Oxford-Ohoka Community Board

Agenda

Thursday 3 August 2017

7.00pm

West Eyreton Hall
2 Earlys Road
West Eyreton

Members:
Doug Nicholl (Chair)
Mark Brown (Deputy Chair)
  Wendy Doody
  James Ensor
  Shirley Farrell
  Kevin Felstead
  John Lynn
  Thomas Robson
Board Members
OXFORD-OHOKA COMMUNITY BOARD

AGENDA FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD TO BE HELD IN THE WEST EYRETON HALL, 2 EARLYS ROAD, WEST EYRETON ON THURSDAY 3 AUGUST 2017 AT 7PM.

Edwina Cordwell
Governance Advisor

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

BUSINESS

PAGES

1 APOLOGIES

2 CONFLICTS OF INTEREST

3 CONFIRMATION OF MINUTES
  3.1 Minutes of the Oxford-Ohoka Community Board – 6 July 2017

6 - 13

RECOMMENDATION
(a) THAT the Oxford-Ohoka Community Board:

Confirms the circulated minutes of the Oxford-Ohoka Community Board meeting, held 6 July 2017, as a true and accurate record.

4 MATTERS ARISING

5 DEPUTATIONS AND PRESENTATIONS
  5.1 Swannanoa Cricket Club

Tim Fulton, Club Secretary, will provide an update on the Club's plans to develop the Swannanoa Domain.

6 ADJOURNED BUSINESS
7 REPORTS

7.1 Oxford Public Toilet Mural – Chris Brown (Community Green Space Manager)

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(a) Receives report No 170713072891.

(b) Notes that during the May 2016 Oxford Eyre Ward Advisory Board meeting a resolution was passed deferring making a decision on a proposed mural being installed on the Oxford Town Centre Toilets until the Art in Public Places Policy was operational.

(c) Notes that the Art in Public Places Policy if approved would require the establishment of a Trust to manage requests for public art and this will be considered by Council during the Long Term Plan process.

(d) Continues to defer making a decision on the proposed mural for the Oxford Public Toilets until the Arts in Public Places Policy is operational.

7.2 Application for Oxford-Ohoka Community Board Discretionary Grant 2017-2018 – Edwina Cordwell (Governance Advisor)

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(a) Receives report No. 170720075877.

(b) Approves a grant of $__________ to Social Inclusion Initiatives Group towards the costs of Welcome Bags for newcomers to the Waimakariri District.

OR

(c) Declines the application from Social Inclusion Initiatives Group.
7.3 **Approval of the Oxford-Ohoka Community Board’s Submission to the Waimakariri District Council regarding the Draft Waste Management and Minimisation Plan – Edwina Cordwell (Governance Advisor)**

**RECOMMENDATION**

**THAT** the Oxford-Ohoka Community Board:

(a) **Receives** report No. 170713072831.

(b) **Approves** the Board’s Submission to the Waimakariri District Council regarding the Draft Waste Management and Minimisation Plan (Trim 170711071987).

8 **CORRESPONDENCE**

9 **CHAIRPERSON’S REPORT**

9.1 **Chairperson’s Report for July 2017**

**RECOMMENDATION**

**THAT** the Oxford-Ohoka Community Board:

(a) **Receives** report No 170727079813.

10 **MATTERS FOR INFORMATION**

10.1 **Kaiapoi-Tuahiwi Community Board meeting minutes – 17 July 2017**

(Trim No. 170713072971)

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

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

**RECOMMENDATION**

**THAT** the Oxford-Ohoka Community Board receives the information in items 10.1-10.3.

11 **MEMBERS’ INFORMATION EXCHANGE**

The purpose of this exchange is to provide a short update to other members in relation to activities/meetings that have been attended or to provide general Board related information.
12 **CONSULTATION PROJECTS**

12.1 **Waste Minimisation and Management Plan**

Consultation ends Friday 11 August 2017.

13 **REGENERATION PROJECTS**

13.1 **Town Centre, Oxford**

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


13.2 **New Arterial Road, Kaiapoi**

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


14 **BOARD FUNDING UPDATE**

14.1 **Board Discretionary Grant**

Balance as at 3 August 2017: $5,533.25

14.2 **General Landscaping Budget**

Balance as at 3 August 2017 to be confirmed.

15 **MEDIA ITEMS**

16 **QUESTIONS UNDER STANDING ORDERS**

17 **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

**NEXT MEETING**

The next meeting of the Oxford-Ohoka Community Board is scheduled for Thursday 7 September 2017 commencing at 7:00pm, at the Mandeville Sports Club.

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**Workshop**

1. **Members’ Forum**
MINUTES FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD HELD IN THE A&P MEETING ROOM, OXFORD TOWN HALL, MAIN STREET, OXFORD ON THURSDAY 6 JULY 2017 AT 7PM.

PRESENT
D Nicholl (Chair), M Brown (Deputy Chair), W Doody, J Ensor, S Farrell, K Felstead, and T Robson.

IN ATTENDANCE
S Markham (Manager, Strategy and Engagement), K Waghorn (Solid Waste Asset Manager), E Cordwell (Governance Advisor), and L Courtney (Governance Secretary).

1 APOLOGIES

Moved M Brown seconded K Felstead
THAT an apology be received and sustained from J Lynn for absence.
CARRIED

2 CONFLICTS OF INTEREST

Item 7.3 – K Felstead; member of the Waimakariri Golf Club.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Oxford-Ohoka Community Board – 8 June 2017

Moved S Farrell seconded T Robson
THAT the Oxford-Ohoka Community Board:
(a) Amends the minutes of the Oxford-Ohoka Community Board held 8 June 2017 as follows:
   • Item 11.2: remove final bullet point.
(b) Confirms the circulated minutes of the Oxford-Ohoka Community Board meeting, held 8 June 2017, as a true and accurate record.
CARRIED

4 MATTERS ARISING

Nil.

5 DEPUTATIONS AND PRESENTATIONS

Nil.

6 ADJOURNED BUSINESS

Nil.
7  REPORTS

7.1 Approval of the Oxford-Ohoka Community Board’s Submission to the Canterbury Regional Land Transport Committee – Proposed 3 Laning Southbound of the Waimakariri Bridge – Edwina Cordwell (Governance Advisor)

E Cordwell directed members to the previously circulated draft submission which included an additional paragraph.

Moved J Ensor    seconded T Robson

THAT the Oxford-Ohoka Community Board:
(a) Receives report No. 170628066420.
(b) Approves the Board’s Submission to the Canterbury Regional Land Transport Committee in relation to a third lane south at the Waimakariri Bridge as part of the Christchurch Motorway extension (Trim 170620063216).

CARRIED

7.2 Oxford-Ohoka Community Board Discretionary Grant Fund 2017/2018 – Edwina Cordwell (Governance Advisor)

E Cordwell spoke to the report, noting the Board’s remaining balance had been carried forward to the 2017/2018 financial year. She sought the Board’s direction regarding the frequency of applications being received.

Moved J Ensor    seconded S Farrell

THAT the Oxford-Ohoka Community Board:
(a) Receives report No. 170626065529.
(b) Approves the Board’s 2017/2018 Discretionary Grant Application Criteria and Application Form.
(c) Approves the Board’s 2017/2018 Discretionary Grant Accountability Form.
(d) Notes that the Discretionary Grant funding available for the 2017/18 financial year is $5,400 plus any carry forward approved by the Council at its meeting of 4 July 2017.
(e) Approves that grant applications will be considered by the Board at every meeting/month from the 2017/2018 financial year (July 2017 to 30 June 2018).

CARRIED

M Brown against

J Ensor reasoned that considering applications each month allowed for applications to be deferred by a month if further information was required. It also allowed applications to be considered in a timely manner.

M Brown stated that bi-monthly applications were his preference. He was not convinced that (the possibility of) considering grant applications at each meeting, or meeting only to consider a grant application, was an effective use of Board time.

T Robson, in support of the motion, commented that the immediacy of many events would better meet needs of community by enabling grant applications to be considered each month.
7.3 **Oxford-Ohoka Community Board Discretionary Grant Fund 2017/2018 – Edwina Cordwell (Governance Advisor)**

Having declared an interest, K Felstead did not take part in discussions or decision making.

E Cordwell spoke briefly to the report.

Moved S Farrell  seconded J Ensor

**THAT** the Oxford-Ohoka Community Board:

(a) **Receives** report No. 170626065641.

(b) **Approves** a grant of $500 to Waimakariri Gorge Golf Club towards the costs of an ongoing tree replacement programme taking place between winter 2017 and winter 2018.

**CARRIED**

S Farrell advised that the golf course was of a high standard and had suffered greatly in the severe wind storms which had occurred a few years previous.

J Ensor was concerned to ensure that the grounds was being prepared carefully to ensure that replacement trees would not be easily susceptible to a similar windstorm. He queried whether this could be made a condition of the grant. S Markham advised that this would not be appropriate. E Cordwell drew members’ attention to paragraph 6.4 of the report which went some way to addressing J Ensor’s query.

W Doody was aware that the replacement plantings were being carefully chosen to ensure they would be better suited for the weather conditions that could occur.

T Robson, supported W Doody’s comments, adding that the trees that had previously blown over had been an unsuitable species.

8 **CORRESPONDENCE**

Nil.

9 **CHAIRPERSON’S REPORT**

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

Moved W Doody  seconded T Robson

**THAT** the Oxford-Ohoka Community Board:

(a) **Receives** report No. 170629067285.

**CARRIED**

10 **MATTERS FOR INFORMATION**

10.1 **Woodend-Sefton Community Board meeting minutes – 12 June 2017** (Trim No. 170609058917)

10.2 **Rangiora-Ashley Community Board meeting minutes – 14 June 2017** (Trim No. 170609059023)

10.3 **Kaiapoi-Tuahwi Community Board meeting minutes - 19 June 2017** (Trim No. 170616061655)
10.4 **Report back on New Zealand Community Boards' Conference 2017** - **Rangiora-Ashley Community Board members** - Report to Rangiora-Ashley Community Board, 14 June 2017 (Trim No. 170531055432)

10.5 **Report back on New Zealand Community Boards' Conference 2017** - **Rangiora-Ashley Community Board members** - Report to Kaiapoi-Tuahiwi Community Board, 19 June 2017 (Trim No. 170524052913)

10.6 **New Arterial Road, West Kaiapoi, Speed Limits, Area and Road Names and Landscape Plan** - K Stevenson (Roading Manager) and J McBride (Project Manager) - Report to Kaiapoi-Tuahiwi Community Board, 19 June 2017 (Trim No. 170602056648)

10.7 **Approval to seal the remaining unsealed section of North Eyre Road between No 10 Road and Logans Road under the rural seal extension policy** - K Stevenson (Roading Manager) – Report to Utilities and Roading Committee, 20 June 2017 (Trim No. 170607058034)

10.8 **Closure of Stock Water Race R1-A in Eyrewell Forest Area** - J Fraser (Utilities Planner) – Report to Utilities and Roading Committee, 20 June 2017 (Trim No. 170331031643)

Moved J Enser seconded M Brown

THAT the Oxford-Ohoka Community Board receives the information in items 10.1-10.8.

**CARRIED**

11 **MEMBERS' INFORMATION EXCHANGE**

11.1 **M Brown**

- Advised that over the course of his work and commitments, has spoken with members of the community on a range of matters. None raised any major issues.

11.2 **S Farrell**

- Enshi exhibition has now ended
- Attended Oxford District Development Strategy drop in session
- Roading Briefing. Thanked staff for informative session. Staff will be following up.

11.3 **T Robson**

- Attended Ashley Gorge Advisory Group
- Youth Council. Will hold a ‘Meet the Candidates’ night in the lead up to the general election.

11.4 **W Doody**

- Spoke to tabled report (Trim No. 17070707740)
  - Community Service Award nominations are now open
  - Waste Minimisation Management Plan out for consultation
  - District Development Strategy out for consultation
  - Wainakariri District Disability Strategy 2011 Review
  - Hearing of Barkers Road Sealing Statement of Proposal
  - Diversion Road and South Eyre Road
  - ‘Action on Alcohol’ workshop
  - Old Fashioned Family Picnic, Sunday 9 July
- Mentioned dog attack complaint from local resident.
11.5 **K Felstead**
- Reported on Council meeting of 4 July 2017.
  - Regarding the changes to Rural Fire: S Farrell asked if there would be any reimbursements for recent loans. K Felstead advised that the new managing organisation would become responsible for maintenance and servicing of loans, noting that there were a number of issues still to be worked through.

11.6 **J Ensor**
- Advised members of an article in the ‘Quarry Magazine’ relating to the Isaacs Road quarry matter
- Raised whether Ashworth Road could be added to seal extension programme
- Commended staff on the Board’s recent Roading Briefing
- Kaiapoi Art Expo
- Noted a number of billboard campaigns
- Waimakariri Health Advisory Group
- Raised an issue relating to the entrance of the pony club

The Chairperson thanked L Courtney for all her hard work and commitment to all Community and Advisory Boards over the last four years. All members warmly thanked L Courtney and wished her well for the future.

12 **CONSULTATION PROJECTS**

12.1 **District Development Strategy**

E Cordwell queried whether the Board would like to submit on the District Development Strategy (DDS), noting members could submit individually.

S Farrell expressed concern at the lack of comment regarding the wellbeing and health of people in the DDS, especially in relation to those living in rural areas, and encouraged the Council to take a proactive approach to this. S Markham acknowledged the issue and noted that Isaac Community Association would be making a submission on the matter.

S Farrell also queried whether there was any way to monitor activities on rural lifestyle blocks through Council process. S Markham explained that it was a matter of balancing people’s lifestyle choices and development of business activities in the rural/urban areas. He stated that the current DDS consultation would not be the only time the matter could be raised, with more opportunities as the District Plan is being reviewed.

S Farrell also asked how the consultation for DDS had been publicised in rural areas. S Markham commented that coverage of the DDS, through social media, has been extensive, however it can be more superficial than face to face consultation. The means of communicating and engaging on issues with the community will differ depending on the issue/matter.

D Nicholl queried whether those who view the information on the Council’s website and Facebook page, are also making submissions. S Markham replied that online views and interactions, do not necessarily translate into formal submissions. Various statistics are being compiled to continually improve the on-line engagement.

S Farrell advised that there were residents in Oxford who did not receive local publications nor were users of social media tools. S Markham advised that when the District Plan is ready to be consulted on, then correspondence would be sent directly to all ratepayers and property owners.

S Farrell asked whether such information could be included with rates information. S Markham advised that the timing of rates letters and various
consultation matters did not always coincide. Added to that there had been feedback from some residents who did not want the extra information included with their rates invoice. He advised that staff were undertaking a process to request additional contact information, including emails and mobile numbers, from ratepayers so they could be contacted for specific and relevant projects, or to allow ratepayers to opt in to, receive specific information.

J Ensor raised the need to be keep a balanced perspective on rural and urban impacts on the environment, including water quality.

T Robson, regarding Facebook content, commented that the videos were excellent. However, he believed that the methods for providing feedback were still cumbersome and would encourage staff to develop a user friendly process that included being able to provide feedback through mobile technologies.

The Board did not wish to make a formal submission and would continue to encourage community and individual awareness and input to this important document.

12.2 Cones Road Speed Limit
12.3 Mandeville Speed Limits
12.4 Rangiora Speed Limits
12.5 Waste Minimisation Management Plan

The Board noted the Consultation Projects.

13 REGENERATION PROJECTS
13.1 Town Centre, Oxford
   S Markham advised that a monitoring report on the implementation of the Oxford Town Centre Strategy would be presented to the Board in the near future.

13.2 New Arterial Road, Kaiapoi
   The Board noted the Regeneration Projects.

14 BOARD FUNDING UPDATE
14.1 Board Discretionary Grant
   M Brown commended the Board’s persistence in getting its grant allocation increased.

14.2 General Landscaping Budget
   The Board noted the balances.

15 MEDIA ITEMS
   Nil.

16 QUESTIONS UNDER STANDING ORDERS
   There were no questions under Standing Orders.
17 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

There was no urgent general business under Standing Orders.

NEXT MEETING

The next meeting of the Oxford-Ohoka Community Board is scheduled for 7pm, Thursday 3 August 2017 at the West Eyreton Hall.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED 8.01PM.

CONFIRMED

_______________________
Chair

_______________________
Date
**Workshop – 8.01pm-8.45pm.**

1. Waste Minimisation Management Plan submission with Kitty Waghorn, Solid Waste Asset Manager

   Members explored a range of issues and queries regarding the three options currently out for consultation. Members confirmed submission points and also agreed on a range of venues/events which would provide further opportunities to get the message out to residents. Staff and members to follow up.

2. Review of outcomes from the LGNZ Community Boards’ Conference.

   Members who attended the Conference, J Ensor, S Farrell, J Lynn and T Robson, provided feedback on what each viewed as one or two possible priorities for the Board as a whole to consider actioning/moving forward. Staff will assist in developing these themes further. All agreed that the conference and feedback was informative and important, and the Board was committed to taking an Action Plan forward.
WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO and TRIM NO: CPR-04-08-01 / 170713072891

REPORT TO: Oxford Ohoka Community Board

DATE OF MEETING: 3 August 2017

FROM: Chris Brown, Community Green Space Manager

SUBJECT: Oxford Public Toilet Mural

1. SUMMARY

1.1. The purpose of this report is to seek a decision from the Board regarding the installation of a mural onto the Oxford Town Centre Public Toilets.

1.2. The Board at its May 2016 meeting deferred making a decision regarding the installation of a mural (included in this report as attachment i) onto the Oxford Town Centre Public Toilets until the Arts in Public Places Policy was operational. The Policy requires that a Trust is established and this process is going to be considered by Council as part of the Long Term Plan.

1.3. Staff have been contacted by members of Keep Oxford Beautiful concerned about the time between the trust potentially being set up and the original report being considered by the Board. They have requested that the Board reconsider the matter.

Attachments:

i. Proposed Keep Oxford Beautiful Mural TRIM 160219013623

2. RECOMMENDATION

THAT the Oxford Ohoka Community Board:

(a) Receives report No 170713072891.

(b) Notes that during the May 2016 Oxford Eyre Ward Advisory Board meeting a resolution was passed deferring making a decision on a proposed mural being installed on the Oxford Town Centre Toilets until the Art in Public Places Policy was operational.

(c) Notes that the Art in Public Places Policy if approved would require the establishment of a Trust to manage requests for public art and this will be considered by Council during the Long Term Plan process.

(d) Continues to defer making a decision on the proposed mural for the Oxford Public Toilets until the Arts in Public Places Policy is operational.
3. **ISSUES AND OPTIONS**

3.1. The public toilets in Oxford, located outside the service centre and library, were refurbished in early 2016. This included repainting the exterior which removed the existing 'chicken' mural.

3.2. In June 2014 one of the agreed actions from a workshop held with the Oxford Eyre Ward Advisory Board was for staff to organise a refurbishment of the Oxford public toilets, including a repaint of the exterior of the building. At the workshop it was agreed that the existing mural would not be reinstated by Council but the opportunity would remain for the community to apply to Creative Communities for funding to undertake a mural in the future.

3.3. The Keep Oxford Beautiful Committee subsequently prepared a proposed design for a mural and this is included as Attachment i. The proposed mural shows a row of multicoloured trees with the message ‘Keep Oxford Beautiful’. The Committee advises that the mural recognises trees as an essential part of the Oxford area foothills. The Committee also suggests that trees are also an important component of the Keep Oxford Beautiful enhancement of the township. The colours are intended to represent a rainbow and are also consistent with the Keep New Zealand beautiful logo. The Committee advises that the message on the mural ‘Keep Oxford Beautiful’ is not only identifying who the group is but is also an important statement for Oxford.

3.4. The Keep Oxford Beautiful Committee advised staff in May 2016 that the proposed mural would be applied by artist Wondi Wilson, who has painted various murals including those on the wall at the Challenge service station and the ANZAC mural in Cust.

3.5. In May 2016 a report was presented to the Oxford Eyre Ward Advisory Board who resolved to defer making a decision on the installation of the mural until after the Art in Public Places Policy which was being developed by Council was operational. One of the outcomes of the policy is the establishment of a Trust who would be responsible for managing requests for public art including murals in public spaces. It is planned that the establishment of the trust is something which will be considered by the Council as part of the Long Term Plan process.

3.6. Council staff have been contacted by members of Keep Oxford Beautiful who are concerned at the amount of time between the original report being presented to the Board and the potential establishment of the Trust and have asked staff to prepare a report requesting the approval for the mural be reconsidered.

3.7. Staff believe there are three options that the Board could consider.

3.8. **Option One – Approve the mural being painted now.**

3.8.1. **Staff do not recommend this option for the following reasons:**

- The area surrounding the Oxford Town Centre Toilet will be significantly changed from when the original mural design was created. The service centre library building and the surrounding landscaping will all be new and more modern. Due to this significant change staff would recommend that if this option was pursued that public consultation was undertaken to determine whether the wider public have a desire to install the mural in the new modern setting.

- Staff have had little success painting murals at this time of year and if this option was approved then there would still likely be a delay until the temperature increases to ensure the mural adheres to the toilet.
The current toilet wall is in good condition. The mural is not being painted to clean up a toilet which is in bad condition or covered in graffiti so therefore waiting until the Council considerers the formation of a trust to manage requests for public art is not considered to have significant negative impact.

3.9. Option 2 – Decline the request to have the mural installed on the Oxford Town Centre Toilets.

3.9.1. Staff do not recommend this option for the following reasons:

- Staff believe that while the toilets are currently presented in a clean and tidy way there is opportunity to enhance them by painting a mural which will be something visitors to Oxford and locals will enjoy.
- Some members of the community have identified a desire to have a mural painted on the toilets to replace the chicken mural

3.10. Option 3 – Continue to defer making a decision on the mural until the Art in Public Places Policy has become operational which includes the formation of a trust which will be considered as part of the Long Term Plan Process.

3.10.1. Staff recommend this option for the following reasons:

- While the mural will be something which is enjoyed by locals and visitors alike it is not something which is likely to attract people to Oxford. This is important to mention, as the opportunity cost of not having the mural installed is not significant. This is further compounded by the fact that the current toilets have been recently painted so are in a presentable state.
- Staff believe that a Trust of suitably qualified people will be well placed to make decisions about the type of mural that is being proposed. The Trust will be able to determine whether the proposed mural is appropriate for the toilet and the surrounding environment.
- Other than a single request from a member of Keep Oxford Beautiful, staff have had no other requests to fast track the mural.

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

4. COMMUNITY VIEWS

4.1. When the original mural was designed, Keep Oxford Beautiful placed a picture of the mural on the public toilets advising the community of the design.

4.2. With the changes to the service centre and library building staff believe that should the Board choose to approve the current mural design being installed now, before a trust is established, public consultation should be undertaken.

5. FINANCIAL IMPLICATIONS AND RISKS

5.1. Keep Oxford Beautiful have approached Council offering (via an artist) to paint a mural on the Oxford public toilets. No financial contribution has been sought by the Group or offered by Council.

5.2. As no community views on the proposed mural have been sought by Council there is a risk that it may not be supported by some of the community. As art is highly subjective this is not uncommon. For this reason Staff believe that the proposed mural should be subject to the Art in Public Places Policy.
6. **CONTEXT**

6.1. **Policy**

6.2. The Art in Public Places Policy was presented to Council in August of 2016. The Council resolved to request that the incoming Council consider the formation of the Waimakariri Public Art Advisory Trust as a charitable trust and a Council controlled organisation. It is anticipated that Council will consider the formation of the Trust as part of the upcoming Long Term Plan.

6.3. The proposed mural on the Oxford public toilets is the type of activity that staff consider would be covered by the proposed Arts in Public Places Policy. Staff believe that considering the proposed mural under the policy would potentially result in better outcomes for the project and the community.

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

6.5. **Legislation**

The Toilet sits within Pearson Park. There is currently a Pearson Park Concept Plan that has been adopted by the Oxford Eyre Ward Advisory Board. The painting of a Mural is not inconsistent with the concept plan.

6.6. **Community Outcomes**

6.7. The following Community Outcomes are considered relevant:

- The community’s cultures, arts and heritage are conserved and celebrated
- Different cultures are acknowledged and respected.
- There are wide ranging opportunities to participate in arts and cultural activities.
WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO: GOV-26-10-06 / 170720075877
REPORT TO: Oxford-Ohoka Community Board
DATE OF MEETING: 3 August 2017
FROM: Edwina Cordwell, Governance Adviser
SUBJECT: Applications for Oxford-Ohoka Community Board Discretionary Grant 2017-2018

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

1. SUMMARY

1.1. The purpose of this report is to consider an application for funding received from:

<table>
<thead>
<tr>
<th>Name of Organisation</th>
<th>Purpose</th>
<th>Amount Requested</th>
</tr>
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<tbody>
<tr>
<td>Social Inclusion Initiatives Group C/o You Me We Us</td>
<td>Towards the cost of Welcome Bags for newcomers to the Waimakariri District</td>
<td>$500</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$500</strong></td>
<td></td>
</tr>
</tbody>
</table>

Current balance is $5,533.25.

Attachments:

i. Application from Social Inclusion Initiatives Group (Trim No. 170714073483)
ii. Spreadsheet showing previous two years grants.
iii. Board funding criteria 2017/2018 (Trim No. 170626065542)

2. RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(a) Receives report No. 170720075877.

(b) Approves a grant of $_______ to Social Inclusion Initiatives Group towards the costs of Welcome Bags for newcomers to the Waimakariri District.

OR

(c) Declines the application from Social Inclusion Initiatives Group.
3. **ISSUES AND OPTIONS**

3.1. The Social Inclusion Initiatives Group (SIIG) began in 2007 following a community forum which established Social Services Waimakariri under which nine working groups were established to respond to prioritised social needs. Membership varies as to which agencies or groups want to be involved and have capacity and is supported by a Waimakariri District Council staff member.

3.2. The SIIG operates under the umbrella of You Me We Us who have been a member of the SIIG and distribute the welcome bags in the Kaiapoi area. In 2010 SIIG began developing and distributing ‘Welcome Bags’ to newcomers to the District.

3.3. The bags contain local information such as library details, I Site, ‘Knowing your Neighbour’, street maps, ‘New to Waimakariri?’ booklet, Volunteer and Sport Directories, Neighbourhood Support and much more. Each bag has a tag attached with a river stone and welcome message. The bags provide an opportunity to intentionally welcome newcomers, provide information and encourage connections within and across communities.

3.4. SIIG members donate their time to fill and distribute the bags together with schools, pre schools, real estate staff, faith organisations, service centre and library staff. In recent years funding has been received from Work and Income, the Canterbury Earthquake fund and other philanthropic sources. To date over 4,000 bags have been distributed.

3.5. As the number of newcomers are expected to increase SIIG wishes to continue to create more Welcome Bags and seeks funding towards the costs of these from the Rangiora-Ashley, Woodend-Sefton and Oxford-Ohoka Community Boards.

3.6. Waimakariri District Council offers Welcome Packs to new rate payers with specific Council service information such as:

- Libraries fact sheet
- Aquatic Centres Programmes and Activities
- Aquatic Centres Aquarobics
- Southbrook Transfer Station brochure
- Direct Debit application form
- Paying your Rates fact sheet
- Registering your Dog fact sheet
- Household Refuse and Recycling Fact Sheet

3.7. SIIG has not applied to the Kaiapoi-Tuahiwi Community Board for this specific project as there are other future You Me We Us projects that could be considered for funding by this Board. SIIG seeks to create 2,000 bags at a total cost of $ 12,925.50 over the next 12 months.

3.8. SIIG estimates that over 22 % of the predicted newcomers will be from the Oxford-Ohoka community area. The bags will NOT be created if the funding is declined.

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

3.10. The Management Team/CE has reviewed this report.

4. **COMMUNITY VIEWS**

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

5. **FINANCIAL IMPLICATIONS AND RISKS**

5.1. The Annual Plan for 2017/18 includes budget provision for the Oxford-Ohoka Community Board to approve grants to community groups up to a total of $6,033.25. The requested grants for consideration in August 2017 total $500.

5.2. The current balance of the grant fund is $5,533.25
5.3. The application criteria specify that grants are normally limited to a maximum of $500 in any one financial year (July to June) but the group can apply up to twice in that year, providing it is for different projects.

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

6. **CONTEXT**

6.1. **Policy**

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

6.2. **Legislation**

Not applicable.

6.3. **Community Outcomes**

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

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

---

Edwina Cordwell
Governance Adviser
Information to assist groups with their application

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

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

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

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

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

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

<table>
<thead>
<tr>
<th>Examples (but not limited to) of what the Board can fund:</th>
</tr>
</thead>
<tbody>
<tr>
<td>✓ New equipment</td>
</tr>
<tr>
<td>✓ Toys/educational aids</td>
</tr>
<tr>
<td>✓ Sporting equipment</td>
</tr>
<tr>
<td>✓ Safety equipment</td>
</tr>
<tr>
<td>✓ Costs associated with events</td>
</tr>
<tr>
<td>✓ Community training</td>
</tr>
</tbody>
</table>
Oxford-Ohoka Community Board Discretionary Grant Application

Criteria for application

- Grant applications will be considered every second month by the Oxford-Ohoka Community Board. Applications are recommended to be received three weeks prior to Board meeting dates for processing.

- Generally funding grants will be a maximum of $500 in any one financial year (July 2016 to June 2017) but the group can apply up to twice in that year, providing it is for different projects.

- The grant funding is limited to projects within the Board area or primarily benefiting the residents of the ward.

- Applications will only be accepted from non-profit community-based organisations, registered charities or incorporated societies.

- The group should have strong links with the community of the Oxford-Ohoka Ward.

- The applications should clearly state the purpose for which the money is to be used.

- The applicants should submit a 1-2 page balance sheet and an income and expenditure statement showing their current financial assets and liabilities. Applications cannot be processed until financial information is received.

- Where possible, or feasible, applicants must declare other sources from which funding has been applied or granted, in the application, for the project being applied to the Oxford-Ohoka Community Board.

- The Board supports a wide range of community activities but the application will only be considered if deemed of the nature listed in the table of examples of what the Board can fund (see previous page).

- An accountability form must be provided to Council outlining how the funds were applied, within six of the grant being allocated, when funds are spent, or prior to a new application. A new applicant must not be accepted until the previous accountability form has been completed and returned. The group must maintain accurate records around the grant including, but not limited to: receipts, bank statements, invoices. In the event that funds are not spent on the project or activity applied for the recipient, the group will be asked to return the grant funding to the Council.

What happens now?

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

Community Board Advocate
Oxford-Ohoka Community Board
C/- Waimakariri District Council
Private Bag 1005
Rangiora 7440

Or hand deliver to either

- Rangiora Service Centre, 215 High Street, Rangiora.
- Ruataniwha Kaiapoi Civic Centre, 176 Williams Street, Kaiapoi.

What happens next?

- Your application will be processed and presented to the Board at the next appropriate meeting.
- Following the meeting a letter will be sent to notify you of the Board decision and if successful, 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.
OXFORD-OHOKA COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION

Groups Applying for Board Discretionary Grants 2016/2017

Name of Group: Social Inclusion Initiatives Group  
C/o You Me We Us

Address: C/- MSD, 4 High Street, Rangiora 7400

Contact Person within Organisation: Rebecca Bithray

Position within Organisation: Social Services Waimakariri Project Facilitator

Contact phone number: 03 909 0400  
Email: sawfascillator@gmail.com

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

The Social Inclusion Initiatives Group (SIIG) has developed a generic resource "Welcome Bags" for newcomers to Waimakariri. Decorated by local primary school children and Idea Services clients, the bags contain local information such as: library information, I site, KNowing your Neighbour, street maps, New to Waimakariri? booklet, The Volunteer and Sport & Recreation Directories, flyer with Activities for under 5s, pens, Newcomers' Network & Neighbourhood Support flyers. Each bag has a tag attached, with a small river stone and a welcome message. The idea for the bags came from the dramatic population increase plus so many folk relocating here post earthquakes. The information content was trialed with camping ground residents and at library drop ins for newcomers; also other Council information goes to new ratepayers only, not these in renting situations. The bags provide an opportunity to intentionally welcome newcomers plus provide information and to support connections within and across communities. The grant funding will be used for purchasing the bags and contribute toward printing of some content; members of SIIG donate their time to fill and distribute the bags along with preschools, schools, real estate staff, Ministers, resident and community group members, service centre and library staff. We have received Earthquake and philanthropic funding in the past whilst Work & Income plus Council have assisted with printing some resources. To date we have distributed approximately 4,000 welcome bags, utilising key groups as above and also at some events. Now some groups add their own material to help establish connections for new people in their own locality (eg Oxford Community Trust, You We Me Us, Pegasus and Cust residents, and schools) Reliable statistics forecast a local population increase for some time yet. SIIG has agreed to continue producing welcome bags as a key tool to support connections. Our focus is a population approach and to "reduce the risk of Social Isolation" by fostering connections.

What is the timeframe of the project? 12 months

Overall Cost of Project: $12,925.50  
Amount Requesting: $500

How many people will directly benefit from this project? 2,000

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

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

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

Provide estimated percentage of participants by Ward:

Oxford-Ohoka 22%  
Rangiora-Ashley 31%  
Woodend-Sefton 21%  
Kalapoi-Tuahiwi 26%

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?

Not having the welcome bags and their information resources, means we have one less tool in the District to make information easily accessible to newcomers; one less tool as a means to engage with and connect people thus reducing "social isolation". Plus there are flow on benefits from the students, community agencies and Idea Services clients giving back to their communities. Health research and evidence indicate that the absence of meaningful social interactions affect health and wellbeing so we are keen to support that "social connectedness" with the Welcome Bag initiative.

waimakariri.govt.nz
OXFORD-OHOKA COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION

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

Evidence indicates that socially cohesive societies are healthier and have lower mortality rates. Where people are connected and have opportunities to participate, there is also higher "social capital". We have consistently positive feedback from recipients of welcome bags, some who have been to tears, plus from those people involved in distributing them. School staff have shared that it has generated positive discussion amongst their students involved in the decoration, who have reflected on how they welcome new children and make them feel valued and included.

What is the benefit(s) to your organisation?

The Social Inclusion Initiatives Group began in 2007 following a community forum which established Social Services Waimakariri under which working groups were established to respond to prioritised social needs. SiIG began developing and distributing the Welcome Bags in 2010 and instigated a number of other District wide and localized based initiatives. Membership varies as to which agencies or groups want to be involved. We have capacity supported by a Council staff member. SiIG has found this resource to be one of the most effective in sharing community information.

What are the benefit(s) to the Oxford-Ohoka community or wider district?

As newcomers are forecast to increase, SiIG members want to continue developing welcome bags. Our focus is not only newcomers but also existing residents "at risk of social isolation". Under the umbrella of Social Services Waimakariri our mission "To work together to enhance social services delivery, so that people can be connected to their community and freely access the services they need for their wellbeing".

Is your group applying under the umbrella of another organisation (that is Charity/Trust registered)?

☐ Yes ☐ No

If yes, name of parent group: You We Me Us

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

You We Me Us has been a member of the Social Inclusion Initiatives group, and distributes the welcome bags in Kaiapoi.

What other fundraising has your group undertaken towards this project/event? List any other organisations you have approached for funds to fund this project and amount applied for this project:

We received MSD Earthquake funding in 2012 part of which went to the bags ($1,500) and content; Manchester Unity supported the Bags ($40) and another trial project in 2015-6; Groups have donated time and other resources like printing. The Office of Ethnic Affairs are funding 150 bags.

Have you applied to the Oxford-Ohoka Community Board or any other Waimakariri Community Board for other project funding in the past 18 months?

☐ Yes ☑ No

If yes, please supply details:

SiIG hasn't but SSW received 2 grants toward the Community House forum cost in Rangiora in May 2016 ($700 all up). Please note neither SSW have a legal entity status. You We Me Us have applied for their own projects to the Kaiapoi Community Board on previous occasions.

Enclosed

☑ Financial Balance Sheet and Income & Expenditure Statement (compulsory – your application cannot be processed without financial statements)

☑ Supporting costs/quotes (not compulsory)

☑ Other supporting information

I am authorised to sign on behalf of the group/organisation making this application.

I declare that all details contained in this application form are true and correct to the best of my knowledge.

I accept that successful applicants will be required to report back to the Community Board by completing a simple Accountability Report.

I accept that information provided in this application may be used in an official Council report available to the public.

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

Signed: Kath Adams

Date: 15 JUNE 2017
**SOCIAL INCLUSION INITIATIVES GROUP**

Details of costs involved in creating & supplying “Welcome to Waimakariri” Bags & contents as at 6 June 2017 (note quotes):

<table>
<thead>
<tr>
<th>Qty</th>
<th>Item</th>
<th>Cost</th>
<th>Gst</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2000</td>
<td>#8 White paper twist handle bags - Shardlows</td>
<td>$770.00</td>
<td>$115.50</td>
<td>$885.50</td>
</tr>
<tr>
<td>2000</td>
<td>New to Waimakariri Booklet – supply/print/bind</td>
<td>$5165.22</td>
<td>$774.78</td>
<td>$5940.00</td>
</tr>
<tr>
<td>4</td>
<td>Packs metallic card for Stone and welcome</td>
<td>$104.35</td>
<td>$15.65</td>
<td>$120.00</td>
</tr>
<tr>
<td>2000</td>
<td>Waimakariri Volunteer Directory supply/print/bind</td>
<td>$2260.87</td>
<td>$339.13</td>
<td>$2600.00</td>
</tr>
<tr>
<td>2000</td>
<td>Waimakariri recreation Directory supply/print/bind</td>
<td>$2939.13</td>
<td>$440.87</td>
<td>$3380.00</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td>$1685.93</td>
<td></td>
<td>$1925.50</td>
</tr>
<tr>
<td>50</td>
<td>#8 White paper twist handle bags - Shardlows</td>
<td>$19.25</td>
<td>$2.89</td>
<td>$22.14</td>
</tr>
<tr>
<td>50</td>
<td>New to Waimakariri Booklet – supply/print/bind</td>
<td>$129.13</td>
<td>$19.37</td>
<td>$148.50</td>
</tr>
<tr>
<td>1</td>
<td>Packs metallic card for Stone and welcome</td>
<td>$26.08</td>
<td>$3.91</td>
<td>$29.99</td>
</tr>
<tr>
<td>50</td>
<td>Waimakariri Volunteer Directory supply/print/bind</td>
<td>$56.52</td>
<td>$8.48</td>
<td>$65.00</td>
</tr>
<tr>
<td>50</td>
<td>Waimakariri recreation Directory supply/print/bind</td>
<td>$73.48</td>
<td>$11.02</td>
<td>$84.50</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td>$304.46</td>
<td>$45.67</td>
<td>$350.13</td>
</tr>
</tbody>
</table>
**Interim Statement of Accounts for You Me We Us**  
1st April 2016 - 31st May 2017

<table>
<thead>
<tr>
<th>Income:</th>
<th>Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Grants:</strong></td>
<td></td>
</tr>
<tr>
<td>Rata Foundation (Wages and Exp.)</td>
<td>25 000</td>
</tr>
<tr>
<td>COGS (General Operations)</td>
<td>5 000</td>
</tr>
<tr>
<td>Lottery (Wages)</td>
<td>20 000</td>
</tr>
<tr>
<td>WDC (Projects)</td>
<td>500</td>
</tr>
<tr>
<td>M of Culture (Waitangi Project)</td>
<td>1 500</td>
</tr>
<tr>
<td>Pub Charity (Projects)</td>
<td>670</td>
</tr>
<tr>
<td>Rotary (Projects)</td>
<td>1 250</td>
</tr>
<tr>
<td>CERT (Projects)</td>
<td>600</td>
</tr>
<tr>
<td>Lion Foundation (Projects)</td>
<td>2 250</td>
</tr>
<tr>
<td><strong>Sponsorship:</strong></td>
<td></td>
</tr>
<tr>
<td>Easy Lawn (Spring Festival)</td>
<td>1 800</td>
</tr>
<tr>
<td>Waimak Motors (Pop Up Cinema)</td>
<td>1 800</td>
</tr>
<tr>
<td>Silverstream (Amazing Race)</td>
<td>2 000</td>
</tr>
<tr>
<td>Various (Amazing Race)</td>
<td>260</td>
</tr>
<tr>
<td><strong>Donations:</strong></td>
<td>252</td>
</tr>
<tr>
<td><strong>Sales and Stall Rentals:</strong></td>
<td>1 754</td>
</tr>
<tr>
<td><strong>Race Entries:</strong></td>
<td>440</td>
</tr>
<tr>
<td><strong>Interest</strong></td>
<td>30</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>63 306</td>
</tr>
</tbody>
</table>

| Wages:                        | 29 44 |
| Insurance:                    | 2    |
| Stationery                    | 3    |
| Telephone                     | 2    |
| Purchases                     | 8    |
| Refunded grants               | 1 11  |
| **Projects:**                 |       |
| Beautification                | 5 11  |
| Spring Festival               | 4 3   |
| Calendars & Welcome Bags      | 1 11  |
| Flag                          | 1    |
| Pop Up Cinema                 | 2 00  |
| Waitangi Day                  | 4 03  |
| Amazing Race                  | 2 55  |
| Miscellaneous                 | 12    |

| Total Expenditure:            | 51 83 |

Balance as at 1st April 2016: 9 339  
Balance as at 31st May 2017: 30 820

Figures have been rounded to whole dollars and accounts have not been checked. Financial year ends on the 30th June at which time an accurate report will be prepared. Bank balances are correct and income is accurate. Actual costs for projects while reasonably accurate have not had all sums checked.

Kath Adams (Treasurer) YMWU
<table>
<thead>
<tr>
<th>Month considered</th>
<th>Group</th>
<th>Project</th>
<th>Amount Requested</th>
<th>Amount Granted</th>
<th>Running Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>August</td>
<td>Pegasus Residents group Inc.</td>
<td>Towards costs for activities at a Christmas event, &quot;Christmas on the Lake&quot;.</td>
<td>$500</td>
<td>$400.00</td>
<td>$2,510.00</td>
</tr>
<tr>
<td>August</td>
<td>Reflections Community Trust</td>
<td>towards the costs of funding Pedalmania to be part of the Waimakariri Light Party 2016 event</td>
<td>$390</td>
<td>$390.00</td>
<td>$2,120.00</td>
</tr>
<tr>
<td>September</td>
<td>Okuku Pony Club</td>
<td>Towards accommodation costs while attending the Springfield Trophy event</td>
<td>$500</td>
<td>$500.00</td>
<td>$1,620.00</td>
</tr>
<tr>
<td>February</td>
<td>Woodend Bowling Club</td>
<td>towards the cost to core and solid spike the outdoor bowling green</td>
<td>$449</td>
<td>$-</td>
<td>$1,620.00</td>
</tr>
<tr>
<td>April</td>
<td>Kaiapoi Art Expo and Schools Art Expo</td>
<td></td>
<td>$300</td>
<td>$300.00</td>
<td>$1,320.00</td>
</tr>
<tr>
<td>April</td>
<td>Sefton School PTA</td>
<td>towards purchase of a TV &amp; Apple Tv box</td>
<td>$500</td>
<td>$500.00</td>
<td>$820.00</td>
</tr>
<tr>
<td>June</td>
<td>The Woodpecker Community Trust</td>
<td></td>
<td>$500</td>
<td>$600.00</td>
<td>$220.00</td>
</tr>
<tr>
<td>September</td>
<td>Southbrook School PTA</td>
<td>Towards the costs of hiring Ethel &amp; Bethelto run a bingo fundraiser event</td>
<td>$500</td>
<td></td>
<td>$9,010.00</td>
</tr>
<tr>
<td>September</td>
<td>Vision West Community Trust</td>
<td>Towards the cost of photoelectric smoke alarms in social housing</td>
<td>$500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>September</td>
<td>Rangiora Croquet Club Inc.</td>
<td>Towards the part funding of a second set of Quadway Hoops</td>
<td>$500</td>
<td>$500.00</td>
<td>$8,510.00</td>
</tr>
<tr>
<td>September</td>
<td>Okuku Pony Club</td>
<td>Towards accommodation costs while attending the Springfield Trophy event</td>
<td>$500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>September</td>
<td>Reflections Community Trust</td>
<td>toward the cost of a dog agility display for the Waimakariri Light Party 2016</td>
<td>$350.00</td>
<td>$200.00</td>
<td>$8,310.00</td>
</tr>
<tr>
<td>November</td>
<td>Presbyterian Support Upper South Island</td>
<td>Towards the costs of establishing an outdoor garden area for the Totara Club.</td>
<td>$1,000.00</td>
<td>$500.00</td>
<td>$7,810.00</td>
</tr>
</tbody>
</table>
## 2016-2017 Community Board Discretionary Grant

<table>
<thead>
<tr>
<th>Month</th>
<th>Organization</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>November</td>
<td>Ashley Playcentre</td>
<td>Towards the purchase of a John Deere ride-on tractor.</td>
<td>$500.00</td>
</tr>
<tr>
<td></td>
<td>Cust-West Eyreton Playcentre</td>
<td>Towards the purchase of a tablet, Microsoft Office programme and virus protection.</td>
<td>$500.00</td>
</tr>
<tr>
<td></td>
<td>Rangiora Playcentre</td>
<td>To purchase a profile holder and a non-slip entrance mat.</td>
<td>$456.21</td>
</tr>
<tr>
<td>February</td>
<td>Rangiora Toy Library</td>
<td>Towards the purchase of one LikeABike Jumper balance bike</td>
<td>$380.00</td>
</tr>
<tr>
<td>February</td>
<td>Rangiora and Districts Early Records Society Inc.</td>
<td>Towards the cost of conservation framing of a sale map for the Red Lion Hotel</td>
<td>$500.00</td>
</tr>
<tr>
<td>February</td>
<td>Canterbury Justices of the Peace Association Inc.</td>
<td>Towards the cost of a pull-up banner</td>
<td>$235.75</td>
</tr>
<tr>
<td>April</td>
<td>North Canty Riding for the Disabled Inc</td>
<td>Equipment and mounting block for less able riders</td>
<td>$389.00</td>
</tr>
<tr>
<td>April</td>
<td>Kaiapoi Art Expo and Schools Art Expo</td>
<td>Towards running costs - in particular advertising - applied to all boards</td>
<td>$500.00</td>
</tr>
<tr>
<td>April</td>
<td>HomeShare Lunch Group</td>
<td>Towards entry costs for senior citizens participating in the HomeShare Lunch Group to Orana Park</td>
<td>$295.00</td>
</tr>
<tr>
<td>April</td>
<td>North CanterburyModel Railway Club Inc.</td>
<td>Towards the cost of advertising an 'open day' event 18-19 March 2017.</td>
<td>$250.00</td>
</tr>
<tr>
<td>June</td>
<td>Cust Bowling Club</td>
<td></td>
<td>$500.00</td>
</tr>
<tr>
<td>August</td>
<td>Reflections Community Trust</td>
<td>Towards the costs of hiring a clown/street performer for the Waimakariri Light Party 2016</td>
<td>$450.00</td>
</tr>
<tr>
<td>August</td>
<td>Vision West Community Trust</td>
<td>Towards the cost of photoelectric smoke alarms in social housing</td>
<td>$500.00</td>
</tr>
<tr>
<td>August</td>
<td>Big Brothers Big Sisters of North Canterbury</td>
<td>Towards entry costs to Laserstrike for children being mentored</td>
<td>$500.00</td>
</tr>
<tr>
<td>Month</td>
<td>Organization</td>
<td>Description</td>
<td>Grant Amount</td>
</tr>
<tr>
<td>---------</td>
<td>---------------------------------------------------</td>
<td>-----------------------------------------------------------------------------</td>
<td>--------------</td>
</tr>
<tr>
<td>August</td>
<td>Kaiapoi Pony Club</td>
<td>Towards training and equipment for the Springton Trophy event</td>
<td>$500  $500.00 $3,710.00</td>
</tr>
<tr>
<td>September</td>
<td>Kaiapoi Community Garden Trust</td>
<td>Towards advertising costs for the Annual Spring Open Day</td>
<td>$276  $276.00 $3,434.00</td>
</tr>
<tr>
<td>November</td>
<td>You Me We Us</td>
<td>Towards the cost of paying for a performer and advertising for a Waitangi Day celebration</td>
<td>$500.00  $500.00 $2,934.00</td>
</tr>
<tr>
<td>February</td>
<td>Reflections Community Trust</td>
<td>Toward the cost for Kaiapoi Photographic Club to take photos at the Kaiapoi Children's day for future promotional purposes and archival records</td>
<td>$75.00  $75.00 $2,859.00</td>
</tr>
<tr>
<td>February</td>
<td>Community Wellbeing North Canterbury Trust / Kaiapoi Community Support</td>
<td>Towards the cost of purchasing a commercial chest freezer</td>
<td>$327.43  $327.43 $2,531.57</td>
</tr>
<tr>
<td>March</td>
<td>Canterbury Justices of the Peace Association Inc.</td>
<td>Towards the cost of a pull-up banner</td>
<td>$235.75  $235.75 $2,295.82</td>
</tr>
<tr>
<td>March</td>
<td>Karanga Mai Early Learning Centre</td>
<td>Towards the cost of a new couch for breast-feeding mothers to nurse their babies</td>
<td>$500  $500.00 $1,795.82</td>
</tr>
<tr>
<td>April</td>
<td>Kaiapoi Toy Library</td>
<td>Towards the purchase of board games</td>
<td>$500.00  $100  $1,695.82</td>
</tr>
<tr>
<td>April</td>
<td>R13 Youth Development Trust</td>
<td>To enable Chair/Manager to attend a 5 day child protection programme</td>
<td>$700.00  $250  $1,445.82</td>
</tr>
<tr>
<td>April</td>
<td>Tuahiwi Community Preschool</td>
<td>Towards the creation of a bicultural themed entranceway feature</td>
<td>$500.00  $200  $1,245.82</td>
</tr>
<tr>
<td>Month</td>
<td>Organisation/Event</td>
<td>Purpose</td>
<td>Amounts</td>
</tr>
<tr>
<td>--------</td>
<td>-------------------------------------------------------------</td>
<td>-------------------------------------------------------------------------</td>
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</tr>
<tr>
<td>April</td>
<td>Waimakariri Arts Trust-Kaiapoi Art Expo</td>
<td>towards running costs associated with the Kaiapoi Art Expo and Schools’ Art Expo, in particular advertising in the Kaiapoi Advocate and venue clearing costs</td>
<td>$500.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$300.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$945.82</td>
</tr>
<tr>
<td>June</td>
<td>KHS CACTUS Programme</td>
<td></td>
<td>$500.00</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>$945.82</td>
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</tr>
<tr>
<td>July</td>
<td>Oxford Area School - Senior Netball team</td>
<td>towards costs associated with attending the South Island Secondary Schools Netball Tournament in Nelson</td>
<td>$500.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$250.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$4,060.00</td>
</tr>
<tr>
<td>July</td>
<td>Little by Little</td>
<td>towards costs associated with a new community initiative</td>
<td>$250.00</td>
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<td>$250.00</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>$3,810.00</td>
</tr>
<tr>
<td>July</td>
<td>Oxford Play Centre</td>
<td>towards purchase of a lawn mower</td>
<td>$250.00</td>
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<td>$250.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$3,560.00</td>
</tr>
<tr>
<td>July/August</td>
<td>Under Our Feet Charitable Trust</td>
<td>Towards the purchase of compost and seedlings</td>
<td>$250.00</td>
</tr>
<tr>
<td></td>
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<tr>
<td>July</td>
<td>North Canterbury Family Violence Network</td>
<td>To fund a presentation to raise family violence awareness among Oxford Area School youth</td>
<td>$500.00</td>
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<td></td>
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<td>$250.00</td>
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<td>$3,310.00</td>
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<tr>
<td>August</td>
<td>Under Our Feet Charitable Trust</td>
<td>Towards the purchase of compost and seedlings</td>
<td>$250.00</td>
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<td>$3,060.00</td>
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<tr>
<td>September</td>
<td>Okuku Pony Club</td>
<td>Towards accommodation costs while attending the Springfield Trophy event</td>
<td>$500.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$250.00</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>$2,810.00</td>
</tr>
<tr>
<td>September</td>
<td>Eyerton Pony Club</td>
<td>towards the cost of fencing a learner’s area</td>
<td>$450.00</td>
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<td>$450.00</td>
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<td>$2,360.00</td>
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<tr>
<td>February</td>
<td>Canterbury Justices of the Peace Association Inc.</td>
<td>Towards the cost of a pull-up banner</td>
<td>$235.75</td>
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<tr>
<td></td>
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<td>$235.75</td>
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<td></td>
<td></td>
<td></td>
<td>$2,124.25</td>
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<tr>
<td>April</td>
<td>Oxford Community Trust- Waimak Kids Oscar</td>
<td>Towards purchase of play equipment from the Big Game Company</td>
<td>$500.00</td>
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<td></td>
<td></td>
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<td>$500.00</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>$1,624.25</td>
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<tr>
<td>April</td>
<td>Arts in Oxford Printmaking Group</td>
<td>Towards the purchase of reusable equipment to make paper and sculptures</td>
<td>$491.00</td>
</tr>
<tr>
<td></td>
<td></td>
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<td>$491.00</td>
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<td></td>
<td></td>
<td></td>
<td>$1,133.25</td>
</tr>
<tr>
<td>April</td>
<td>Waimakariri Arts Trust-Kaiapoi Art Expo</td>
<td>Towards running costs of the Kaiapoi Art Expo and Schools’ Art Expo, particularly promotional advertising in the Oxford Observer</td>
<td>$500.00</td>
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<td></td>
<td></td>
<td></td>
<td>500.00</td>
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<td>$633.25</td>
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2016-2017 Community Board Discretionary Grant

$ 3,676.75
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<tr>
<th>Month considered</th>
<th>Project Description</th>
<th>Amount Requested</th>
<th>Amount Granted</th>
<th>Running Balance</th>
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<tbody>
<tr>
<td>July</td>
<td>Towards the purchase of new signs for parents of the playcentre</td>
<td>$500.00</td>
<td>$500.00</td>
<td>$4,110.00</td>
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<tr>
<td>August</td>
<td>Towards the cost of a First Aid Course for parents of the playcentre</td>
<td>$700.00</td>
<td>$500.00</td>
<td>$3,610.00</td>
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<tr>
<td>September</td>
<td>New sports equipment for parents of the playcentre</td>
<td>$250.00</td>
<td>$350.00</td>
<td>$3,110.00</td>
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<tr>
<td>October</td>
<td>Towards the cost of a First Aid Course for parents of the playcentre</td>
<td>$250.00</td>
<td>$250.00</td>
<td>$2,860.00</td>
</tr>
<tr>
<td>December</td>
<td>Towards costs associated with transition to new printing team</td>
<td>$300.00</td>
<td>$350.00</td>
<td>$2,510.00</td>
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<tr>
<td>February</td>
<td>Towards costs for senior playground</td>
<td>$300.00</td>
<td>$350.00</td>
<td>$2,160.00</td>
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<tr>
<td>March</td>
<td>Towards venue hire and music provided for the 2016 Kapa poi Art Expo and</td>
<td>$500.00</td>
<td>$500.00</td>
<td>$1,660.00</td>
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<tr>
<td>April</td>
<td>Towards the upgrading of covered kitchen lighting</td>
<td>$350.00</td>
<td>$350.00</td>
<td>$350.00</td>
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<tr>
<td>June</td>
<td>Woodend Playcentre Neighbourhood Support Newsletter</td>
<td>$350.00</td>
<td>$350.00</td>
<td>$260.00</td>
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<tr>
<td></td>
<td>Pegasus Bay School PTA</td>
<td>$350.00</td>
<td>$350.00</td>
<td>$260.00</td>
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<tr>
<td></td>
<td>Woodend Bowling Club Inc.</td>
<td>$350.00</td>
<td>$350.00</td>
<td>$260.00</td>
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<tr>
<td>Month</td>
<td>Organisation</td>
<td>Description</td>
<td>Amount 1</td>
<td>Amount 2</td>
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</tr>
<tr>
<td>August</td>
<td>International Day of Older Persons Group</td>
<td>Towards costs associated with International Day of Older Persons</td>
<td>$250.00</td>
<td>$250.00</td>
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<tr>
<td>August</td>
<td>The Ashley Lodge No.28</td>
<td>Towards fundraising event for the replacement of defibrillators in each of the four ambulances based in Rangiora</td>
<td>$500.00</td>
<td>$500.00</td>
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<tr>
<td>August</td>
<td>Reflections Community Trust</td>
<td>Towards the hire of Pedalmania for the Waimakariri Light Part 2015</td>
<td>$375.00</td>
<td>$375.00</td>
</tr>
<tr>
<td>August</td>
<td>Rangiora Community Garden</td>
<td>Towards the purchase of materials for 3 new signs</td>
<td>$482.00</td>
<td>$482.00</td>
</tr>
<tr>
<td>August</td>
<td>Caring for Carers Inc</td>
<td>Towards annual venue hire and refreshments for meetings of the Rangiora Support Group</td>
<td>$388.00</td>
<td>-</td>
</tr>
<tr>
<td>October</td>
<td>Fall Prevention Exercise Group</td>
<td>Towards costs associated with establishing an exercise programme for seniors</td>
<td>$500.00</td>
<td>$250.00</td>
</tr>
<tr>
<td>October</td>
<td>Ashgrove School PTA - ReStyle Me</td>
<td>Towards venue hire for 'ReStyle Me', a fundraising event for Ashgrove School</td>
<td>$500.00</td>
<td>-</td>
</tr>
<tr>
<td>October</td>
<td>Ashgrove School PTA – Santa’s Grotto</td>
<td>Gate signage at the Rangiora A&amp;P Showgrounds entrance for Santa's Grotto</td>
<td>$379.50</td>
<td>-</td>
</tr>
<tr>
<td>October</td>
<td>McAlpines North Canterbury Pipe Band (Inc)</td>
<td>towards new kilts for band members</td>
<td>$500.00</td>
<td>$350.00</td>
</tr>
<tr>
<td>October</td>
<td>Ashgrove School PTA – Ashgrove Twilight Gala</td>
<td>To hire deep fryers and cooking oil for the Ashgrove Twilight Gala</td>
<td>$425.00</td>
<td>-</td>
</tr>
<tr>
<td>October</td>
<td>Rangiora Toy Library</td>
<td>Towards advertising costs of a fundraising event as part of its 21st Birthday celebrations</td>
<td>$741.00</td>
<td>$350.00</td>
</tr>
<tr>
<td>December</td>
<td>North Canterbury Neighbourhood Support</td>
<td>Towards the costs associated with running the 'Old Fashioned Family Picnic'</td>
<td>$250.00</td>
<td>$250.00</td>
</tr>
<tr>
<td>December</td>
<td>Rangiora Playcentre</td>
<td>To purchase a new pull up banner</td>
<td>$379.00</td>
<td>$379.00</td>
</tr>
<tr>
<td>Month</td>
<td>Organization</td>
<td>Description</td>
<td>Amounts</td>
<td></td>
</tr>
<tr>
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<td></td>
</tr>
<tr>
<td>February</td>
<td>Rangiora Toy Library</td>
<td>towards the purchase of new toys, specifically, a replacement tractor</td>
<td>$456.25 $ 456.25 $ 2,477.75</td>
<td></td>
</tr>
<tr>
<td>April</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
<td>Towards the hire and installation of lighting for the 2016 Kaiapoi Art Expo and Schools’ Art Expo</td>
<td>$500.00</td>
<td></td>
</tr>
<tr>
<td>April</td>
<td>North Canterbury Riding for the Disabled</td>
<td>towards costs associated with relocating to the Milton Memorial Reserve</td>
<td>$500.00 $ 500.00 $ 1,977.75</td>
<td></td>
</tr>
<tr>
<td>April</td>
<td>North Canterbury Family Violence Network</td>
<td>towards costs of a Safety and Respect presentation and follow-up barbeque for Rangiora High School and/or Rangiora New Life School secondary students</td>
<td>$500.00 $ 316.26 $ 1,661.49</td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>Cat Care Incorporated</td>
<td>Towards the costs of a Microchipping Day</td>
<td>$250.00</td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>Disability, Carers and Friends Group</td>
<td>For the purchase of a trestle table and costs of catering for a Dance Social</td>
<td>$500.00 $ 250.00 $ 1,411.49</td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>Rangiora Croquet Club Inc.</td>
<td>For part funding one set of Quadway Hoops</td>
<td>$500.00 $ 300.00 $ 1,111.49</td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>The Rangiora and Districts Early Records Society Inc</td>
<td>For costs associated with set up, production and installation of four ACM vinyl signs to replace existing</td>
<td>$327.75</td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>Seftonian Battle Sport</td>
<td>For new sporting and Safety equipment for players, specifically 4 x trebuchets and 2 x armour</td>
<td>$500.00</td>
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</tr>
<tr>
<td>June</td>
<td>Social Services Waimakariri</td>
<td>Toward the costs of catering for a community forum event</td>
<td>$200.00 $ 200.00 $ 911.49</td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo resubmission</td>
<td>Towards the hire and installation of lighting for the 2016 Kaiapoi Art Expo and Schools’ Art Expo</td>
<td>$500.00 $ 327.75 $ 583.74</td>
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<tr>
<td>June</td>
<td>Community College North Canterbury</td>
<td>For the venue hire and supplies of a youth open night</td>
<td>$400.00 $ 400.00 $ 183.74</td>
<td></td>
</tr>
<tr>
<td>July</td>
<td>You Me We Us</td>
<td>Towards advertising of the September 4th Observance Day</td>
<td>$ 496.80 $ 496.80 $ 5,623.20</td>
<td></td>
</tr>
</tbody>
</table>

Total: $ 6,120.00
<table>
<thead>
<tr>
<th>Month</th>
<th>Organisation</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>August</td>
<td>Hinemoa-Kaiapoi Hockey Club</td>
<td>Towards assisting team members with the cost of travel to a tournament in Fiji</td>
<td>$500.00 $500.00 $5,123.20</td>
</tr>
<tr>
<td>August</td>
<td>Canterbury Youth Development Programme</td>
<td>Towards providing breakfast three mornings per week for eight weeks and food for the Longest Day Challenge</td>
<td>$500.00 $500.00 $4,623.20</td>
</tr>
<tr>
<td>September</td>
<td>Arthritis New Zealand</td>
<td>towards venue hire and advertising associated with running self-management sessions and workshops in Kaiapoi</td>
<td>$500.00 $250.00 $4,373.20</td>
</tr>
<tr>
<td>September</td>
<td>Kaiapoi District Historical Society Incorporated</td>
<td>Towards the cost of installing updates of PastPerfect (a museum programme) and linking four computers for volunteers to work on at the same time</td>
<td>$500.00 $500.00 $3,873.20</td>
</tr>
<tr>
<td>November</td>
<td>You Me We Us</td>
<td>for advertising of Kaiapoi's 2016 Waitangi Day celebrations</td>
<td>$500.00 $500.00 $3,373.20</td>
</tr>
<tr>
<td>December</td>
<td>North Canterbury Neighbourhood Support</td>
<td>towards costs associated with running the ‘Old Fashion Family Picnic’</td>
<td>$300.00 $350.00 $3,023.20</td>
</tr>
<tr>
<td>March</td>
<td>Kaiapoi Photographic Club Inc</td>
<td>Toward printing costs for Club members involved in a photographic exhibition - &quot;Waimakariri - from the Mountains to the Sea&quot;</td>
<td>$500.00 $500.00 $2,523.20</td>
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<tr>
<td>March</td>
<td>Satisfy Food Rescue</td>
<td>to purchase a sandwich board to identify Satisfy Food Rescue in the community</td>
<td>$350.00 $ - $2,523.20</td>
</tr>
<tr>
<td>March</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
<td>Towards the hire and installation of lighting for the 2016 Kaiapoi Art Expo and Schools' Art Expo</td>
<td>$500.00 $500.00 $2,023.20</td>
</tr>
<tr>
<td>March</td>
<td>You Me We Us</td>
<td>Towards advertising costs for a 'Pop Up cinema' event</td>
<td>$500.00 $500.00 $1,523.20</td>
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<tr>
<td>Month</td>
<td>Organization</td>
<td>Purpose</td>
<td>Amount</td>
</tr>
<tr>
<td>--------</td>
<td>----------------------------------------</td>
<td>--------------------------------------------------------------------------</td>
<td>--------------</td>
</tr>
<tr>
<td>April</td>
<td>Social Services Waimakariri</td>
<td>towards catering costs for a community forum to discuss establishing a Community House and capacity for a Children’s Team for the community</td>
<td>$200.00 $200.00 $1,323.20</td>
</tr>
<tr>
<td>April</td>
<td>North Canterbury Family Violence Network</td>
<td>towards the costs associated with a presentation to Kaiapoi High School about family violence and a bbq to follow</td>
<td>$500.00 $198.44 $1,124.76</td>
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<tr>
<td>November</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
<td>Towards running costs, in particular, the music provided over the weekend for 2016 Kaiapoi Art Expo.</td>
<td>$300.00 $250.00 $3,860.00</td>
</tr>
<tr>
<td>November</td>
<td>Oxford Table Tennis</td>
<td>Towards the purchase of tables</td>
<td>$250.00 $250.00 $3,610.00</td>
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<tr>
<td>November</td>
<td>Keep Oxford Beautiful</td>
<td>for a photo and information panel about the Oxford Historic Jail</td>
<td>$250.00 $250.00 $3,360.00</td>
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<tr>
<td>November</td>
<td>Friends of Oxford Hospital</td>
<td>towards the purchase of a Lazy Boy recliner chair and disability aids for patients</td>
<td>$350.00 $250.00 $3,110.00</td>
</tr>
<tr>
<td>November</td>
<td>Oxford Pony Club</td>
<td>towards the cost of running a two day show jumping course for its club members</td>
<td>$250.00 $250.00 $2,860.00</td>
</tr>
<tr>
<td>November</td>
<td>North Canterbury Neighbourhood Support</td>
<td>towards costs associated with running the ‘Old Fashion Family Picnic’</td>
<td>$250.00 $250.00 $2,610.00</td>
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<tr>
<td>November</td>
<td>West Eyreton School</td>
<td>purchase of a banner-stand</td>
<td>$345.00 $250.00 $2,360.00</td>
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<tr>
<td>November</td>
<td>Oxford Tennis Club</td>
<td>Towards two weather shelters for the new courts</td>
<td>$500.00 $250.00 $2,110.00</td>
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<td>November</td>
<td>View Hill Improvement Society</td>
<td>To purchase three alloy framed umbrellas for use at the View Hill Domain</td>
<td>$477.00 $250.00 $1,860.00</td>
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<td>April/May</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
<td>towards the floral arrangements for the 2016 Kaiapoi Art Expo and Schools' Art Expo</td>
<td>$500.00 $250.00 $1,610.00</td>
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<tr>
<td>Month/Year</td>
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</tr>
<tr>
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</tr>
<tr>
<td>April/May</td>
<td>Oxford Community Trust</td>
<td>for stationery and art supplies for Oscar School Holiday programme</td>
<td>$560.03</td>
</tr>
<tr>
<td></td>
<td>Oxford Area School - Senior Netball team</td>
<td>towards costs associated with attending the South Island Secondary Schools Netball Tournament in Nelson</td>
<td>$500.00</td>
</tr>
<tr>
<td>April/May</td>
<td>Friends of Oxford Hospital</td>
<td>towards purchase of window screen blinds for patients rooms</td>
<td>$250.00</td>
</tr>
<tr>
<td></td>
<td>Little by Little</td>
<td>towards costs associated with a new community initiative</td>
<td>$250.00</td>
</tr>
<tr>
<td>April/May</td>
<td>Oxford Netball Club</td>
<td>for the purchase of two portable netball goals</td>
<td>$199.90</td>
</tr>
<tr>
<td>April/May</td>
<td>Oxford O.S.C.A.R.</td>
<td>for First Aid training of staff</td>
<td>$175.00</td>
</tr>
<tr>
<td>April/May</td>
<td>West Eyreton School</td>
<td>towards graphic design work for a banner</td>
<td>$295.00</td>
</tr>
<tr>
<td>April/May</td>
<td>Social Services Waimakariri</td>
<td>towards costs of catering for a community forum event</td>
<td></td>
</tr>
<tr>
<td>April/May</td>
<td>Oxford Play Centre</td>
<td>towards purchase of a lawn mower</td>
<td>$250.00</td>
</tr>
<tr>
<td>April/May</td>
<td>Oxford Plunket</td>
<td>for the purchase of child safety gates and new toys for the Oxford Plunket Rooms</td>
<td></td>
</tr>
<tr>
<td>April/May</td>
<td>Cust Netball Club</td>
<td>Towards the purchase of uniforms and equipment to enable childrens' participation</td>
<td>$500.00</td>
</tr>
<tr>
<td></td>
<td>Under Our Feet Charitable Trust</td>
<td>Towards the purchase of compost and seedlings</td>
<td></td>
</tr>
</tbody>
</table>
**Information to assist groups with their application**

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

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

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

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

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

---

**Examples (but not limited to) of what the Board cannot fund:**

- Wages
- Debt servicing
- Payment for volunteers (including arrangements in kind eg petrol vouchers)
- Stock or capital market investment
- Gambling or prize money
- Funding of individuals (only non-profit organisations)
- Payment of any legal expenditure or associated costs
- Purchase of land and buildings
- Activities or initiatives where the primary purpose is to promote, commercial or profit-oriented interests
- Payment of fines, court costs or mediation costs, IRD penalties

**Examples (but not limited to) of what the Board can fund:**

- New equipment
- Toys/educational aids
- Sporting equipment
- Safety equipment
- Costs associated with events
- Community training
OXFORD-OHOKA COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION

Criteria for application

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

What happens now?

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

Community Board Advocate
Oxford-Ohoka Community Board
C/- Waimakariri District Council
Private Bag 1005
Rangiora 7440

Or hand deliver to either

- Rangiora Service Centre, 215 High Street, Rangiora.
- Ruataniwha Kaiapoi Civic Centre, 176 Williams Street, Kaiapoi.

What happens next?

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

Groups Applying for Board Discretionary Grants 2017/2018

Name of Group:

Address:

Contact Person within Organisation:

Position within Organisation:

Contact phone number: ____________________________ Email: ____________________________

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

What is the timeframe of the project?

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

How many people will directly benefit from this project?

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

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

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

Provide estimated percentage of participants by Ward:

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

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?

waimakariri.govt.nz
OXFORD-OHOKA COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION

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

What is the benefit(s) to your organisation?

What are the benefit(s) to the Oxford-Ohoka community or wider district?

Is your group applying under the umbrella of another organisation (that is Charity/Trust registered?)

If yes, name of parent group

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

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

Have you applied to the Oxford-Ohoka Community Board or any other Waimakariri Community Board for other project funding in the past 18 months?

If yes, please supply details:

Enclosed

Financial Balance Sheet and Income & Expenditure Statement (compulsory – your application cannot be processed without financial statements)

Supporting costs/quotes (not compulsory)

Other supporting information

I am authorised to sign on behalf of the group/organisation making this application.

I declare that all details contained in this application form are true and correct to the best of my knowledge.

I accept that successful applicants will be required to report back to the Community Board by completing a simple Accountability Report.

I accept that information provided in this application may be used in an official Council report available to the public.

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

Signed: ___________________________ Date: ___________
WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO and TRIM NO: GOV-26-10-06 / 170713072831

REPORT TO: Oxford-Ohoka Community Board

DATE OF MEETING: 3 August 2017

FROM: Edwina Cordwell - Governance Adviser

SUBJECT: Approval of the Oxford-Ohoka Community Board’s Submission to the Waimakariri District Council regarding the Draft Waste Management and Minimisation Plan.

SIGNED BY: (for Reports to Council or Committees) Department Manager pp Chief Executive

1. SUMMARY

1.1. The purpose of this report is to seek the Board’s approval of its draft submission to the Waimakariri District Council regarding the Draft Waste Management and Minimisation Plan.

Attachments:

i. The Oxford-Ohoka Community Board’s Draft Submission to the Waimakariri District Council (Trim 170711071987)

2. RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(a) Receives report No. 170713072831.

(b) Approves the Board’s Submission to the Waimakariri District Council regarding the Draft Waste Management and Minimisation Plan (Trim 170711071987).

3. ISSUES AND OPTIONS


3.2. Comments were sought from Board members at a submission workshop on 6 July and circulated for further comment resulting in the attached draft submission.

3.3. The Management Team has reviewed this report.

4. COMMUNITY VIEWS

4.1. Public consultation is from 9 June to 11 August 2017.
5. **FINANCIAL IMPLICATIONS AND RISKS**

5.1. Not applicable.

6. **CONTEXT**

6.1. **Policy**

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

6.2. **Legislation**

Not Applicable.

6.3. **Community Outcomes**

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

Edwina Cordwell
Governance Advisor
To: The Waimakariri District Council
Submission: Draft Waste Management and Minimisation Plan 2017
From: The Oxford-Ohoka Community Board
Contact: Edwina Cordwell - Governance Advisor
Email: Edwina.cordwell@wmk.govt.nz
Phone: 03 311 8900

The Oxford-Ohoka Community Board (the Board) thanks the Council for the opportunity to make a submission on the Draft Waste Management and Minimisation Plan 2017.

The Board wishes to affirm its commitment to the environment and to improving sustainability for the future.

The Board recognises the strategic importance of any Council decision on this plan and supports the extended consultation period. The Board also commends the efforts of elected members and staff to provide so many opportunities for engagement and explanation of what is proposed together with comprehensive and easily readable material to encourage understanding and feedback from as many residents as possible.

At a submission workshop on 6 July 2017 members discussed the options at length and concluded that there was a clear need for change.

Members also believe that there is a need to make fundamental alterations to the way in which we individually and collectively; reduce waste, increase recycling and improve our environment for both current and future generations.

**Board members overwhelmingly endorse and support Option C.**

Members also recognised that the current proposals do not cover the entire District and identified other ways in which rural areas might benefit and in turn contribute to reducing waste. These included the potential for provision of Rural Recycling points for example at Cust and West Eyreton.

Members also observed that moving to a bin system will reduce the amount of scattered waste and other material currently caused by dogs and other animals opening and mauling the rubbish bags which in turn creates health hazards and visual pollution in rural areas.

The Board sincerely hopes that there could eventually be a withdrawal of the rubbish bag and a move to a bin only system.

Thank you,

Doug Nicholl
Chairperson
Oxford-Ohoka Community Board
WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO: GOV-26-10-06 / 170727079813
REPORT TO: Oxford-Ohoka Community Board
DATE OF MEETING: 3 August 2017
FROM: Doug Nicholl, Chair Oxford-Ohoka Community Board
SUBJECT: Chairperson’s Report for July 2017

1. SUMMARY

This has been a relatively quiet month. I have had contact with a resident who is being adversely affected by a composting project in the Diversion Road area. He may organise a community meeting.

On Sunday 23rd July Kevin Felstead, Thomas Robson and myself spent time with WDC staff member - Kitty Waghorn - at the Oxford Farmers Market promoting the Waste Minimisation and Management Plan, which is currently out for public consultation.

The Ohoka Domain Advisory Group is promoting their plans for the gatehouse building for Ohoka domain on 2nd September. Following this, a presentation will be made to the Board's September meeting.

Doug Nicholl
Chairperson
Oxford-Ohoka Community Board

2. RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(a) Receives report No. 170727079813
MINUTES OF THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD HELD IN THE MEETING ROOM 1 (UPSTAIRS), RUATANIWHA KAIAPOI CIVIC CENTRE, 176 WILLIAMS STREET, KAIAPOI ON MONDAY 17 JULY 2017 COMMENCING AT 4PM.

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

IN ATTENDANCE
Councillor A Blackie
J Palmer (Chief Executive), and A Smith (Committee Advisor), Mayor D Ayers (for part of meeting)

1 APOLOGIES
Move J Watson seconded M Pinkham
THAT an apology for absence from N Atkinson be received and sustained. CARRIED

2 CONFLICTS OF INTEREST
Nil.

3 CONFIRMATION OF MINUTES
3.1 Minutes of the Kaiapoi-Tuahiwi Community Board – 19 June 2017

Moved J Watson seconded P Redmond
THAT the Kaiapoi-Tuahiwi Community Board:
(a) Confirms the circulated minutes of the Kaiapoi-Tuahiwi Community Board meeting, held 19 June 2017, as a true and accurate record. CARRIED

4 MATTERS ARISING
Nil

5 DEPUTATIONS AND PRESENTATIONS
Nil

6 ADJOURNED BUSINESS
Nil.
7 REPORTS

7.1 Approval of the Kaiapoi-Tuahiwi Community Board's Submission to the Waimakariri District Council regarding the Draft Waste Minimisation Management Plan – Edwina Cordwell (Governance Advisor)

J Watson introduced the report and the Board’s submission for the Draft Waste Minimisation Management Plan. Board members had contributed to the submission at a workshop on July 3. There was no discussion.

Moved C Greengrass seconded M Pinkham

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No. 170706070036.

(b) Approves the Board’s Submission to the Waimakariri District Council regarding the Draft Waste Minimisation Management Plan (Trim 170706069966).

CARRIED

7.2 Ratification of the Kaiapoi-Tuahiwi Community Board’s Submission to the Canterbury Regional Land Transport Committee – Proposed 3 Laning Southbound of the Waimakariri Bridge - Edwina Cordwell (Governance Advisor)

J Watson introduced the report, noting that the Board’s submission incorporated comments received from Board members. The public consultation period closed on 13 July.

Moved J Watson seconded C Greengrass

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No. 170630067633.

(b) Ratifies the Board’s Submission to the Canterbury Regional Land Transport Committee in relation to a third lane south at the Waimakariri Bridge as part of the Christchurch Motorway extension (Trim 170620063212).

CARRIED

7.3 Ratification of the Kaiapoi-Tuahiwi Community Board’s Submission to the Waimakariri District Council regarding the Draft District Development Strategy – Edwina Cordwell (Governance Advisor)

J Watson introduced the report and the Board’s submission to the Council’s Draft District Development Strategy. The submission incorporated comments from Board members, with the final version approved by the Chairperson. The public consultation period closed on 14 July.
Moved J Watson seconded C Greengrass

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

(a) **Receives** report No. 170706069948.

(b) **Ratifies** the Board’s Submission to the Waimakariri District Council regarding the Draft District Development Strategy (Trim 170706069966).

**CARRIED**

7.4 **Kaiapoi-Tuahiwi Community Board Discretionary Grant Fund 2017/2018 – Edwina Cordwell (Governance Advisor)**

J Watson spoke to this report which sought the Board’s approval of the Grant Application Criteria and Application Form and Grant Accountability Form. It was noted that the Board had previously spent time reviewing these forms. Mr Palmer advised that other Boards have decided that any funding applications would be considered at the next available meeting after applications have been received.

Moved J Watson seconded C Greengrass

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

(a) **Receives** report No. 170628066759.

(b) **Approves** the Board’s 2017/2018 Discretionary Grant Application Criteria and Application Form.

(c) **Approves** the Board’s 2017/2018 Discretionary Grant Accountability Form.

(d) **Notes** that the Discretionary Grant funding available for the 2017/18 financial year is $4,960.

(e) **Approves** that grant applications will be considered by the Board at every meeting/month from the 2017/2018 financial year (July 2017 to 30 June 2018).

**CARRIED**

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

J Watson presented this report with two funding applications. It was pointed out that the Kaiapoi Cricket Club funding application was to cover some of the costs for signage for a one off event. P Redmond noted this being the 150th Jubilee, is a significant milestone for the Club, and suggested approving a lesser amount of $300. Other members considered a smaller amount would be more appropriate.

C Greengrass proposed the grant to the Kaiapoi Cricket Club be $400, but this was not supported by other Board members.
Moved P Redmond seconded R Blair

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

(a) **Receives** report No. 170630067922.

(b) **Approves** a grant of $200 to Kaiapoi Cricket Club towards the costs of signage to promote the Cricket Club’s 150th Jubilee in late September 2017.

**CARRIED**

C Greengrass against

Moved J Watson seconded P Redmond

(c) **Approves** a grant of $460 to Reflections Community Trust towards the costs of pre and post event advertising for the Waimakariri Light Party 2017.

**CARRIED**

8 **CORRESPONDENCE**

8.1 Letter of thanks from the R13 Charitable Trust for Board Discretionary Grant. (Trim No. 170615061131)

The Board received the correspondence.

9 **CHAIRPERSON’S REPORT**

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

On July 11 J Watson had met with the Woodend-Sefton Community Board Chair, Shona Powell to discuss matters of mutual Board interest. Discussions included a Facebook page, the bus timetable and a variety of other topics. It was noted that Ecan will be reviewing the bus timetable later in the year. J Watson said it is intended to continue regular meetings with the Woodend-Sefton Board Chair. J Watson had attended the Community Board public drop in session on 15 July, noted that no members of the public had attended. Other board members also found a lack of interest from the public to take up the opportunity offered by the Board.

Moved J Watson seconded P Redmond

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

(a) **Receives** report No. 170711071648.

**CARRIED**
10 MATTERS FOR INFORMATION

10.1 Oxford-Ohoka Community Board meeting minutes – 8 June 2017 (Trim No. 170529054345)

10.2 Woodend-Setfot Community Board meeting minutes – 12 June 2017 (Trim No. 170609058917)

10.3 Rangiora-Ashley Community Board meeting minutes – 14 June 2017 (Trim No. 170609059023)

10.4 Report back on New Zealand Community Boards’ Conference 2017 - J Ensor, S Farrell, J Lynn and T Robson (Board Members) – Report to Oxford-Ohoka Community Board – 8 June 2017 (Trim No. 170522051418)

10.5 Report back on New Zealand Community Boards’ Conference 2017 - S Powell, A Thompson, R Mather, A Allen and J Archer (Board Members) – Report to Woodend-Setfot Community Board – 12 June 2017 (Trim No. 170524052890)

10.6 Report back on New Zealand Community Boards’ Conference 2017 - J Gerard QSO, J Houl, S Lewis, D Lundy and C Prickett (Board Members) – Report to Rangiora-Ashley Community Board – 14 June 2017 (Trim No. 170531055432)

Moved J Watson seconded S Stewart

THAT the Kaitapoi-Tuahwii Community Board receives the information in items 10.1-10.8.

CARRIED

11 MEMBERS’ INFORMATION EXCHANGE

11.1 Sandra Stewart

- Excellent Art Expo held on the weekend and offered congratulations to all those involved in organising the event. The night market was also a success with some interesting entertainment provided.
- Cam River report – attended a public evening held on June 21, Henry Hudson spoke at this meeting and there was a good audience from across the district and further afield. Utilities and Roads staff will investigate the costs of suggestions from Henry Hudson’s report, which is currently in draft form. The final report and costings will go to a subsequent Utilities and Roads Committee meeting.
- Water Zone Committee July 10 meeting, currently looking at Ecan’s Plan Change 5 to the Canterbury Land and Water Regional Plan and how this is to be managed by farmers. The Plan Change 5 is still under appeal for another week. If there are appeals, this will go into a Resource Management Act process.
- Silverstream salmon hatchery representatives had spoken at a recent Water Zone committee meeting, noting the impact of water health and low water flows on the hatchery. Ecan is aware of this issue. As water flow at Silverstream has got lower and lower through summertime, this is supplemented from the bore. This is the only hatchery for Chinook salmon in Australasia. A Blackie noted that the flow in the river has more than doubled since the Easter rain. The nitrate levels in the water is not the only issue for the salmon, as salmon won’t swim through low water levels.
- Rural Drainage Advisory Group meetings have recently been attended. An issue raised is that the drainage service provided in some rural areas does not adhere to the current growth in these parts of the district. New residents moving to the areas expect a certain level of service and this does not always apply to their area.

11.2 Philip Redmond
- Waimakariri Health Advisory Group meeting, Chaired a recent meeting in Councillor Peter Allen’s absence. Matters discussed included Community Development – a pilot is being looked at in the Kippenberger Ave area; approaching Kaiapoi High School for a Youth Health representative; Resourcing of after-hours medical care, the Group wish to hear of anyone who has experienced issues with this.

11.3 Martin Pinkham
- Attended two of the sessions with the District Development Strategy – in Rangiora and Kaiapoi.
- The Kaiapoi Art Expo held on the weekend of 15/16 July, exhibits were of a very high standard.
- Noted the good support of the Kaiapoi night market.

11.4 Chris Greengrass
- Congratulations were extended to Jackie Watson and Waimakariri Arts Trust on the weekend events in Kaiapoi.
- Kaiapoi Museum meeting, discussed discretionary funding grants available from the Council.
- Landmarks will be continuing in future in Kaiapoi.
- You Me We Us has a Spring Festival coming up. The Kaiapoi Riviera Toilets (Charles Street) have recently been painted and the group is now looking at other public buildings that could be painted.
- A copy of the Pines Beach and Kairaki landscape plans was circulated at the meeting. Work hasn’t started yet and there will need to be some funds raised for this.

11.5 Roger Blair
- North Canterbury Neighbourhood Support – matter of concern is that the local Police resources may be directed more to traffic issues, due to the number of road fatalities in the district. The Police Commissioner is to be invited to a meeting of the Support Group. Mr Palmer noted that following a meeting that he and Mayor Ayers held with the Commissioner Peter Cooper recently, it was indicated that the Commissioner would also be willing to come to speak at Community Board meetings.
- Drumley Club- meeting being held tomorrow night, with Council representative to discuss the development of the adjoining room.
11.6 **AI Blackie**
- Silverstream Reserve – has met with Ecan scientist who measures the nitrate levels in the Reserve. This will involve mini bores to measure nitrate levels.
- Attended a presentation recently from Mr Bologna, who is a Lecturer at ARA, which was held in the Coastguard building. Mr Bologna (who is also Honorary Italian Consulate) and his ARA class are developing a houseboat plan and are also doing a concept plan for the whole river. When this is completed, the group would like to present this to the Board. One comment from the class suggested that the Kaiapoi colours of Blue and Gold could be used more in the town.
- Rural Drainage Board meetings – A Taranaki Reserve Advisory Group has been set up, and the Coastal Rural Drainage group has been asked to provide a representative on this group.

11.7 **Jackie Watson**
- Noted the successful Art Expo and night market held on the weekend and the positive spin off for many Kaiapoi businesses.

12 **CONSULTATION PROJECTS**

12.1 **Kaiapoi East Reserve Road Access Options – submissions close 2 August.**
12.2 **Rubbish (Waste Management Minimisation Plan) – submissions close 11 August**

The Board noted the Consultation Projects.

13 **REGENERATION PROJECTS**

13.1 **Waimakariri Residential Red Zone Recovery Plan**
13.2 **Town Centre, Kaiapoi**
13.3 **New Arterial Road, Kaiapoi**
13.4 **Kaiapoi Regeneration Steering Group**

It was noted that the next meeting for the Regeneration Steering Group is a Special Meeting to be held on Monday 31st July, starting at 5pm. This is a public meeting to consider the options for the Kaiapoi east red zone land.

14 **BOARD FUNDING UPDATE**

14.1 **Board Discretionary Grant**
14.2 **General Landscaping Budget**

The balance of the general landscaping budget will be advised at the following meeting of the Board.

15 **MEDIA ITEMS**

Nil.
16 QUESTIONS UNDER STANDING ORDERS
There were no questions under Standing Orders.

17 URGENT GENERAL BUSINESS UNDER STANDING ORDERS
There was no urgent general business under Standing Orders.

NEXT MEETING
The next meeting of the Kaiapoi-Tuahiwi Community Board is scheduled for 4pm, Monday 21 August 2017 at the Ruataniwha Kaiapoi Civic Centre.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 4.50pm.

CONFIRMED

____________________________________
Chairperson

____________________________________
Date

Workshop
1. Members’ Forum
WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO and TRIM NO:  F1R-10; FIN01 / 170619062744
REPORT TO:  Council
DATE OF MEETING:  4 July 2017
FROM:  Jeff Millward, Manager Finance & Business Support
SUBJECT:  Waimakariri District Rural Fire assets and functions transfer to FENZ
SIGNED BY:  

1. SUMMARY

1.1. The purpose of this report is to inform the Council on the transfer of Rural Fire functions to the newly established government organisation, Fire Emergency New Zealand (FENZ).

1.2. Although there are still a number of actions required to complete the transfer, the new entity FENZ took control and responsibility of the Rural Fire functions from 1 July 2017.

2. RECOMMENDATION

THAT the Council:

(a) Receives report No 170619062744

(b) Acknowledges that any Rural fire assets are transferred to Fire Emergency New Zealand (FENZ) for Rural Fire functions and responsibilities as legislated under the Fire Emergency New Zealand Act 2017;

(c) Notes the principles established for the transfer of assets to FENZ. That is, the transfer of assets to FENZ is on the basis that FENZ will assume responsibility for any debt outstanding and any future maintenance associated with the assets;

(d) Acknowledges the Waimakariri District Principal Rural Fire Officer, Tim Sheppard, the Volunteer Rural Fire Forces and Volunteers for their dedicated service and efforts with the Rural Fire functions;

(e) Circulates this reports to the Community Boards for information.

3. ISSUES AND OPTIONS

Establishment of a single Fire services organisation.

3.1. The Fire and Emergency New Zealand Bill repeals the two Acts governing fire services, the Fire Service Act 1975 and the Forest and Rural Fires Act 1977, to give effect to a single, unified fire services organisation for New Zealand. The two Government entities the New Zealand Fire Service (NZFS) and National Rural Fire Authority (NRFA) will be combined. This will also mean that the four fire authorities across the Waimakariri District will also effectively be merged into the one entity called Fire Emergency New Zealand (FENZ). The four areas of responsibilities in this district being merged are:

- The New Zealand Fire Service (NZFS), which has responsibility for fires within the Urban Fire Districts;
- The Ashley Rural Fire Committee, which has responsibility for fires within the Ashley Rural Fire District (gazetted area but mainly forest areas managed by Rayonier and owned by Mataniki Forests);
- The Department of Conservation, responsible for fires within Department Of Conservation estate plus a one kilometre fire safety margin; and
- The Waimakariri Rural Fire Authority (WDC), responsible for fires within the remaining territorial area administered by WDC.
3.2. In total the merger will consist of 1,400 people from the New Zealand Fire Service, the National Rural Fire Authority, 12 enlarged rural fire districts and Council Controlled Organisations, 26 territorial authority rural fire authorities and Department of Conservation rural fire functions into one entity, FENZ.

3.3. The current WDC Rural Fire Authority (through the Council) maintains three Voluntary Rural Fire Forces (VRFF) across the district. The three areas are:

- Waikuku Beach VRFF: Crew of 16 volunteers. Two rural fire officers (RFO);
- Pines/Kairaki Beach VRFF: Crew of 16 volunteers. Two RFOs;
- Swannanoa VRFF: Crew of 23 volunteers. Two RFOs.

The value of a single fire and emergency service

3.4. A number of improvements were identified by the fire services sector and wider community in the 2015 Fire Services Review. These include:

- Greater co-ordination within and between fire services, and more consistent leadership at operational and management levels.
- Greater consistency of investment decisions, based on the risk in an area, rather than who delivers the service.
- A more cohesive culture across urban and rural areas and also among volunteer and paid firefighters.
- Formalising the relationship between FENZ and volunteers, but with continued local leadership to better engage and retain volunteers, and support and recognise their work.
- A reliable funding mechanism (the fire levy) to fund both urban and rural fire services. This will remove the complicated and inconsistent funding arrangements for rural fire services.
- Firefighters being given the legal mandate to respond to non-fire matters such as vehicle crashes, hazardous substance incidents and emergencies, which now make up nearly half their workload.

Staff and Volunteers

3.5. Territorial Authority (TA) employees working partly on fire duties, were invited to submit an ‘Expression of Interest’ (EoI) for vacancies in their district. The Council (WDC TA) had 0.5 FTE employed on rural fire. Any cessation and transfer costs are met by FENZ.

3.6. Volunteers of urban and rural volunteers will become Fire and Emergency New Zealand personnel on 1 July and of the Volunteers have all been provided with a Volunteer Agreement. Volunteers will continue to maintain the same relationship they currently have with rural fire force and/or Council.

3.7. The Volunteer Fire Forces that have maintained separate Trust accounts are also able to retain these funds and any equipment owned by Trust.

Council assets

3.8. The Fire Emergency New Zealand Act 2017, section 17 governs the transfer or use arrangements for response assets.

3.9. Effectively all the Council assets that are associated with the functions and responsibilities for Rural Fire are made available or transferred to FENZ from 1 July. FENZ need to have access to the operational response assets of rural fire to operate effectively from 1 July 2017.

3.10. Rural Fire assets to be transferred, have been worked through with FENZ staff. WDC assets are fairly straight forward to transfer, as they are easily separable to other Council and community operations. That is, most assets are sole purpose and use for rural fire and are not jointly owned, leased or used by other entities. The following is the principles are being used for transfer of the assets:

- Fire Force/Trusts that have built up assets through fundraising and community donations or have entered into financial or other non-financial arrangements. These assets should continue to be used in the community/region that brought or fundraised for them using the philosophy that the assets obtained for a community should be retained by the community;
- All Council owned Rural Fire assets that are mobile are to transfer prior or on 1 July at nil value, on the basis that the assets, function, and any loan liability and on-going maintenance is taken over by FENZ;
- All land & buildings and non-mobile, will be available for use on the same basis until formal leases and transfers are able to be determined. This primarily relates to the rural fire buildings located at Pines and Waikuku. The lease agreement for Swannanoa would be transferred through agreement;
- If an asset is transferred to FENZ, FENZ will assume responsibility for debt associated with the asset.
- When FENZ begins using an asset, FENZ becomes responsible for maintaining and insuring the asset. Given the Council insurances will commence from 30 June, the Council has insured these assets for continuity and will recover the insurance cost and any operating costs.

Local Advisory committees

3.11. Section 14 of the Fire and Emergency Act 2017, proposes that Local Advisory Committees provide local advice to Fire and Emergency New Zealand (FENZ). They will provide advice to FENZ on local issues and planning.

3.12. The main purpose of each Local Advisory Committee is to provide a strong local influence and advice to Fire and Emergency New Zealand about their community's fire and emergency risks and needs. The Fire and Emergency New Zealand Bill spells out the functions of the Local Advisory Committees –
- to undertake efficient and effective local engagement for the Board;
- to provide local advice to Fire and Emergency New Zealand on the national strategy, local issues, and local planning;
- to consider and promote the interests of the local area’s Fire and Emergency New Zealand volunteers;
- to consider the interests of the industry fire brigades operating in the local area; and
- to provide regular advice on Fire and Emergency New Zealand’s progress in relation to its local planning.

3.13. The Fire and Emergency New Zealand Bill requires the Board to publicly consult on proposed boundaries for local committees, and consultation will start once Fire and Emergency New Zealand is legally established on 1 July 2017. Only after that can Local Advisory Committees be established and members appointed.

3.14. It is expected there will be between 12 and 16 Local Advisory Committees throughout new Zealand will be established, although no decisions have been made yet. Local Advisory Committees will have no governance, management, or operational control over any brigade/Voluntary Rural Fire Force; person; resource; or budget in the ‘locality’.

3.15. The committees have an advisory function only – they will not be a governance or management committee, nor will they make operational decisions for Fire and Emergency New Zealand.

3.16. Appointments to local committees will be made by the Board of FENZ. Local Advisory Committees are a group of people who can represent stakeholders’ interests and views. They are not a group of representatives from agencies. It is likely that Council will be requested to appoint a member.

Regions

3.17. New Zealand Rural Fire staff and response is structured over five regions (three in the North Island, two in the South Island). Each Region has a Regional Manager that will work alongside the Urban Fire Region Managers and report to the National Manager Rural (Kevin O’Connor). North Canterbury sits within Region 4. North Canterbury will have a Principal Rural Fire (PRFO) officer that effectively covers the area of the Waimakariri and Hurunui districts. Each district has an Assistant Principal Rural Fire Officer (APRFO) for Waimakariri and Hurunui. The current three Volunteer Rural Fire Forces will report to the APRFO through to the PRFO. The five regional PFRO have been appointed. Richard McNamara has been appointed to the Regional Manager Rural, Region 4.
3.18. Region 4 is the largest Fire Service Region in the country. It’s also one of the most geographically diverse. We have nine metropolitan stations and 95 volunteer stations across the region.

The population is as diverse as the geography. The Region includes one of New Zealand’s largest cities and some of the country’s smallest and most remote communities.

3.19. Regions

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<thead>
<tr>
<th>REGION</th>
<th>ADDRESS</th>
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<tbody>
<tr>
<td>Region 1</td>
<td>Region Headquarters</td>
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<tr>
<td>1.1 Muri Whenua</td>
<td>2 Poynton Terrace</td>
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<tr>
<td>1.2 Whangarei-Kaipara</td>
<td>Newton</td>
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<td>1.3 Waiapu</td>
<td>AUCKLAND 1010</td>
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<td>1.4 Auckland City</td>
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<tr>
<td>1.5 Counties- Manukau</td>
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<tr>
<td>Region 2</td>
<td>Region Headquarters</td>
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<tr>
<td>2.1 Waikato</td>
<td>143 Durham Street</td>
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<tr>
<td>2.2 Bay of Plenty Coast</td>
<td>TAURANGA 3140</td>
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<td>2.3 Central Lakes</td>
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<td>2.4 Tairawhiti</td>
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<td>Region 3</td>
<td>Region Headquarters</td>
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<td>3.1 Hawkes Bay</td>
<td>Level 2, 2-38 Oriental Parade WELLINGTON 6140</td>
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<td>3.2 Taranaki</td>
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<td>3.4 Manawatu</td>
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<td>3.5 Hutt-Wairarapa</td>
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<td>3.6 Wellington</td>
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<td>Region 4</td>
<td>Region Headquarters</td>
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<tr>
<td>4.1 Tasman Marlborough</td>
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<td>4.2 West Coast</td>
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<td>4.3 North Canterbury</td>
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<td>4.4 Christchurch Metro</td>
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<td>4.5 South Canterbury</td>
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<td>Region 5</td>
<td>Region Headquarters</td>
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<tr>
<td>5.1 Central-North Otago</td>
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Swannanoa fire station

3.20. The building of a Swannanoa fire station was placed on hold in a joint understanding between FENZ, the Swannanoa Management Group (Swannanoa Fire Force).

3.21. Council had set aside funding in 2016/17 to investigate, and design a fire station. The feasibility study had been undertaken with a preliminary design developed. FENZ were approached to support the feasibility study and progress the project, however FENZ has stated although they see merit in a station, they are working through a number of fire station builds throughout the country and they are developing standard designs and builds for efficiency and cost. Sometime in the future FENZ will likely approach the Council to understand whether there is land available to locate or co-locate a fire station.

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

4. COMMUNITY VIEWS

4.1. The FENZ transition project group have provided communication to stakeholders associated with fire services. FENZ have a transitional project website with details of the transitional arrangements, with regular updates on progress.

4.2. The introduction of FENZ was consulted within the Council’s draft 2017/18 Annual Plan.

5. FINANCIAL IMPLICATIONS AND RISKS

5.1. Rural Fire is currently primarily a rate funded activity, with subsidy funding being received from the NRFA and recoveries made for fires from land owners, where possible. The cost in 2016/17 is $265,000. The charge on rates is a rate on the dollar value of a property. For the average urban ratepayer this was about $2 per annum. For rural properties will be higher as it is based on the value of the property. From 1 July 2017, with the repeal of the Forest and Rural Fires Act, councils will no longer have responsibility for fire control or the power to collect funding for rural fire

5.2. From 1 July 2017, Fire and Emergency New Zealand will have one main source of funding — the levy — with a small amount of revenue from the Crown and other sources. The Government has approved extra funding of $303 million over four years from 2016/17 to create Fire and Emergency New Zealand and strengthen existing capabilities. This figure consists of up to $112 million for the transition, and up to $191 million to primarily provide extra support to volunteer firefighters and to address underinvestment in rural fire services. Budgets for 2018/19 have yet to be developed.

5.3. The total Book Value of assets as at 30 June to be transferred to FENZ is $1,623,230. The asset will be made available from 1 July, however the ownership and formal lease arrangement will be provided for over the next two years, as FENZ works through arrangements with each of the rural fire authorities.

5.4. The Council has outstanding loans attached to plant and vehicles amounting to $201,465, including the contribution of $80,000 towards the new Rangiora Fire Station.

5.5. Key Council assets

- Waikuku Beach VRFF: One Hino rural appliance. One Mitsubishi rural tanker. One Hi Lux smoke chaser.
- Pines/Kairaki Beach VRFF: One Isuzu tanker. One medium initial attack Mitsubishi. One Hi Lux smoke chaser.
- Swannanoa VRFF: One Hino rural tanker. One urban medium appliance. One Hi Lux smoke chaser.
- The land & buildings associated with the Pines and Waikuku Rural fire stations. The lease of a building at Swannanoa will be transferred by agreement.

Other mobile equipment and inventory such as tools & equipment, hoses, fighting gear transfers.
6. **CONTEXT**

6.1. **Policy**

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

6.2. **Legislation**

- Fire and Emergency New Zealand Bill 2016
- Fire and Emergency New Zealand Act 2017
- Forest and Rural Fires Regulations 2005
- Local Government Act 2002

6.3. **Community Outcomes**

6.3.1. The outcomes from the merger will contribute towards community outcomes through a safer and greener community for residents.

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Jeff Millward

Manager Finance & Business Support
WHAT’S CHANGING AND WHAT’S NOT

Fire and Emergency New Zealand (FENZ) will amalgamate the fire functions of urban and rural fire services into a new single fire service for New Zealand from July 2017.

On Day One of FENZ, most things will stay the same, although there are likely to be some interim arrangements.

The driver for change (the FENZ Bill) is still before Parliament, and changes may occur before its expected passage into law next year.

This hand out notes the current thinking based on the proposed Bill. Please remember, there’s still a lot of detail to be determined prior to 1 July and you’ll be kept informed of developments. Many of you will be involved as we go along.

More information about what Day One will look like is available in the FENZ Blueprint at www.fenzproject.co.nz.

If you have any questions not answered here, or in the Frequently Asked Questions on the FENZ website, you can talk to your leader or ask the FENZ Transition Project team at myvoice@fenzproject.co.nz

ON 1 JULY 2017 THIS WILL BE THE SAME

Personnel will continue to be members of existing stations, volunteer fire brigades, or Volunteer Rural Fire Forces (VRFF)

Local leadership roles will continue in brigades, VRFFs, and stations

Rank structures will continue

Social clubs, honours systems will continue

Current workforce (paid or volunteer) retains existing entitlements including superannuation

Current gradates provisions for the existing NZFS workforce will continue

Relationships with unions and associations will continue.

ON 1 JULY 2017 THIS WILL BE DIFFERENT ON 1 JULY 2017

All personnel (paid, volunteer, urban and rural) become part of FENZ

Personnel will receive clear guidance on the functions and powers they are authorised to perform as that have been delegated to them by FENZ

FENZ will be able to authorise certain people to issue infringement notices (but not everyone will be authorised)

OPERATIONS

First response and operational zones will remain the same on Day One, but over time may be reassessed

Emergency call taking and resource dispatch through ComCen continues

A clear command and control structure will be in place

Brigades and VRFFs continue to respond to the same kinds of incidents they are equipped and trained for now

Assistance from agencies, industry brigades, and contractors continues

The issuing of fire permits continues

AND THIS WILL BE DIFFERENT ON 1 JULY 2017

FENZ will have a new mandate for some non-fire incidents, such as hazardous substances. Responders will have more clarity on what is local at multi-agency non-fire incidents

Operational agreements with agencies (e.g. DOC, NZDF) and contractors will be in place

Firefighters will have immunity when carrying out (in good faith) the broader functions of FENZ (e.g., including non-fire activities).
WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO and TRIM NO: EXT- 30 170620063196
REPORT TO: Council
DATE OF MEETING: 4 July 2017
FROM: Geoff Meadows, Policy Manager
SUBJECT: Draft Submission to the Canterbury Regional Transport Committee on the proposal to vary the Regional Land Transport Plan

SIGNED BY:  
Department Manager 
Chief Executive

1. SUMMARY

1.1. The purpose of this report is to seek Council approval of a draft submission to the Regional Transport Committee to vary the Regional Land Transport Plan to allow a third lane south on the Waimakariri Bridge as part of the Christchurch Northern Motorway extension (TRIM).

1.2. The Canterbury Regional Transport Committee has resolved to notify for public submissions a proposal of the New Zealand Transport Agency (NZTA) to build a third south-bound lane on the Waimakariri Bridge.

1.3. NZTA has proposed a third south-bound lane on the Waimakariri Bridge as a response to morning peak congestion and reliability issues, and cycle safety on the northern approach to Christchurch. NZTA is now seeking agreement from the Canterbury Regional Transport Committee to vary the Regional Land Transport Plan to include the proposed improvement to the Waimakariri Bridge.

1.4. The estimated cost of this proposal is $20 million, provided the south-bound lane is constructed at the same time as the Northern Arterial project currently under construction. If the south-bound lane is constructed at a later date, the cost is estimated to be $34 million, due to plant and machinery needing to be brought back for a second time.

1.5. The proposal is a multi-modal solution that is intended to improve travel time reliability and safety, and provide travel choices for higher occupancy vehicle use, public transport and cycling. Greater Christchurch partnerships supports the proposal subject to the inclusion of a separated cycle way, and a high occupancy vehicle lane between Tram Road and Queen Elizabeth 11 (QE 2) Drive.

1.6. Consultation is required to vary the Regional Land Transport Plan that is significant when assessed against the plan’s Significance Policy.

1.7. Submissions opened on 13 June 2017 and close on 13 July 2017. A hearings panel will report back to the Regional Land Transport Committee on 25 August 2017.

1.8. The draft Council submission makes the following points:

- The window of opportunity to construct the third south-bound lane on the Waimakariri motorway bridge now exists so that the current construction programme of the
Northern Arterial Road can be cost-effectively integrated, and not necessitate further disruption at a later stage;

- Current and prospective congestion, when single vehicle occupancy commuting from the Waimakariri District is 84%, needs to be considered as part of a comprehensive package of High Occupancy Vehicle/Public Transport lane service development and related demanded management measures that this Council fully supports;

- While NZTA has done design work on how a third lane south could be included and how an high occupancy vehicle/public transport lane approach could be implemented to indicate it is feasible, this Council acknowledges there are aspects of this to be detailed and only broad support from partners and an agreement to work together to implement an integrated package of improvements is required at this stage;

- A third south-bound lane as part of a comprehensive approach provides the opportunity to increasingly focus public transport across the old Main North Road bridge, with service time and reliability benefits, and it could cost-effectively be accompanied by a long sought after cycleway connection across the river;

- It is important to acknowledge Christchurch City Council (CCC) concerns re downstream effects and be aligned with a comprehensive approach that mitigate these that involve commuter behaviour change which is consistent with actions to address congestion so far taken and supported by WDC;

- Arguments that a “choke point” would be a good idea to maintain, and not construct a third south-bound lane, are fundamentally flawed. Intensification in or close the Christchurch CDB cater for a different housing market to that provided in a small town environment.

Attachments:

i. Draft submission to the Regional Land Transport Committee (TRIM170620063194);

2. **RECOMMENDATION**

   THAT the Council:

   (a) **Receives** report no. 170620063196

   (b) **Approves** the attached submission to the Regional Land Transport Committee (TRIM 170620063194);

   (c) **Approves** the distribution of the submission to Community Boards for their information.

3. **ISSUES AND OPTIONS**

   3.1 The issue of congestion on the northern access into Christchurch has been a problem for some time, particularly during the morning peak period.

   3.2 NZTA has been working on the construction of the Western Belfast Bypass (WBB) and that is due for completion in early 2018. Late last year NZTA commenced work on the Christchurch Northern Arterial (CNA) to extend the motorway to QE 2 Drive and to link to Cranford Street. This project is due for completion in 2019/20. These projects will relieve the congestion and provide significant benefits to the District.
3.3 Following severe congestion on the motorway in early 2014 a number of short term measures were put in place and that included WDC employing a Journey Planner and providing funding for the new bus priority lanes at Chaney's in Christchurch City.

3.4 Over the past year NZTA has been working on a number of business cases for improvements to the state highways around Christchurch. Council staff and elected members have been involved in the State Highway 1 and 71 from the Ashley River to Belfast Business Case, and this work has considered options for addressing the morning peak unreliable journey time problem on the motorway.

4. **COMMUNITY VIEWS**

4.1 The Papanui/Innes Community Board of the Christchurch City Council is opposed to a third south-bound lane on the Christchurch Motorway extension.

5. **FINANCIAL IMPLICATIONS AND RISKS**

5.1 NZTA have identified that constructing a third south-bound lane as part of the Northern Arterial Road construction would save $14 million.

6. **CONTEXT**

6.1 **Policy**

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

6.2 **Community Outcomes**

Communities in our District are well linked with each other, and Christchurch is readily accessible by a range of transport modes.

Geoff Meadows, Policy Manager
Submission to the Canterbury Regional Transport Committee

On the proposal to vary the Regional Land Transport Plan to allow a third lane south on the Waimakariri Bridge as part of the Christchurch Northern Motorway extension

Submission by
Waimakariri District Council

July 2017
Person for Contact: Geoff Meadows (Policy Manager)
Contact details

Name: Mr Geoff Meadows

Postal address: Private Bag 1005, Rangiora 7440

Phone number: 03 311 8900

Email address: geoff.meadows@wmk.govt.nz

Are you submitting on behalf of an organisation? Yes [X] No []

If yes, which organisation are you submitting on behalf of?

Waimakariri District Council
1 Introduction

Thank you for the opportunity to comment on the proposed additional third lane south over the Waimakariri River as part of the Christchurch Northern Motorway extension.

The Waimakariri District Context

The Waimakariri District lies to the north of the Waimakariri River in North Canterbury and extends from Pegasus Bay in the east to the Puketeraki Range in the west. It is bounded to the north by the Hurunui District.

The major urban areas are Rangiora and Kaiapoi. There are other urban settlements including Woodend/Pegasus and Oxford, as well as a number of village and beach settlements.

The District had a population of 49,989 as at the March 2013 census, and an estimated 57,800 as at 30 June 2016. The District has experienced a rapidly growing population that is projected to continue to increase in the short to medium term.

The proposal by the New Zealand Transport Agency (NZTA) to construct a third south-bound lane on the Waimakariri Bridge is fully supported by this Council (WDC), and so the variation to the Regional Land Transport Plan is likewise fully supported.

Key points of note are:

- The window of opportunity to construct the third south-bound lane on the Waimakariri motorway bridge now exists so that the current construction programme of the Northern Arterial Road can be cost-effectively integrated, and not necessitate further disruption at a later stage;

- Current and prospective congestion, when single vehicle occupancy commuting from the Waimakariri District is 84%, needs to be considered as part of a comprehensive package of High Occupancy Vehicle/Public Transport lane service development and related demanded management measures that this Council fully supports;

- While NZTA has done design work on how a third lane south could be included and how an high occupancy vehicle/public transport lane approach could be implemented to indicate it is feasible, this Council acknowledges there are aspects of this to be detailed and only broad support from partners and an agreement to work together to implement an integrated package of improvements is required at this stage;

- A third south-bound lane as part of a comprehensive approach provides the opportunity to increasingly focus public transport across the old Main North Road bridge, with service time and reliability benefits, and it could cost-effectively be accompanied by a long sought after cycleway connection across the river;

- It is important to acknowledge Christchurch City Council (CCC) concerns re downstream effects and be aligned with a comprehensive approach that mitigate these that involve commuter behaviour change which is consistent with actions to address congestion so far taken and supported by WDC;

- Arguments that a “choke point” would be a good idea to maintain, and not construct a third south-bound lane, are fundamentally flawed. Intensification in or close the Christchurch CDB cater for a different housing market to that provided in small town environments.
The addition of a third south-bound lane on the bridge is consistent with a long standing agreement between all of the Greater Christchurch area, including NZTA, Christchurch City Council and Selwyn District Council. This commenced with the Urban Development Strategy, and was followed by the Land Use Recovery Plan, Regional Policy Statement, and most recently the Urban Development Strategy review. This has allowed Waimakariri District to develop greenfield areas in a manner that has been consistently agreed by the regional partners. The south-bound lane over the bridge is a key piece of infrastructure that allows for the development of areas already committed to by all parties.

2 Background

The issue of congestion on the northern access into Christchurch has been a problem for some time, particularly during the morning peak period.

It is noted that NZTA has been working on the construction of the Western Belfast Bypass (WBB) and that is due for completion in early 2018. Late last year NZTA commenced work on the Christchurch Northern Arterial (CNA) to extend the motorway to QE 2 Drive and to link to Cranford Street. This project is due for completion in 2019/20. These projects will relieve the congestion and provide significant benefits to the district.

It is also noted that following severe congestion on the motorway in early 2014 a number of short term measures were put in place and that included the WDC employing a Journey Planner and providing funding for the new bus priority lanes at Chaney's in Christchurch City.

Over the past year NZTA has been working on a number of business cases for improvements to the state highways around Christchurch. Council staff and elected members have been involved in the State Highway 1 and 71 from the Ashley River to Belfast Business Case, and this work has considered options for addressing the morning peak unreliable journey time problem on the motorway.

3 Specific comments on the proposal

a) Third Southbound Lane

It is noted that the CNA project so far includes the addition of a third lane for north-bound traffic on the Waimakariri River Bridge, but not a third south-bound lane. The extra lane was required for north-bound traffic because there will be two lanes from the CNA and two lanes from the WBB, ie four lanes, joining ultimately into two lanes on the existing northern motorway. It is noted that to do this safety the four lanes need to go to three lanes, and then to two lanes, and the length of three lanes required takes it beyond the bridge, and so the design took the three lanes to Tram Road.

It is noted that the third south-bound lane was not originally included in the CNA project because the new arterial joins to the existing motorway well to the south of the bridge. Also from a road capacity perspective the extra lane may not be required until later, although recent modelling suggests the bridge is at capacity during the morning peak now. There was also a concern expressed that if the extra capacity was provided too early, it may induce extra traffic demand and put pressure on the Christchurch City Council (CCC) road network downstream and in particular on Cranford Street.

The recent suggestion about constructing the third south-bound lane at the same time as the north-bound lane is a sensible cost efficiency measure. This is something this Council has been
suggesting for some time. By constructing both extra lanes now, as well as a cycle lane, then significant cost savings could be made when compared with constructing one of the lanes as a separate project at a later date.

It is understood that the cost today would be of the order of $20M but if constructed in 5 years’ time, when NZTA officials have indicated bridge congestion would be at unacceptable levels following opening of both the Western Belfast Bypass and the Northern Arterial, it would rise to $34M.

So from a pure construction efficiency point of view it makes good sense to build the extra lane now along with the cycle lane.

This Council is conscious of the impacts across the Greater Christchurch area of these sorts of decisions, and respects the CCC view that there may be downstream effects that need to be managed if induced demand does in fact happen.

There is an accepted view that just adding extra road capacity will generate more traffic and require more capacity to be built. All cities are grappling with that issue, and the response would be at least a combination of timely capacity improvements and demand management. For example in Auckland there is a large investment in road improvements as well as public transport.

In the case of the Northern Motorway a lot of extra road capacity is already being added by the WBB and the CAN, and the addition of a relatively short length of lane across the bridge is unlikely to induce huge amounts of additional traffic over and above what will be induced by the road upgrades already committed. However modelling suggests that there could be some induced demand from the extra lane.

If the third south-bound lane is not built as part of the CNA project and congestion at the merge onto the bridge occurs, then this is likely to result in undesirable travel behaviour. For example if there are delays on the Motorway, some Tram Road traffic may choose to use Main North Road, and as this is a preferred bus route, it may cause delays to the buses and so discourage people from using public transport.

The State Highway 1 and 71 from the Ashley River to Belfast Business Case work has considered this wider context.

In relation to the travel time reliability (congestion) problem the recommended programme is a balance of behavioural change activities, public transport capacity, quality improvements (including additional park-and-ride and dedicated bus lanes), and smart motorway technology. The programme includes the additional southbound lane over the Waimakariri River incorporating high occupancy vehicle lanes. This will provide incentives for people to change their behaviour.

The context to the problem is that there is a high number (84%) of single occupant vehicles using the motorway during the morning peak period. It is generally agreed that this is not sustainable into the future and steps need to be taken to reduce this number if there is going to be reliable travel time into Christchurch.

b) Planning and Infrastructure Background.

Since 2004 Waimakariri District Council has been working collaboratively with Christchurch City, Selwyn District, the regional Council and NZTA on an agreed and coordinated approach to the development of the Greater Christchurch area. This was initially through the Urban Development Strategy in 2007 then the Land Use Recovery Plan, Regional Policy Statement, and most recently the Urban Development Strategy review. This agreement formed the basis of land use planning in Christchurch, Waimakariri and Selwyn. The Waimakariri District Council has relied
on this agreed plan of Greenfield areas for District Plan changes, coordination of subdivisions and infrastructure, land use planning and service delivery.

The Waimakariri District Council has been consistent in complying with all aspects of this agreement with its partners and the agreement has been satisfactory. To allow for the agreed and planned growth, Waimakariri District Council has carried out major upgrades to its infrastructure over the last decade. This includes the Eastern District Sewerage upgrade and ocean outfall, a $36 million project that allowed capacity for the growth areas identified in the Urban Development Strategy. Also an upgrade was carried out to the Rangiora Water supply to allow for the projected growth at a cost of $15 million.

With adequate provision for water and wastewater in the District to allow for growth the roading network is now at capacity to allow for the increased traffic associated with growth. Roading and Motorway capacity is currently an impediment to growth and the most significant infrastructure constraint limiting the Waimakariri District in accommodating the agreed greenfield development areas.

WDC is currently carrying out a $12 million roading project in Kaiapoi, the New Arterial Road around the Silverstream subdivision, to provide improved capacity, safety and linkage for traffic from Rangiora and the District to the Christchurch Motorway.

In order to manage demand on the transport network WDC has carried out the following initiatives:-

- Employs a Journey Planner to work with our community and our transport partners to encourage more ride share, bus use, and cycling;
- Implemented park-and-ride sites in Rangiora and Kaiapoi;
- Helped fund new bus lanes in Christchurch City at Chaneys;
- Participates in the Greater Christchurch Travel Demand Strategy;
- Provides funding for the Greater Christchurch travel demand management project that is underway to change behaviour and reduce the reliance on car travel of employees of those businesses moving into the central city. Some of which will originate in the Waimakariri District;
- Actively involved at staff and elected member level on the Joint Passenger Transport Committee;
- $4m included in the 2015-25 Long Term Plan for park-and-ride sites. This could be directed to help fund park-and-ride sites in Christchurch City if that will provide a better outcome. For example a park-and-ride site at the end of the CNA at QE2 Drive.

  c) Household Growth is Consistent with the UDS and LURP.

It is important to note that the rate of development that has occurred in Waimakariri has been as anticipated by the UDS partners. In 2007 the UDS anticipated 10 year growth of 4,850 households for the UDS area within Waimakariri. The actual number of households that have been developed in that area over this 10 year period is 5100. The Land Use Recovery Plan (LURP) that was supported by all partners for the period 2014 to 2024 was based on an agreed greenfield development area. The remaining capacity of this inside the infrastructure boundary is in the order of 9,000 households.
The population in Waimakariri District was 57,800 at June 2016. This is projected to increase to 86,000 by 2048. Broadly there is sufficient LURP and RPS mandated capacity to accommodate this population.

d) Employment and Economy

Waimakariri District has a significant commuter workforce that relies on the Motorway for commuting to Christchurch. This has always been anticipated in the UDS and LURP. Greater Christchurch needs to provide a range of housing options to allow people to work in gainful employment and support the economy while meeting their family and lifestyle needs.

Many Waimakariri District businesses rely on their linkages to the City, Lyttelton Port, the Airport and State Highway 1 to the south. The economy of Waimakariri has been growing and this has resulted in significant local employment. In the 10 years to 2016 the population has increased 31%. During this same period District job growth was 42%. So while more resident workers by number are commuting to Christchurch, the proportion of the local labour force’s jobs located in Christchurch is declining.

Apart from business attraction initiatives designed to increase local jobs in accordance with its Local Economic Development Strategy (2012), the Council’s investment in town centres, business friendliness initiatives, partnering with developers, and increasing investment in local sporting and cultural facilities are all designed to improve local job self-sufficiency and increase key activity centre daytime populations and vitality – with significant visible success. WDC contributes to and benefits from a strong Greater Christchurch and Canterbury Region. A sustainable and efficient transport system is essential to a strong growing economy and excellent living environments. Supporting travel choices and sustainably managing the demand on the transport network is key to ensuring the transport network is sustainable and efficient.

e) Downstream Effects in Christchurch City

WDC acknowledges the issue Christchurch City potentially has, and has in the past played a part in helping to address that issue, and at the same time meet the needs of this District. A well-functioning and efficient Greater Christchurch transport system is necessary for the Greater Christchurch economy and living environment. From the WDC perspective it means growth should continue to occur as envisaged by the UDS and LURP, and the transport impacts managed by the balanced approach mentioned above. The Council is already doing a number of things to manage the demand noted above.

The Christchurch City downstream effects include the potential for more peak traffic onto Cranford Street causing unreliable travel times and “rat running” through local roads, and more traffic into the central city causing delays and frustrations. These impact on the Waimakariri community as well as the Christchurch community.

It is noted the Central City Plan, The Accessible City, is based on car traffic in the central city at similar levels to pre earthquake levels, and so more travel into the central city from all directions will need to be by public transport, walking or cycling. Waimakariri District accounts for only 10% of morning peak person trips to the city centre and this share is projected to not fundamentally change by 2041.

This means that across the Greater Christchurch network there will need to be more emphasis on travel demand management to achieve the desired outcomes.

f) A Comprehensive Planned Corridor Approach Required and Supported by WDC

The origins of work commute journeys in the District are quite dispersed as are the destinations. Recent analysis of journey to work data has shown them to be as dispersed as for Christchurch resident workers, with this dispersal accentuated by the effects of the earthquake on the CBD.
Low density, dispersed origins and destinations of work journeys are difficult to serve by public transport. Problems with public transport are not unique to the Waimakariri District as declines in overall Christchurch public transport patronage show. As elsewhere, in order to migrate commuting to public transport, the system needs to enable predictable and reasonable length journey times at reasonable prices to destinations people want to go with minimum journey breaks.

A comprehensive and planned approach to corridor management that favours public transport with related travel demand management measures is needed. This is the kind of approach Waimakariri District Council has been advocating, funding or operating for some time – bus lanes, park-and-ride, journey planning and collaborative travel demand management – initiatives that sit alongside its active local job development programme.

\[g\) Choke Point and Intensification Arguments\]

Any suggestion of maintaining a “choke point” by stalling or not constructing a third motorway lane south across the Waimakariri River is flawed. In the past it has been suggested that establishing or maintaining a “choke-point” on the northern corridor would promote land use pattern adjustment. There is no evidence that recent congestion has materially affected underlying growth - and the prospects of this being effective via retaining two lanes on the south-bound bridge in the future, in light of the extensive overarching Roads of National Significance investment in northern accessibility are at best highly dubious. It seems counterfactual to make such an enormous investment only to seek to undermine its utility by artificial capacity constraints, especially in the face of projected short-term deterioration in congestion those underlying investments are designed to address.

So called “planned congestion” is not part of the strategic framework - further, nowhere within the collaborative transportation planning framework associated with the UDS over the last 10 years and giving rise to substantial strategic documents such as The Greater Christchurch Transport Strategic Statement has this approach ever been discussed, evaluated or agreed.

It has also been suggested this approach of partial “planned congestion” on one corridor would somehow reinforce intensification in or close to the CBD. This argument misses completely the multiplicity of housing submarkets that operate within Greater Christchurch, and, the frequency recorded (through successive district surveys over many years) underlying motivation by new residents for choosing small town and rural living as compared to CBD type environments. In short, we are talking about completely different residential choices and options to choose from.

It is also important to point out that contrary to recent uninformed media coverage the annual level of new dwelling construction on rural properties has been in number and as a proportion of total new builds declining for the last five years as the proportion of growth in the District that is urban increases.

\[4\] Summary

The business case for the third south-bound lane is being developed in the context of a wider transport solution including travel demand management and high occupancy vehicle/public transport lanes.

The State Highway 1 and 71 from the Ashley River to Belfast Business Case work’s recommended programme for managing the congestion included the third lane along with travel demand management and high occupancy vehicle lanes, and the development of this programme included CCC staff and Councillors as well as WDC staff and Councillors. WDC wish to be heard in support of this submission.