer, the river was the jewel of the town and the Coastguard protected it. S Stewart endorsed

7 CORRESPONDENCE

Nil.

8 CHAIRPERSON'S REPORT

8.1 Chairperson's Report for July 2023

J Watson noted it had been a busy Month. The Art Expo had gone very well and there was only one point throughout the weekend that it was not packed.

The Matariki event also had gone very well. There was some small damage to the softball pitch, however there was an incredible number of people in attendance throughout the night.

The Public Arts Trust had shared their ideas of a website with T Sturley as part of the proposed Arts Strategy, however since then they had become aware of a new Council website which may supersede these ideas.

A Blackie asked if there was an estimate of the number of people in attendance at the Matariki event. J Watson replied there was no way to count, it was waves and waves of people.

Moved: J Watson

Seconded: A Blackie

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the verbal report from the Kaiapoi-Tuahiwi Community Board Chairperson.

CARRIED

9 MATTERS REFERRED FOR INFORMATION

- 9.1 Oxford-Ohoka Community Board Meeting Minutes 7 June 2023.
- 9.2 Woodend-Sefton Community Board Meeting Minutes 12 June 2023.
- 9.3 Rangiora-Ashely Community Board Meeting Minutes 14 June 2023.
- 9.4 Enterprise North Canterbury Approved Statement of Intent Beginning 1 July 2023; Approved Enterprise North Canterbury Business Plan and Budget 2023/24; and Promotion of Waimakariri District Plan 23/24 – Report to Audit and Risk Committee 13 June 2023 – Circulates to all Boards.
- 9.5 Mandeville Resurgence and Channel Diversion Upgrade Project – Public Consultation – Report to Utilities and Roading Committee 20 June 2023 – Circulates to the Oxford-Ohoka Community Board.
- 9.6 July 2022 Flood Response Update – Report to Utilities and Roading Committee 20 June 2023 – Circulates to all Boards.

Moved: J Watson

Seconded: S Stewart

THAT the Kaiapoi-Tuahiwi Community Board

- (a) **Receives** the information in Items 9.1 to 9.6.

CARRIED

10 MEMBERS' INFORMATION EXCHANGE

R Keetley

- Attended monthly Historical Society meeting.
- Attended the Arts expo which had a very good turnout.
- Attended the Fire and Ice Event, it was a shame it got rained out.
- Attended the Matariki Event. Very glad to live close enough to walk and not get stuck in traffic.

S Stewart

- Attended Michael Blackwells memorial service. Had such admiration for his family and children who spoke very eloquently.
- Kaiapoi Promotions Association had new date for Annual General Meeting 26 July 2023. Quiz very successful, however they did not make as much profit as hoped.
- Waimakariri Environmental Awards were progressing. There would be three categories: individual, youth and group/corporate. Nomination forms would be available soon.
- Biodiversity Trust Winter Lectures would start on 17 August 2023. There would be three seminars this year.

- National Policy Statement for Indigenous Biodiversity was out. It would set requirements for local bodies throughout New Zealand on protecting, enhancing and increasing the amount of native cover.

Brent Cairns

- Attended Silverstream CCTV camera event, had only a small crowd due to residents not knowing about it. Residents were going to hold an additional event. Cameras would be purchased by the community however they would be managed by the Council.
- Visited Matariki Winter Lights Festival in Oxford – the township looked magical with the towns trees and businesses lit up. Along with the residential competition with many houses entered.
- Attended Woodend/Pegasus Area Strategy Plan workshop. Discussions involved Woodend with and without a main road going through it and what it could look like without high traffic volumes. Had good discussions about connectivity, business impact, open spaces and roading upgrades.
- Water services bill impact workshop.
- Attended Flavour for Business. There were three speakers who emphasised supporting and buying local food, green prescriptions and the impact of fresh food and how it impacts the likes of diabetes.
- Kaiapoi promotions Chase Event, was well run and good promotion for the district.
- Road Safety meeting – students against dangerous driving spoke. AA were dealing with electric vehicles breakdowns for both bikes and cars. Rangiora high School had driver training and start next year so would Kaiapoi High School. AA were providing lights for cyclists.
- Pegasus Residents Group had a movie night planned for 4 August 2023.
- Matariki Event was huge. Accessibility parking was available.
- North Canterbury Neighbourhood Support – updating incorporation society status rules to comply with new legislation. Had set up a new bank account to accept donations for CCTV cameras. Council staff were developing a policy as they would be the owners once the cameras were set up.
- Pegasus Residents Group held an information meeting of CCTV cameras and will fund raising promotions.
- Visited Amberly and Pines Beaches to discuss future food forests.
- The Kaiapoi market held behind the library had decided to stop operating. The new Sunday market at the Kaiapoi Club had started well and they were going to hold a kids market in July 2023.
- Members of Aotearoa Food Rescue Alliance visited the Kaiapoi Food Forest.

Philip Redmond

- Cones Road meeting on drainage improvements.
- Clarkville Rural Drainage Advisory Group Meeting.
- Kaiapoi Promotions Association Fundraiser at Kaiapoi School – with the Chase's Dark Destroyer. 450 attendees.
- District Licensing Committee Training in Amberly.
- Christchurch Art gallery Exhibition "Ship Nails and Tail Feathers". Joint event with Canterbury Museum.
- Audit and Risk Committee Meeting – Sefton Library rate remission approved, marked increase in LGOIMA requests. March 2023 to May 2023 there was 52 requests, in the same period in 2022 there was 31.
- Council Briefing / Workshop with Waka Kotahi – Lineside Road median barrier was proposed for most of the length of the road. Council had been resistant on a median barrier, had not hear a final outcome.
- Ronel's Cuppa.

- Facilities and Consents Fee Waiver Subcommittee Meeting – Drafted amendments to Terms of Reference for Community and Recreation Committee and Council approval.
- Central Rural Drainage Advisory Group Meeting.
- Pegasus Residents' Group Meeting – Steering Group established to hold a public meeting.
- Tuahiwi Marae – Tangi for Clare Williams.
- Matt Doocey Meeting – Discussion on Nationals position on speed management plans (to repeal the rule if in government).
- Utilities and Roothing Committee Meeting.
- Speed Management Plan Workshop.
- Council meeting to adopt Annual Plan – Not all aspects unanimous for example MR873 Development Contribution remissions.
- Canterbury Property Investors Association Forum – Nationals housing policy for landlords.
- District Licensing Committee webinar.
- Chaired Waimakariri Road Safety Group – Various sections represented including road transport, Police, AA (Automobile Association) and SADD (Students Against Dangerous Driving) amongst others.
- Coastal Rural Drainage Advisory Group Meeting.
- Road Reserve Management Policy discussion.
- District Licensing Committee training via Zoom.
- Water Services Entities Amendment Bill submission discussion via Zoom.
- Draft Waimakariri Economic Development Strategy (2024-34) discussion.
- Waimakariri District Council Social Club mid-winter dinner at Pegasus Arms.
- Property Portfolio Working Group meeting – Discussed a number of disposals and strategic acquisitions.
- Integrated Transport Strategy pre-briefing discussion.
- Council Meeting – Dark Sky presentation, appointed to Community Outcomes Hearing Panel, approved Community Board increase in remuneration (Woodend-Sefton Community Board Chair \$15,457, Members \$7,729).
- Waimakariri Health Advisory Group meeting – Finalized Terms of Reference.
- Corcoran French Kaiapoi Art Expo Opening – Very well attended and high standard of art on display.
- Large increase in Official Information requests, doubled from year previous.
- Community outcomes, appointed to hearing panel.
- Board members received pay increase from 1 July 2023.
- Roothing portfolio - consultation was on hold for transport choices walking and cycling projects, it was not as simple as anticipated. Would be interesting portfolio after elections. Staff working on Waka Kotahi Funding bid for the next three years.

T Blair

- Attended the Arts expo. Was great art on display.
- Attended Fire and Ice Event however was not there long due to the weather.
- The Darnley Club were looking to have planter boxes built if anyone had recommendations.

A Blackie

- Honda Forest planting - was the final planting for this stage. The Chief Executive Officer of Honda was in attendance. Honda had donated \$200,00 for project.
- Congratulated All Together Kaiapoi for the Matariki Event. Feedback had been overwhelmingly positive. E Sard completed assessment of damage on the softball field. Would be easily fixed with rolling and mowing.

T Bartle

- Attended three Drainage Advisory Board meetings. Works were moving forward with a few minor issues that would be easily solved.
- Art Expo - was an amazing night.

11 CONSULTATION PROJECTS**11.1 Environment Canterbury Regional Policy Statement**

<https://haveyoursay.ecan.govt.nz/about-our-future-canterbury>

Consultation closes Sunday 27 August 2023.

12 REGENERATION PROJECTS**12.1 Town Centre, Kaiapoi**

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

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

13 BOARD FUNDING UPDATE**13.1 Board Discretionary Grant**

Balance as at 30 June 2023: \$7,522.

13.2 General Landscaping Budget

Balance as at 30 June 2023: \$27,370 with a carry forward still to be determined.

14 MEDIA ITEMS

Nil.

15 QUESTIONS UNDER STANDING ORDERS

Nil.

16 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.

NEXT MEETING

The next meeting of the Kaiapoi-Tuahiwi Community Board will be held at the Ruataniwha Kaiapoi Civic Centre on Monday 21 August 2023 at 4pm.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 4.45pm.

CONFIRMED

Chairperson

Date

Workshop

- *Town Entrances – Tori Stableford (Landscape Architect)- 30mins*
- *Greenspace Update – Grant Stephens (Design and Planning Team Leader)- 15mins*
- *Kaiapoi Memorial Reserve Update – Vanessa Thompson (Senior Advisor – Business and Centres) 20mins*
- *Members Forum*

NOTES OF A WORKSHOP OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD HELD IN THE KAIKANUI ROOM, RUATANIWHA KAIAPOI CIVIC CENTRE, ON MONDAY 17 JULY 2023 AT 4.45 PM.

PRESENT

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

IN ATTENDANCE

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

C Brown (Community and Recreation Manager), M McGregor (Senior Advisor Community and Recreation) T Stableford (Landscape Architect), G Stephens (Design and Planning Team Leader), V Thompson (Senior Advisor Business and Centres), H Rose-Belworthy (Intermediate Landscape Architect) T Kunkel (Governance Team Leader), and A Connor (Governance Support Officer).

APOLOGIES

N Atkinson.

TOWN ENTRANCES – T Stableford (Landscape Architect).

Key points:

- *The funding currently available for town entrances would not provide much change anywhere. It had been decided at a previous Board workshop to focus on the Main North Road site.*
- *Concept plan was to organise the entrances based off the intersecting water courses, the Courtenay Stream, Kaikanui Stream and the Kaiapoi River.*
- *Staff contacted Hellers regarding moving the entrance sign further south towards their site however, their property manager had come back stating they were not interested as they did not want to distract from their own signage. If the Board still wished to relocate the entrance sign the only other site further up was 46 Main North Road however the landform of the site slopped down rapidly. This was not an ideal location due to it being on the opposite side of the direction of traffic entering Kaiapoi. An early ecological assessment had been done and the site did have ecological value however it was very wet, and a lot of work would have to be done. There would be the most value in having native plants roadside and reserve side.*
- *Staff were looking for a direction from the Board on whether they wished to relocate the existing sign or keep it where it was and spruce it up.*

Questions/Issues:

- *The sign was good where it was however needed revamping and annual plants replaced with permanent low growing natives.*
- *The 50km sign and the lamp post both distracted from the sign.*
- *Could the existing sign be raised? Yes it could be. The sign could also be relocated to somewhere else in Kaiapoi and be replaced.*
- *Staff would look at raising the sign and relocating the speed signs around it. They would also speak with Mark Larson who designed and created the existing sign about how it could be update.*

- Could remove planter boxes from the Magnolia Trees and softly mound around them. There was room in between the magnolias to enhance the planting. They would look at the planting around the entrance sign and continue it down the block.
- *Could there be a higher level of service down to Clements Reserve with mowing?* They could add it to list and bring back costs to the Board.
- Kaikanui balustrade would be a good Long Term Plan (LTP) project, good if both sides matched.

GREENSPACE UPDATE – G Stephens (Design and Planning Team Leader).

Key points:

- Greenspace sat under Community and Recreation. After Covid Community and Recreation had a renewed focus due to people realising how important the facilities were to the community.
- The five areas within Greenspace were, Airfield, Design and Planning, Parks and Facilities, Biodiversity, and Senior Advisors.
- Sports parks, neighborhood reserves, cemeteries, natural parks and community facilities were all included under Greenspace.
- Examples of Greenspace Assets were Ecological corridors/significant natural areas, Town Halls, Community Halls, Mainpower Stadium, Kaiapoi Wharf, Airfield, trees and green assets, playgrounds, Sports Parks including car parks, toilets, changing rooms, mowing and line marking.
- Capital works underway in Kaiapoi-Tuahiwi area:
 - Pines Beach Playground relocation.
 - Recovery Zone works in Mahinga Kai area, Kaiapoi Community Hub, Murphy Park River Access (Long Term Plan bid) and Kaiapoi War Memorial.
 - Norman Kirk Play space Development.
 - Askeaton Reserve.
 - Kaiapoi Lake/William Street Dump Site Development.
 - General Landscaping (Welcome Signs).
- Examples of groups Greenspace works with: Sports Clubs/Associations, Social/Hobby Groups, Residents Associations, room or meeting space users and other ecological, advisory and bylaw groups.
- The Boards delegated authority on greenspace is granting of leases or licenses, approving proposed developments on parks/reserves, approving consultation plans for new developments (play equipment/planting plans), allocating funding through the Boards Landscape Budget, Naming and re-naming of parks, removal of street and reserve trees (except were deemed urgent health and safety matter). All of these must fall within budgets set by Council.
- Strategies and plans being worked on are Crime Camera Network Plan, Environment Strategy, Community Facilities Network Plan, Play Active Recreation and Sport Strategy, Reserve Management Plans, Aquatics Strategy Review (LTP), Sports Facilities Plan Review (LTP) and Arohatia te Awa.
- Grant Stephens was the Boards contact for any Design and Planning matters, Tori Stableford was the Boards contact for any General Landscaping matters and Grant MacLeod would be able to assist on any Greenspace Matters.
- The Board was the heart of the community and local knowledge back to staff was very helpful.
- Had just put Greenspace interactive maps on the Council website showing maps of parks, playgrounds, dog parks and exercise areas, halls, meeting venues and toilets.

KAIAPOI MEMORIAL RESERVE UPGRADE – V Thompson (Senior Advisor – Business and Centres) and H Belworthy (Intermediate Landscape Architect).

Key points:

- The walkway and memorial reserve were identified as a key location in the 2011 Kaiapoi Town Centre Plan.
- The desired outcome was to improve the accessibility, walkability and safety of the riverbanks walkway and improve the visual amenity of the area.
- Upgrade options:
 - Option A – Upgraded Riverbank Path.
 - Option B– General Upgrade to Reserve.
 - Option C – Extended Reserve
 - Option D – Option C with Shared Street Space – needs more investigating.
- Kaiapoi RSA was on board with Option B.

Questions/Issues:

- *Would parking be available in Option D if there was no event happening?*
There could be parking available, this was a high level concept with no design currently done.
- *Option D became more of an event space, had it been considered moving the World War Two memorial to the other side of the street?*
No, it had not been. The RSA had requested an additional flagpole.
- *Was there a way to use bollards or something similar to avoid ripping up and replacing the entire current surface?*
- *Could Option C morph into d eventually?*
Staff could start looking into Option C with a phased approach to Option D in the future.
- *Was an immense amount of money towards something where it is was not needed. Upgrades would not increase patronage. Would rather reallocate the money to entry signs.*
- *Had Environment Canterbury repaired the damages identified?*
They had only repaired the damage to the stopbank. It did not comply with any standard and did not match the feel of the rest of the walkway.
- Would it be better to go for the smaller option to get something done, stages
- The general consensus was to reallocate the money to town entrances, noting in the report to come that the path did not comply with any standards if it remained status quo.

THERE BEING NO FURTHER BUSINESS THE WORKSHOP CONCLUDED AT 6.12PM.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: RDG-32-16-06 / 230411049603

REPORT TO: KAIAPOI – TUAHIWI COMMUNITY BOARD

DATE OF MEETING: 21 August 2023

AUTHOR(S): Kieran Straw – Civil Project Team Leader
Joanne McBride – Roading and Transportation Manager

SUBJECT: Kaiapoi High School – Proposed Safety Improvements

ENDORSED BY:
(for Reports to Council,
Committees or Boards)


General Manager


Chief Executive

1. SUMMARY

- 1.1. This report is to seek approval for proposed changes to the road layout between the Motorway overbridge, and the Kaiapoi High School, including the approval of the installation of a pedestrian crossing on Ohoka Road.
- 1.2. The works is included within the Minor Improvement programme and is intended to help reduce vehicle speeds past the school, as motorists may be coming from the motorway or increasing speed as they head towards the motorway. No increase in traffic congestion is expected as a result of this work, and provides a safer intersection and safer environment for pedestrians accessing the high school.
- 1.3. There is \$60,000 budget within the Minor Improvements Budget, with \$30,000 in the 2022 / 2023 year, and \$30,000 within the 2023 / 2024 year. Budget from the 2022 / 2023 year will carry over to allow the works to be completed in one establishment.

Attachments:

- i. Proposed Road Layout (Trim 230406049186)

2. RECOMMENDATION

THAT the Kaiapoi Tuahiwi Community Board:

- (a) **Receives** Report No. 230411049603.

AND

THAT the Kaiapoi-Tuahiwi Community Board recommends:

THAT the Utilities & Roading Committee:

- (b) **Approves** the Design as per Trim No. 230406049186.
- (c) **Approves** the installation of a pedestrian crossing on Ohoka Road, outside the Kaiapoi High School.
- (d) **Notes** that there will be no additional no-stopping lines installed as a result of the proposed pedestrian crossing.
- (e) **Notes** that there is budget allocated through the annual plan process for this project.

3. **BACKGROUND**

- 3.1. Utilities and Roding Committee approved the 2022 / 2023 Minor Improvement Programme in July 2022 that included budget of \$30,000 for School Safety Improvements at Kaiapoi High School.
- 3.2. The approved Utilities and Roding programme for the 2023 / 2024 Minor Improvement Programme also included an additional \$30,000 to cover a second stage of improvements.
- 3.3. It was considered appropriate to carry out all works together to avoid two site establishment charges and as such the work has been held until 2023/24 to allow all work to be undertaken concurrently.
- 3.4. Service requests have been received requesting a right turn lane into Robert Coup Road. This, coupled with the history of high downhill speeds from the motorway overbridge has led to an assessment of options for the intersection and the proposed formation of a dedicated right turn bay into Robert Coup Road.
- 3.5. Upon discussions with the School, staff considered the feasibility of installing a pedestrian crossing on Ohoka Road outside this site. This includes assessing the operating speeds, and the traffic volumes at the site of the proposed zebra crossing.
- 3.6. The latest traffic count on Ohoka Road outside the school is 6,823 vehicles per day, which is within the recommended limits for the installation of a zebra crossing, while the vehicle operating speeds remain above the desirable 30 km/hr for a zebra crossing.
- 3.7. Budget for a future roundabout at the Ohoka Road / Robert Coup Road intersection is included in the Long Term Plan in 2028/29 and 2029/30.

4. **ISSUES AND OPTIONS**

- 4.1. Staff have considered the following options:

- 4.1.1. Option One – Do Nothing

This option recognises that there is future budget in the Long Term Plan to install a roundabout at the intersection of Ohoka Road, and Robert Coup Road, and that the Board may choose to do nothing in anticipation of the roundabout being installed.

This option is not recommended as it does not address the vehicle speed that is present on approach to the school now. Even with a proposed future roundabout, there is still a preference to install a pedestrian crossing on Ohoka Road outside the high school as this will help improve safety for children crossing the road in the interim.

- 4.1.2. Option Two – Recommended Option

This option aims to improve lane discipline and reduce vehicle speeds on the approach to Robert Coup Road intersection, and addresses pedestrian safety outside the Kaiapoi High School. The installation of the zebra crossing has been designed such that it will not be impacted by the installation of a roundabout at the Robert Coup Road intersection in the future.

The proposed location of the pedestrian crossing does not impact on vehicle entrances, or on-street car parking, as there is existing no-stopping lines in place. This option has been discussed with the high schools' principal, Jason Reid, who is supportive of this recommendation.

- 4.2. Implications for Community Wellbeing

There are implications on community wellbeing by the issues and options that are the subject matter of this report.

- 4.3. The Management Team has reviewed this report and support the recommendations.

5. **COMMUNITY VIEWS**

5.1. **Mana whenua**

Te Ngāi Tūāhuriri hapū are not likely to be affected by, or have an interest in the subject matter of this report.

5.2. **Groups and Organisations**

There are groups and organisations likely to be affected by, or to have an interest in the subject matter of this report.

Staff have met with the Kaiapoi High School to gain an understanding of their concerns and requirements. The plan as per attachment i. of this report has been circulated to the School for their comment.

The school is supportive of the proposal, including the installation of the pedestrian crossing on Ohoka Road.

Staff have also discussed the proposal with Waka Kotahi as the planned changes impact traffic using the Ohoka Road motorway over-bridge. Waka Kotahi are supportive of the proposed changes to the line marking.

5.3. **Wider Community**

The wider community is not likely to be affected by, or to have an interest in the subject matter of this report.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

There are not financial implications of the decisions sought by this report.

This budget is included in the Annual Plan/Long Term Plan.

There is \$60,000 available for this project, including the carry-over from the 2022 / 2023 financial year.

6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report do have sustainability and/or climate change impacts.

Installation of the proposed pedestrian crossing improves pedestrian connectivity to Kaiapoi High School, and helps to support sustainable, active modes of transport.

6.3 **Risk Management**

There are not risks arising from the adoption/implementation of the recommendations in this report.

6.4 **Health and Safety**

There are health and safety risks arising from the adoption/implementation of the recommendations in this report.

Providing safe pedestrian facilities and lower vehicle speeds outside of our schools helps to improve safety outcomes for the students of Kaiapoi High School.

7. **CONTEXT**

7.1. **Consistency with Policy**

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

7.2. **Authorising Legislation**

Local Government Act 2002

7.3. **Consistency with Community Outcomes**

The Council's community outcomes are relevant to the actions arising from recommendations in this report.

Core utility services are sustainable, resilient, affordable, and provided in a timely manner.

- Climate change considerations are incorporated into all infrastructure decision-making processes.

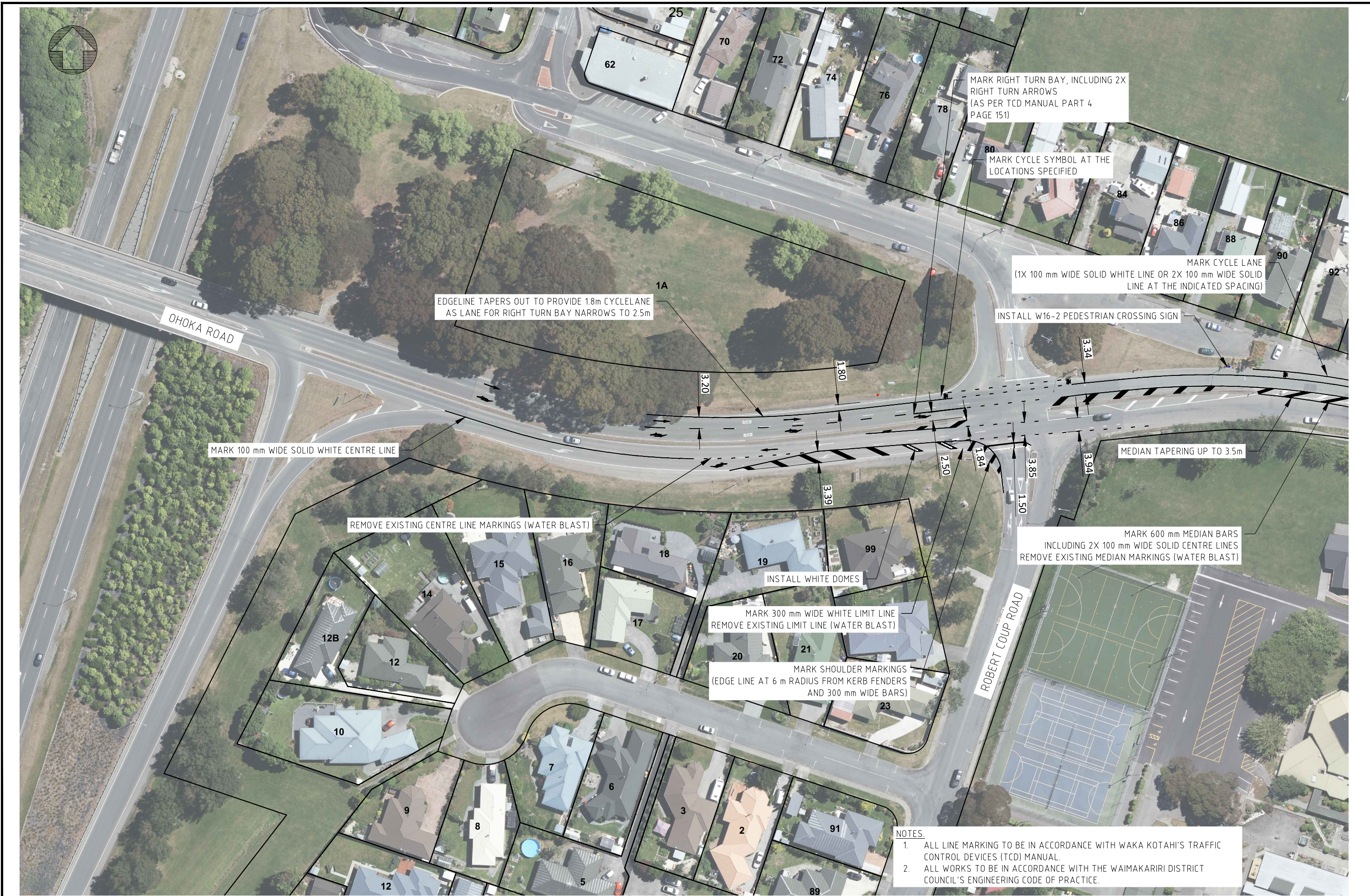
Transport is accessible, convenient, reliable, and sustainable.

- The standard of our District's transportation system is keeping pace with increasing traffic numbers.
- Communities in our District are well linked with each other and Christchurch is readily accessible by a range of transport modes.

7.4. **Authorising Delegations**

The Community Boards are responsible for considering any matters of interest or concern within their ward area and making a recommendation to Council.

The Utilities and Roading Committee have the Delegations to accept this report and approve the design and installation of the pedestrian crossing.



NOTES.

1. ALL LINE MARKING TO BE IN ACCORDANCE WITH WAKA KOTAHĪ'S TRAFFIC CONTROL DEVICES (TCD) MANUAL.
2. ALL WORKS TO BE IN ACCORDANCE WITH THE WAIMAKARIRI DISTRICT COUNCIL'S ENGINEERING CODE OF PRACTICE.

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	TENDER ISSUE	GK	KS	---	10/08/2023

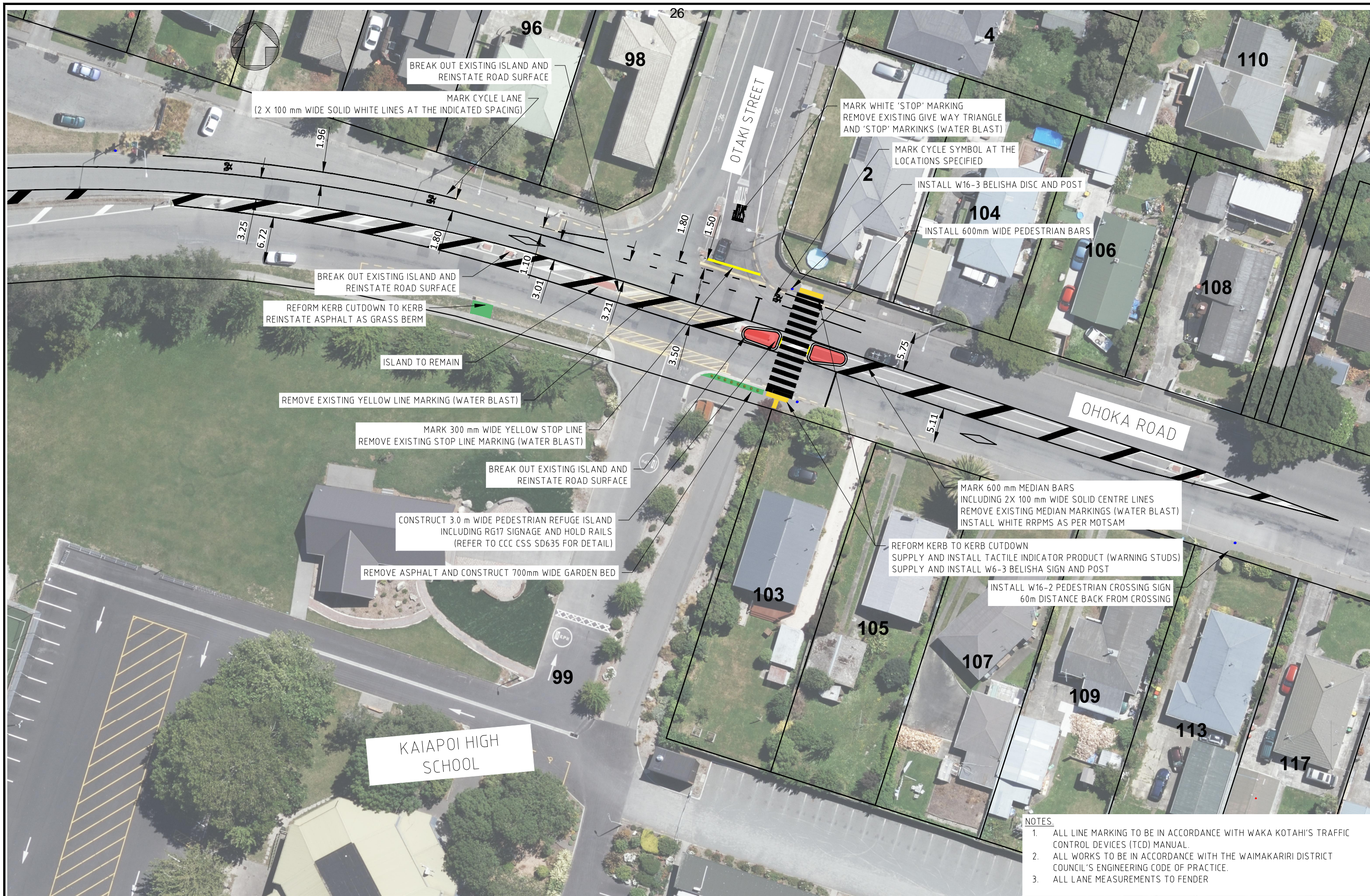
SURVEYED	PROJECT No	PD001696
DRAWN GK 10/08/2023	CON No	CON201943
DRAWING CHKD KS 10/08/2023	SCALE (A3)	1:1000
DESIGNED AMC 10/08/2023	DATUM ORIGIN	
DESIGNED CHKD KS 10/08/2023	HORIZONTAL NZTM GD2000	
APPROVED --- --/--/2020	VERTICAL	



PROJECT
**MINOR IMPROVEMENTS
 2022 / 2023
 KAIAPOI HIGH SCHOOL**

SHEET TITLE
**OHOKA ROAD / ROBERT COUP ROAD
 INTERSECTION**

FOR TENDER NOT FOR CONSTRUCTION	
DRAWING	4331
SHEET	REVISION
01	A



BREAK OUT EXISTING ISLAND AND REINSTATE ROAD SURFACE

MARK CYCLE LANE
(2 X 100 mm WIDE SOLID WHITE LINES AT THE INDICATED SPACING)

MARK WHITE 'STOP' MARKING
REMOVE EXISTING GIVE WAY TRIANGLE AND 'STOP' MARKINGS (WATER BLAST)

MARK CYCLE SYMBOL AT THE LOCATIONS SPECIFIED

INSTALL W16-3 BELISHA DISC AND POST

INSTALL 600mm WIDE PEDESTRIAN BARS

BREAK OUT EXISTING ISLAND AND REINSTATE ROAD SURFACE

REFORM KERB CUTDOWN TO KERB
REINSTATE ASPHALT AS GRASS BERM

ISLAND TO REMAIN

REMOVE EXISTING YELLOW LINE MARKING (WATER BLAST)

MARK 300 mm WIDE YELLOW STOP LINE
REMOVE EXISTING STOP LINE MARKING (WATER BLAST)

BREAK OUT EXISTING ISLAND AND REINSTATE ROAD SURFACE

CONSTRUCT 3.0 m WIDE PEDESTRIAN REFUGE ISLAND INCLUDING RG17 SIGNAGE AND HOLD RAILS (REFER TO CCC CSS SD635 FOR DETAIL)

REMOVE ASPHALT AND CONSTRUCT 700mm WIDE GARDEN BED

MARK 600 mm MEDIAN BARS INCLUDING 2X 100 mm WIDE SOLID CENTRE LINES
REMOVE EXISTING MEDIAN MARKINGS (WATER BLAST)
INSTALL WHITE RPPMS AS PER MOTSAM

REFORM KERB TO KERB CUTDOWN
SUPPLY AND INSTALL TACTILE INDICATOR PRODUCT (WARNING STUDS)
SUPPLY AND INSTALL W6-3 BELISHA SIGN AND POST

INSTALL W16-2 PEDESTRIAN CROSSING SIGN
60m DISTANCE BACK FROM CROSSING

- NOTES:**
1. ALL LINE MARKING TO BE IN ACCORDANCE WITH WAKA KOTAHĪ'S TRAFFIC CONTROL DEVICES (TCD) MANUAL.
 2. ALL WORKS TO BE IN ACCORDANCE WITH THE WAIMAKARIRI DISTRICT COUNCIL'S ENGINEERING CODE OF PRACTICE.
 3. ALL LANE MEASUREMENTS TO FENDER

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	TENDER ISSUE	GK	KS	---	10/08/2023

SURVEYED	DRAWN	DESIGNED	DESIGNED CHKD	APPROVED	DATE
GK	GK	GK	KS	---	10/08/2023

PROJECT No PD001696
CON No CON201943
SCALE (A3) 1:500
DATUM ORIGIN
HORIZONTAL NZTM GD2000
VERTICAL

PROJECT
MINOR IMPROVEMENTS
2022 / 2023
KAIAPOI HIGH SCHOOL

SHEET TITLE
OHOKA ROAD / OTAKI STREET
INTERSECTION

FOR TENDER
NOT FOR CONSTRUCTION
DRAWING 4331
SHEET 02 REVISION A

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: GOV-26-08-06 / 230807119533

REPORT TO: KAIAPOI-TUAHIWI COMMUNITY BOARD

DATE OF MEETING: 21 August 2023

AUTHOR(S): Kay Rabe, Governance Advisor

SUBJECT: Applications to the Kaiapoi-Tuahiwi Community Board's Discretionary Grant Fund 2023/24

ENDORSED BY:
(for Reports to Council, Committees or Boards)

_____ General Manager

 _____ Chief Executive

1. SUMMARY

This report is to consider two applications for funding received from:

Name of Organisation	Purpose	Amount Requested
Waimakariri Access Group	Towards seed funding to hold an inclusive sports day	\$750
Community Wellbeing North Canterbury Trust	Towards the cost of installation and rental of an 0800 number	\$600
Total:		\$1,350

Attachments:

- i. Application from Waimakariri Access Group (Trim Ref: 230807119502).
- ii. Application from Community Wellbeing North Canterbury Trust (Trim Ref: 230802117896).
- iii. A spreadsheet showing the previous two years' grants.
- iv. Board Funding Criteria 2023/24 (Trim Ref: 210603089725).

2. RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 230807119533.
- (b) **Approves** a grant of \$..... to the Waimakariri Access Group towards seed funding to hold an inclusive sports day to occur.

OR

- (c) **Declines** the application from the North Canterbury Inclusive Sports Festival.
- (d) **Approves** a grant of \$..... to Community Wellbeing North Canterbury Trust towards the installation and monthly rental of an 0800 number for the food bank and driver bookings.

OR

- (e) **Declines** the application from the Community Wellbeing North Canterbury Trust.

3. **BACKGROUND**

- 3.1. The **Waimakariri Access Group** is requesting seeding funding on behalf of the North Canterbury Inclusive Sports Group to hold an inclusive sports day to occur.
- 3.2. The **Community Wellbeing North Canterbury Trust** requests funding for the installation and monthly rental of an 0800 number for the food bank and driver bookings.
- 3.3. The current balance of the Kaiapoi-Tuahiwi Community Board's Discretionary Grant Fund for 2023/24 is \$6,772.

4. **ISSUES AND OPTIONS**

Waimakariri Access Group (WAG)

- 4.1 The Waimakariri Access Group (WAG) were approached to assist in hosting an Inclusive Sports Day at MainPower Stadium aimed primarily at young people with disabilities. This is the first time such an event will be held, however, the intention is to make this an annual event. The Sports Day aims to provide young people with disabilities the opportunity to participate in several parasports free of charge. The parasports on the day will include wheelchair basketball, boccia, wheelchair rugby, adaptive football, adaptive Prama and adaptive REVL GT. The event will also be open to people without disabilities.
- 4.2 Young people with disabilities often find it challenging to participate in sports for various reasons, including cost and lack of opportunities nearby. Therefore, the impact of this Sports Day could be life-changing for both the participants and their families. It is also hoped that local teams would be established for the ongoing participation and enjoyment of various parasports featured on the sports day. Several groups, such as the Lighthouse Programme, the Chris Ruth Centre and the IHC North Canterbury, have already shown interest in supporting the Spots Day.
- 4.3 The Organising Committee for the Inclusive Sports Day has representatives from Parafed Canterbury, Halberg Trust, each of the sports being offered, and WAG, who has agreed to apply for funding on behalf of the Organising Committee. Although the Organising Committee have received donations of equipment and room hire fees, there are still expenses to be met, which include food and drinks, an adaptive trainer to ensure that the Revl GT and Prama sessions are safe, a sports photographer, certificates and spot prizes and advertising.
- 4.4 While WAG does have some funds in the bank, it is earmarked for the development of its own projects, which include a checklist for event organisers to ensure events are access friendly and to purchase simulation glasses for locally run workshops to make people aware of the barriers disabled people face daily.
- 4.5 The Inclusive Sports Day is scheduled for 29 September 2023 from 10.30am to 2.30pm at the MainPower Stadium. The overall cost for hosting the event is estimated at \$3,300, and if this application is unsuccessful, the event will proceed. However, some of the extras may have to be reconsidered as the aim is that there will be no cost to participants other than transport to and from the event. WAG intends to apply to all Community Boards, i.e., Rangiora-Ashley Community Board, for \$750 and \$500 each from Oxford-Ohoka and Woodend-Sefton Community Boards. This is the first time that WAG has requested funding from the Board.

Community Wellbeing North Canterbury Trust (the Trust)

- 4.6 For more than 30 years, the Trust has been working to create a resilient North Canterbury by providing free social and community services. The Trust began life in 1988 as the Kaiapoi Community Development Trust when a group of residents recognised and responded to the needs of disadvantaged people in the community, initially employing a community worker to support them. In the 1990s, the Trust expanded its scope to include the whole Waimakariri District and became known as the Waimakariri District Community Development Trust. In 2010 the Trust became the Wellbeing North Canterbury Community Trust to better reflect the scope of its service delivery, which had expanded to encompass both the Waimakariri and Hurunui Districts. The Trust is governed by a Board comprising representatives from across North Canterbury.

- 4.7 The Trust is seeking funding towards the installation and monthly rental of an 0800 number at the Kaiapoi Community Support for the food bank. There has been a significant increase in the demand for food parcels resulting in an increase in walk-in clients in emotional distress due to various pressures in their lives. This has created an unsafe workplace for staff, volunteers and others picking up food parcels. Also, with many of the community currently under financial pressure, paying for phone calls can become a barrier when seeking help with food parcels. Installing the 0800 number is anticipated to lessen this burden. It will also mean that people will not have to wait for their food parcels at the foodbank, thereby providing a layer of safety and confidentiality. Furthermore, it is hoped that this will encourage more people to feel comfortable asking for assistance.
- 4.8 Installing an 0800 number will benefit all sectors of the community, with 95% of beneficiaries coming from the Kaiapoi-Tuahiwi area. The project will still be completed if this application is unsuccessful, however, there may be a delay as no other fundraising has been initiated for this project. The Trust has received the following funding from the Board, and all Accountability Forms were received:

Date	Project	Funding
2016	Towards the purchase of a chest freezer	\$327
2020	Towards the purchase of a dishwasher	\$500

- 4.9 The Board may approve or decline grants as per the grant guidelines.
- 4.10 **Implications for Community Wellbeing**
There are social and cultural implications on community wellbeing by the issues and options that are the subject matter of this report as both projects give assistance to all sectors of the population affecting both their physical and mental wellbeing.
- 4.11 The Management Team has reviewed this report.

5. **COMMUNITY VIEWS**

5.1 **Mana whenua**

Taking into consideration the provisions of the Memorandum of Understanding between Te Ngāi Tūāhuriri Rūnanga and the Council, Te Ngāi Tūāhuriri hapū are not likely to be affected by or have an interest in the subject matter of this report.

5.2 **Groups and Organisations**

Other groups or organisations are likely to be affected by or be interested in this report's subject matter. Other groups are working in partnership with the Organising Committee to arrange the Inclusive Sports Day event, and Community Wellbeing North Canterbury Trust works with many social agencies within the District.

5.3 **Wider Community**

The wider community will likely be affected by or interested in this report's subject matter, given that many marginalised people will receive assistance, affecting their physical and mental wellbeing.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1 **Financial Implications**

The Annual Plan for 2023/24 includes budget provision for the Kaiapoi-Tuahiwi Community Board to approve grants to community groups up to \$5,390. An amount of \$2,132 is expected to be carried forward from the 2022/23 financial year, bringing the Discretionary Grant Fund to a total of \$7,522 this financial year.

The application criteria specify that grants are generally limited up to \$750 in any financial year (July to June) with a maximum of \$1,000, however, groups can apply twice in a year, providing it is for different projects. Where applicable, GST values are calculated and added to appropriately registered groups if decided benefits exceed Board resolved values. The current available balance of the Kaiapoi-Tuahiwi Community Board's Discretionary Grant Fund 2023/24 is \$6,772.

The Board may consider granting more than \$1,000 in exceptional circumstances provided that detailed reasons for exceeding the present limit are provided.

6.2 **Sustainability and Climate Change Impacts**

The recommendations in this report do have sustainability and/or climate change impacts.

6.3 **Risk Management**

There are no risks arising from the adoption/implementation of the recommendations in this report.

6.4 **Health and Safety**

All health and safety related issues will fall under the auspices of the groups applying for funding.

7. **CONTEXT**

7.1 **Consistency with Policy**

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

7.2 **Authorising Legislation**

Not applicable.

7.3 **Consistency with Community Outcomes**

- The Council's community outcomes are relevant to the actions arising from recommendations in this report.
- People are friendly and caring, creating a strong sense of community in our District.
- There are wide-ranging opportunities for people of different ages and cultures to participate in community life and recreational activities.

7.4 **Authorising Delegations**

Community Boards have delegated authority to approve Discretionary Grant Funding.

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Groups applying for Board Discretionary Grants 2023/2024

Name of group: North Canterbury Inclusive Sports Festival

Address: c/- Waimakariri Access Group, WDC, High Street, Rangiora

Contact person within organisation: Zack Lappin or Shona Powell - Chair WAG

Position within organisation: Chair Organising Committee, North Canterbury Inclusive Sports Festival

Contact phone number: [REDACTED] Email: northcanterburyinclusivesports@gmail.com

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

The aim is to allow youth with disabilities to try out and participate in a number of parasports locally, free of charge. Sports will include wheelchair basketball, boccia, wheelchair rugby, adaptive football, adaptive PRAMA and adaptive Revl GT. It is also for other people without disabilities if they would like to get involved. The grant will be used to get this festival off the ground for this first year for costs in running the event including snacks and drink for participants, spot prizes, photographer, koha for the adaptive trainer who will work with local trainers to upskill them, advertising, hire fees not otherwise met, and certificates. It is hoped that this will become an annual event. This event is free of charge to participants as the additional costs families face for everyday living could restrict participation.

What is the timeframe of the project/event date? 29 September 2023, Mainpower Stadium, 10.30-2.30

Overall cost of project: \$3,300 Amount requested: \$750

How many people will directly benefit from this project? 150-200

Who are 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/people benefiting by community area:

Oxford-Ohoka 15 % Rangiora-Ashley 35 % Woodend-Sefton 15 % Kaiapoi-Tuahiwi 25 %

Other (please specify): 10% outside District - Christchurch, Hurunui and perhaps further afield

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

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

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

The opportunity to try out a variety of modified sports locally. For many this may be the first time they have had this chance. They will learn some skills and take part in sports which can be difficult for them in a school environment. Hopefully this will lead to formation of local team/s as travelling into Chch regularly for training can be prohibitive.

What is the benefit(s) to your organisation?

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The aim of all of the groups involved is to promote and support inclusivity and participation and that is what this event is about. We have an organising committee with representatives from Parafed Canterbury, Halberg Trust, each sport, and the Waimakariri Access Group. Locally it will raise the profile of sports and active opportunities for the disabled

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

To give young disabled people the opportunity close to home to try out modified sports. Latest study - 11% of young New Zealanders have a disability. They live in this area and also in the wider district. It will promote the district and the community as being inclusive and supportive of youth, particularly the disabled.

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

If yes, name of parent group: Waimakariri Access Group

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

WAG is not a Trust or registered charity. The organiser, Zack Lappin is a member of the Waimakariri Access Group and the Group is supporting this initiative as it promotes inclusivity and participation for young people with disabilities.

What other fundraising has your group undertaken towards this project/event? List any other organisations you have applied to, or intend to apply to for funding this project and the amount applied for, including applications to other Community Boards.

Parafed Canterbury are lending their wheelchair trailer and sports chairs. North Canterbury Sport and Recreation Trust have donated the use of the Revl GT room and use of general equipment. The court hire has also been donated. Will be applying to all community boards - Woodend-Sefton \$500, Oxford-Ohoka \$500, Rangiora-Ashley \$1,000.

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
- 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: A signature is not required if you submit this form electronically. By entering your name in the signature box you are giving your authority to this application.

Signed: Shona Powell

Date: 1 August 2023



4 August 2023

Kaipoi-Tuahiwi Community Board
com.board@wmk.govt.nz

Approximately 11% of young people in NZ have a disability

(Growing Up in New Zealand study - <https://www.growingup.co.nz>)

The Waimakariri Access Group (WAG) was approached by member, Zack Lappin with his plan to run an Inclusive Sports Day at Mainpower Stadium aimed primarily at disabled youth. Zack is also co-chair of the Waimakariri Youth Council. An Organising Committee for the Festival now includes representatives from Parafed Canterbury, Halberg Trust, each sport, the Council community team, and Waimakariri Access Group.

Aside from individual registrations, the Lighthouse Programme at Rangiora High School have indicated students will be taking part in the Festival. The Chris Ruth Centre in Kaipoi and IHC North Canterbury have also indicated some of the people they support will be attending.

The positive impact on the participants, aiming at 150-200, cannot be stressed enough. These young disabled people can find it difficult to be part of sports for a variety of reasons, which can include cost and lack of opportunities nearby. This event aims to overcome these and give them a chance to try a variety of sports. The best outcome would be if some local teams were established that could train close to home. This event is not just about the youth as it will give their families the chance to see them taking an active part in sports.

This is the first time this event will be held, and the aim is to have it annually. A grant to assist in running this year's Festival would allow the benefits from it to be highlighted and gain publicity, which makes it easier to seek funding from other sources in the future.

E-mail: waimakaccess@wmk.govt.nz

facebook.com/WaimakaririAccess



As you can see from the application donations of equipment and court and room hire fees have been provided which is great. But there are still expenses to be met. These include:

- to enable the young disabled people to take part and for their families to be there to be part of it the decision was made to provide snack food and drink meaning that the only cost to families would be time and travel as the event is free of charge as well.
- the adaptive trainer is necessary to ensure that the Revl GT and Prama sessions are safe and fun. Another benefit is that local trainers from Mainpower Stadium will also be alongside learning new skills which will assist them in helping local disabled people use these facilities in the future.
- a sports photographer is included in the costs to allow great action shots to be taken.
- certificates and spot prizes will help make the day more special for those attending.
- advertising is an expense which will depend on the number of registrations received and. Paid advertising may need to be undertaken to reach the optimal number of registrations.

The Access Group do have some funds in the bank account but have some upcoming expenses. A few years ago, the Access Group put together a brochure for businesses about what they could do to make their business more accessible for the disabled. WAG is working on doing the same for event organisers to give them a checklist for accessibility. We are also looking at buying some simulation glasses for workshops we run locally which will have to come from overseas and are quite costly.

We would appreciate it if you could publicise this event and can send you a tile that can be shared on social media. After the event we will also send through photos so that you can post on social media.

Thank you for considering our application and please contact myself or Zack if you have any questions.

Regards



Shona Powell
Chair – Waimakariri Access Group

Attachments:

- application form
- budget for the festival
- a North Canterbury News article about the festival
- the flyer that is being distributed
- Waimakariri Access Group financial statements 2022- 2023 (to be presented at AGM on 10 August)
- Waimakariri Access Group bank statement as at 30 June 2023

Budget for North Canterbury Inclusive Sports Festival	
to be held on Friday 29th September 2023, Mainpower Stadium. 10.30am – 2.30pm	
Donations	\$
North Canterbury Sports Trust - Revl GT room hire donated	\$ 300
Court hire donated	\$ 500
Parafed Canterbury - loan of wheelchair trailer and sports chairs	\$ -
Total Donations	\$ 800
Expenses	\$
Adaptive Trainer Koha	\$ 300
Snacks and drinks using Mainpower Stadium catering	\$ 750
Photographer	\$ 500
Certificates	\$ 150
Spot prizes	\$ 200
Advertising	\$ 600
Total Expenses	\$ 2,500

Two of the sports may be unfamiliar. They are:

PRAMA is an interactive sports alternative with touch-sensitive wall and floor panels and a wide range of games and activities designed to improve coordination, body awareness and control, as well as overall strength and fitness.

Revl GT is interval training and is adaptable to all skill levels.

NC Inclusive Sports Festival planned

By JOHN COSGROVE

A day of sporting fun is planned at a North Canterbury Inclusive Sports Festival on Friday, September 29, 2023.

Organiser Zack Lappin says the festival, for young people with or without disabilities, is being held from 10.30am to 2.30pm at MainPower Stadium, Rangiora.

He is inviting young people with disabilities in the Waimakariri and Hurunui districts to come along and try out a range of sports.

Late last year Zack spoke to Martin Pugh, the community development facilitator with the Community Team at the Waimakariri District Council, about a festival.

Martin says they discussed the adaptive sporting options available in Christchurch.

"But we were conscious that a regular trip to Christchurch for our residents with impairment limits how frequently people can engage with these opportunities," says Martin.

"Zack had the idea to create an inclusive sports festival here in Rangiora, for our local community.

"Through his contacts at The Halberg Foundation, Boccia New Zealand, Parafed Canterbury, Waimakariri Access Group, North Canterbury Sport and Recreation Trust and Waimakariri District Council, he pulled together a working group to make this happen."

Preparations are going well for the event with many competitors having signed up already.

Zack, aged 17, is a Year 13 student at Rangiora New Life School and the co-chair of the Waimakariri Youth Council.

He joined the council in March 2022 because he wanted to do something for the community and to also develop his skills as a leader.

"I wanted to see how things were run, and I wanted my voice to be heard as a young person."

The one-day event offers a range of sports including: adaptive Prama, Adaptive Revl



Zack Lappin

GT - both forms of cross fit, Boccia, Adaptive football, Wheelchair rugby and

Wheelchair Basketball.

"Even Waimakariri Mayor Dan Gordon said he will come along and get involved with some of the sports on the day," says Zack.

He is expecting 150 - 200 athletes for a great day of sporting fun.

Zack has a strong passion for sports and is the senior national champion in discus and javelin in the Para-Senior division.

He is keen to meet the Minimum Entry Standard (MES) for the World Para Athletics Championships in Kobe Japan, in May 2024, with his strongest discipline - discus.

Zack says he's now deciding which university to go to next year to study and continue with his discus and javelin training.

Martin Pugh says people can register online by emailing northcanterburyinclusivesports@gmail.com, or phoning him on 021 567 544.

"If people or organisations are interested in helping or sponsoring spot prizes, we would love to hear from you also."

North Canterbury

Inclusive Sports

Festival

29 SEPTEMBER 2023

10:30am - 2:30pm

MAINPOWER STADIUM
289 COLDSTREAM RD
RANGIORA



Register now to join in the North Canterbury Inclusive Sports Festival.

This is an awesome opportunity for all young people with disabilities in the area to try out a range of modified sports like wheelchair rugby, boccia, and adaptive prama.

REGISTER NOW:
<https://bit.ly/3MMsnjS>



SPORTS

- * Adaptive Prama
- * Adaptive Revl GT
- * Boccia
- * Adaptive Football
- * Wheelchair Rugby
- * Wheelchair Basketball

Supported by:

Contact:
northcanterburyinclusivesports@gmail.com
or Martin on 021567544



Halberg
Foundation

Supported by |



Financial Statement for 1 July 2022 to 30 June 2023

Waimakariri Access Group

Opening Balance 1 July 2022		<u>\$ 3,342.08</u>
Plus Deposits		
Gross Interest	\$ 54.52	<u> </u>
Total Income		<u>\$ 54.52</u>
Less Expenses		
Withholding Tax	\$ 24.53	
AGM 2022	\$ 68.55	
Total Expenses		<u>\$ 93.08</u>
Closing Balance 30 June 2023		<u><u>\$ 3,303.52</u></u>



Statement of Accounts

Your accounts at a glance as at 30 June 2023

WAIMAKARIRI ACCESS GROUP
18 DOUGLAS ST
RANGIORA 7400

0877

Today's statements

Account type	Account number	Balance
Business Premium Current Account	01-0877-0032914-00	3,303.52

Business Premium Current Account

Account name WAIMAKARIRI ACCESS GROUP
Account number 01-0877-0032914-00
Statement number 00241
• Statement period 01 Jun 2023 - 30 Jun 2023

Date	Transaction type and details	Withdrawals	Deposits	Balance
01 Jun	Opening balance			3,299.98
30 Jun	GROSS CREDIT INTEREST PAID		6.43	3,306.41
30 Jun	WITHHOLDING TAX PAID	2.89		3,303.52
Totals at end of page		\$2.89	\$6.43	\$3,303.52
Totals at end of period		\$2.89	\$6.43	\$3,303.52

Your available credit is \$3,303.52 as at the closing date of this statement.

AP Automatic Payment BP Bill Payment DC Direct Credit ED Electronic Dishour FX Foreign Exchange IP International EFTPOS Transaction IF International Payment
 AT Automatic Teller Machine CQ Cheque Withdrawal DD Direct Debit EP EFTPOS Transaction IA International Money Machine VT Visa Transaction

Groups applying for Board Discretionary Grants 2023/2024

Name of group: Community Wellbeing North Canterbury Trust

Address: [REDACTED]

Contact person within organisation: Deirdre Ryan

Position within organisation: Manager

Contact phone number: [REDACTED] Email: manager@wellbeingnc.org.nz

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

Funding contribution is requested for the installation of an 0800 number for Kaiapoi Community Support, for the food bank and for driver bookings.

What is the timeframe of the project/event date? Commencing September 2023

Overall cost of project: \$50.00 per month (12mths \$600.00) Amount requested: \$600.00

How many people will directly benefit from this project? 3,912

Who are 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/people benefiting by community area:

Oxford-Ohoka % Rangiora-Ashley 5% Woodend-Sefton % Kaiapoi-Tuahiwi 95% Other (please specify):

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

If No, what are the consequences to the community/organisation

[Empty box for consequences]

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

1. Paying for the phone calls can be a barrier to accessing service, having an 0800 number breaks down that barrier. People who are seeking help with food parcels through the 0800 number will be able to place their request over the phone and will have an appointed time to pick up their parcels without having to wait around. Also, the food bank request forms can be completed in a confidential way over the phone as opposed to in the waiting area. We anticipate that more people will feel able to ask for help, as it requires courage to front up in person and ask for food, especially in the current economic environment where many are struggling to put food on the table due to job losses and businesses failing.

What is the benefit(s) to your organisation?

41

Over the past 12 months there has been a significant increase in demand for food parcels from the foodbank (numbers have increased from 548 parcels in 2022 to 1820 parcels in 2023. Correspondingly there has been an upswing in walk in clients who are in emotional distress due to a range of pressures they are experiencing due to their life circumstances. The result of these two factors is more pressure on our valued staff and volunteers at the Foodbank both in terms of managing workflow (sometimes several people arrive at once for a food parcel) and in managing some individuals who are in a heightened emotional state. The 0800 number will enable food parcels to be requested easily by phone and collected at an allocated time in a managed environment. In addition to the installation of the 0800 number, an intercom will be installed at the front door. This will facilitate a more controlled access process as opposed to the current walk-in arrangement. In addition, volunteers and staff are all trained in de-escalation and lock down procedures.

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

Essentially, we aim to make it easier for our local community to receive the support they need while upholding their mana and ensuring that our foodbank operates efficiently and safely. This initiative at KCS has been planned and implemented in partnership with the Waimakariri District Council Facilities team, who are installing the intercom at the front door.

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 to or intend to apply to for funding this project and the amount applied for, including applications to other Community Boards.

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
- 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: A signature is not required if you submit this form electronically. By entering your name in the signature box, you are giving your authority to this application.

Signed: Deirdre Ryan _____ Date: 02/08/23



COMMUNITY WELLBEING NORTH CANTERBURY TRUST Proposal for services

Prepared by:

Albert Yii

Spark

P

M +64 21995595

E albert.yii@hubchristchurch.co.nz



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Solution detail.....	6
Getting you up and running.....	7
We're here to help	8

Why Spark?

We are absolutely focused on helping New Zealand win big in a digital world. Every day we're innovating to find new and better ways to give your business an edge.

Reliable network

98% of New Zealanders are reached by our 4G network. We have 5G wireless broadband and mobile services available in nine locations and 1,500 mobile sites nationwide.

Heading off security threats

Spark's threat detection centre is working 24/7 to keep our customers and network safe. Work with us to keep your business protected.

Our connection promise

If your broadband goes down we give you extra mobile data and free landline national calling to keep you connected and in business until it's fixed.

We're local like you

We're locally operated too. Our Business Hubs work where you work, making it easier for us to get to know your business. If you need us, we can come to you.

Your go-to person for support

Our dedicated account managers care about your business needs and are here to help with solutions that can unlock business growth.

Trusted IT expertise

Each Business Hub has a local, trusted IT Partner for specialist advice and support. Together we can build an IT roadmap that aligns with your business goals.

Endless data and flexible plans

Our range of mobile and broadband plans can keep you and your team connected. If you're overseas, easily buy roaming packs to use in 45 countries.

Improve performance with IoT

Monitor your business assets with our three IoT networks. Make faster and more accurate decisions with real-time performance visibility.

Inspiration and advice from Spark Lab

We share emerging tech and business knowledge at Spark Lab to help keep you one step ahead. Free for all Spark Business customers.

You're in good company

Small businesses keep New Zealand going and our 24 Business Hubs around the country support more than 100,000 of them.

Growing New Zealand's digital talent

Spark supports a range of youth-focused programmes like Take 2 and the Digital Natives Academy, that serve the next generation of digital leaders.

Building a digitally inclusive nation

We're helping ensure every child grows up with access to digital tools via Spark Jump - a subsidised internet service for low income families - and Recycle a Device.

Solution summary

When we caught up recently to discuss your needs, you told me that cost certainty was most important to you. We've developed this proposal with that need in mind.

Here's what we recommend:

Financial summary

Product or service	Monthly fee (ex GST)	One Off fee (ex GST)
Business Tollfree (0800 Freephone 250)	\$ 50.00	\$ 0.00
Total Spend	\$ 50.00	\$ 0.00

National plans

Freephone plans

Plan Name	Minimum Monthly Fee	Included minutes	Additional Minutes
0800 Freephone 100	\$25	100	\$0.25
0800 Freephone 250	\$50	250	\$0.20
0800 Freephone 500	\$75	500	\$0.15
0800 Freephone 1,250	\$125	1,250	\$0.10

Acceptance

This document describes the products and services that Spark New Zealand Trading Limited (**we, us, our**) proposes to provide to COMMUNITY WELLBEING NORTH CANTERBURY TRUST (**you, your**). When you or your authorised representative sign this document, or confirm acceptance by email, you are entering into a binding contract with us to supply the products and services described in this document on the terms set out or referenced on this acceptance page.

Credit check

You agree that we can carry out a credit check as a condition of agreeing to provide products and services to you. If you don't provide information that we need to carry out the credit check, we may be unable provide you with the requested products and services.

Early termination fees

For services with a minimum term, if you cancel those services early, you'll need to pay any applicable early termination fees, which are set out in our terms referenced below.

Terms

Your contract with us is made up of:

- the *Solution Summary, Acceptance and Pricing* sections of this document
- the terms for your selected product or service as referenced in the *Things you need to know* sections of this document, and
- our Business General Terms at <https://www.spark.co.nz/help/other/terms/business-terms/>

Signatures

The person signing below confirms that:

- all of the products and services we're supplying to you are being provided for the purposes of a business
- you've authorised them to sign this document and enter into this contract with us, and
- all information you have provided to us in connection with this document is true and correct.

For COMMUNITY WELLBEING NORTH CANTERBURY TRUST		For Spark New Zealand Trading Limited	
Authorised Signature		Authorised Signature	
Name	Deirdre Ryan	Name	Albert Yii
Position	Trust Manager	Position	SME Customer Lead
Date		Date	

Solution detail

Business Tollfree

Spark toll free numbers allow you to provide your customers a number to reach you on – free of charge. The call is then billed to your Spark business account, rather than the caller. You can choose an 0800, 0508 or word phone number that suits your business.

What does this mean for your business?

National 0800 numbers

Customers are more likely to pick up the phone if it's free.

- Increases the professionalism of your business and drives customer loyalty.
- No need to change your existing landline number.
- Free reporting to monitor your call volumes and patterns.
- Comes with Busy/No Answer Call Advance, Time of Day Diversion, Confidential PIN and reporting.

International 0800 numbers

- Grow your business, helping your overseas customers keep in touch.
- Inbound calling available from 40 countries, answered in New Zealand on your landline, mobile, fax or Message Manager.
- Inbound calls are billed straight to your phone bill.
- Universal International Freephone Numbers available so your number will be recognised internationally as a free call to customers.
- If you have offices in different countries, opt for an Outbound International Toll Free Number in New Zealand. Your call can be answered in any of the 255 countries and territories around the world where we operate a Direct Dial service.

For further information visit <https://www.spark.co.nz/business/shop/voice/inbound/0800numbers/>

Things you need to know

- A 24 month contract and an Early Termination Fee of \$199+GST applies.
- Pricing is per 0800 number.
- A one-off fee of \$50+GST applies to all new 0800 connections.
- 0800 plans are only available to Spark Business Customers and Spark's standard Business Terms and conditions apply.
- The minimum Monthly Usage Fee covers all calling costs up to that value. Once calling costs reach that value, all calls will be charged at the specified per minute rate.
- Calling rates are per minute and are charged at a 1 minute minimum and per second thereafter. Visit our website for national and international 0800 calling rates: <https://www.spark.co.nz/business/shop/voice/inbound/0800numbers/>
- Calling caps do not apply to Toll Free Number calls.
- Calls using additional features such as Follow Me where your call is diverted will incur an additional charge. These will be in accordance with your selected plan and the appropriate call type.

Business Tollfree Pricing

Product or service	Term	Qty	Unit price (ex GST)	Monthly fee (ex GST)
0800 Freephone Tier 2	24	1	\$ 50.00	\$ 50.00
Total				\$50.00

Getting you up and running

When you're ready to move ahead, here's a feel for what to expect during the setup of your service.

Business Tollfree

Getting set up with National or International Tollfree calling can happen in a couple of days for a simple setup. Enriched features take a bit longer. Here's what we'll need from you:

- The Spark account number you'd like the service to appear under
- The monthly plan that best suits your calling volume needs
- Your preferred Tollfree number (or you can just take any available)
- The termination number(s)
- Any additional features you may require to be built in a call flow
- Your preferred date/time to provision.

We're here to help

We've got a range of ways you can reach us for help with Spark products and services.

Contact option	Contact details	Hours
	Site Christchurch 800247478 tasman@spark.co.nz	
Sales and general enquiries	Unit 4b, 166 Moorhouse Ave (entrance off Montreal St)	8.30am-5pm Monday to Friday
Business contact centre	126 or 0800 110 062	8am to 6pm Monday to Friday, and 8.30am to 5pm Saturdays
Mobile, landline or broadband faults	125	24 hours a day, seven days a week
	Live Chat Find helpful info on a range of products including Live Chat option: http://www.spark.co.nz/business/help/	
Online	Keep track of bills and see detailed usage history in the Spark App: https://www.spark.co.nz/myspark/register	Anytime

Balance Sheet

Community Wellbeing North Canterbury Trust As at 30 June 2023

30 JUN 2023

Assets

Bank

C1 Shared Services	2,039.61
C2 Shared Services	434.50
KCSC	330.33
KMELC Shared Services	331.35
Operating Account	121,124.61
Rangatahi Mentor eftpos	470.00
Saver PIE Fund	109,232.51
TL Clinical	500.00
TL Shared Services	1,973.40
Westpac Trust Account (CES)	32,489.67
Total Bank	268,925.98

Current Assets

Accounts Receivable	342,964.56
Balance day debtors	12,660.39
Cash on Hand	400.00
MOE funding owed (ELC)	78,198.52
Prepayments	6,792.00
Westpac Investments	433,373.82
Total Current Assets	874,389.29

Fixed Assets

Buildings Accumulated Depreciation	(77,628.75)
Buildings at Cost	226,890.59
Less Accumulated Depreciation on Office Equipment	(29,231.70)
Motor Vehicles Accumulated Depreciation	(46,284.36)
Motor Vehicles at Cost	85,513.44
Office Equipment High Value	51,155.21
Plant & Equipment Accumulated Depreciation	(46,388.43)
Plant and Equipment at Cost	103,693.26
Total Fixed Assets	267,719.26

Total Assets

1,411,034.53

Liabilities

Current Liabilities

Accounts Payable	27,760.33
Balance date creditors	15,832.99
GST	42,134.15
Holiday Pay provision	89,976.96
Income in advance - Unspent grants	479,130.87
PAYE Payable	48,124.64

30 JUN 2023

Rounding	(1.77)
Wages Payable - Payroll	90,363.89
Westpac Creditcard D Ryan	45.80
Westpac Creditcard J McInerney	439.92
Total Current Liabilities	793,807.78
Total Liabilities	793,807.78
Net Assets	617,226.75
Equity	
Current Year Earnings	(123,061.66)
Retained Earnings	740,288.41
Total Equity	617,226.75

Profit and Loss YTD (with Forecast)

Community Wellbeing North Canterbury Trust
For the year ended 30 June 2023

	SHARED SERVICES	CLINICAL	MOH CONTRACT	MANA KA RERE CONTRACT	MSD CONTRACT	MANA AKE CONTRACT	KCS & VOLUNTEERS	PROJECTS	RESTORATIVE JUSTICE	KARANGA MAI ELC	TOTAL	YTD BUDGET	BUDGET REMAINING (TO DATE)	% BUDGET USED (TO DATE)	ANNUAL BUDGET	FORECAST
Trading Income																
Income	663,502.79	174,166.68	207,891.30	267,286.44	379,902.65	506,561.28	138,958.65	360,436.00	122,233.00	495,714.37	3,316,653.16	3,127,266.00	(189,387.16)	106.06%	3,127,266.00	3,315,893.00
Total Trading Income	663,502.79	174,166.68	207,891.30	267,286.44	379,902.65	506,561.28	138,958.65	360,436.00	122,233.00	495,714.37	3,316,653.16	3,127,266.00	(189,387.16)	106.06%	3,127,266.00	3,315,893.00
Gross Profit																
	663,502.79	174,166.68	207,891.30	267,286.44	379,902.65	506,561.28	138,958.65	360,436.00	122,233.00	495,714.37	3,316,653.16	3,127,266.00	(189,387.16)	106.06%	3,127,266.00	3,315,893.00
Operating Expenses																
Other Expenses	472,572.50	28,409.38	48,019.56	72,990.19	78,733.97	119,523.28	132,284.20	199,597.77	43,326.51	186,549.55	1,382,006.91	1,312,574.00	(69,432.91)	105.29%	1,312,574.00	1,389,248.00
Wages and salaries	380,329.39	188,629.23	130,938.08	149,280.70	214,007.80	340,383.98	74,156.99	139,482.38	43,959.20	388,850.80	2,050,018.55	2,119,622.00	69,603.45	96.72%	2,119,622.00	2,052,834.00
Rent - Community Pantry	-	-	-	-	-	-	3,000.00	-	-	-	3,000.00	-	(3,000.00)	-	-	-
Total Operating Expenses	852,901.89	217,038.61	178,957.64	222,270.89	292,741.77	459,907.26	209,441.19	339,080.15	87,285.71	575,400.35	3,435,025.46	3,432,196.00	(2,829.46)	100.08%	3,432,196.00	3,442,082.00
Net Profit	(189,399.10)	(42,871.93)	28,933.66	45,015.55	87,160.88	46,654.02	(70,482.54)	21,355.85	34,947.29	(79,685.98)	(118,372.30)	(304,930.00)	(186,557.70)	38.82%	(304,930.00)	(126,189.00)

Spreadsheet Showing Kaiapoi-Tuahiwi Community Board Discretionary Grant for the 2022/2023 Financial Year

	Meeting considered	Group	Project	Amount Requested	Amount Granted	Running Balance
			2022/23= \$5,270 = carry forwards \$2,627 Total \$7,897			\$ 7,897.00
	18-Jul-22	St Patricks School PTA	Game Lines	\$500	\$500	\$ 7,397.00
	18-Jul-22	Kaiapoi Toy Library	Cultural and sensory toys	\$500	\$500	\$ 6,897.00
	15-Aug	Reflections Community Trust	Waimakariri Light Party	\$588	\$588	\$ 6,309.00
	15-Aug	Clarkville Playcentre	Fruit Trees and vegetable plants	\$500	\$250	\$ 6,059.00
	21-Nov	Cure Boating Club	Wood stain for floors, egress ramp and stairs	\$500	\$500	\$ 5,559.00
	20-Feb	North Canterbury Pride	Picnic in the Park	\$275	\$300	\$ 5,259.00
	20-Feb	Clarkville Playcentre	First Aid Courses	\$387	\$387	\$ 4,872.00
	20-Mar	Kaiapoi Rugby Football Club	Replace broken cabinet	\$500	\$500	\$ 4,372.00
	20-Mar	Kaiapoi Community Gardens	Signage	\$240	\$240	\$ 4,132.00
Kaiapoi-Tuahiwi Community Board 10.136.100.2410	20-Mar	WITHDRAWN				
	20-Mar	All Together Kaiapoi	Subscription for software			\$ 4,132.00
	20-Mar	Relay for Life event	Costs of hosting	\$250	\$500	\$ 3,632.00
	17-Apr	R13 Youth Development Trust	Replacement sports equipment, new kitchen equipment and a new printer	\$500	\$500	\$ 3,132.00
	17-Apr	North Canterbury Adventure Club	Purchase an inflatable shade tent and electric pump	\$825	Declined	\$ 3,132.00
	17-Apr	It Takes A Village Hub	To purchase fabric and elastic	\$500	\$500	\$ 2,632.00
	16-Jun	All Together Kaiapoi	Advertising Matariki in Kaiapoi	\$500	\$500	\$ 2,132.00
	19-Jun	All Stars Marching	Annual camp	\$500	\$500	\$ 1,632.00

Spreadsheet Showing Kaiapoi-Tuahiwi Community Board Discretionary Grant
for the 2023/2024 Financial Year

	Meeting considered	Group	Project	Application Trim Ref	Amount Requested	Amount Granted	Running Balance
			2023/24= \$5,390 = carry forwards \$1,632 = Returned funds \$500 Total \$7,522				\$ 7,522.00
	17-Jul	Coastguard North Canterbury	towards upgrading the swift water rescue vessel	230629097856	\$500	\$750	\$ 6,772.00
	21-Aug	Waimakariri Access Group	Towards running an Inclusive Sports Event	230807119502	\$750		
	21-Aug	Community Wellbeing North Canterbury Trust	towards an 0800 number	230802117896	\$600		

GOVERNANCE**Kaiapoi-Tuahiwi Community Board****Discretionary Grant Application****Information to assist groups with their application**

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

When assessing grant applications the Board considers a number of factors in its 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 community-based project groups, non-profit community organisations, registered charities or incorporated societies. Council funding is publicly accountable therefore the Board needs to demonstrate to the community where funding is going and what it is being spent on. Staff cannot process your application without financial information.

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 where funds are being spent and a paragraph on what fund raising the group has undertaken towards the project, or other sources considered (ie voluntary labour, businesses for supplies).

Examples (but not limited to) of what the Board cannot fund:	Examples (but not limited to) of what the Board can fund:
✗ Wages	✓ New equipment/materials
✗ Debt servicing	✓ Toys/educational aids
✗ Payment for volunteers (including arrangements in kind eg petrol vouchers)	✓ Sporting equipment
✗ Stock or capital market investment	✓ Safety equipment
✗ Gambling or prize money	✓ Costs associated with events
✗ Funding of individuals (only non-profit organisations)	✓ Community training
✗ Payment of any legal expenditure or associated costs	
✗ Purchase of land and buildings	
✗ Activities or initiatives where the primary purpose is to promote, commercial or profit-oriented interests	
✗ Payment of fines, court costs or mediation costs, IRD penalties	

Criteria for application

- The Board supports 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).
- Applications will only be accepted from community-based project groups, not for profit organisations, registered charities or incorporated societies.
- Applications from Funding Committees and/or similar community-based groups associated with schools will be considered provided there is proof that the activity is not funded by the Ministry of Education. However, schools themselves are not considered non-profit community-based organisations.
- Grant funding will not be allocated for events/projects that have already occurred i.e retrospectively.
- The grant funding is limited to projects primarily within the Board area or benefiting the residents of the ward.
- Grants are generally limited up to \$750 with a maximum of \$1,000 in any financial year (July to June), but a group can apply twice a year, providing it is for different projects. The Board will consider granting more than \$750 in exceptional circumstances provided that detailed reasons for exceeding the present limit are provided.
- The application should clearly state the purpose for which the money is to be used.
- The applicant should submit relevant financial information to prove they can deliver the project. Applications will only be processed once the financial information is received. The Community Board reserves the right to request additional financial information on any application if deemed necessary.
- Organisations that are predominately funded by Central Government must provide supporting evidence that the requested grant will not be spent on projects that should be funded by Central Government.
- 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, including information on applications to other Community Boards.
- 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 so they can be processed in time.
- An Accountability Form must be provided to the Council within 20 working days after the event, completion of the project or when the funds were spent outlining how the funds were applied. Relevant proof of purchase such as receipts, banks statements or invoices must be included with the Accountability Form and photos of the event or purchase is encouraged.
- Where possible Boards request permission to utilise these photos on its Facebook page, the Council website or other social media, to encourage other community groups' participation.
- In the event that funds are not spent on the project or activity applied for within 12 months of the date of the event/project, the recipient will be required to return the grant funding to the Council.
- If the activity/event for which funds have been granted does not take place or if the group does not provide the information to enable the grant to be paid within six months of approval of the grant being notified, then in both cases the application will be regarded as closed and funds released for reallocation by the Board.
- No new application will be accepted until the Board receives the Accountability Form and relevant documentation for previous funding granted.

What happens now?

Return your completed application form (with financial records and any supporting information which you believe is relevant to this application) by posting to Private Bag 1005, Rangiora 7440, New Zealand, or hand delivering to your local Service Centre, or emailing to: IM@wmk.govt.nz

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's decision and if successful an invoice and your organisation's bank account details will be requested.
- On receipt of this information payment will be processed to your organisation's bank account.

KAIAPOI-TUAHIWI COMMUNITY BOARD

Jackie Watson - Chair's Diary

For the month of June/July 2023

MEMBERS' DIARY		DISCUSSION POINTS
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
July 18	Kaiapoi Community Garden	Trustee meeting
July 20	Waimakariri Public Arts Trust	Trustee meeting
July 24	WDC All Boards meeting	
July 27	ATK meeting with WDC greenspace	Follow up on Matariki event to discuss future event
July 31	All Together Kaiapoi meeting	Feedback from participants, public and Council deemed it a success that is to become an annual event with more support from Council
	All Boards meeting	
August 2	KPA AGM	New chair is Janine Duke
August 8	Harry Harper funeral	A bequest of Harry Harper's estate is to be spent on reserves in the Kaiapoi Town Centre
August 10	Networking of social agencies in Waimakariri	A wide range is on offer and many reported increased anxiety and need in our community
August 14	All Together Kaiapoi trustee meeting	
	Met with Tessa Sturley	Last stages of writing the arts strategy
August 16	WDC Speed changes	
July 17	All Together Kaiapoi	Monthly meeting

KAIAPOI-TUAHIWI COMMUNITY BOARD
MEMBERS INFORMATION EXCHANGE *For*
the month of July 2023

Member' Name: Brent Cairns

- Local Government Conference - highlights were listening to Sophie Howe, first Welsh Future Generations Commissioner

An example of the points she made:

- *For example, if we know that around 35% of jobs in the Waimakariri may disappear as a result of robots, artificial intelligence or computers, what's that going to mean to you, your children and your grandchildren?*
 - *We know that we'll be living longer, but are we going to be living healthy, active lives or are we going to be living lives with long-term illness and health conditions?*
 - *Public bodies really need to be focusing on how their decisions are going to impact in the long-term, and working together to prevent problems occurring, recognising that no single public body can respond to some of the big challenges that need to be addressed.*
- Attended:
 - Food Secure North Canterbury strategy meeting.
 - Have attended a number of meetings about community funded CCTV cameras. Council are developing policy as they will take ownership of the cameras once installed.
 - Harry Harper funeral - Harry has donated to Council some of his estate.
 - InCommon Waimakariri Inclusivity Poster Campaign Event Launch - featured the number of immigrants in our community
 - Kaiapoi Promotions AGM... new chair was elected Janine Duke
 - first youth event in Pegasus - movie night - planning now for next event and more students to help with planning.
 - All Boards Meeting
 - All Together Kaiapoi review meeting - reduction in funding, an issue that other organisations may face.
 - Kaiapoi Food Forest meeting - new coordinator has been employed
 - Housing Policy Hearings - to create a district housing policy
 - Transport Connections discussion - connecting the likes of Oxford to other parts of the district.

- Waimakariri Heritage website launch - loads of images, with the opportunity to load or send in images, videos and audio to tell stories
- Pegasus residents group AGM - very well attended meeting, loads of support.
- Kaiapoi kids indoor market - busy and growing in popularity market
- All Together Kaiapoi - Matariki event - huge crowd, first time using this area for large community event
- Oxford light up event - judged the residential lighting displays - awesome for the township, supported by Ken from the Greenspace team which was appreciated in having trees etc lite up.
- Waiora Links - I spoke about Food Forests in the district -
- Waimakariri Access group AGM
- Almost finished conducting the Promotion association stakeholder interviews - this will provide an indication of what issues the various groups have and looking for common elements.

KAIAPOI-TUAHIWI COMMUNITY BOARD

MEMBERS INFORMATION EXCHANGE

For the month of July 2023

Member' Name: Philip Redmond

MEMBER'S DIARY		DISCUSSION POINTS
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
11.07.2023	Briefing and Workshop	
12.07.2023	Ronels Cuppa at Pegasus	Brent Cairns spoke on the Food Forest
13.07.2023	Gravel Road inspections with roading staff	Further trip to Oxford/Lees Valley to be arranged
17.07.2023	Kaiapoi-Tuahiw Community Board meeting	
18.07.2023	Utilities and Roothing Committee meeting	
19.07.2023	Pegasus Residents Group AGM	
20.07.2023	On site meeting at Clemence Drilling	Regarding damage to grass verges adjacent to cycleway
20.07.2023	Briefing	
20.07.2023	Heritage Website Launch	Rangiora Library
20.07.2023	Abbeyfield AGM	
24/25.07.2023	Draft Housing Policy Hearing &Deliberations	Crs Redmond (Chair), Cairns, Goldsworthy and Ward.
24.07.2023	Building Act submissions	
24.07.2023	All Boards	Future for Local Government
26.07.2023	LGNZ - Rolleston Visit	
26.07.2023	LGNZ AGM	Sam Broughton elected President
27/27.07.2023	LGNZ Conference at Te Pae Christchurch	Takeaways Amazon Web Services sophisticated digital services, Selwyn District Council a subscriber. Luxton prepare to submit a deal to the Government post election for strategic projects. First in basis. Limited Funds.
31.07.2023	All Boards	Speed Management Plans. Council may seek time extension until after the election.
1.08.2023	Housing Policy adopted	
1.08.2023	Waimakariri Health Advisory Group	Taxi arrangements discussed and clarified. Rangiora only, historical after hours discharges.
2.08.2023	Kaiapoi Promotion Association AGM	New committee – Chair Janine Duke, Vice Chair Martin Pinkham, Treasurer Greg Coleman, Secretary Tracy Inwood. Committee Michael Bendall, Rob Duke, Natalie Leary, Cheryl Meadows, John Rule and Ani Tapa.
3.08.2023	Property Portfolio Working Group PX	

3.08.2023	North Canterbury Sport and Recreation Trust meeting	Sports awards to alternate with ENC Business awards
4.08.2023	Compass FM Music Quiz fundraiser for its Charitable Trust	Sold out.
8 .08.2023	Funeral Service for Harry Harper	WDC Beneficiary
9.08.2023	Met with Resident and Staff	To discuss hosting a car show at Norman Kirk Park